सत्यमेव जयते

Government of India
Ministry of Communications
Department of Telecommunications

Indian Counterfeited Device Restriction System

(ICDR)

User Manual

Introduction:

Indian Counterfeited Device Restriction (ICDR) system has been introduced by the Government of India for the issue of IMEI certificates for import of IMEI based mobile devices through various custom ports in India. This new system is in operation since 28-01-2020. Users can access and register themselves using ICDR portal https://www.icdr.ceir.gov.in to generate IMEI certificates. The intended users can be brand owners, manufacturers, device assembler, importer etc. who wishes to import the mobile device having IMEI.

IMEI Certificate Generation Procedure:

Following are the steps to generate IMEI Certificates:

1. Before being able to generate IMEI Certificate, the user has to register company in ICDR portal.

2. After registration user has to create CHA (if it doesn't exist).

3. Create Importer (if it doesn't exist).

4. Create OEM (if it doesn't exist).

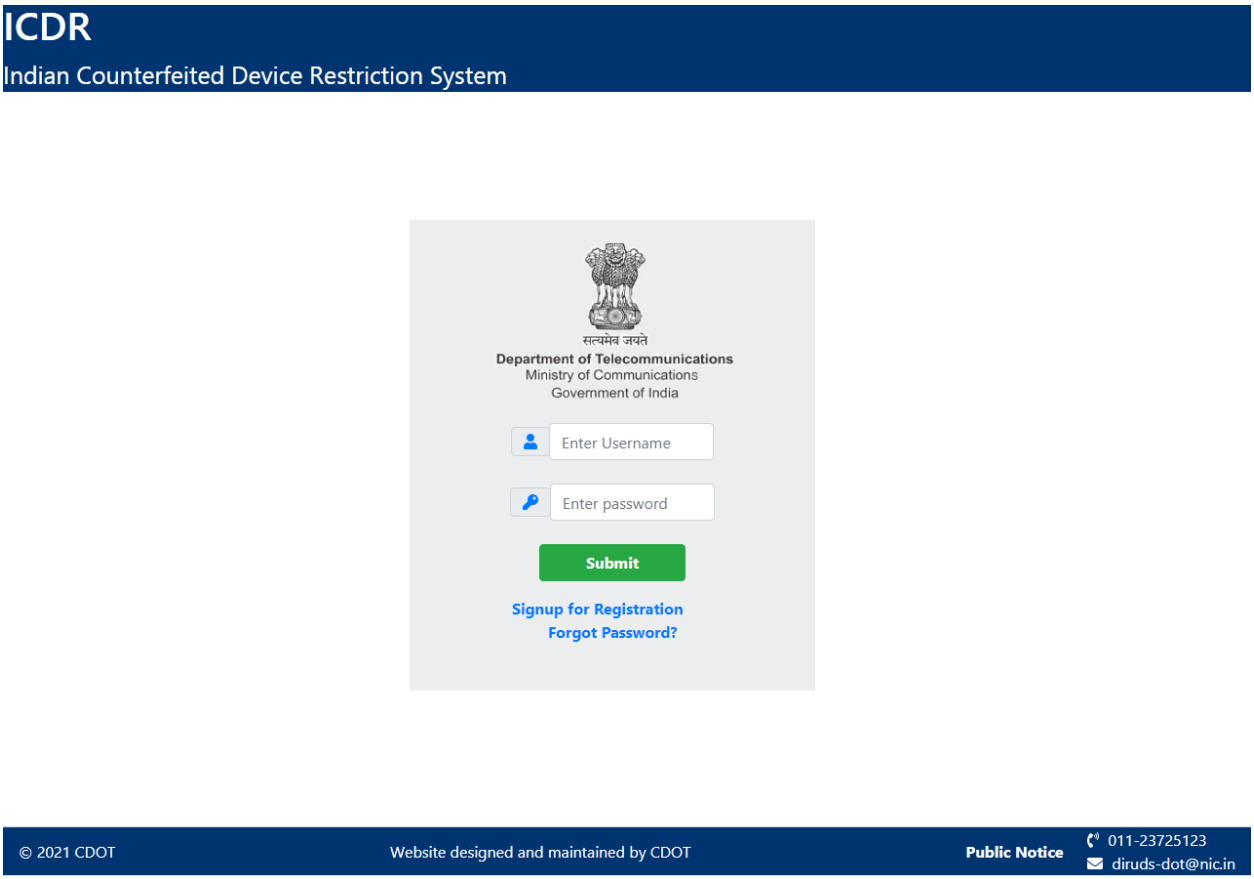
5. Register the Device Model (if it is not registered already).

6. Register the IMEIs.

7. Generate the Certificate.

1. Company Registration/Signup Process:

Users can access and register themselves using ICDR portal https://www.icdr.ceir.gov.in. After entering the above URL, a login/signup page will get open. Users need to click on option **Signup for Registration** to register their company on ICDR portal.



1.1 After selecting this option, a page having different input fields will get open. This page will take entry for company details, applicant details, login details etc. The applicant needs to submit following documents, duly self-attested along with company stamp:

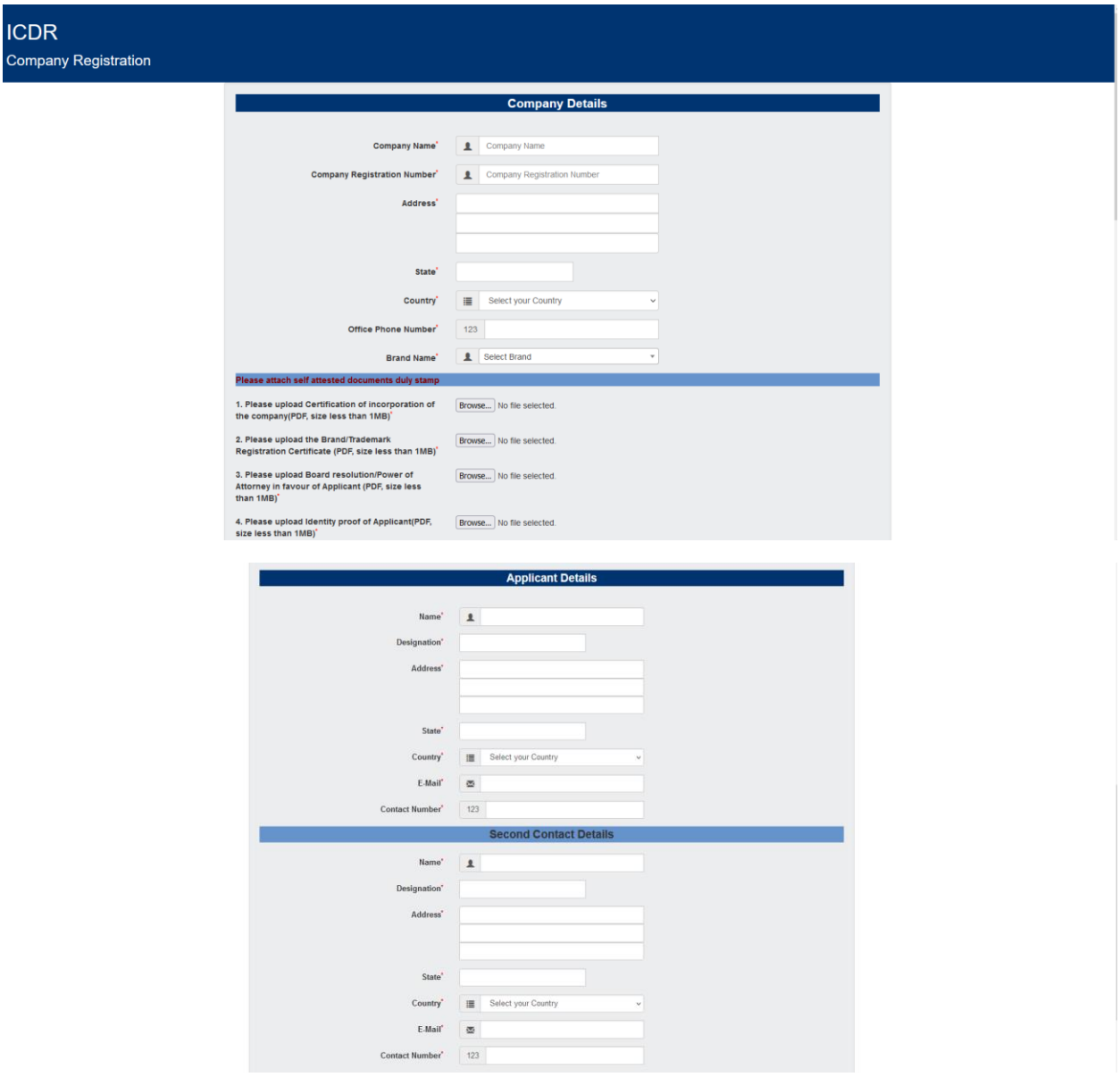
(a) Certificate of Incorporation of the company or Partnership deed in case of partnership firm.

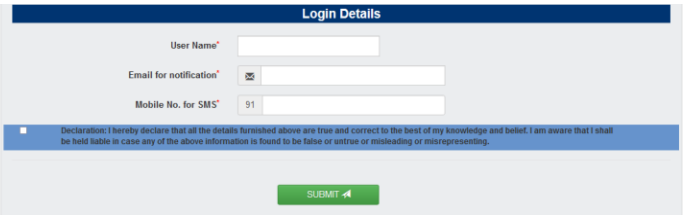
(b) Brand/Trademark Registration Certificate. In case the applicant company is not the owner of brand/trademark, a declaration to this effect may be submitted on letter head of the company including the purpose of import i.e. resale, testing, R&D etc.

(c) Board Authorization/ Power of Attorney in favor of applicant

(d) Identity proof of the applicant

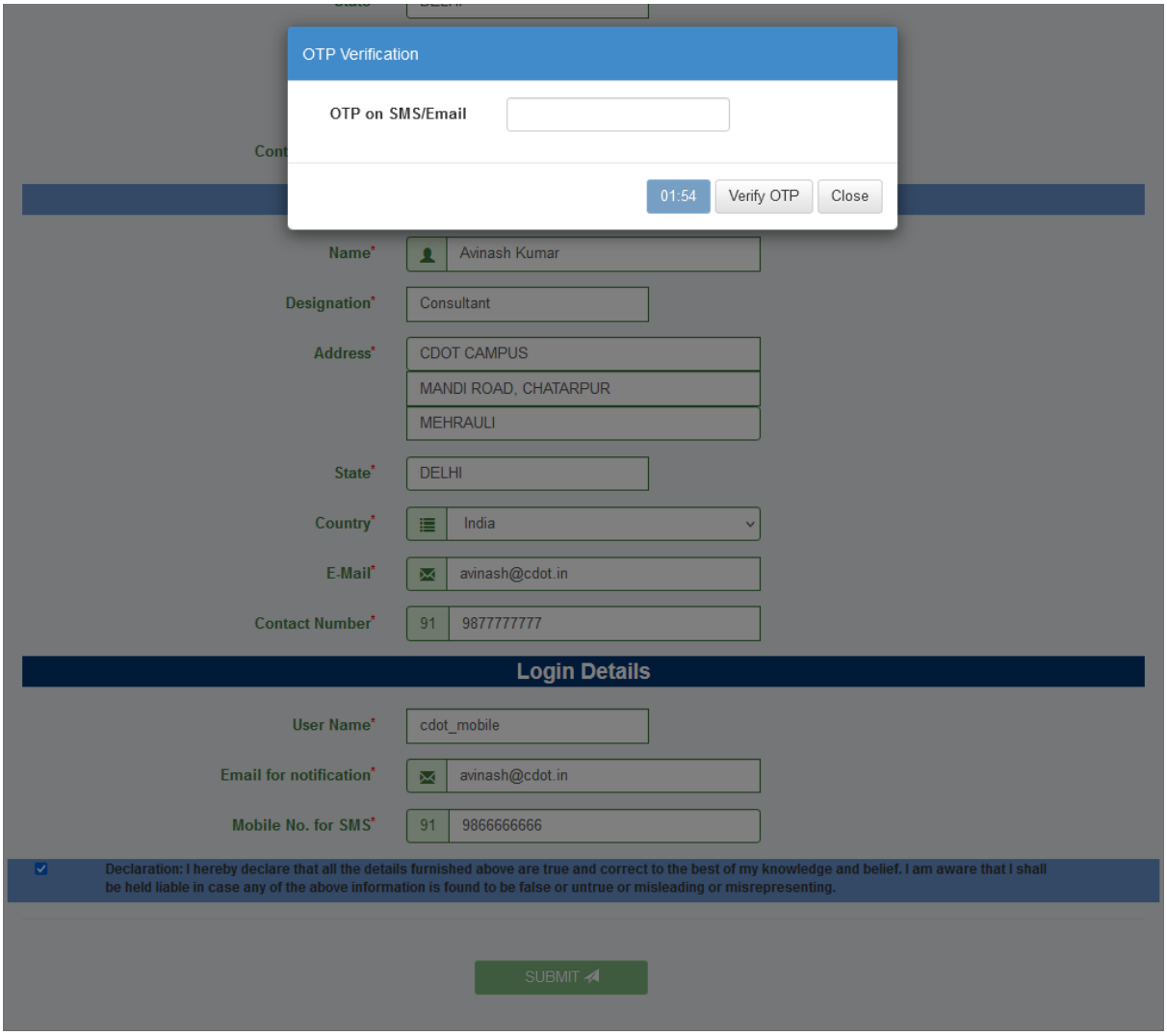
Applicant needs to fill all the details carefully along with above documents and submit the request.



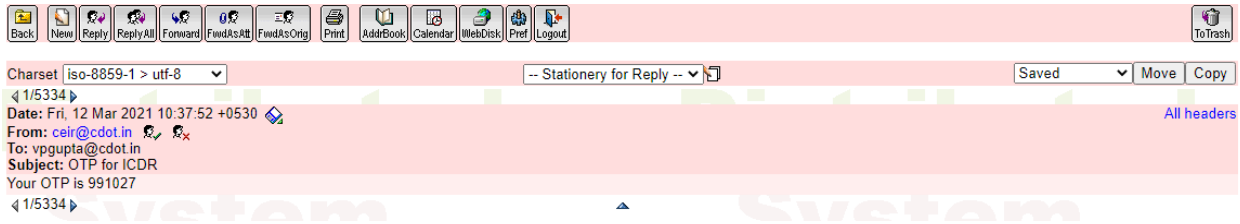


Note: The user should register separately for different brands, if required. The brand name selected from the drop-down menu should be as associated with GSMA Type Allocation Code (TAC). TAC is the first 8 digits of IMEI.

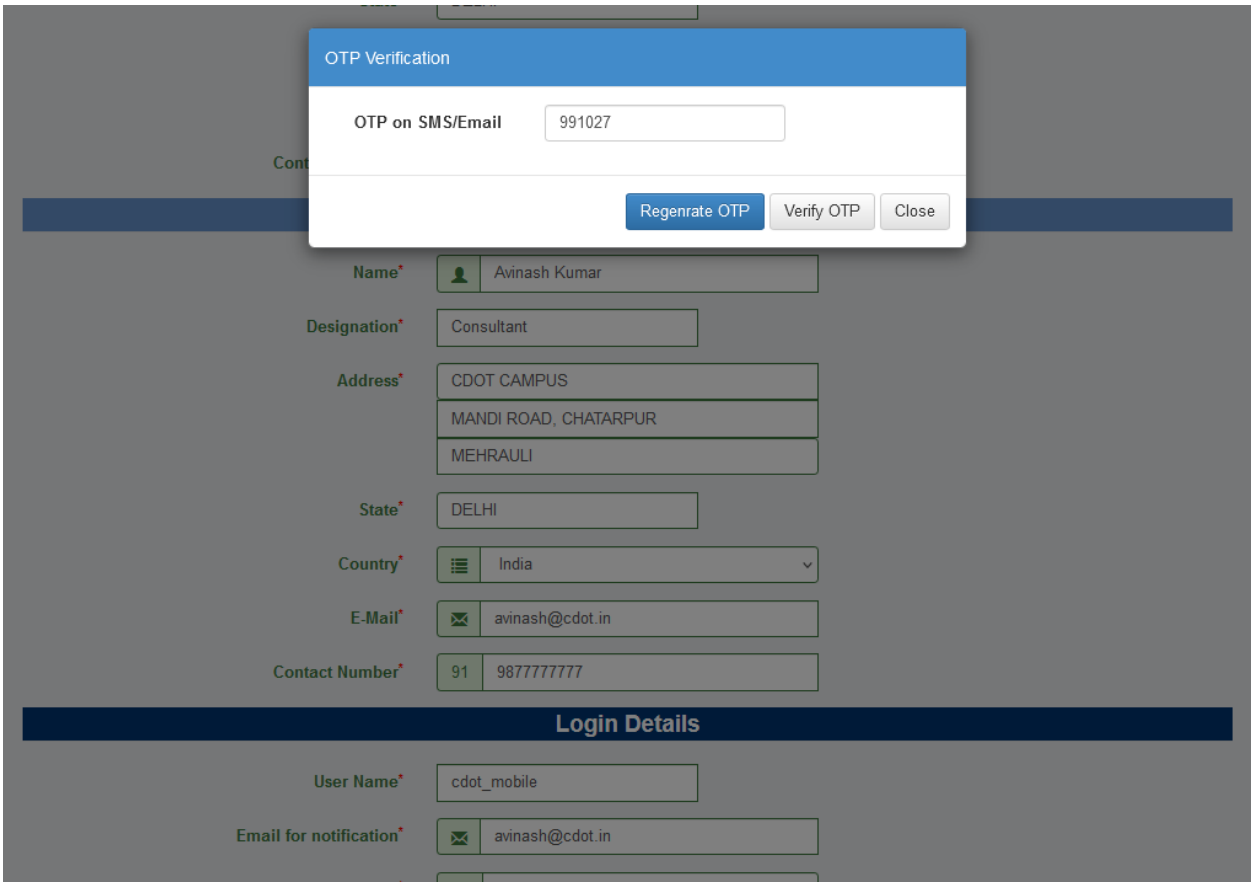
1.2 After submitting the request, system will prompt for OTP Verification.



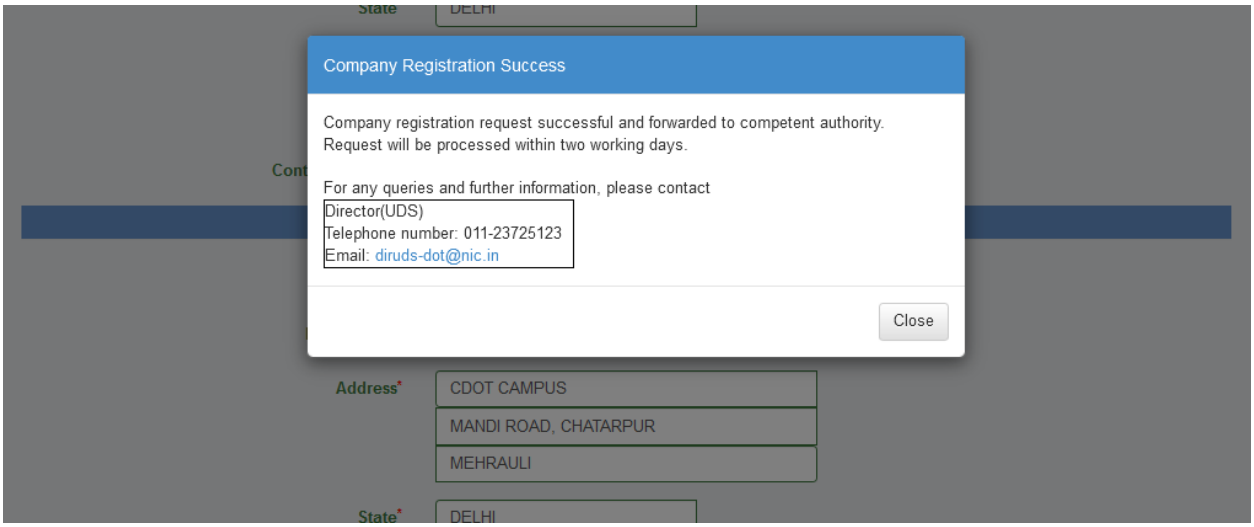
1.3 User will receive the OTP on his Email as well as on Mobile no, which he has provided under Login Details.



1.4 After entering the OTP, press the “verify OTP” button.



On successful verification, system will prompt a message, having information about the future communication details for user. Company registration request will be forwarded to ICDR admin user for further processing.



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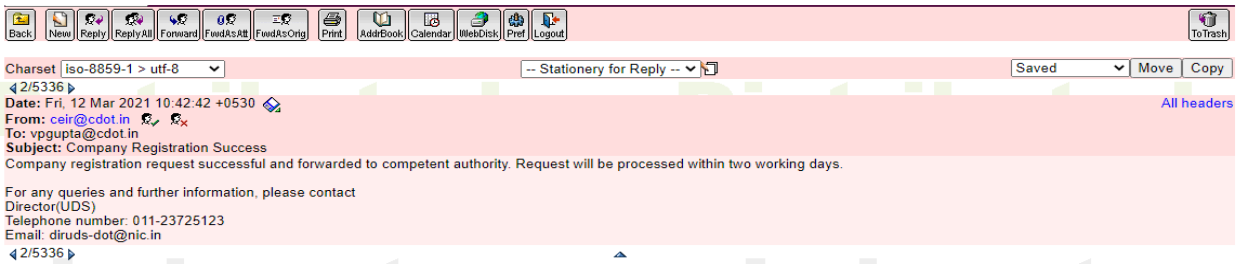
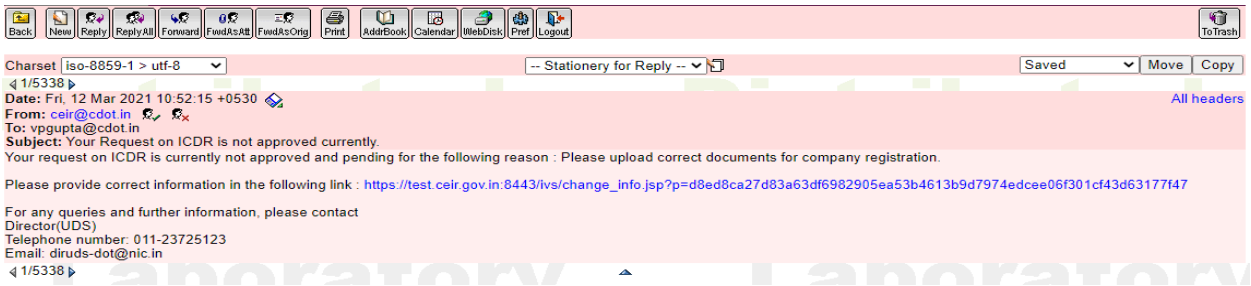
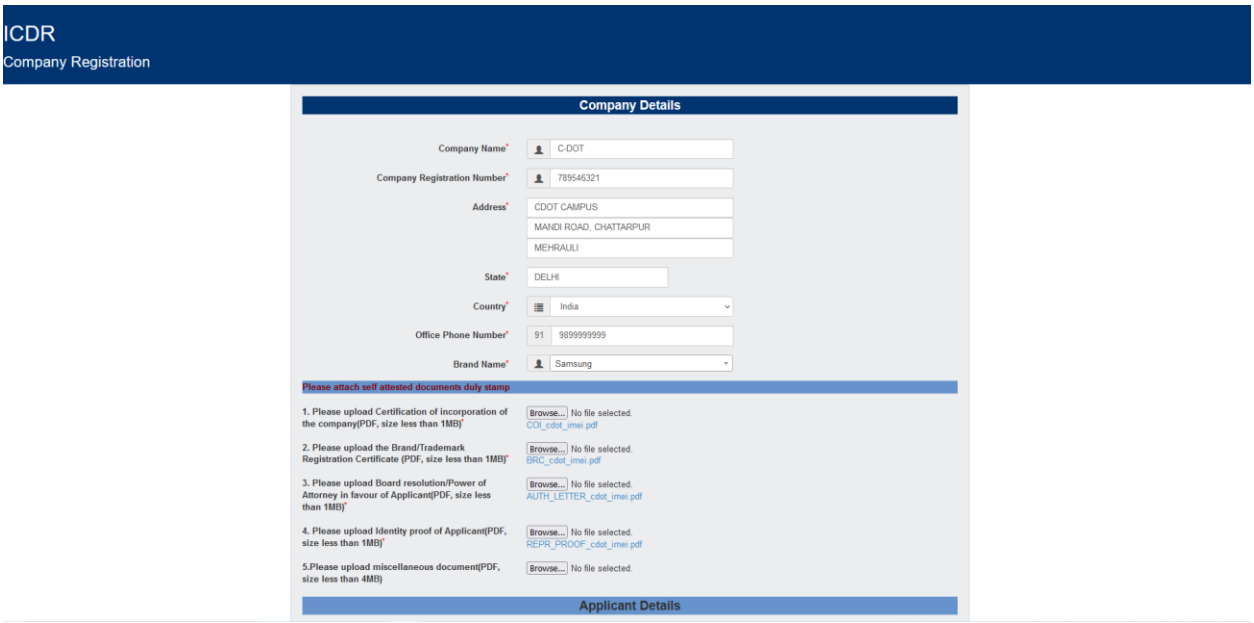
1.5 The same information, user will receive on his registered email (provided during registration process).



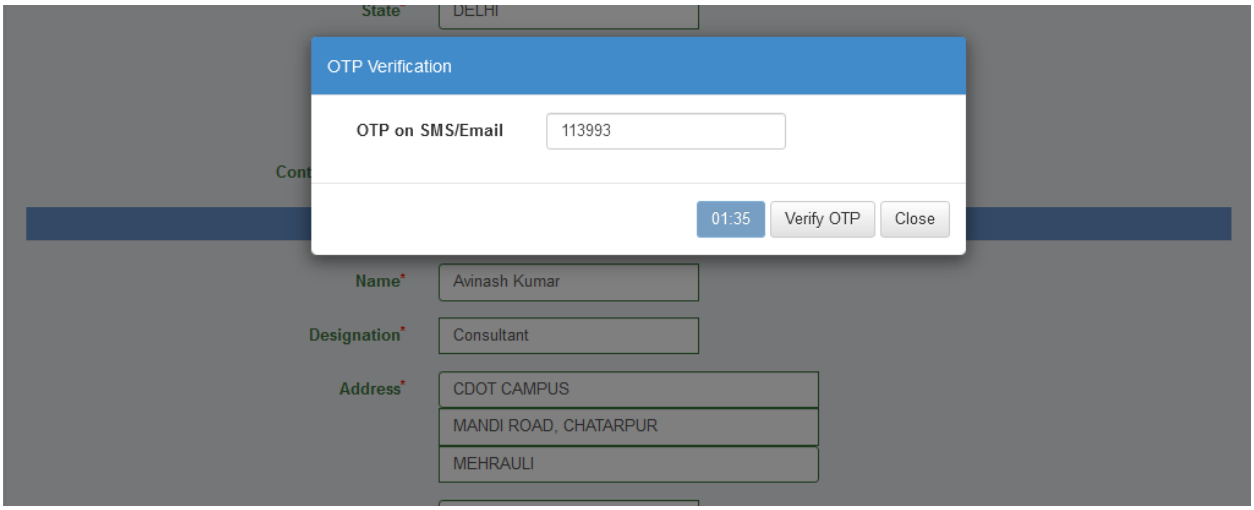
1.6 ICDR admin may ask for some additional info, if required during approval. Information about the same will be received by the company user on their registered email. The email will contain remarks added by ICDR admin along with a link to provide the additional information.

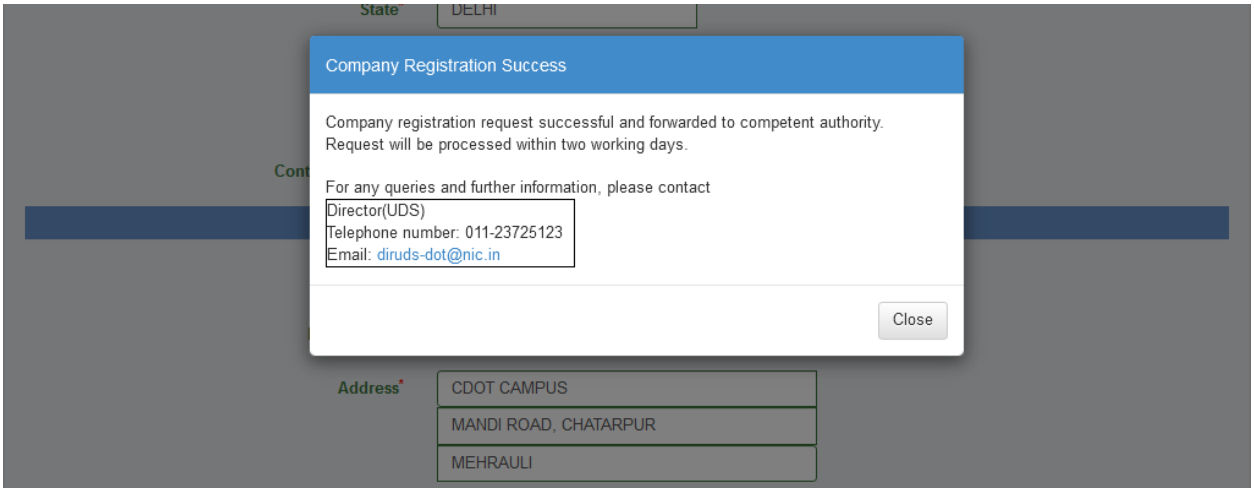


1.7 Click on link provided in the mail, same signup page will get open again but with already filled data. Company user can update the details as per the request of ICDR admin and resubmit it.

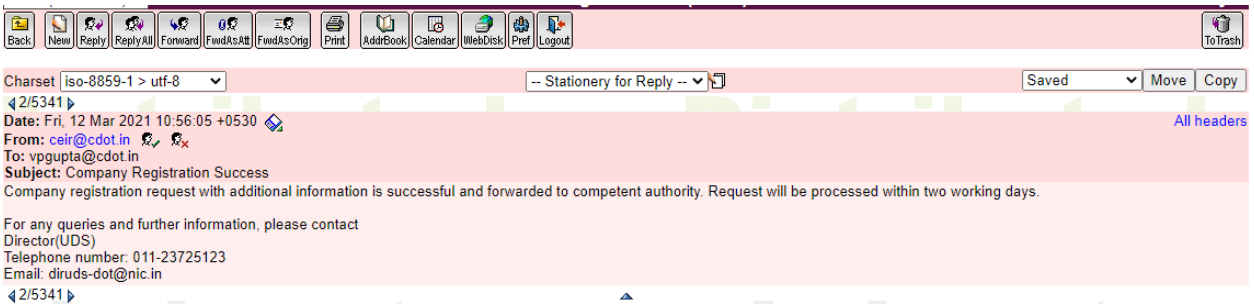


1.8 After resubmitting it will prompt for the OTP as in case of initial Signup. OTP will be received by the company user on registered Mobile no as well as on email. After verification of OTP, the request will be again forwarded to ICDR admin.

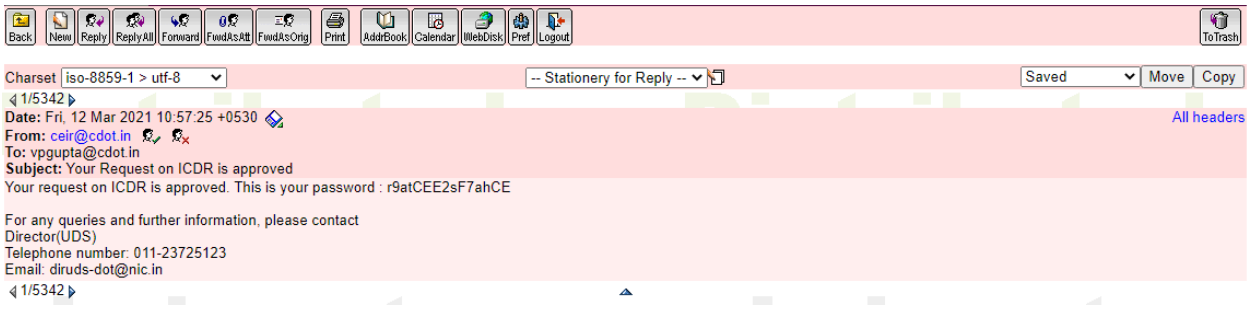




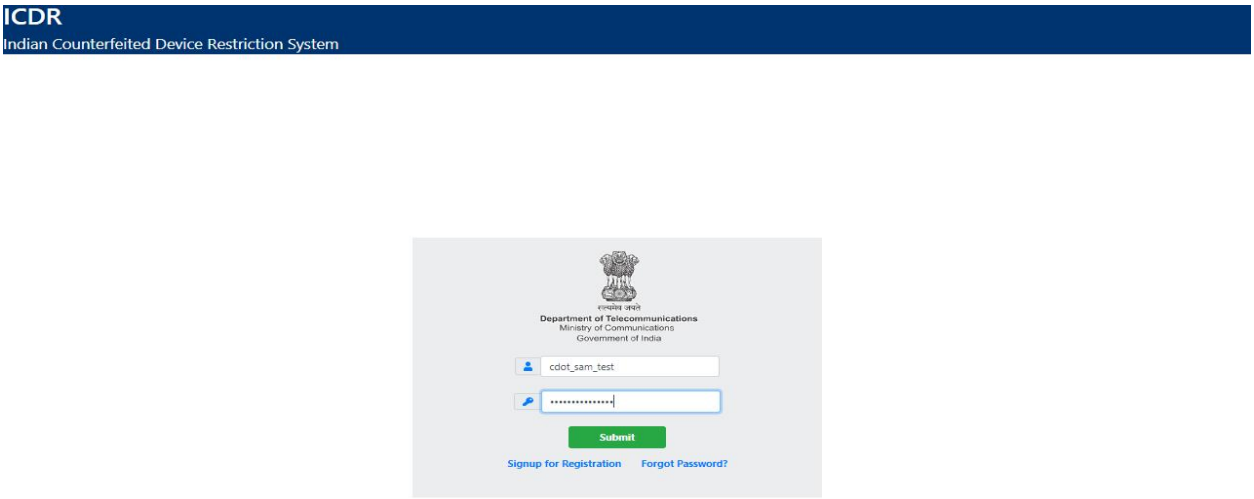
1.9 Intimation about the same will also be received by the users on their registered email.



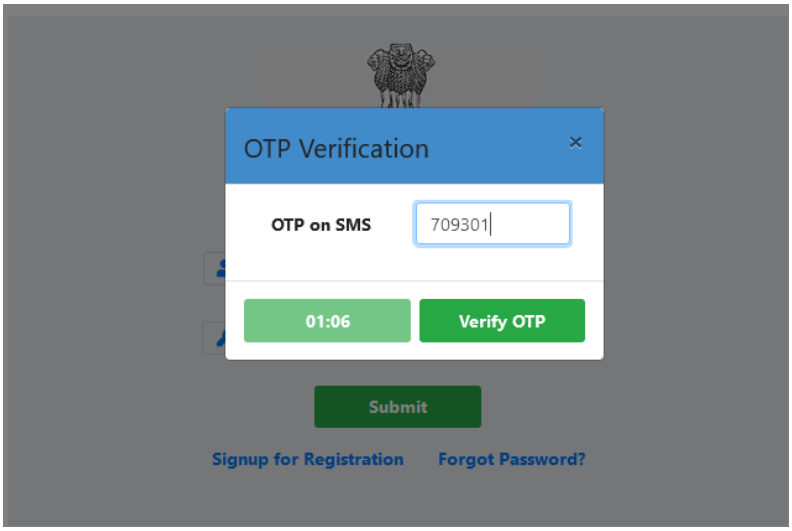
1.10 After due verification by ICDR admin user, company registration request will be approved. Company user will get a confirmation mail along with a default password.



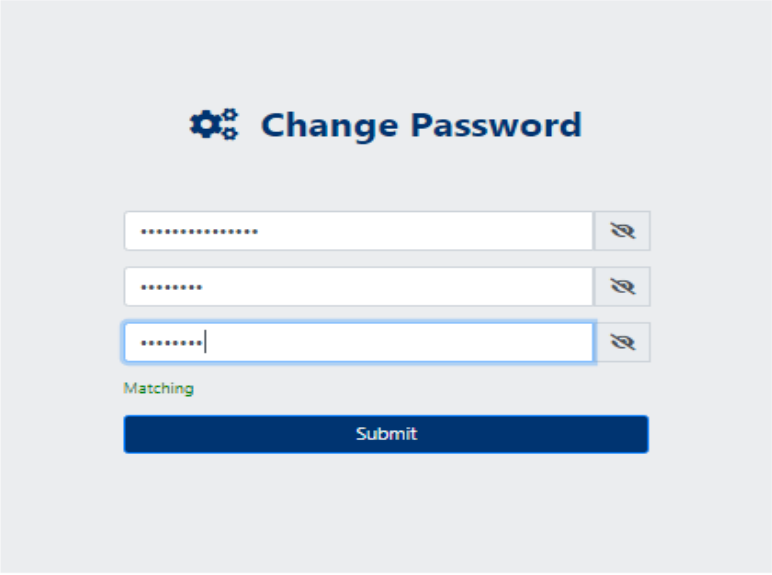
1.11 Using this default password (received on email) and login id (entered by company user during signup/registration process) company user will be able to login through URL https://www.icdr.ceir.gov.in.



1.12 User will enter the OTP received on registered mobile/registered email.



1.13 System will force user to change the default password, password must have one upper case, one lower case, and at least of 8 characters.



1.14 After changing the default password, user will get landed on his/her home page. User can now generate IMEI certificate after following the steps mentioned in the below section.

Note: Image shown above is for illustration purpose only. It doesn't show any actual data.

2. CHA Creation:

In India, a customs house agent (CHA) is licensed to act as an agent for transaction of any business relating to the entry or departure of conveyances or the import or export of goods at any customs station. The agent acts on behalf of the shipper (importer or exporter) and arranges for the customs clearances of the imported goods.

2.1 To create CHA user has to go to option ***CHA Details***.

2.2 Fill all the details given on this page and save. The saved CHA details will be used during IMEI certificate generation process.

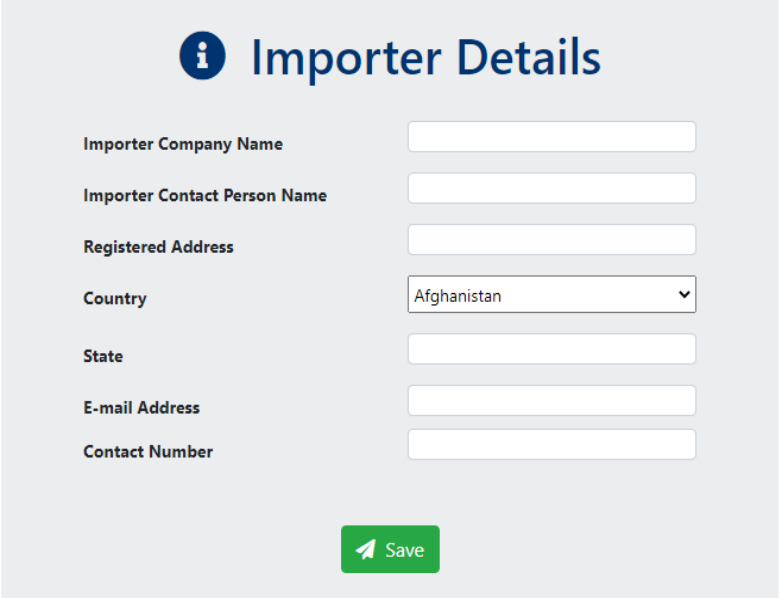
2.3 User can also view already created CHA through this option and modify/delete the CHA, which are unused in certificate generation.

2.4 In case user has used this CHA in certificate generation and wants to modify certain details like contact person, address etc., then he has to deactivate this CHA and create a new CHA with updated details for use during certificate generation. The user will not be able to use old deactivated CHA.

3. Importer Creation:

Importer may be an individual or a firm authorized by the government of India to act as an 'Importer' to bring goods or services in India from the outside countries. The importer is responsible for completing the necessary legal import customs clearance procedures and formalities on arrival of goods in to a country.

3.1 To create Importer, user has to go to option ***Importer Details***.



3.2 Fill all the details given on this page and save. The saved importer details will be used during IMEI certificate generation process.

3.3 User can also view already created Importer through this option and modify/delete the Importer, which are unused in certificate generation.

3.4 In case user has used this Importer in certificate generation and wants to modify certain details like contact person, address etc., then he has to deactivate this Importer and create a new importer with updated details for use during certificate generation. The user will not be able to use old deactivated importer.

4. OEM Creation:

An Original Equipment Manufacturer or OEM is a company that manufactures and sells products or parts of a product that their buyer or another company, sells to its own customers while putting the products under its own branding.

4.1 To create OEM, user has to go to option ***OEM Details***.

4.2 Fill all the details given on this page and save. The saved importer details will be used during IMEI certificate generation process.

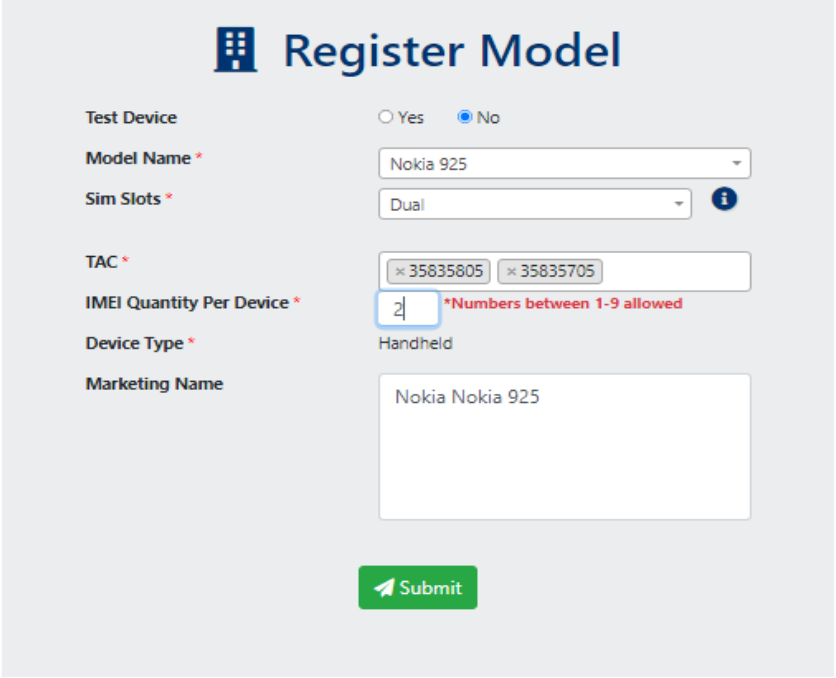
4.3 User can also view already created OEM through this option and modify/delete the OEM, which are unused in certificate generation.

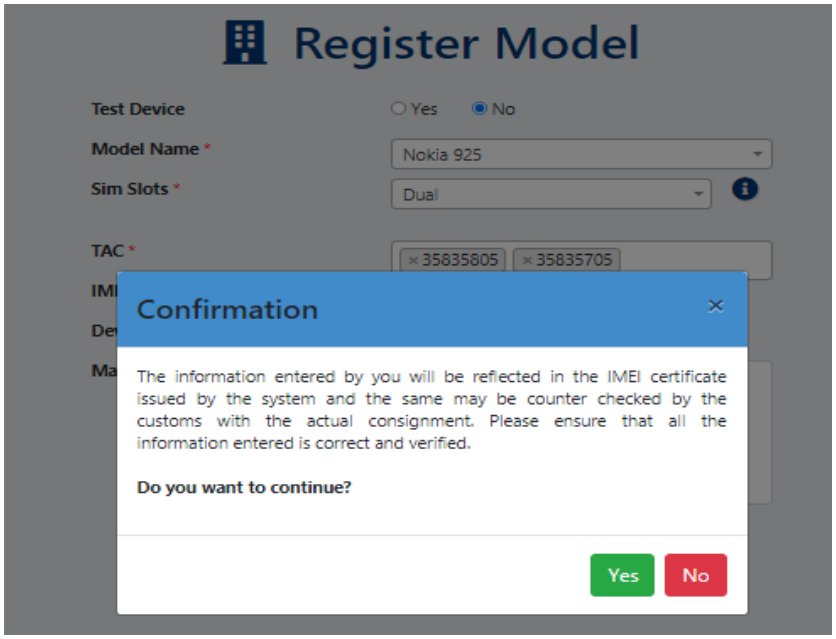
4.4 In case user has used this OEM in certificate generation and wants to modify certain details like contact person, address etc., then he has to deactivate this OEM and create a new OEM with updated details for use during certificate generation. The user will not be able to use old deactivated OEM.

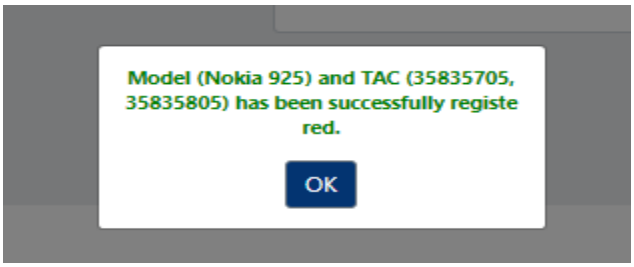
5. Device Model Registration:

In Device Model Registration, user provides the information about device like it's Model Name, Marketing Name, TAC, SIM Slots, IMEI Quantity etc. Once Model is registered, the same registration can be reused for generating certificates for different set of IMEI range.

5.1 To register Device Model, user has to go to option ***Register Model***.


Register Model
Test Device
Yes
No
Model Name *
Nokia 925
Sim Slots *
Dual
TAC *
35835805
35835705
IMEI Quantity Per Device *
2
*Numbers between 1-9 allowed
Device Type *
Handheld
Marketing Name
Nokia Nokia 925
Submit

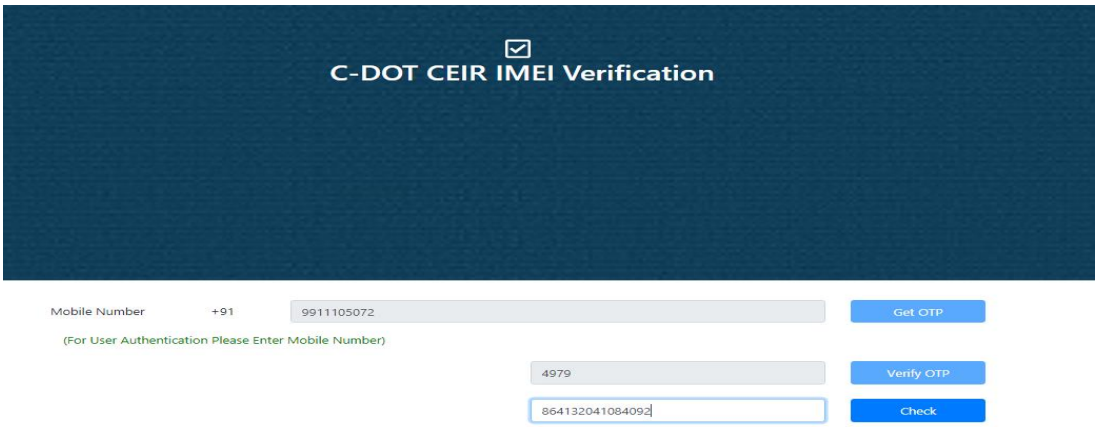

Register Model
Test Device
Yes
No
Model Name *
Nokia 925
Sim Slots *
Dual
TAC *
35835805
35835705
Confirmation
The information entered by you will be reflected in the IMEI certificate issued by the system and the same may be counter checked by the customs with the actual consignment. Please ensure that all the information entered is correct and verified.
Do you want to continue?
Yes
No

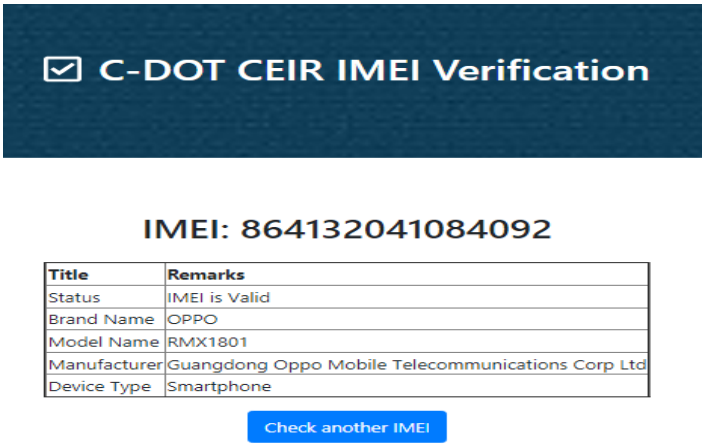


5.2 Fill all the details given on this page and save. The saved register model details will be used during Register IMEI and IMEI certificate generation processes.

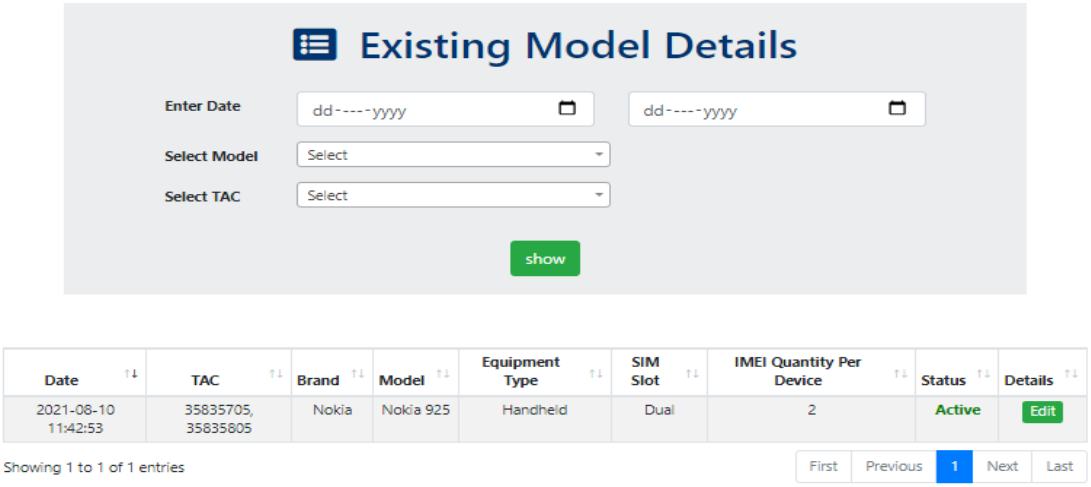
5.3 While registration of Model, user should be careful while selecting the Model Name and TAC. They should be same as mentioned in the GSMA certificate issued for the respective TAC.

5.4 User can also verify the details of IMEI using https://ceir.gov.in/Device/CeirIMEIVerification.jsp. It will show the details of brand name, model name, manufacturer etc.





5.5 User can view all the registered model details using option **Existing Model details**. User can modify/delete the registered model details if it is not used in IMEI certificate.



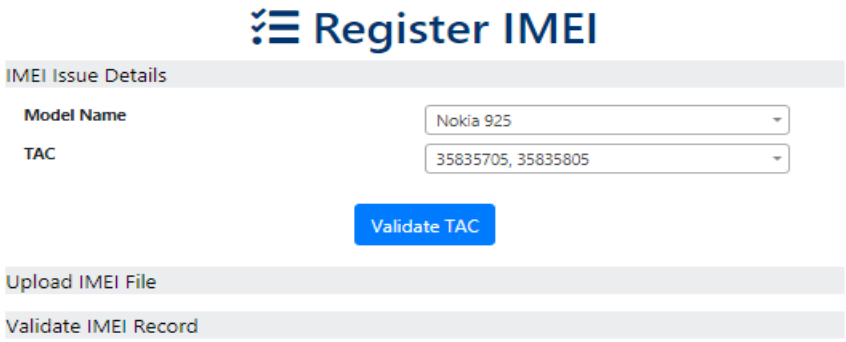
5.6 In case user has used this Model Registration in certificate generation and wants to modify certain details like marketing name, SIM Slots etc., then he has to deactivate this registration and create a new registration with updated details for use during certificate generation. The user will not be able to use old deactivated model.

6. IMEI Registration:

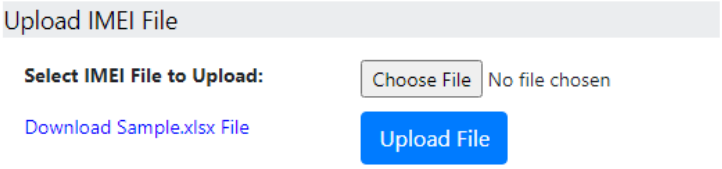
IMEI Registration is required for registration of IMEIs corresponding to a Model for generation of IMEI certificate. User will not be able to generate multiple certificates for same set of IMEIs.

6.1 To register IMEIs, user has to go to option ***Register IMEI.***

6.2 Select your registered model and then corresponding TAC from the drop-down menu and press “Validate TAC” button. If matched, it will move to next step (upload IMEI file) otherwise error message will be displayed.



6.3 Upload the IMEI file after validating TAC. User should take care of following points while uploading the file.



6.3.1 File must contain only IMEIs in a single column.

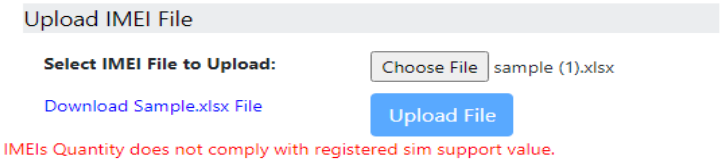
6.3.2 There shouldn’t be any space pre/post/within single IMEI.

6.3.3 File Format should be “.xlsx”.

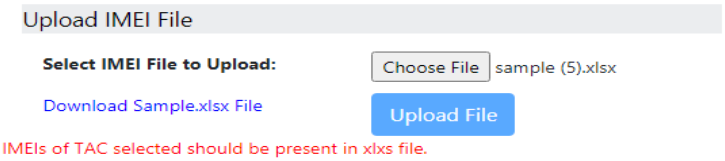
6.4.4 IMEI column format should be selected as “0000000000 (All zeroes)”. Follow the below instruction.

> ***Click on the top of the IMEI column-> Right Click-> Click on Format Cells-> Select Number tab-> select custom-> select all zeroes option (in right side)-> OK and save the file.***

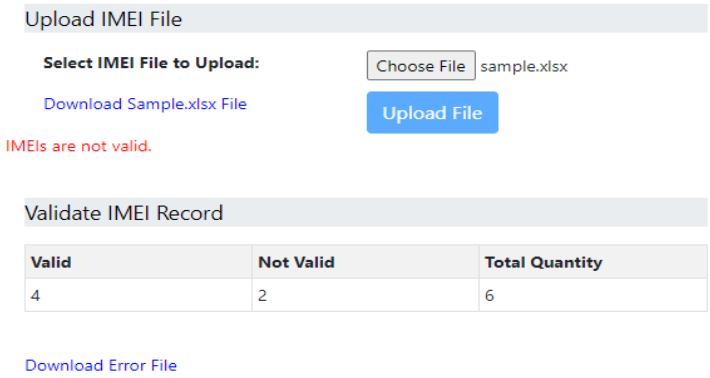
6.3.5 For models supporting even number of IMEI quantity per device , please upload the file having “EVEN” number of IMEIs otherwise user will get error message “IMEIs Quantity does not comply with registered Quantity of IMEI support value”.



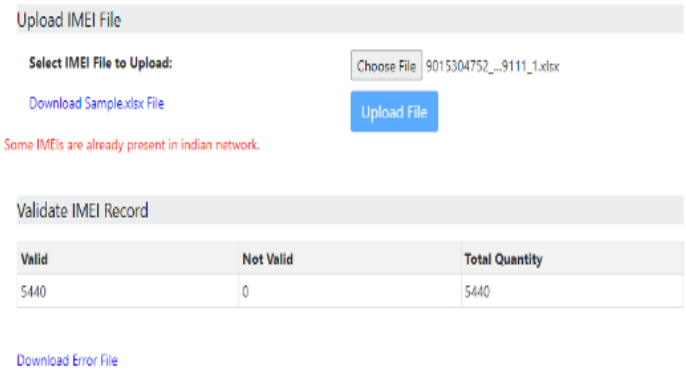
6.3.6 The xlsx file must contain only those IMEIs which have same TAC that is already selected by user in above validate TAC process. Otherwise, user will receive below error message.



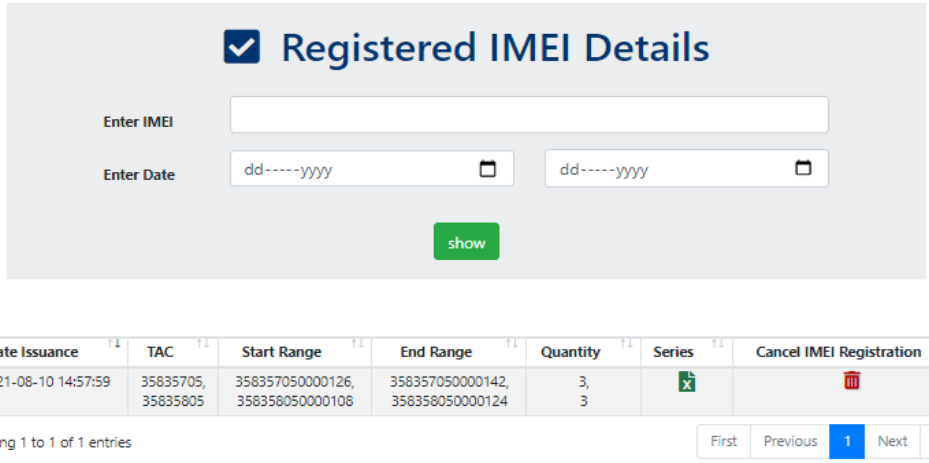
6.3.7 The xlsx file must contain only those IMEIs which are valid otherwise user will receive error message “IMEIs are not valid”. User can download the “error file” to know which IMEIs are invalid.



6.3.8 The xlsx file must contain only those IMEIs which are unused otherwise user will receive below error message “Some IMEIs are already present in Indian network”. User can download the “error file” to know which IMEIs are already exist in Indian network.



6.4 User can view all the registered IMEI details using option **Registered IMEI details**.



Note: Image shown above is for illustration purpose only. It doesn't show any actual data.

6.5 User can delete/cancel the registered IMEI details if it is not used in any IMEI certificate. This option is enabled for unused IMEI registration only.

7. Certificate Generation:

It is the final step to generate certificate. The IMEI certificate is a document containing the details of Device Model, IMEIs, CHA, Importer, OEM etc. The custom officials shall verify the consignment against this certificate as a part of custom clearance.

7.1. To generate certificate, user has to go to option **Generate IMEI Certificate**.

Generate IMEI Certificate

Model Details

Brand Name	Nokia
Model Name	Select
TAC	Select

IMEI Details

IMEI Series	Select
IMEI Quantity	
Device Quantity	
Reporting Body	

Import Details

National Importer	Select
Destination Port	Select
Port of Origin	
OEM/Factory Name	Select
CHA Name	Select

Device Details

Device Type	

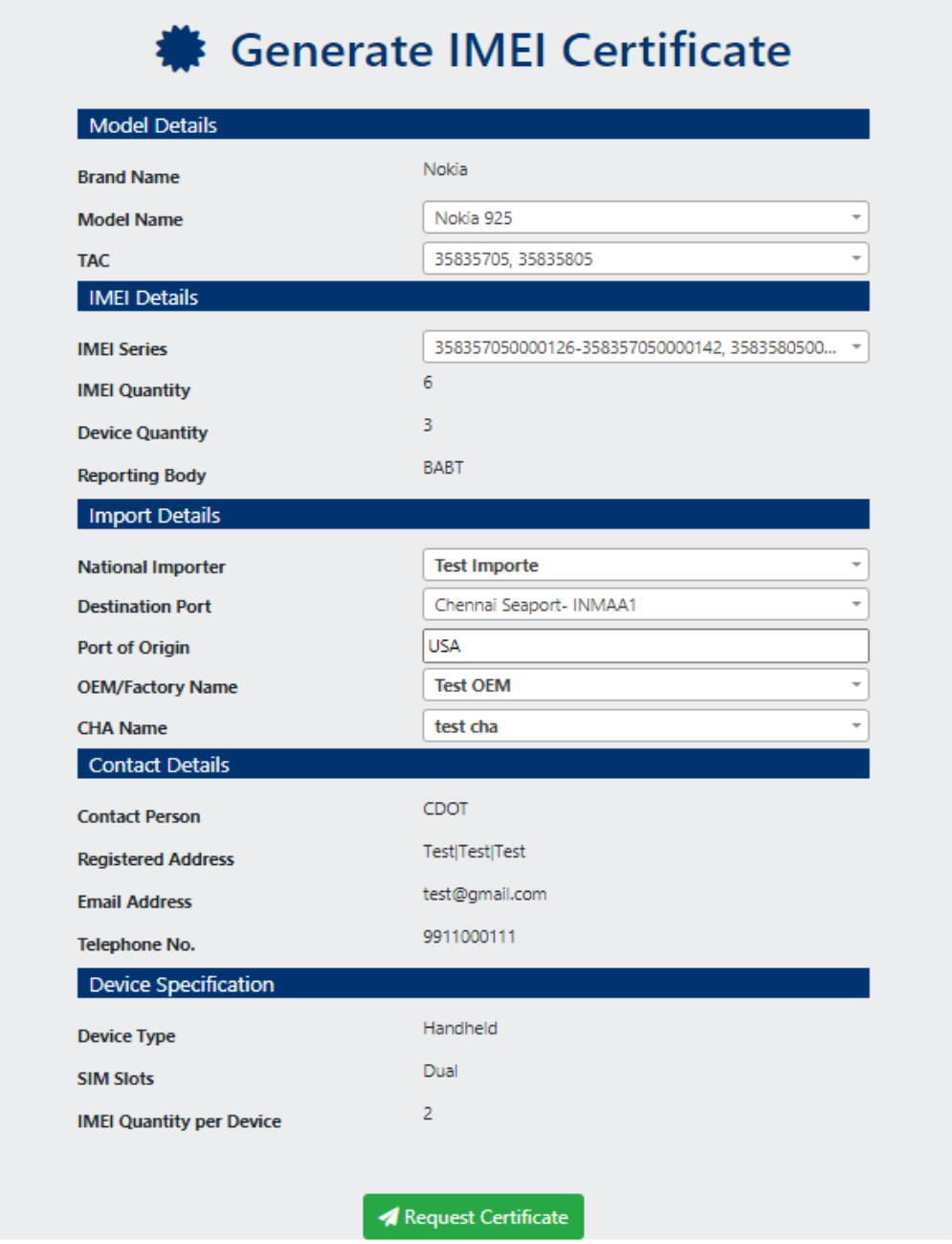
Contact Details

Contact Person	VP_M
Registered Address	CDOT Campus|Mandi Road|Mehrauli
Email Address	vpgupta@cdot.in
Telephone No.	9911000111

Technical Specification Details

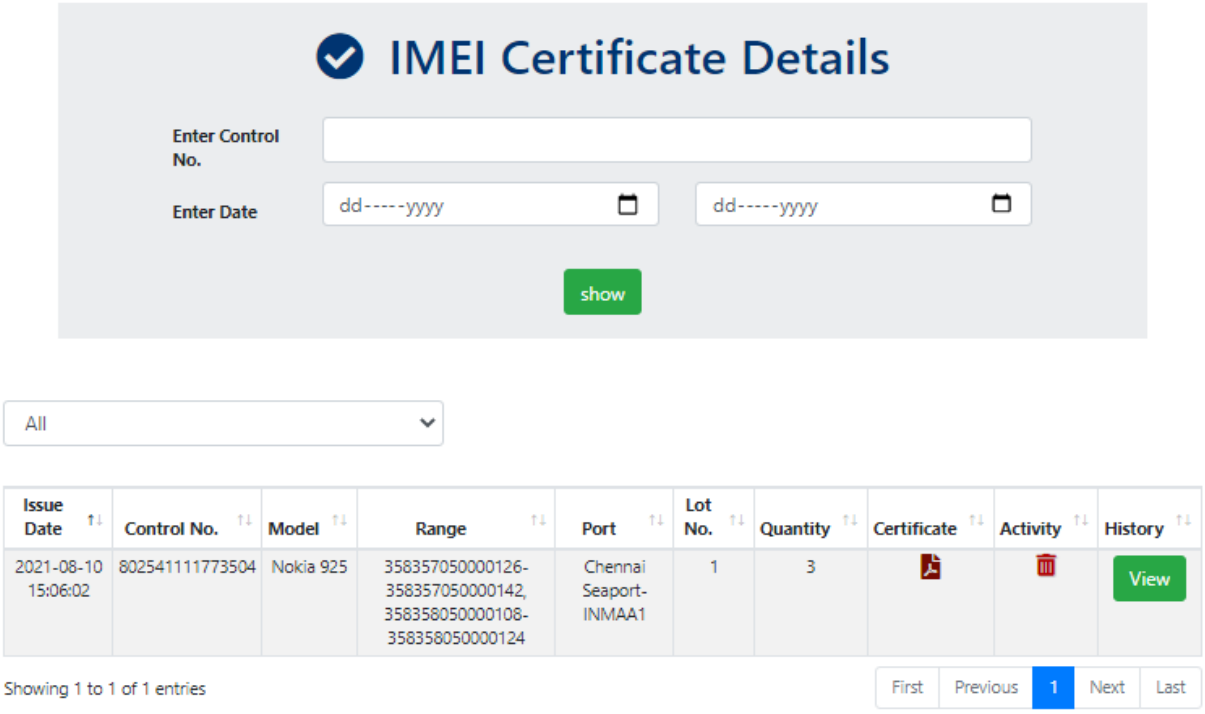
SIM Support	
IMEI Quantity Per Device	
Operating System	
Network Support	
Video Call Support	
GPS	
Satellite	
Wi-Fi	
Bluetooth	
WPC Certificate	

Request Certificate



7.2 Fill all the details on this page and press request certificate button to generate the certificate. Certificate will be automatically generated. After generation, user can view/download the IMEI certificates.

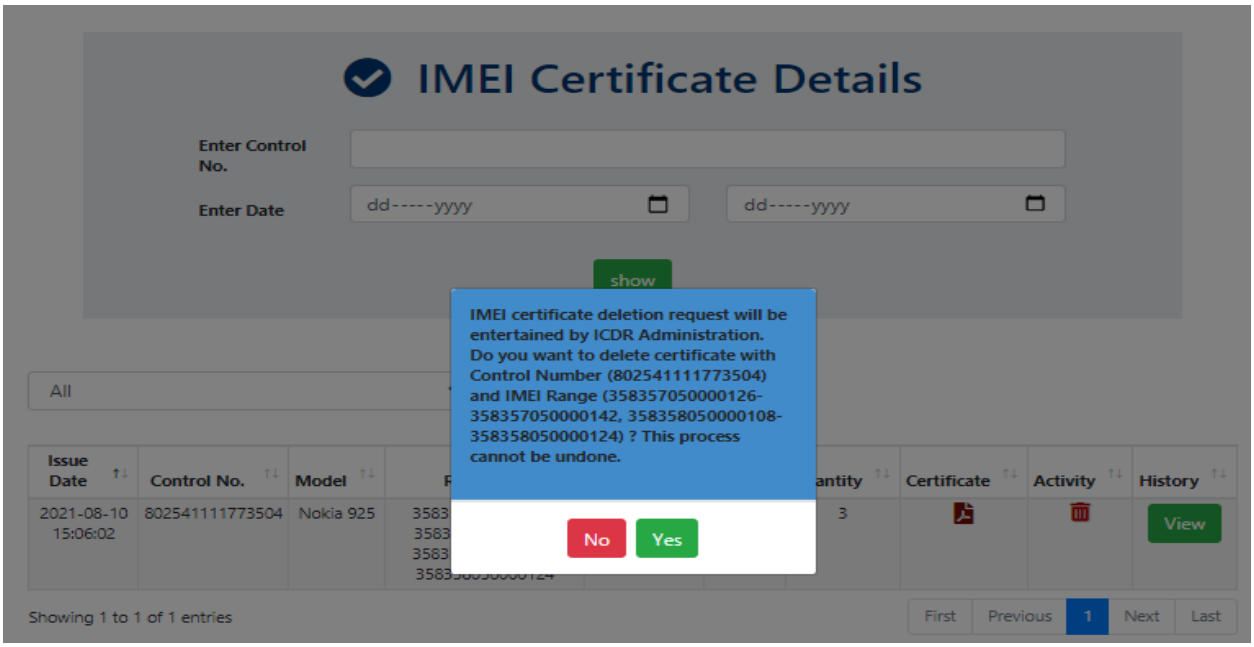
7.3 All the generated IMEI certificates will be available under option **IMEI Certificate Details** module. User can see the brief details of each certificate as well as have an option to download.



Note: Image shown above is for illustration purpose only. It doesn't show any actual data.

7.4 User can also send the request to admin for cancellation/deletion of any unused IMEI certificate, if required through this module.

7.5 User has to click on trash option under Activity corresponding to certificate control number.



7.6 The request will go to admin for due approval. Once deletion request is approved by admin, user can regenerate the certificate with modified details, if required, by following the same process as explained earlier.

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