



# Pharmaceutical Export Promotion Council (PHARMEXCIL)

## User Manual

*for*



# Integrated Validation of Export of Drugs from India and its Authentication

**Version: 1.0**

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*Centre for Development of Advanced Computing*

**(A Scientific Society of the Ministry of Electronics and Information Technology, Govt. of India)**

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## ACKNOWLEDGEMENT

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- 3) *Member Companies: for bringing forth queries of real time has helped in incorporating the desired essentials.*

## Summary

**Integrated Validation of Export of Drugs from India and its Authentication (iVEDA)**, a project of the Ministry of Commerce & Industry developed by Pharmexcil with technical support from CDAC for facilitating the implementation of Track and Trace for Pharmaceutical products, instituted by the Commerce Ministry.

The cognizance of the issues and concerns raised by the pharma industry with regards to Trace and Track and with specific reference to data upload issues on DAVA portal, taking into the consideration, Department of Commerce has constituted an Expert Committee. The recommendations arrived after series of consultations with the all the stakeholders led to the decision of developing a new web portal for validation and authentication of Drugs Export from India, which is **iVEDA**.

Pharmexcil has been entrusted with the responsibility of developing the Web Portal through CDAC. Pharmexcil and CDAC conducted series of meetings and analyzed all the issues, suggestions and recommendations of the industry and have developed this portal.

**iVEDA** is a well-refined and built-in system, **replacing the DAVA portal**.

**iVEDA** has been developed with a clear thought process to offer more flexibility and user friendly for the industry. The salient features are,

- Easy Registration and Quick Verification/approvals.
- Option of aggregation/non-aggregation.
- Companies using GS1 code can continue doing so.
- Merchant Exporters can now upload the data using the necessary guidelines
- Companies can get CDAC codes in case they have not yet subscribed to get codes from GS1 or any other agencies.
- Bulk upload of XML files enabled.

iVEDA Portal follow the procedures set by the DGFT/Department of Commerce from time to time through various trade notifications with regards to Bar coding/track and trace implementation. The role of the Pharmexcil is to facilitate the industry through the iVEDA platform for effective implementation of Track & Trace system, introduced and amended by the Commerce Ministry since 2011.



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HOME PAGE



## 1. Home Page

- To visit the home page of iVEDA, open the link "<https://iveda-india.in/IVEDA/login>".

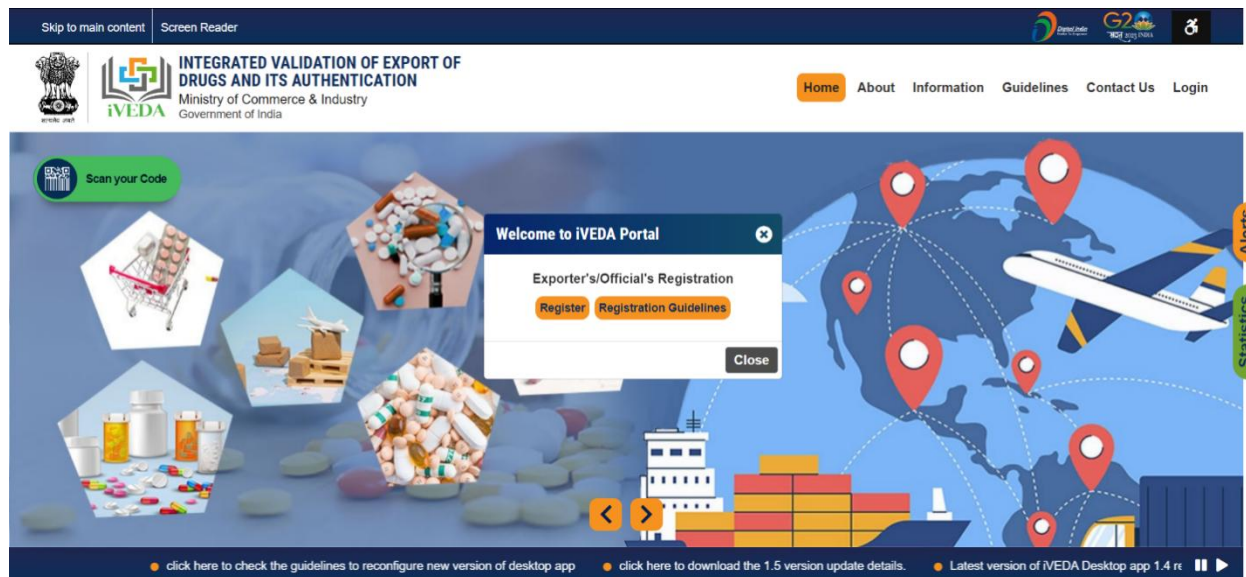


Figure 1: iVEDA Home Page

## USER REGISTRATION





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Scan your Code

Welcome to iVEDA Portal

Exporter's/Official's Registration

Register | Registration Guidelines



Click here to register

View the latest version 1.5 of Xsd's uploaded on 9th Sep 2020

iVEDA Web Portal -Beta Version launched on 24th June 2020.

➤ For first time users, click on the link “**Register**”. User registration page will open as shown below.

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## User Registration

**Note:**

1. Authorized Signatory / Responsible person of the organization should fill the form.
2. All fields marked with asterisk ( \*) are mandatory.
3. Registration Steps
  - If you are registered with RCMC, you will have to enter your RCMC number.

[Watch Registration Video, Click Here!](#) [Click Here To Download Registration Guidelines](#)

**Are you a member of Pharmexcil? \***

**RCMC Number \***

**Registration Type \***

--select--

--select--

Manufacture

Exporter

[Continue](#)

**ADDRESS**

Hyderabad 201, Aditya Trade Centre, Aneerpet,  
Hyderabad - 500038, INDIA

**CONTACT INFO**

Phone: +91-40-23735462 /64 /66  
Email: [info@pharmexcil.gov.in](mailto:info@pharmexcil.gov.in)

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➤ Fill out all the fields and click on '**Continue**' button.

- If you are already a member of Pharmexcil, enter the **RCMC number** and select the **applicant type** and then click on **continue**.

Figure 4: User Registration for non-Pharmexcil member

- If you are not a member of Pharmexcil, then select the **applicant type** and then click on **continue**.

## 2.1 Manufacturer/Merchant Exporter Registration Form

- Fill the Required Details in **User Registration** page shown in the **figure 5, 6, 7 and 8**.

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### Manufacturer Registration

As you not a registered member of PHARMEXCIL and the application was selected as Merchant Exporter, then a corporate registration of account is mandatory from your organization. After that, the multiple user accounts can be created from the Merchant Exporter Dashboard.

**Note:**

1. For each organization only one corporate registration is allowed and from there multiple user accounts can be created according to the different locations etc.
2. Authorized Signatory / Responsible person of the organization should fill the form.
3. All fields marked with asterisk (\*) are mandatory.

**4. Registration Steps**

- You cannot edit the details, once you have continue to the next step
- After submitting the Registration Form, an E-mail Verification link will be sent to your Registered Corporate email id
- After successful verification of your email, the registration request will be sent to PHARMEXCIL for final verification.
- Once after PHARMEXCIL approves your request, you will get an email as your **Registration is Approved** along with Unique Code.
- On the first login you will be required to change the Login Password.

5. If you are a Manufacturer, this account is only for corporate registration. After this, multiple user accounts can be created from manufacturer dashboard.

Create your iVEDA Account ..... Continue to access the iVEDA portal

User-Name:\* must be a working email id      Password:\*      Confirm Password:\*

enter corporate email id      Enter Password      Confirm Password

Figure 5: User Registration-1

### Corporate Address Details

<b>Applicant Type*</b> Manufacturer	<b>Organization Name*</b> Enter Organization Full Name
<b>Address*</b> Enter Organization Full Address	<b>Country*</b> --select Organization Country--
<b>State*</b> --select Organization State--	<b>District*</b> --select Organization District--
<b>Pin Code*</b> Enter Pin code	<b>Contact Number*</b> Enter Contact Number
<b>Fax Number</b> Enter Fax Number	<b>Email Id</b> Enter Email Id
<b>PAN Number*</b> Enter PAN Number	<b>Website:</b> Enter Website
<b>GSTIN Number*</b> Enter GSTIN Number	<b>GS1 Number</b> Enter GS1 Number

Are you the member of any other Export Promotion Council/Association\*  
--select--

### Contact Person Details (Authorized Signatory / Responsible person of the organization)

<b>Name*</b> Enter Full Name with Surname	<b>Designation*</b> Enter Designation
<b>Mobile Number*</b> Enter Mobile Number	<b>Email Id*</b> Enter Email Id

Figure 6: User Registration-2

### Contact Person Details (Authorized Signatory / Responsible person of the organization)

<b>Name*</b> Enter Full Name with Surname	<b>Designation*</b> Enter Designation
<b>Mobile Number*</b> Enter Mobile Number	<b>Email Id*</b> Enter Email Id

Figure 7: User Registration-3

Figure 8: User Registration-4

- After filling all the Details of Registration (please agree to the terms and conditions).
- Click on '**Submit**' button to save the user details.
- Click on '**Reset**' button to clear the form and start fresh.

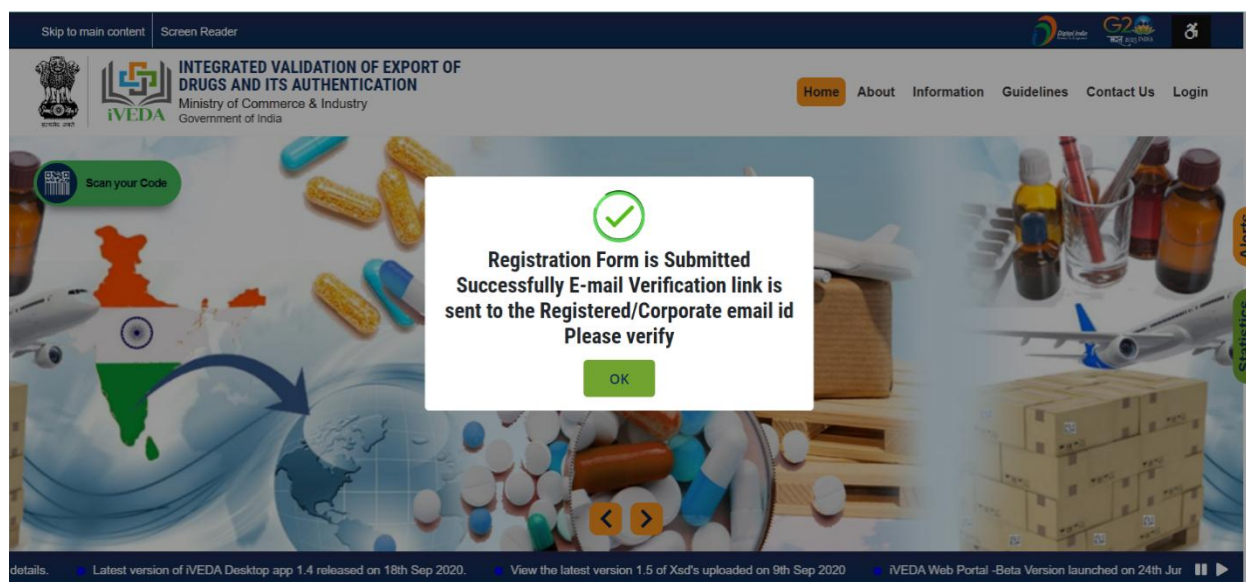


Figure 9: Successful User Registration

- After clicking on '**OK**' button, the details of user saved and a link will be sent to your email ID.

## 2.2 How to verify Registration

- After successful registration, a verification link will be sent to your registered email ID. Copy that link and paste it in the browser. Press **Enter** and your email will get verified.

## 2.3 Approval or Rejection of User Registration by Pharmexcil Admin

- After successfully verification of user registration, Pharmexcil Officials will approve or reject the user registration.
- When Pharmexcil Officials approve the user registration then a unique code will be generated for the corporate (manufacturer/merchant exporter).

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