

SQM – 3.2.1.7	Complete Central Excise registration
Revision No.1	
Revision Date 27.07.2010	

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.

