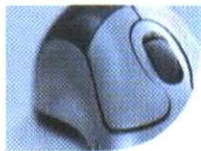
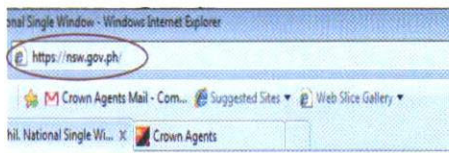


Stakeholder's Quick Guide



1 Access the National Single Window

- Go to internet explorer and key in <https://nsw.gov.ph>, then press enter.



2 Trader's (Importer/Exporter) Registration

- On the REGISTER page, type-in all the necessary information:

*Please note that you can use any LOGIN name as long as it is related to the individual/ company being registered.

* Password should at least be 6 characters long (without dash or space)



Log In

Enter your user credentials

* Login

* Password

Log in

[Forgot Password?](#)

A valid e-mail address is required for notification purposes.

3 Create an Application

- From the Dashboard tab, go to "Member Options", then click on "Create New Application" button.



- In the "Application Wizard" page, follow the step-by-step process of creating your application.



Application Wizard

Step 1: Select Form

Step 2: Fill-out Form

Step 3: Payment

* Select An Agency

- Go to HELP button and click "How do I create new application?" for more details.

4 Submission of Application

- Print the completed application form in **duplicate copies**. Then submit them with the necessary supporting documents to the **receiving government agency**.
- Pay processing fee if applicable.
- Always check the status of your application by viewing the NSW Dashboard.

To learn more about updating your application and registering your broker, please click the HELP button

or

**Contact NSW Help Desk at
(632) 5135301 to 02
and/or e-mail at
helpdesk@nsw.gov.ph**

The Philippine **National Single Window (NSW)** is an internet-based system that allows parties involved in trade to lodge information and documents with a single entry point to fulfill all import, export, and transit-related regulatory requirements.

The project is being implemented through the mandate of **Executive Order 482** dated December 27, 2005.

There are about 40 government agencies involved in the issuance of import and export licenses, permits and clearances for trade facilitation over Philippine borders.

The costly and time-consuming processing for imports and exports documentation required in business has resulted for further inefficiencies.

With the introduction of NSW, the trade and logistics industry through the help of Integrated ICT systems will use a single internet-based interface with the 40 government agencies.

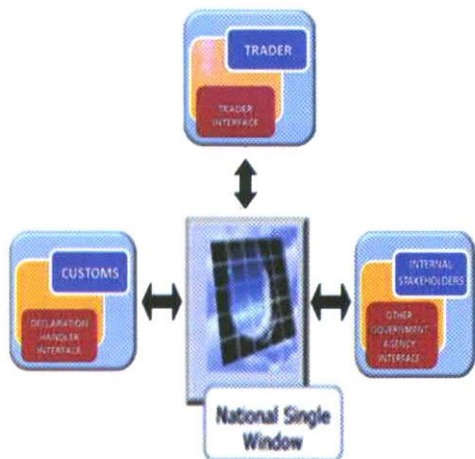


NSW Benefits From Trade Perspective

- Lower business costs
- Faster trade documentation process and release times
- Easier trader compliance
- More effective and efficient deployment of resources
- Increased transparency and predictability of government processes.
- Business transactions to be performed with government agencies regardless of time and location via internet and mobile phone.

Features

- Electronic submission of an application
- Viewable transaction status in the electronic dashboard
- Electronic submission of supporting documents
- Mobile and electronic payment
- Secured submission using digital signature
- Executive Dash Board



National Single Window Environment

This is a Project towards ASEAN Integration

In cooperation
with the
40 Government
Agencies

