Guide lines for submitting COIR INDUSTRY AWARD Online Application



Login to the My Coir Portal (coirservices.gov.in)

click on the Apply Now Link under the EMDA Scheme

You will get a login page

M	COIR LOGIN
ff	Enter Security PIN
	SIGN IN

if You are a registered user with the My Coir Portal for availing any of the Coir Board Schemes or a registered Exporter with a valid Username and Password , you can use the same User name and password to Login to the Portal

If you are a new user, Click on the 'New Login Registration ' Link

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	Fields marked by * are MANDATORY		
lote: Identity Card No. and Use	note: special Characters not allowed ()~(#%^"; etc. name once entered cannot be corrected later at any where e	else in	the application form.
	Meenu Abby Abraham		
	Aadhar		
	817651581818		
	meenuabby@gmail.com		
	I		
	9400823986		
	What is the name of your favorite childhood		
	beena		
	Username Policy		
	meenuabby		
	YT2RE6		
	CONFIRM		

Before Pressing the CONFIRM Button, make sure that you have entered correct Values

Give your Name, Aadhar Number, e-mail, Phone number, select a security question and give its answer, User Name and then Enter the Capcha as shown and click on the 'CONFIRM' Button.

You will receive your User name and One Time Password (OTP) to Your Mobile Number and Email you have given.

and you will be redirected to the My Coir Portal.



Click on the Apply Now Link Under EMDA

enter the Username and OTP you have received and Give the Security PIN as shown

On successful login System will ask you to change your password (OTP)

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Current Password : New Password : Confirm New Password :	Password Policy Change Password		

Current Password is the OTP you have received.

Give New password of your own choice and give the same password in the Confirm New Password

New Password should be minimum 8 length width including at least one digit (0 - 9) and one special character like @

Click on the Change Password Button.

You will get an Alert and SMS that Your Password has been changed successfully.

Next time onwards Login to the MY Coir Portal using this password.

On successful login you will be redirected to the My Coir Home Page



Expand the Coir Industry Award menu by clicking the on the + symbol of +Coir Industry Award Scheme

Click on the **Online Application** Link

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Field	Marked by '*' are mandatory				
Note : Specia	Characters not allowed ()'~!#%^*;:"\				
Name of the Firm*	Meenus Exporting co Ltd				
Address1*	Koithara				
Address2	Kallupalam,				
State*	KERALA				
District*	[Idukki 💙				
Taluk	SELECT TALUK				
Village					
Pincode*	682020				
Mobile Number	9400823986				
Fax	Prefix 0 before 10 didgit number				
Email ID	meenuabby@gmail.com				
Aadhar Number*	817651581818				
Udyog Aadhar Number					
Pan Number*	AFOPA7676E				
Exporter Register Number					
Date of Exporter Registration					
					~

Give the Data and enter the Security PIN and click on the *Final Submit* Button to Submit the data or If you want to do some corrections in the given data click on the *MODIFY* button and do the corrections and the Submit the data.

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	Idukki KERALA Pincode : 682020						l
	Personal Info Mobile Number : 9400823986 Fax : Email : meenuabby@gmail.com Aadhar Number : 817651581818 Udyog Aadhar Number : Pan Number : AFOPA7676E						
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Velcome : Meenu Abby Abraham	APPLICATION FOR COIR INI PROFILE Meenus Exporting co Ltd Koithara Kallupalam, Idukki,KERALA Pincode : 682020 Exporter Registration Number : Exporter Registration Date : IE Registration Date : IE Registration Date :	Last Unsuccessful Login : NL Email : meenuabby@gmail.com Phone Number : 9400823986 Fax : Aadhar Number : 817651581818 Udyog Aadhar Number : PAN : AFOPA7676E		
	SELECT AWARD CATEGORY Sub Category		v V	
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You have successfully created your Profile.

Select the Award Category and Subcategory and proceed

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	Idukki KERAI	A	Udvog Aadhar I	Number :				
Sec. 1	Pincode : 6820	20	PAN : AFOPA76	676E				
	Exporter Registi	ation Number :						-
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	-Category							_
	EXPORT AWARDS						~	
	Sub Category							
	LARGEST EXPORTER	OF COIR FLOOR COVERING PR	ODUCTS				~	
	Exports of Coir	Floor Covering Produc	ets like mat, matting, rug, carpet etc					_
	SI No.	Year	Quantity(MT)	FOB Value(Rs.)				
	1	2014-2015		Amount in Rupees(Rs	5)			
	2	2015-2016		Amount in Rupees(Rs	s)			
	3	2016-2017		Amount in Pupeer/P				
				Amount in Rupees(R	<u>"</u>			
	Upload CA Certifica	te*Help	Browse No file selected. Upload					
				SUBMIT				
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Give the Data and Attach All necessary Documents

Steps to Attach Documents

- 1. Scan the Document and save it as a PDF document with size between 10kb 300 kb
- 2. Click on the Browse button to select the file
- 3. Click on the Upload button to Upload the file



Take the Print out of the Application and send it to Coir Board with all necessary Supporting Documents within one week .

In order to Take the Print out go to Home Page by clicking on the HOME Button

Click on the *Print and Application status* link under the *Coir Industry Award* Menu

Click on the **PRINT** to take the Print Out.

Click on the REMARK in order to know the Application Status

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	-PROFILE Meenus Exportin Koithara Kallupalam, Idukki ,KERALA Pincode : 682020	g co Ltd Email : meenuabby@gm Phone Number : 940082 Fax : Aadhar Number : 8176: Udyog Aadhar Number PAN : AFOPA7676E	ail.com 3986 31581818 :	-Address of Coir Board Ministry of Coir House, Ernakulam Kerala Pincode : 68 Email : info Phone Numb	of Head Off MSME, Govt. M.G. Road 2016 [at]coirboard[oer : 0484-235	ice of India dot]org 1900				
	Exporter Registrati Exporter Registrati IE Registration Nur IE Registration Dat Application Status	on Number : on Date : nber : e :								
	SI No. Category	Subcategory	Application Status	Register Number	Register Date	Remarks]			
	1 EXPORT AWARDS	LARGEST EXPORTER OF COIR AND COIR PRODUCTS	Application Submitted	1015	20/04/2017	REMARK PRINT				
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	(Ministry Of Micro,Sma Coir H APPLICATION FOR (COIR BOARD III & Medium Enterprises,Government Of India) Iouse,M.G.Road,Kochi-682016 COIR INDUSTRY AWARDs FOR THE YEAR		
1	Background Data			
Na	me	Meenus Exporting co Ltd		
Ac	dress With TelePhone,Email etc	Koithara, Kallupalam,, 9400823986, meenuabby@gmail.com	ž	
Aa	dhar/Udyog Aadhar No	817651581818,		
Pa	n	AFOPA7676E		
IE	Registration Number & Date			

If you want to apply for another Award Select the Award Category and Submit the Application.

You can submit any number of Applications provided you should have all the supporting documents for that category.