

# Submitting and Retrieving ATIGA e-Form D via the ASEAN Single Window (ASW) in International Connectivity Service (ICS)

*Last Revised: Dec 2025*



**Guidelines on the Submission and Retrieval of ATIGA e-Form D to and from an ASEAN Member State (AMS) via the ASEAN Single Window Gateway in International Connectivity Service (ICS)**

*Please take note of the following before proceeding.*

- The TradeNet Frontend screenshots shown in this document are for reference only as they are extracted from the Government TradeNet Frontend Application which may differ from the solutions provided by commercial TradeNet Frontend Solution Providers. In the event you are unable to locate or provide the required information in a specific declaration field, please liaise directly with your Frontend Solution Provider.
- The ICS screenshots shown in this document are for reference only as they are extracted from the pre-release environment and may deviate from that in post-release/production environment.
- The exporter and their authorised declaring agents **must have a Networked Trade Platform (NTP) account** for the electronic submission and retrieval of ATIGA e-Form D. For more information on how to register for an NTP account, please refer to [www.ntp.gov.sg](http://www.ntp.gov.sg) > Support > Register an NTP Account.
- You are advised to comply with the guidelines provided.
- Singapore Customs shall not be held liable for any mismatch of information between the hard copy print out of the ATIGA e-Form D and the ATIGA e-Form D stored in the System due to any non-compliance or non-action on the part of the entities concerned.

## **1. Live Operation of the ASEAN Single Window (ASW)**

Under the live operation of the ASW, participating companies of the ASW have the option to electronically transmit via the ASW Gateway, any of their Form Ds intended for an exchange-ready AMS. It is the common goal of all ASEAN Member States to cease the printing of hard copy Form D and for businesses to move towards full transmission of ATIGA e-Form D in ASW. The transmitted Form D, referred to as ATIGA e-Form D, will be recognised by the importing customs authority for preferential tariff treatment. Only in the event when the ASW is down due to technical glitches will hard copy Form D be printed and made available for collection at the usual Preferential Certificate of Origin Printing Centres.

With effect from 1 Jan 2024, all AMS has implemented full transmission of ATIGA e-Form D. As such, the importing customs administration in AMS may reject hardcopy Form D presented for preferential tariff claims.

You must apply for ATIGA e-Form if you are exporting to:

- Brunei Darussalam
- Cambodia
- Indonesia
- Laos
- Malaysia
- Myanmar
- The Philippines

- Thailand
- Viet Nam

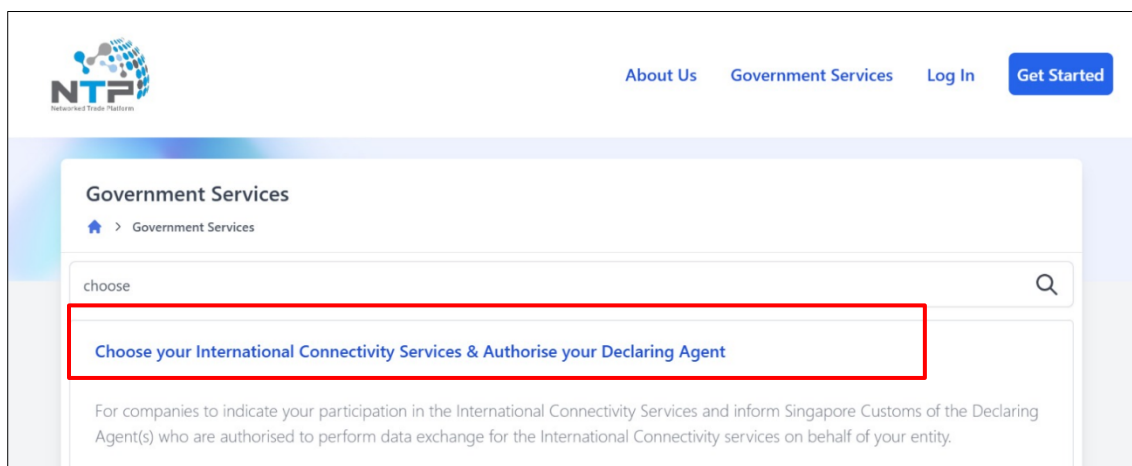
As a participating company, you can select in NTP the specific ATIGA e-Form D you would like to transmit electronically to a participating AMS. You are required to ensure that the ATIGA e-Form D you wish to transmit electronically to the importing AMS contains the necessary information.

## 2. Registering to be a Participating Company

The exporter is to log in to NTP at [www.ntp.gov.sg](http://www.ntp.gov.sg) and access the Exporter-DA Form by clicking on "Government Services" to search and complete the "Choose your International Connectivity Services & Authorise your Declaring Agent" form.

After having obtained the permission of your declaring agent(s), the exporter may add the UEN(s) of the declaring agent(s) whom you had authorised to transmit ATIGA e-Form D via the ASW to the importing country Customs authorities on your company's behalf. **Do note that the declaring agent transmitting the ATIGA e-Form D must be the one that had declared the specific Form D in TradeNet.**

After submitting the form, the details will be auto registered in the system.



## 3. Form D Application via TradeNet Frontend

Please minimally provide the following information under the "*Certificate Item Description*" field when you submit your Form D application via your TradeNet Frontend Solution:

- a. For all Form D applications
  - Product description
  - Name of manufacturer
  - Trademark, if any
  - HS code of importing country
  - Package type *aka* type of packages (code)\*
  - Number of packages
  - Package material (code)\*

(\* - the code is to be in accordance with [UN/ECE Recommendation No. 21](#))

b. For Form D applications where the invoice(s) specified on the Form D is(are) issued by a company in a third country

- Name of company issuing the third country invoice
- Country of company issuing the third country invoice

<b>Certificate Item</b>	
<b><u>Cert Item Description:</u></b>	<div><div>*</div><div>POLYESTER (PRIMARY FORM) MANUFACTURER: ARMSTRONG INDUSTRIAL CORP TYPE OF PACKAGES: IH PACKAGE MATERIAL: IH</div><div></div></div>
<b>Cert Item Qty:</b>	<div><div>5000</div><div>KGM</div><div>?</div></div>
<b>Cert Item Value:</b>	<div><div>25000</div></div>
<b>Origin Criterion Rules:</b>	<div><div>*</div><div>CTH</div><div></div><div></div></div>
<b>HS Code:</b>	<div><div></div></div>
<b>Content Percent:</b>	<div><div></div></div>
<b>Manufacturing Cost Date:</b>	<div><div>01/09/2015</div><div></div><div>(dd/mm/yyyy)</div></div>

Additionally, please ensure that all Form D-relevant fields, including “*Transport identifier*”, “*Conveyance Reference Number*”, “*Marks and Numbers*” and “*Invoice Number*” are duly provided in your Form D application. The “*Conveyance Reference Number*” shall be specified in your application, regardless of the transport mode.

#### 4. Adjustments required for updating the Approved Form D in ICS before Electronic Transmission

You must access ICS and make adjustments to the approved Form D before submitting it for electronic transmission. These adjustments are necessary as the additional information provided are helpful to the customs authorities in the importing AMS to verify the physical goods with the ATIGA e-Form D in a timely manner and shorten the goods’ time-to-market, potentially through faster Customs clearance.

This is how you should carry out the aforementioned steps. Log in to [www.ntp.gov.sg](http://www.ntp.gov.sg) and select Government Services > ATIGA e-Form D. You will be directed to the outbound page “ATIGA Form D (SG to AMS)” page. Please do a search for the approved Form D that you would like to transmit electronically. Before submitting the Form D for electronic submission, please update it with the required inputs via the steps outlined in [Annex A](#).

#### 5. Amendments and Cancellations

No amendments can be made once the ATIGA e-Form D is transmitted. Any amendments to the details on an electronic Form D shall be made by applying for a new Form D via TradeNet®.

If the Form D was applied in a single TradeNet declaration with the export permit and the details to be amended is under an amendable field, you may amend it online via TradeNet

Frontend and a new Form D will be issued. You may then transmit the new Form D electronically by following the steps outlined in [Annex A](#).

Otherwise, or if the Form D was applied as a standalone TradeNet declaration (e.g. as a “pure CO”), please submit a new standalone TradeNet declaration with the amendments indicated.

In either case, previous Form D replaced by the new Form D is to be cancelled by filling in the [FormSG](#).

Should you wish to cancel an electronic Form D that has been successfully transmitted to the importing country, similar cancellation procedures apply by the submission of the [FormSG](#).

Please submit the request for cancellation **within 7 days** of the transmission of the new electronic Form D to the importing details so that we may communicate the cancellation to the authorities of the importing country in a timely fashion to prevent any delays in the importing country.

## 6. Retrieving Form D sent from AMS to Singapore in ICS

You can retrieve the ATIGA e-Form D sent from another AMS to you via ICS. Log in to [www.ntp.gov.sg](http://www.ntp.gov.sg) and select Government Services > ATIGA e-Form D. Click on “Inbound Enquiry” > “ATIGA Form D (AMS to SG) and fill in all the fields to do a search for the ATIGA e-Form D received. The steps are outlined in [Annex B](#).

## 7. Transmission Status of ATIGA e-Form D

SG to AMS (Outgoing ATIGA e-Form D)		
Transmission Status	Document Status	Remarks
-	Pending Submission	Draft, pending adjustments and submission by the exporter/DA
In Progress	Submitted	Transmission to AMS is in progress
Success	Submitted	Transmission to AMS is successful
	Cancelled	Transmission is successful and the Form D is cancelled
Failure	Submitted	Submission is rejected by the system of the importing AMS

AMS to SG (Incoming ATIGA e-Form D)		
Internet Transmission Status	Internet Document Status	Remarks
Success	Received	Received by Singapore Customs
	Processed	Received by Singapore Customs
	Cancelled	Cancelled

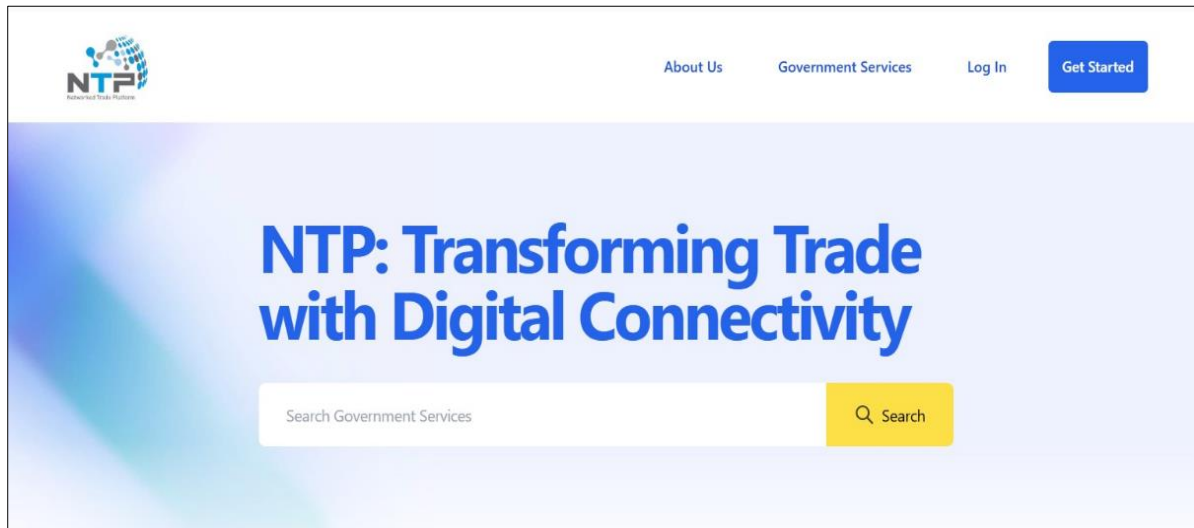
## 8. Contact Us

If you require any assistance about the electronic transmission of your Form D, please feel free to contact us at [customs\\_roo@customs.gov.sg](mailto:customs_roo@customs.gov.sg).

## **Annex A: Step-by-Step Guide in submitting Form D via ICS (Outgoing ATIGA e-Form D (SG to AMS))**

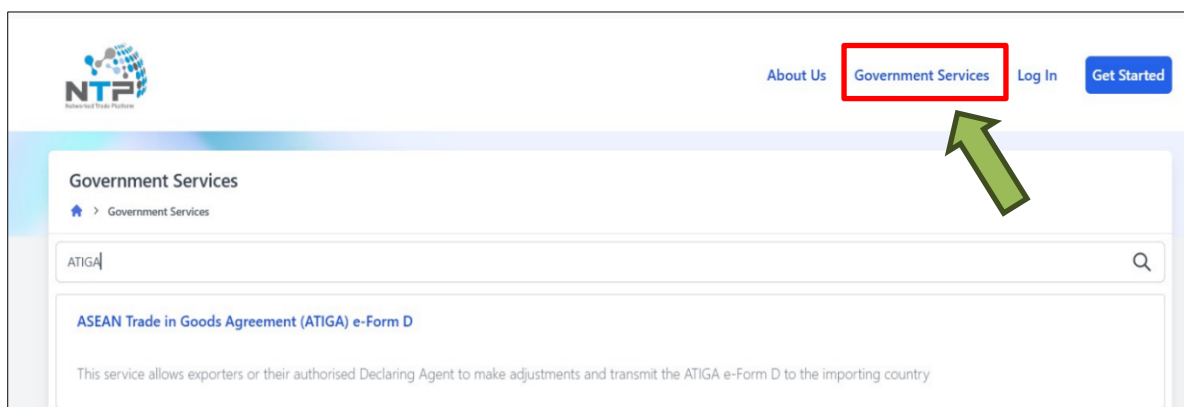
### **Step 1**

Go to [Networked Trade Platform \(NTP\)](#) and log in via Singpass.



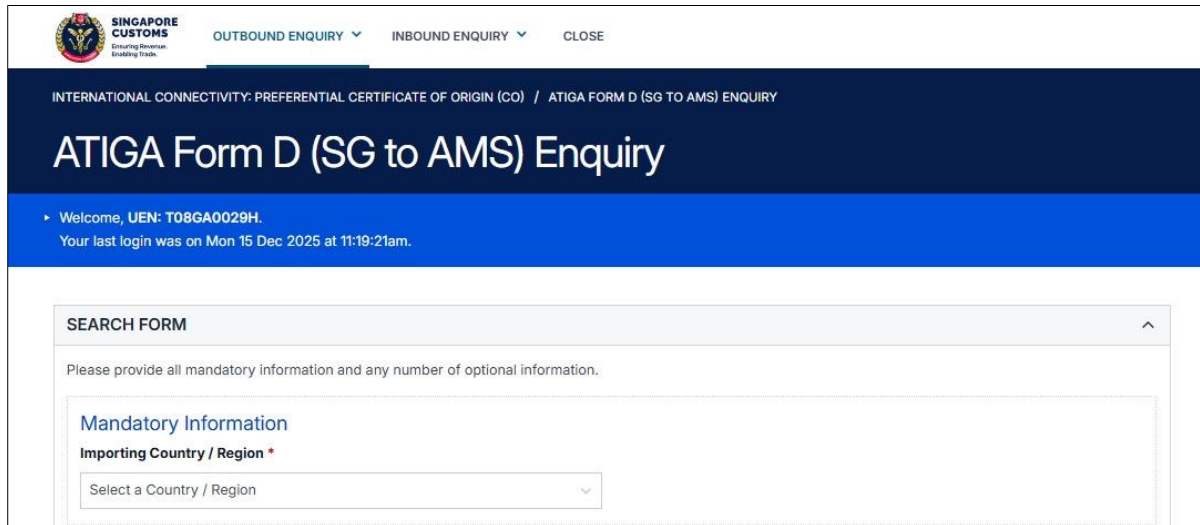
### **Step 1(a)**

Select “Government Services” and search for “ASEAN Trade in Goods Agreement (ATIGA) e-Form D”.



## Step 1(b)

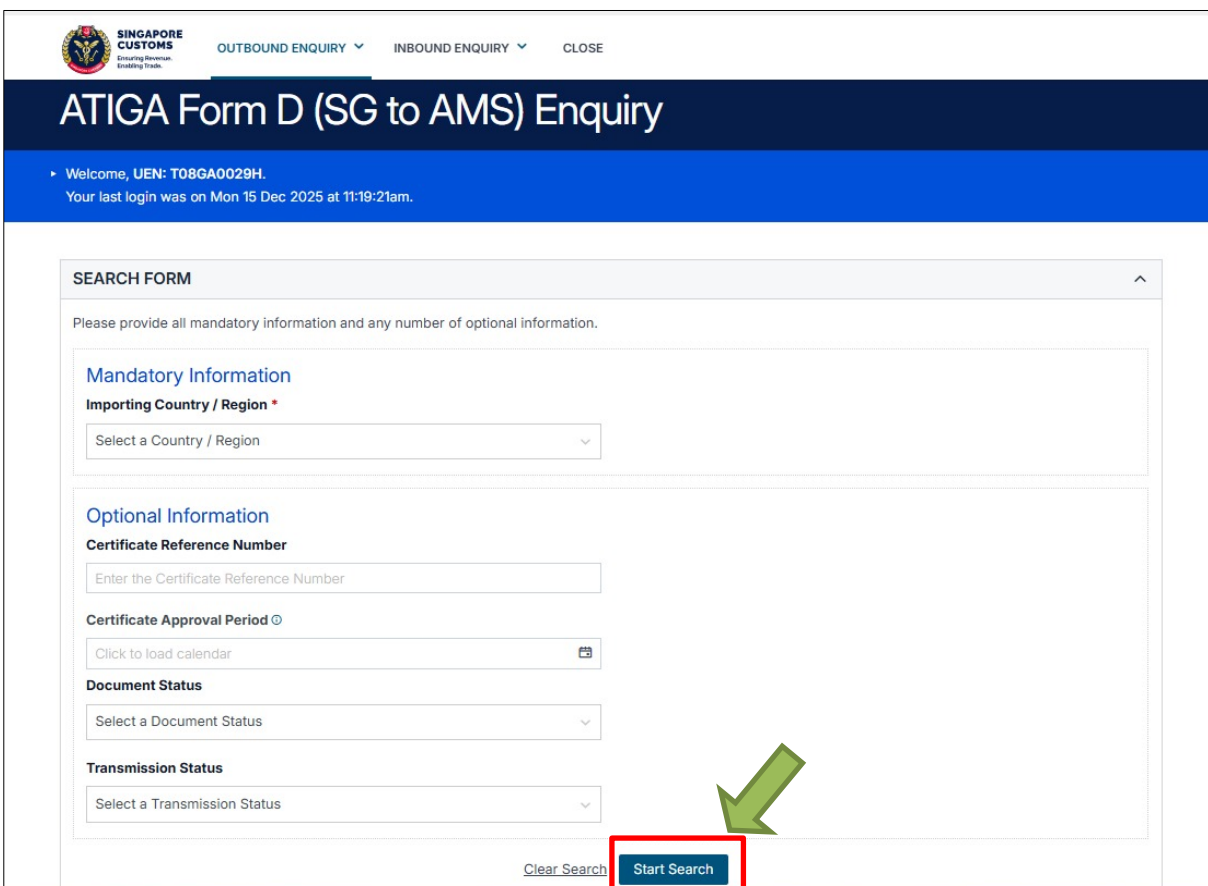
You will be directed to ICS ATIGA e-Form D landing page as shown below. The Outbound Enquiry screen will be shown by default.



The screenshot shows the 'ATIGA Form D (SG to AMS) Enquiry' landing page. At the top, there is a header with the Singapore Customs logo and navigation links for 'OUTBOUND ENQUIRY', 'INBOUND ENQUIRY', and 'CLOSE'. Below the header, a blue banner displays the title 'ATIGA Form D (SG to AMS) Enquiry'. A welcome message states: 'Welcome, UEN: T08GA0029H. Your last login was on Mon 15 Dec 2025 at 11:19:21am.' The main section is a 'SEARCH FORM' with a sub-header 'Please provide all mandatory information and any number of optional information.' Under 'Mandatory Information', there is a field for 'Importing Country / Region \*' with a dropdown menu labeled 'Select a Country / Region'.

## Step 2

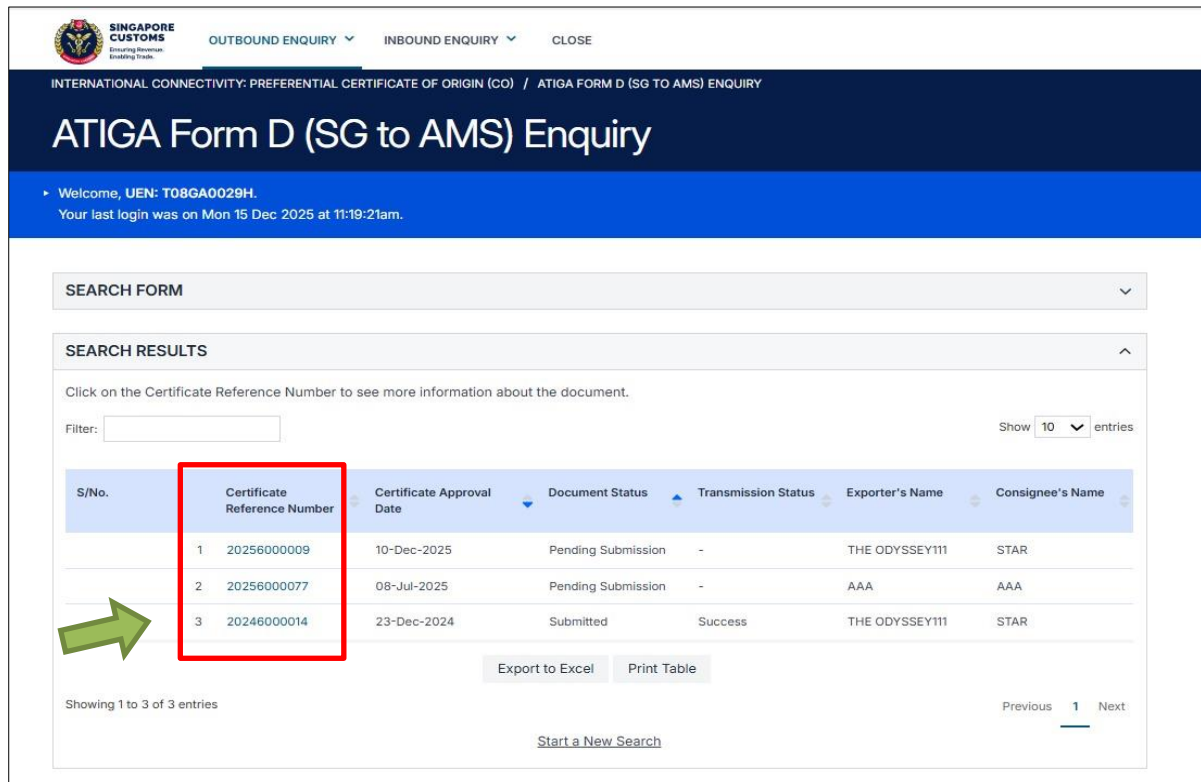
There are several search fields to be keyed in. Selecting the **Importing Country/Region** is mandatory. You may also key in the Optional Information to narrow down your search results, if preferred. Once done, click on “Start Search”.



This screenshot shows the same 'ATIGA Form D (SG to AMS) Enquiry' landing page, but with additional fields visible under the 'Optional Information' section. These include: 'Certificate Reference Number' (text input), 'Certificate Approval Period' (calendar icon), 'Document Status' (dropdown menu), and 'Transmission Status' (dropdown menu). At the bottom of the search form, there are two buttons: 'Clear Search' and 'Start Search'. The 'Start Search' button is highlighted with a red rectangle, and a green arrow points to it from the right.

### Step 3

At the search results page, retrieve and select the specific approved Form D that you intend to transmit electronically. Click on the Certificate Reference Number that you intend to transmit.



SEARCH FORM

SEARCH RESULTS

Click on the Certificate Reference Number to see more information about the document.

Filter:

Show 10 entries

S/No.	Certificate Reference Number	Certificate Approval Date	Document Status	Transmission Status	Exporter's Name	Consignee's Name
1	20256000009	10-Dec-2025	Pending Submission	-	THE ODYSSEY111	STAR
2	20256000077	08-Jul-2025	Pending Submission	-	AAA	AAA
3	20246000014	23-Dec-2024	Submitted	Success	THE ODYSSEY111	STAR

Showing 1 to 3 of 3 entries

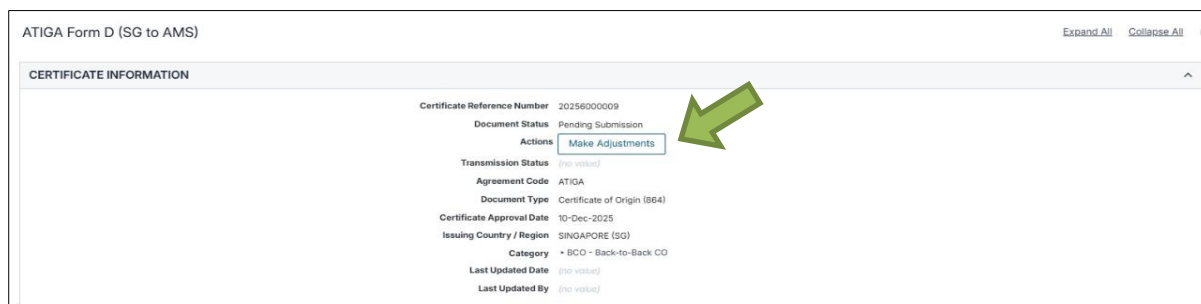
Export to Excel Print Table

Previous 1 Next

[Start a New Search](#)

### Step 4

Click on the “Make Adjustments” button.



ATIGA Form D (SG to AMS)

Expand All Collapse All

CERTIFICATE INFORMATION

Certificate Reference Number	20256000009
Document Status	Pending Submission
Actions	<a href="#">Make Adjustments</a>
Transmission Status	(no value)
Agreement Code	ATIGA
Document Type	Certificate of Origin (B64)
Certificate Approval Date	10-Dec-2025
Issuing Country / Region	SINGAPORE (SG)
Category	• BCO - Back-to-Back CO
Last Updated Date	(no value)
Last Updated By	(no value)

You may “**Save Draft**” any time after this step and can re-access the draft to make any further changes.



## Step 5

You will be directed to the adjustments page where you can key in details of the Form D before submitting it for electronic transmission.

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OUTBOUND ENQUIRY ▾ INBOUND ENQUIRY ▾ CLOSE

INTERNATIONAL CONNECTIVITY: PREFERENTIAL CERTIFICATE OF ORIGIN (CO) / ATIGA FORM D (SG TO AMS) ENQUIRY / SUBMIT ATIGA FORM D

### Submit ATIGA Form D

**INFORMATION REQUIRED FOR SUBMISSION**

Please complete all mandatory ( \* ) information.

**Certificate Reference Number:** 20256000009

**Progress**

Transport Details | Item Details | Category Code | Previous Proof of Origin

Please complete all mandatory ( \* ) information.

**Transport Mode**  
1 - BY SEA

**Transport Identifier** ⓘ  
VESSEL

**Port Code** ⓘ \*  
MYBNT

**Port Name**  
BENUT, JOHOR

[Reset Form](#) [Save Draft](#) [Next](#)

## Step 6

If the Out Transport Mode selected in the approved Form D application = “Road” and the Outward Transport Identifier is empty, indicate a Transport Identifier (i.e. “BY TRUCK”, if applicable).

Please specify the exact Port Code under “Port of Discharge” if you had declared “Other Ports” in your Form D application submitted via TradeNet®. For example, specifying THBKK if you had declared THZZZ.

**INFORMATION REQUIRED FOR SUBMISSION**

Please complete all mandatory ( \* ) information.

**Certificate Reference Number:** 20256000009

**Progress**

Transport Details | Item Details | Category Code

Please complete all mandatory ( \* ) information.

**Transport Mode**  
1 - BY SEA

**Transport Identifier** ⓘ  
VESSEL

**Port Code** ⓘ \*  
MYBNT


**Port Name**  
BENUT, JOHOR

## Step 7

You may provide the following information in the applicable field under “Item Information” for each of your items by click the button under the **Action** column:

- HS code of Importing Country
- Package Type (code)\*
- Package Quantity
- Package Material (code)\*
- Net Weight
- Net Weight Unit \*
- Gross Weight
- Gross Weight Unit\*
- Other Quantity
- Other Quantity Unit\*

(\* - Refer to the Excel file in the same webpage as this guidebook for the specific list of codes to be used for each field.)

S/No.	Description of Goods	HS Code	Package Type	Package Quantity	Package Material	Net Weight	Net Weight UOM	Gross Weight	Gross Weight UOM	Other Quantity	Other Quantity UOM	Action
1	POLYETHYLENE CONTAINING 5% OR LESS ALIPHATIC OLEFIN MONOMERS OF SPECIFIC GRAVITY	390110 12	-	-	-	-	-	1	TNE	1	TNE	

The details in the following fields will be mapped from the information in your Form D application submitted via TradeNet®. Please amend the information, where necessary.

- HS code of Importing Country
  - Mapped from the information provided in “Item HS Code”.
  - Please amend the field to reflect the HS code of the importing country.
  - This information shall also be specified under the “Certificate Item Description” field of the TradeNet declaration for your Form D application.
- Goods Description
  - Mapped from the information provided in “Certificate Item Description”, or “Item Description” if the information is not provided in the former field.
  - You are advised not to make any amendment to the information declared in the field as the Form D is printed based on your original declaration.

- Gross Weight and Gross Weight Unit
  - Mapped from the information provided in the “Certificate Item Quantity – UOM”, or “Item HS Quantity – UOM” if the information is not provided in the former.
  - If the quantity provided earlier is not for the gross weight of the item, please remove the information accordingly and declare it under the “Other Quantity” and “Other Quantity Unit” fields instead.

**Units of Measurements (UOM) transmitted via the ATIGA e-Form D must follow the UN/ECE Codes provided. Otherwise, it may lead to the ATIGA e-Form D being rejected by the importing country and may lead to delays at the importing country.**

### Step 7a

Click “Update Item” to effect the changes.

Edit Item Details

ITEM INFORMATION

Please complete all mandatory ( \* ) information. Either **Gross Weight <sup>1</sup>** or **Other Quantity <sup>2</sup>** information should also be provided.

**Description of Goods \***  
POLYETHYLENE CONTAINING 5% OR LESS ALPHA-OLEFIN MONOMERS OF SPECIFIC GRAVITY BELOW 0.94 IN LIQUID OR PASTE FORM (TNE) COMMON HEADER TESTING NOV 2024

**HS Code \***  
39011012

**Package Type**  
Select the Package Type

**Package Quantity**  
Enter the Package Quantity


**Package Material**  
Select the Package Material

**Net Weight <sup>1</sup>**  
Enter the Net Weight

**Net Weight UOM \***  
Select the Net Weight UOM

**Gross Weight <sup>1</sup>**

Cancel Update Item



## Step 8

Progress

Transport Details Item Details **Category Code** Previous Proof of Origin Exhibition Third Party / Country Invoicing

Please select the categories as applicable.

Category

☐ Accumulation ☐ De Minimis ☐ Drawback ☒ Exhibition

☒ Third Party / Country Invoicing

Category (Locked) ⓘ

☒ Back-to-Back CO ☐ Issued Retroactively ☐ Partial Cumulation

[Reset Form](#) [Save Draft](#) [Previous](#) [Next](#)

Mark the following checkboxes under “Category Code” as applicable:

- “Accumulation” – if the accumulation rule was applied in the computation of the Regional Value Content or Change in Tariff Classification (CTC) status of the product.
- “Exhibition” – if the goods are sent for exhibition in another country and subsequently sold during or after the exhibition for importation into a participating AMS.
- “De Minimis” – if the “de minimis” rule was applied. Applies only to goods qualifying via a CTC criterion.
- “Drawback” – This category is currently **not applicable**.
- “Third-Country Invoicing” – if the invoice(s) specified on the Form D is(are) issued by a company in a third country.

The following checkboxes will be auto marked by the system, as applicable:

- “Back-to-Back CO” – if the Certificate Type is “17”.
- “Issued Retroactively” – if the approval date of the Form D is after the departure date.
- “Partial Cumulation” – if the Form D is intended for partial cumulation only i.e. the origin criterion is specified as “PC XXX%”.


Please ensure that the relevant checkboxes are also marked accordingly on the physical Form D issued.

Click **Next**.

## Step 9 (Only applicable for Back-to-Back CO application)

**Progress**

Transport Details | Item Details | Category Code | **Previous Proof of Origin** | Exhibition | Third Party / Country Invoicing

Click on  to edit or delete the corresponding row of information.

Filter:  Show 10 entries

S/No.	Proof of Origin Reference Number	Type Code	Issuance Date	Action
No data available in table				

Showing 0 to 0 of 0 entries

Previous Next

[Add Previous Proof of Origin](#)

[Reset Form](#) [Save Draft](#) [Previous](#) [Next](#)

Select **Add Previous Form D** if the check box for “Back-to-Back CO” is marked under “Category Code”.

- “Proof of Origin Reference No.”
  - Indicate the reference number of the original Proof of Origin issued by originating country.
- “Type Code”
  - Indicate the type of origin declaration the reference no. is referring to (i.e. “ATIGA Form D” or “ATIGA ASEAN Wide Self Certification Declaration Document”).
- “Issuance Date”
  - Indicate the issuance date of original Proof of Origin issued by originating country.

**Add New Previous Proof of Origin** [Expand All](#) [Collapse All](#)

Please complete all mandatory (\*) information.

**PREVIOUS PROOF OF ORIGIN INFORMATION**

**Proof of Origin Reference Number \***

**Type Code \***  
864 - Certificate of Origin (ATIGA Form D)

**Issuance Date \***

[Click to load calendar](#)

[Cancel](#) [Add Previous Proof of Origin](#)

### **Step 10 (Only applicable for “Exhibition” application)**

Provide the following information under “Exhibition Party” if the checkbox for “Exhibition” is marked under “Category Code”:

- Name of exhibitor
- Address of exhibitor

The screenshot shows a progress bar at the top with six steps: Transport Details, Item Details, Category Code, Previous Proof of Origin, Exhibition (highlighted), and Third Party / Country Invoicing. Below the progress bar, a text box contains the instruction: "Please complete all mandatory ( \* ) information." There are two text input fields: "Exhibitor' s Name \*" with the value "STAR" and "Exhibitor' s Address \*" with the value "ADD1". At the bottom, there are four buttons: "Reset Form" (a link), "Save Draft", "Previous", and "Next".

### **Step 11 (Only applicable for “Third-Country Invoice” application)**

Provide the following information under “Third-Country Invoice” if the checkbox for “Third-Country Invoicing” is marked under “Category Code”:

- Name of the company issuing the third-country invoice
- Country/Region of the company issuing the third-country invoice

The above information shall also be specified under the “Certificate Item Description” field of your Form D application submitted in TradeNet (please refer to Section 3 for details).

The screenshot shows a progress bar at the top with six steps: Transport Details, Item Details, Category Code, Previous Proof of Origin, Exhibition, and Third Party / Country Invoicing (highlighted). Below the progress bar, a text box contains the instruction: "Please complete all mandatory ( \* ) information." There are two text input fields: "Issuing Company \*" with the value "Overseas Company Pte Ltd" and "Issuing Party / Country \*" with the value "CA - CANADA". At the bottom, there are four buttons: "Reset Form" (a link), "Save Draft", "Previous", and "Submit Adjustments".

## Step 12

Click on “**Submit Adjustments**”. You will be able to review the changes you have made before selecting “**Confirm**” at the bottom of the page to transmit the Form D electronically. Thereafter, a page will show that the Form D has been successfully submitted.

Submit Adjustments Expand All Collapse All

**CERTIFICATE INFORMATION**

Certificate Reference Number 2025600009

**TRANSPORT DETAILS**

Transport Mode 1 - BY SEA  
Transport Identifier VESSEL  
Port Code MYBNT  
Port Name BENUT, JOHOR


**ITEM DETAILS**

Filter:  Show 10 entries

S/No.	Description of Goods	HS Code	Package Type	Package Quantity	Package Material	Net Weight	Net Weight UOM	Gross Weight	Gross Weight UOM	Other Quantity	Other Quantity UOM
1	POLYETHYLENE CONTAINING 5% OR LESS ALPHA-OLEFIN MONOMERS OF SPECIFIC GRAVITY BELOW 0.94 IN LIQUID OR PASTE FORM (TNE) COMMON HEAD ER TESTING NOV 2024	39011012	-	-	-	-	-	1	TNE	1	TNE

Showing 1 to 1 of 1 entries

[Back](#) [Confirm](#)

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[OUTBOUND ENQUIRY](#) [INBOUND ENQUIRY](#) [CLOSE](#)

INTERNATIONAL CONNECTIVITY: PREFERENTIAL CERTIFICATE OF ORIGIN (CO) / ATIGA FORM D (SG TO AMS) ENQUIRY / [SUBMIT ATIGA FORM D](#)

## Submit ATIGA Form D

**OUTCOME**

Certificate 2025600009 has been successfully submitted.

[Back to Search Results](#)

## Step 13

You may do a search for the Form D reference number again to download the PDF copy of the Form D.

ATIGA Form D (SG to AMS) Expand All Collapse All

**CERTIFICATE INFORMATION**


Certificate Reference Number: 2025600009  
Document Status: Submitted  
Actions: [Make Adjustments](#)  
Transmission Status: In Progress  
Agreement Code: ATIGA  
Document Type: Certificate of Origin (884)  
Certificate Approval Date: 10-Dec-2025  
Issuing Country / Region: SINGAPORE (SG)  
Category:  
• BCO - Back-to-Back CO  
• EXH - Exhibition  
• TCI - Third-Country Invoicing  
Last Updated Date: (no value)  
Last Updated By: (no value)

**PARTY DETAILS**

Exporter's Name: THE ODYSSEY111  
Exporter's Address: ADD123456  
ADD2  
Consignee's Name: STAR  
Consignee's Address: ADD1  
ADD123456  
Country / Region of Origin: INDONESIA (ID)  
Port of Loading: CHINA  
[Back](#) [Print Certificate](#)

## Step 14

You may access the Form D via Steps 1 to 3 again to view the status of the electronic transmission under "Transmission Status". Please note that the updates shown will be based on that received from the importing AMS.

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OUTBOUND ENQUIRY ▼ INBOUND ENQUIRY ▼ CLOSE

## ATIGA Form D (SG to AMS) Enquiry

► Welcome, UEN: T08GA0029H.  
Your last login was on Mon 15 Dec 2025 at 11:19:21am.

SEARCH FORM ▼

**SEARCH RESULTS** ▲

Click on the Certificate Reference Number to see more information about the document.

Filter:  Show 10 entries

S/No.	Certificate Reference Number	Certificate Approval Date	Document Status	Transmission Status	Exporter's Name	Consignee's Name
1	2025600009	10-Dec-2025	Submitted	In Progress	THE ODYSSEY111	STAR
2	2025600077	08-Jul-2025	Pending Submission	-	AAA	AAA
3	2024600014	23-Dec-2024	Submitted	Success	THE ODYSSEY111	STAR

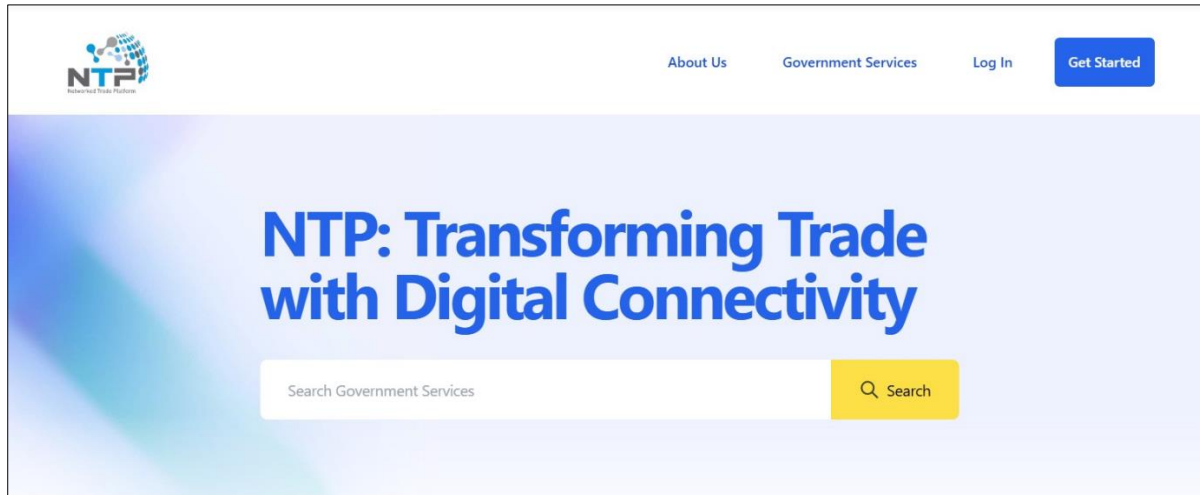
In the case where an ATIGA e-Form D has been successfully received by the National Single Window of the importing AMS, the transmission status would be updated from "In progress" to "Success". **Please allow up to 24 hours for the status to be updated accordingly.**



## **Annex B: Step-by-Step Guide in retrieving ATIGA e-Form D via ICS (Incoming ATIGA e-Form D (AMS to SG))**

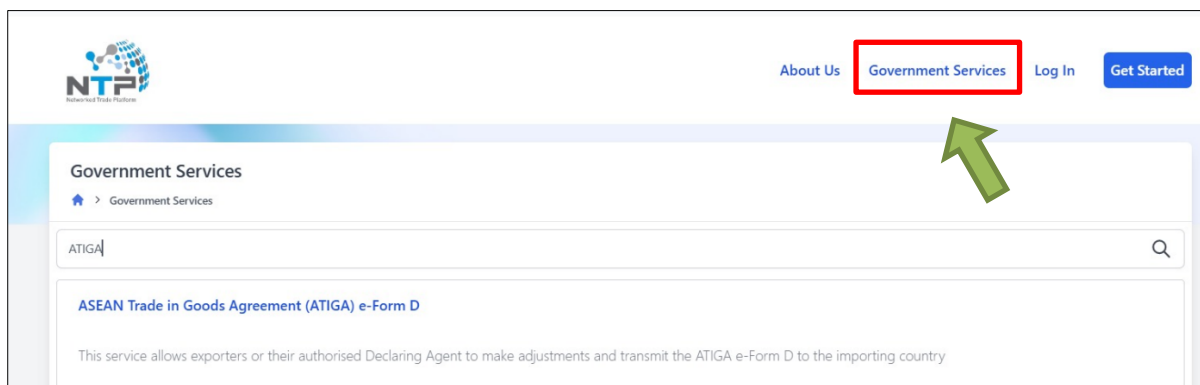
### **Step 1**

Go to [Networked Trade Platform \(NTP\)](#) and log in via Singpass.



### **Step 1(a)**

Select “Government Services” and search for “ASEAN Trade in Goods Agreement (ATIGA) e-Form D”.



## Step 2

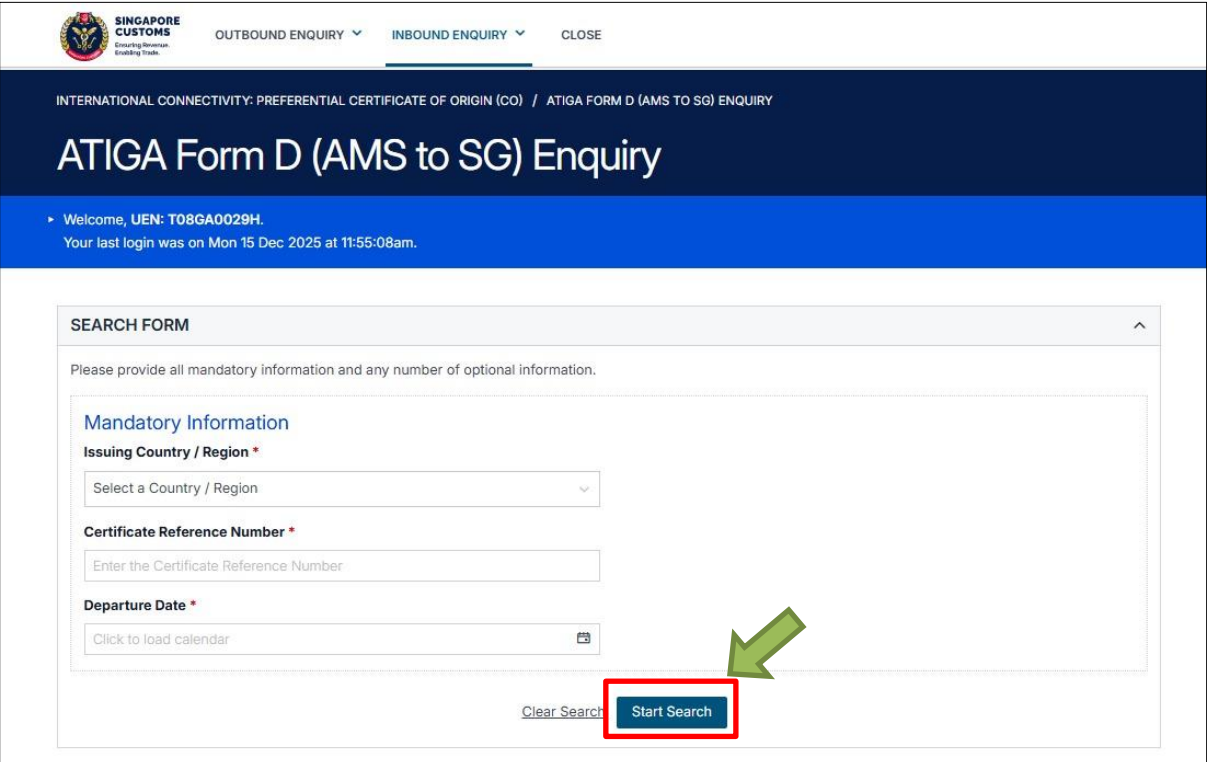
Select “Inbound Enquiry” > “**ATIGA Form D (AMS to SG)**”.



The screenshot shows the Singapore Customs portal interface. At the top, there are tabs for 'OUTBOUND ENQUIRY' and 'INBOUND ENQUIRY'. A green arrow points to the 'INBOUND ENQUIRY' tab. Below the tabs, there is a dropdown menu with the option 'ATIGA Form D (AMS to SG)' highlighted with a red box. The main heading of the page is 'ATIGA Form D (SG to AMS) Enquiry'.

## Step 3

Key in **all** the Mandatory Information in the Search Form “Issuing Country / Region”, “Certificate Reference Number” and “Departure Date” and click on “**Start Search**”.



The screenshot shows the 'ATIGA Form D (AMS to SG) Enquiry' search form. The form is titled 'SEARCH FORM' and contains a section for 'Mandatory Information'. This section includes three fields: 'Issuing Country / Region' (a dropdown menu), 'Certificate Reference Number' (a text input field), and 'Departure Date' (a date picker). Below these fields, there is a 'Clear Search' button and a 'Start Search' button. The 'Start Search' button is highlighted with a red box, and a green arrow points to it.

## Step 4

Click on the search results “Certificate Reference Number” Field.

SEARCH RESULTS						
Click on the Certificate Reference Number to see more information about the document.						
Filter:	Show 10 entries					
S/No.	Certificate Reference Number	Certificate Approval Date	Document Status	Transmission Status	Exporter's Name	Consignee's Name
1	<a href="#">ATIGAINBNDINDOUAT28APR2022ORG9301P</a>	28-Apr-2022	Processed	Success	NOVISTA (M) SDN. BHD.	GRACE TRADING (PTE) LTD
Showing 1 to 1 of 1 entries						
Previous 1 Next						
Start a New Search						

## Step 5

You will be able to view the ATIGA e-Form D details and download the PDF copy of the ATIGA e-Form D.

(Please note that the PDF copy of the ATIGA e-Form D is only a **preview copy**, and it is **not an official document** to be presented to the importing authority.)

ATIGA Form D (AMS to SG) Details		Expand All	Collapse All	✕
CERTIFICATE INFORMATION				
Certificate Reference Number	ATIGAINBNDINDOUAT28APR2022ORG9301P			
Document Status	Processed			
Transmission Status	Success			
Agreement Code	ATIGA			
Document Type	Certificate of Origin (864)			
Certificate Approval Date	28-Apr-2022 08:30:08			
Issuing Country / Region	INDONESIA (ID)			
Category	<ul style="list-style-type: none"><li>DRW - Drawback</li><li>BCO - Back-to-Back CO</li><li>TCI - Third-Country Invoicing</li><li>ACL - Accumulation</li><li>PCL - Partial Cumulation</li><li>EXH - Exhibition</li><li>DMS - De Minimis</li><li>IRA - Issued Retroactively</li></ul>			
Last Updated Date	(no value)			
Last Updated By	(no value)			
Back	<a href="#">Print Certificate</a>			