

F. No. 5-4/(2020)-SC
Government of India
Ministry of Consumer Affairs, Food and Public Distribution
Department of Food and Public Distribution
(Directorate of Sugar & Vegetable Oils)

Krishi Bhawan, New Delhi.

Dated: 15th June, 2022

To,

The CEOs/MDs of Sugar Mills.

Subject:- Filling of Sugar Mills Registration form on National Single Window System (NSWS) portal.

Sir/Madam,

It is informed that 'Sugar Mill Registration Form' has been made live on the National Single Window System (NSWS) portal. All the sugar mills have to register themselves on the portal and the basic details i.e. registered address of the Undertaking/Group, Plant Details, Contact/Nodal Person Details, Owner/CEO/MD Details has to be filled by the sugar mill after registering themselves on the portal. The steps for filling of "**Sugar Mills Registration**" on the NSWS portal is **Annexed**.

2. All the sugar mills are advised to fill the "Sugar Mills Registration" on the NSWS portal by 27th June 2022.

Yours faithfully,



(Sangeet)

Director (Sugar)

Tele: 011-23383760

Copy to:

ISMA/NFSCF with the request to advise their member sugar mills for strict compliance.

Annexure

Steps for filling of “Sugar Mills Registration” on the NSWS portal.

1. The sugar mill is required to first register themselves on the NSWS portal i.e. <https://www.nsws.gov.in> under the head “**Investor Login**”.
2. As and when an investor registers on the portal; an email will be sent for verification of their account on the portal.
3. After verification of the account from the registered email; the investor has to add the form i.e. “**Sugar Mills Registration**”.
4. Thereafter, the chosen form will be visible in the dashboard of the investor.
5. Thereafter, prior to filling the “**Sugar Mills Registration**”; investor is required to fill the Common Registration Form (CRF) in which basic details related to the organization will be asked i.e. Entity Identification Number, Company Registration Details, Postal Address Details, Authorized Signatory Details, Factory / Site Location, Product / Services Offered, etc.
6. Once, an investor fills the CRF form, an auto generated message will be sent on the registered mobile number stating that “You have successfully submitted CRF”.
7. After which investor can fill the “**Sugar Mills Registration**”.

Note: Those sugar mills which have already filled CRF form while applying for Export Release order for sugar mills will not have to fill the CRF form again; they can directly add the “**Sugar Mills Registration**” form in their dashboard and can submit the form.