



User Manual

China Import Food Enterprises Registration (CIFER)

Application for registration i CIFER/Single Window

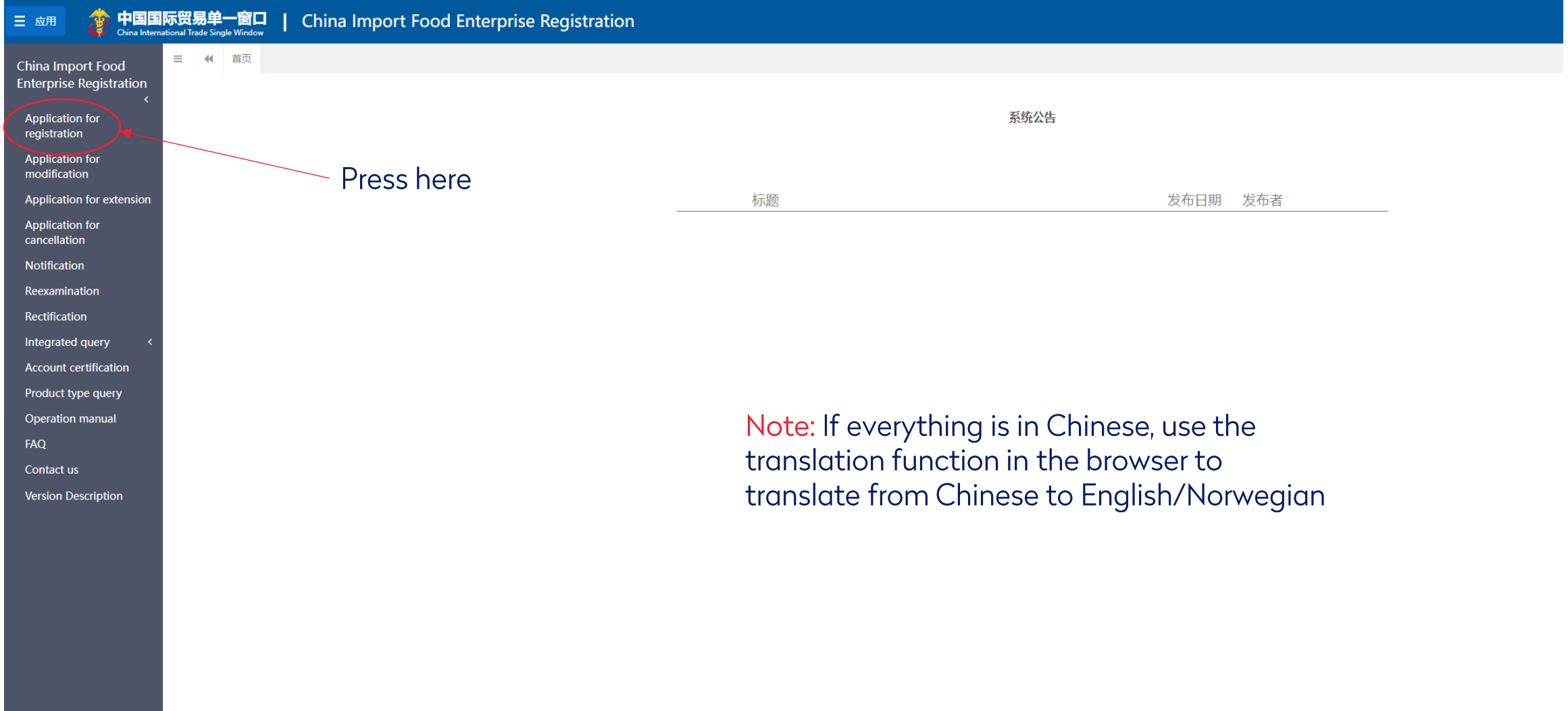
Disclaimer

- ***We recommend that you set aside a good amount of time to complete the application, do not rush, and read this user manual carefully.***
- This user manual has been prepared by the Norwegian Seafood Council (NSC) for the purpose of assisting Norwegian seafood companies to apply for registration in Single Window.
- The user manual has been prepared based on information available as of June 2026. New information about the application and or changes to Single Window may occur.
- It is the companies' own responsibility to fulfil requirements for application and provide information about its operations. NSC is not responsible for any errors or losses arising in connection with the use of information provided in this manual.

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Application for registration



应用 | 中国国际贸易单一窗口 | China Import Food Enterprise Registration

China Import Food Enterprise Registration

Application for registration

Application for modification

Application for extension

Application for cancellation

Notification

Reexamination

Rectification

Integrated query

Account certification

Product type query

Operation manual

FAQ

Contact us

Version Description

系统公告

| 标题 | 发布日期 | 发布者 |
|----|------|-----|
|----|------|-----|

Note: If everything is in Chinese, use the translation function in the browser to translate from Chinese to English/Norwegian

Application for registration

China Import Food
Enterprise Registration

Application for
registration

Application for
modification

Application for extension

Application for
cancellation

Notification

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Version Description



首页

Application for registration

Recommended for registration by the competent authorities in located country(region), Please select the product category

Meat and meat products

Casings

Bird's nest and Bird's nest products

Bee products

Eggs and egg products

Edible oil and oilseeds

Stuffed pastry products

Edible grains

Grain milling industrial products and malt

Fresh and dehydrated vegetables ,dried beans

Natural plant spices

Nuts and seeds

Dried fruits

Unroasted coffee and cocoa beans

Special Dietary Foods (Excluding milk-based infant formula)

Functional foods

Dairy

Aquatic products



Frozen fruit

1. Press here



2. Press here

This will send you to the registration form

The registration form has four pages:

- Basic information
 - Product-related information
 - Check list and statement
 - Attachment information
-
- Fields marked with a red star are mandatory, but based on experience all attachments are required for the application to be processed
-
- When starting the application, choose «Standard application via Competent Authority».

*Application Registration Method

- Standard Application Route (via Competent Authority Recommendation)  Standard Application Route (Direct Submission to GACC) 

Basic information

Save Delete

You can at any point save the application

1. choose NORNFSAO

current state : Enterprise temporary saved

Enterprises applying for registration through this system shall be overseas manufacturers of production, processing, and storage. Trading companies and other non-qualifying entities are exempt from registration via this system.
The registration application of aquatic products has been optimized, mainly adjusting the requirements of the "to be registered in China/additional products" module: There is no need to fill in "registered product category", "HS code /CIQ code", "English name", "Latin scientific name", "registered product raw material type", "processing method", "production and processing capacity(tons/year)", etc., and there is no need to upload product photos; It also changed the filling position of the "production and processing capacity" of the enterprise; cancelled the modules such as "export trade situation in the past two years", "production and processing water", "human resources", and other content that does not need to be filled in.

*Application Registration Method

Standard Application Route (via Competent Authority Recommendation) Standard Application Route (Direct Submission to GACC)

*Name of competent authority of the country or region

Support fuzzy query, please press the space

Basic information Production-related information Check list and statement Attachment Information

2. Write «Mattilsynet»

Basic information of the manufacturer

*Country (Region)

Norge-Norway

*Registration number for food production approval issued by the competent food safety authority in the country/region of origin

NorgeTest

Name of the registration and approval competent authority of the country or region

123

3. Name of production facility/Vessel. Note: Its important that you register the production facility and not the owner/holding company.

(Exactly the same as on the certificate of approval from «Mattilsynet», including same capitalization)

Registration expiration date (In China)

*Manufacturer name

NORGES SJØMATRÅD AS AVD OSLO

*Plant establishment date

2025-03-05

*Legal representative - Name

123

*Production type

Please select a production type

*State/Province/Territory

123

*Address of manufacturing facility

Tips: Please fill in the detailed address in this field, including Country, State/Province/Territory, City, Street, etc.

*Contact person - Name

123

*Contact person - Telephone number

+ 123 - 123

*Contact person - E-Mail address

pka@seafood.no

Basic information

* The contact information is regarding your own company

◀ 首页 Aquatic products ▶

Basic information Production-related information Check list and statement Attachment Information

Save Delete

current state : Enterprise temporary saved

Enterprises registered through CIFER system should be an imported food production, processing, and storage enterprises, non-abovementioned enterprises do not need to apply for registration through this system.
The registration application of aquatic products has been optimized, mainly adjusting the requirements of the "to be registered in China/additional products" module. There is no need to fill in "registered product category", "HS code /CIQ code", "English name", "Latin scientific name", "registered product raw material type", "processing method", "production and processing capacity(tons/year)", etc., and there is no need to upload product photos; It also changed the filling position of the "production and processing capacity" of the enterprise; cancelled the modules such as "export trade situation in the past two years", "production and processing water", "human resources", and other content that does not need to be filled in.

Basic information of the enterprises

| | | |
|---|--|---|
| *Country (Region) 挪威-Norway | *Registration number approved by located competent authority NorgeTest | Name of the registration approval competent authority <input type="text"/> |
| Registration number (in China) <input type="text"/> | Registration date (in China) <input type="text"/> | Registration expiration date (in China) <input type="text"/> |
| *Name of competent authority of the country (region) Support fuzzy query, please press the space | *Enterprise name NorgeTest | |
| *Plant establishment time <input type="text"/> | *Legal representative - name <input type="text"/> | *Production type Processing enterprise |
| 4. Date for when the factory/vessel was built. | 5. The actual owner of the company. It has to be consistent, the same person to sign every document (where it says legal representative). | 6. Choose the correct Production type relevant for your enterprise. |
| *State/Province/Territory <input type="text"/> | *Address of manufacturing facility Tips: Please fill in the detailed address in this field, including Country, State/Province/Territory, City, Street, etc. | |
| *Contact person - name <input type="text"/> | *Contact person - phone number + <input type="text"/> - <input type="text"/> | *Contact person - E-mail <input type="text"/> |
| Remarks <input type="text"/> | | |

*Production license issued by the competent authority of the country (region) where it is located Upload attachments

Basic information

* The contact information is regarding your own company

◀ 首页 Aquatic products ▶

Basic information Production-related information Check list and statement Attachment Information

Save Delete

current state : Enterprise temporary saved

Enterprises registered through CIFER system should be an imported food production, processing, and storage enterprises, non-abovementioned enterprises do not need to apply for registration through this system.
The registration application of aquatic products has been optimized, mainly adjusting the requirements of the "to be registered in China/additional products" module. There is no need to fill in "registered product category", "HS code /CIQ code", "English name", "Latin scientific name", "registered product raw material type", "processing method", "production and processing capacity(tons/year)", etc., and there is no need to upload product photos; It also changed the filling position of the "production and processing capacity" of the enterprise, cancelled the modules such as "export trade situation in the past two years", "production and processing water", "human resources", and other content that does not need to be filled in.

Basic information of the enterprises

*Country (Region) *Registration number approved by located competent authority Name of the registration approval competent authority
挪威-Norway NorgeTest

Registration number (in China) Registration date (in China) Registration expiration date (in China)

*Name of competent authority of the country (region) *Enterprise name

7. Write the county (fylke) of the establishment 8. Write the address as "street and street number, postal code and postal location" **IMPORTANT** for address: All the information put forward (by your enterprise) in the Single Window registration must be consistent with the information in Brønnøysundregistrene for the establishment or "Underenhet". **Exactly** the same postal code, postal location and address as registered in Brønnøysundregistrene, including same capitalization.

*State/Province/Territory *Address of manufacturing facility

Oslo Stenersgate 2, 0184 OSLO

*Contact person - name *Contact person - phone number *Contact person - E-mail

Remarks

NORGES SJØMATRÅD AS AVD OSLO *Example

| | |
|----------------------|---|
| Underenhet av: | NORGES SJØMATRÅD AS, organisasjonsnummer: 988 597 627 |
| Organisasjonsnummer: | 929 367 758 |
| Beliggenhetsadresse: | Stenersgate 2 0184 OSLO |
| Kommune, land: | 0301 OSLO, Norge |
| Organisasjonsform: | Underenhet til næringsdrivende og offentlig forvaltning |
| Næringskode: | 73.300 PR og kommunikasjonstjenester |

Flere opplysninger

9. Provide the information of the person handling the registration, or a relevant contact person at the company.

Basic information

Upload the following attachments:

[Basic information](#) [Production-related information](#) [Check list and statement](#) [Attachment Information](#)

Basic information of the manufacturer

*Country (Region)

挪威-Norway

*Registration number for food production approval issued by the competent food safety authority in the country/region of origin

NorgeTest

Name of the registration and approval competent authority of the country or region

123

Registration number (In China)

Registration date (In China)

Registration expiration date (In China)

*Manufacturer name

NorgeTest

*Plant establishment date

2025-03-05

*Legal representative - Name

123

*Production type

Please select a production type

*State/Province/Territory

123

*Address of manufacturing facility ⓘ

Tips:Please fill in the detailed address in this field,including Country,State/Province/Territory,City,Street,etc.

*Contact person - Name

123

*Contact person - Telephone number

+ 123 - 123

*Contact person - E-Mail address

pka@seafood.no

Remarks

*Enterprise identification documents

[Upload attachments](#)

8. Certificate of approval. **SEE NEXT PAGE FOR IMPORTANT INFORMATION**

Certificate of approval (godkjenningsbevis fra mattilsynet)

1. Please check that the information (enterprise name and adress) is the same in the certificate as registered in Single window. If not, contact your local Mattilsynet office, and ask for a new one. GACC will not approve if the information is not the same. *We recommend that you attach an English version of the certificate if possible.*
2. IF YOU HAVE THE COMPANY NAME ON TOP WITH A DIFFERENT NAME THAN ENTERPRISE NAME:
 - You need to mark the enterprise name on the certificate.
See example on how you can do it:
 - GACC only sees the top name, and when this is different from the enterprise name registered in single window, they will not approve. We therefore need to try to get them to see the correct name.


NORWAY
NORWEGIAN FOOD SAFETY AUTHORITY
CERTIFICATE OF APPROVAL

Name: [REDACTED] AS ← (parent company, look at approved establishment below)

Address: [REDACTED]

Business registration no. [REDACTED]

Type of establishment: Freezer vessel

Approved establishment: [REDACTED] R

Approval number: [REDACTED]

Approval date: 30.11.2010

The undersigned, official officer, hereby certifies that:
Norwegian Food Safety Authority has approved the above-mentioned establishment in accordance to the relevant Norwegian legislation, which implements regulation (EC) No. 853/2004 laying down specific hygiene rules on the hygiene of foodstuffs.

Product-related information

From the 4th of September 2024 registration for “Aquatic” products has been selected as a pilot to optimize the registration forms. Therefore, its not longer necessary to add specific HS/CIQ codes for your products to the application. However, all producers are responsible to make sure your products can be found on the approved list to China before exporting. The list of aquatic products from different countries and regions that are allowed to be exported to China can be found on the website "List of Food Exported to China from Countries or Regions that Meet the Assessment & Review Requirements and Have Traditional Trade" (<http://43.248.49.223/>).

Basic information **Production-related information** Check list and statement Attachment Information

 current state : Enterprise temporary saved

i Enterprises registered through CIFER system should be an imported food production, processing and storage enterprises, non-above-mentioned enterprises do not need to apply for registration through this system.

i The registration application of aquatic products has been optimized, mainly adjusting the requirements of the "to be registered in China additional products" module. There is no need to fill in "registered product category", "HS code (CIQ code)", "English name", "Latin scientific name", "registered product raw material type", "processing method", "production and processing capacity (tons/year)", etc., and there is no need to upload product photos; it also changed the filling position of the "production and processing capacity" of the enterprise; cancelled the modules such as "export trade situation in the past two years", "production and processing water", "human resources", and other content that does not need to be filled in.

*Products to be registered to China

*Registered product category

Aquatic products

Tips:

1. This module does not need to fill in "registered product category";

2. After obtaining registration, enterprises shall, when exporting aquatic products, fill in the "production and processing capacity" of the enterprise.

1. fill inn the refrigeration and freezing capacity, it's mandatory if you have cooling or freezing storage of any kind. If you don't have e.g. Ice production or freezing, select 0 in these boxes. Applications without this information tend to be rejected.

Production and processing situation

*Whether including cold storage in the process plant

Yes No

*Ice making capacity (tons/day) *Refrigeration (0-4°C) capacity (cubic metres) *Freezing (-18°C) capacity (cubic metres)

*Production and processing capacity (tons/year)

 2. Yearly production capacity in tons.

Floor plan of the enterprise's factory, workshop, and cold storage freezer

Specific processing methods (including specific processing time, such as heat treatment time and temperature)

Product-related information

Upload the following attachments:

« 首页 Aquatic products »

Basic information **Production-related information** Check list and statement Attachment Information

Save Delete

current state : Enterprise temporary saved

Enterprises registered through CIFER system should be an imported food production, processing, and storage enterprises, non-above-mentioned enterprises do not need to apply for registration through this system.

The registration application of aquatic products has been optimized, mainly adjusting the requirements of the "to be registered in China/additional products" module. There is no need to fill in "registered product category", "HS code /CIQ code", "English name", "Latin scientific name", "registered product raw material type", "processing method", "production and processing capacity(tons/year)", etc., and there is no need to upload product photos; it also changed the filling position of the "production and processing capacity" of the enterprise; cancelled the modules such as "export trade situation in the past two years", "production and processing water", "human resources", and other content that does not need to be filled in.

*Products to be registered to China

*Registered product category

Aquatic products

- Tips:
- 1. This module does not need to fill in "registered product category", "HS code/CIQ code", "English name", "Latin scientific name", "registered product raw material type", "processing method", "production and processing capacity(tons/year)", no need to upload product photos.
 - 2. After obtaining registration, enterprises shall, when exporting aquatic products to China, ensure that the exported aquatic products are listed in the Products Catalogue from Approved or Traditional Trading Countries or Regions(<http://43.248.49.223/>).

Production and processing situation

*Whether including cold storage in the process plant

Yes No

*Ice making capacity (tons/day)

*Refrigeration (0-4°C) capacity (cubic metres)

*Freezing (-18°C) capacity (cubic metres)

*Production and processing capacity (tons/year)

Floor plan of the enterprise's factory, workshop, and cold storage freezer

Upload attachments

Specific processing methods (including specific processing time, such as heat treatment time and temperature)

Upload attachments

3. All documents should have text in English or Chinese or the application will most likely be rejected.

Floor plan should show processing areas, cooling storage and equipment if possible. We often see applications rejected because of unclear floor plans.

For specific processing methods attach a flow chart and/or a processing flow description. The flow chart should make it clear which products are produced in the process and show what raw material is used.



Check list and statement

Upload the following attachments:



Note that the two other listed documents will be uploaded by the competent authority after you submit the application, if you choose registration via competent authority recommendation.

 Save  Delete

current state : Enterprise temporary saved

-  Enterprises applying for registration through this system shall be overseas manufacturers of production, processing, and storage. Trading companies and other non-qualifying entities are exempt from registration via this system.
-  The registration application of aquatic products has been optimized, mainly adjusting the requirements of the "to be registered in China/additional products" module: There is no need to fill in "registered product category", "HS code / CIQ code", "English name", "Latin scientific name", "registered product raw material type", "processing method", "production and processing capacity(tons/year)", etc., and there is no need to upload product photos; It also changed the filling position of the "production and processing capacity" of the enterprise; cancelled the modules such as "export trade situation in the past two years", "production and processing water", "human resources", and other content that does not need to be filled in.

*Application Registration Method

- Standard Application Route (via Competent Authority Recommendation)  Standard Application Route (Direct Submission to GACC) 

*Name of competent authority of the country or region

挪威食品安全局

Basic information Production-related information Check list and statement Attachment Information

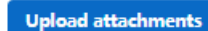
*Please download the [Declaration of the Manufacturer](#), and sign as required, upload scanned copy

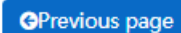


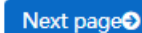
Please download the [Audit and Inspection Report Issued by the Competent Authority of the Country/Region of Origin](#), and sign as required, upload scanned copy



Please download the [Recommendation Letter Issued by the Competent Authority of the Country/Region of Origin](#), and sign as required, upload scanned copy







Enterprise declaration

Declaration of the manufacturer

We hereby declare that the information and related materials submitted by _____ (Enterprise Name) are true and complete, and can meet the relevant regulations of China and _____ (name of exporting country or region) and the *Regulations of the People's Republic of China on the Registration and Administration of Overseas Manufacturers of Imported Food*.

Write enterprise name. It is important that enterprise name is exactly the same as registered in Single Window. A tip is to copy the enterprise name from the first page (basic information) and paste in the declaration

Write «Norway»

Write the name and position of legal representative. It is important that this is the same person as registered in Single Window.

Name and position of the legal representative of the manufacturer

Signature and seal of the legal representative

Date:

Signature of legal representative, date, and *stamp (important)*

Enterprise declaration

HS/CIQ code English name Latin name

No matching records found

Upload attachments

Tips:*.jpg|.jpeg|.gif|.png|.bmp|.pdf files can be uploaded. The size of single file cannot be exceed 4MB.

| Order ... | Attachment type | Required | Attachment name | Actions |
|-----------|---------------------------------|----------|-----------------|---------|
| 1 | Declaration of the manufacturer | Yes | - | - |

+ Add file

Save Close

time, such as heat treatment time and temperature) Upload attachments

upload a scanned copy by pressing «upload attachment» and «add file»

Attachment information and sending the application

The registration application of aquatic products has been optimized, mainly adjusting the requirements of the "to be registered in China additional products" module. There is no need to fill in "registered product category", "HS code / CIQ code", "English name", "Latin scientific name", "registered product raw material type", "processing method", "production and processing capacity(tons/year)", etc., and there is no need to upload product photos; It also changed the filling position of the "production and processing capacity" of the enterprise; cancelled the modules such as "export trade situation in the past two years", "production and processing water", "human resources", and other content that does not need to be filled in.

*Application Registration Method

- Standard Application Route (via Competent Authority Recommendation) ?
- Standard Application Route (Direct Submission to GACC) ?

*Name of competent authority of the country or region

Support fuzzy query, please press the space

- Basic information
- Production-related information
- Check list and statement
- Attachment Information**

Attachment information

- Tips:
- 1. *.jpg|*.jpeg|*.gif|*.png|*.bmp|*.pdf files can be uploaded. The size of single file cannot exceed 4MB.
 - 2. Please return to the information entry page or enter the preview page to supplement the attachment.

| Order No. | Attachment type | Required | Attachment name | Actions |
|-----------|---|----------|-----------------|---------|
| 1 | Enterprise identification documents | Yes | - | - |
| 2 | Declaration of the manufacturer | Yes | - | - |
| 3 | Processing flow chart | No | - | - |
| 4 | Floor plan of the enterprise's factory, workshop, and cold storage / free | No | - | - |
| 5 | Country/Region of Origin | NO | - | - |
| 6 | Audit and Inspection Report Issued by the Competent Authority of the Country/Region of Origin | No | - | - |

NB!: Based on previous experience, these attachments are required, even though it says «no» here.

Previous page Preview

To send the application press «preview» and go through the whole application before pressing «submit» at the end

after sending the application

IMPORTANT: after sending the application, you must send an e-mail to insight@seafood.no.

- Mark your email with: «Kina - nyregistrering (pakkenr [eg. TT555]) vedlegg», and confirm that you have submitted the application. **This is important as you will receive two attachments that you have to sign, stamp and send back.**
- The attachments are:
 - «*Registration Conditions and Inspection Focuses for Manufacturers of Imported Aquatic Products*»
 - «*1.3.366 Egenerklæring, Kina, Single Window, 2022-09*»
- When we have received the attachments, we can send the application to GACC for approval.

after sending the application

- **IMPORTANT:** On many occasions GACC finds different errors in the application and will send it back to the NFSA for correction. On most occasions, the NFSA then must send the application back to the company for correction. The application status will then be “to be corrected by enterprise”. This means that you have to check your application feedback (see page 23), correct the application and submit it again.
- It is important to regularly check your application status for different feedback and corrections.
- The registration is **not** complete until GACC has **approved** the application. The status of your application can be found in the system at any given time.

How to find the status of your application

The screenshot shows the 'Application enquiry' page. The left sidebar has 'Comprehensive enquiry' circled in red. The main area has a search form with 'Application type' set to 'whole' and 'Product range' set to 'Support fuzzy query, please press the spacebar'. Below the form are 'Inquire' and 'Reset' buttons. A table below shows two application rows. Red arrows point from the numbered instructions to the corresponding UI elements.

1. Press «Comprehensive enquiry» and «Application query»

2. Here you can see the status for the different application types. Look for «registration application»

3. Here you can view the feedback from the NFSA and GACC in case of «to be corrected by enterprise»

4. Press «view» to open the application and make changes

| Order... | Application serial nu... | Registration number ... | Application time | Product category | Application type | Application status | Customs feedback | Institutional feedback | Handle steps | UpdateTime | Actions |
|----------|--------------------------|-------------------------|---------------------|-------------------|--------------------------|----------------------------|------------------|------------------------|--------------|---------------------|---------|
| 1 | 202500000003349230 | - | 2025-03-17 17:03:22 | Aquatic products | Registration application | Enterprise temporary saved | View | View | Enterprise | 2025-03-17 17:03:22 | View |
| 2 | 202500000003341620 | - | 2025-01-29 16:29:11 | Edible animal oil | Registration application | Enterprise temporary saved | View | View | Enterprise | 2025-01-29 16:29:11 | View |

All the different application statuses and what they mean is described on the next page.

Application status description

| Status | Description |
|--|--|
| Temporarily saved by enterprise | The application is temporarily saved at the enterprise end, which needs to be submitted to the competent authority of the country/region)/GACC |
| Submitted to the competent authority | The application has been submitted to the competent authority for review. |
| Submitted to GACC | 1. The competent authority has recommended the enterprise's application to GACC. 2. The enterprise has submitted the application to GACC. |
| Temporarily saved by competent authority | Application information is being processed by the competent authority of the country (region) which is temporarily kept at the competent authority and needs to be submitted to GACC. |
| Recommendation rejected | The competent authority of the country (region) rejects the application of the enterprise, and the enterprise cannot modify the application. If the enterprise needs to apply to GACC, a new application shall be filled in. |
| Successfully sent to GACC | System processing. Applications recommended by the competent authorities or submitted by enterprises are being sent to GACC. |
| Processing failed | An error or anomaly occurred in the processing of the application, and the competent authority or enterprise in the country (region) can submit the application again without filling in a new application. |

| | |
|---|--|
| To be accepted (Entered Customs database successfully) | System processing. The application has been received by GACC and will be reviewed. |
| Accepted | The application has been accepted by GACC and will be reviewed. |
| Rejected by Customs | GACC has rejected the application. |
| Supplementation and correction by competent authority | If the submitted application does not comply with the requirements of GACC, and the contents shall be modified or supplemented by the competent authority of the country (region), and the application shall be modified by the competent authority of the country (region) and submitted again. It does not need to fill in a new application. |
| Supplementation and correction by enterprise | If the submitted application does not comply with the requirements of the competent authority of the country (region) or GACC and it needs to modify or supplement the filled contents, the enterprise shall modify the application and submit it again. It does not need to fill in a new application. |
| Unapproved | GACC rejects the application recommended by the competent authority or submitted by the enterprise. |
| Approved | If the overseas manufacturer of imported food meets the requirements, GACC shall approve the registration application and grant Chinese registration number to the enterprise. |
| Revoked | GACC revokes the registration in China of the registered enterprise. |
| Suspended | GACC suspends the export of food products by the registered enterprise to China, until the registration requirements are met after rectifications. |
| Rectification | If a registered overseas manufacturer of imported food no longer conforms to the registration requirements, GACC shall request the manufacturer to rectify within a specified period and shall suspend imports from the manufacturer during this period. The manufacturer shall complete the rectification within the specified period and submit to GACC a written report and a written statement confirming it has conformed to the registration requirements. |