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| SQM – 3.2.1.7 | Complete Central Excise registration |
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Process owner: Assistant Commissioner or other person

Norm: Complete Central Excise registration within 2 working days of receiving a complete application

Resource required: 1 AC/DC, 1 Range Supdt & 1 Inspector, ACES in working condition

With ACES, all registrations are online. However for the purpose of monitoring, a record in prescribed format shall be maintained by the division office. If possible to capture the record data from ACES reports, such a record can be maintained online and printed at time of audit check or monitoring by process owner.

