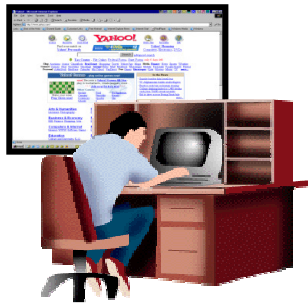




GET STARTED

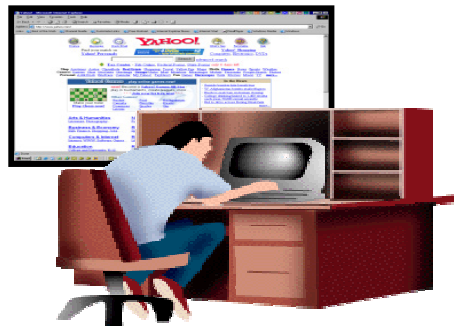
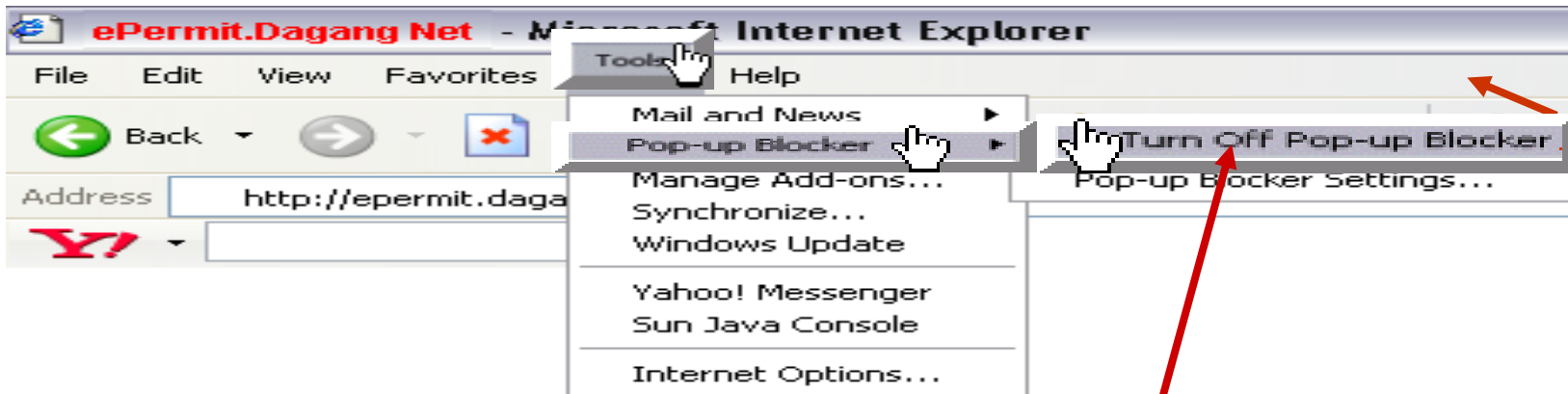


In your PC desktop, double click the **Internet Explorer (IE)**.

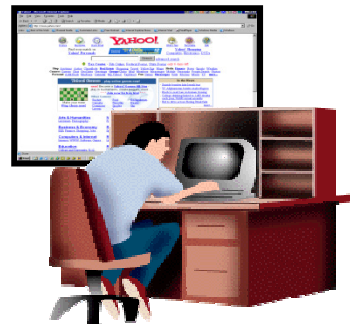
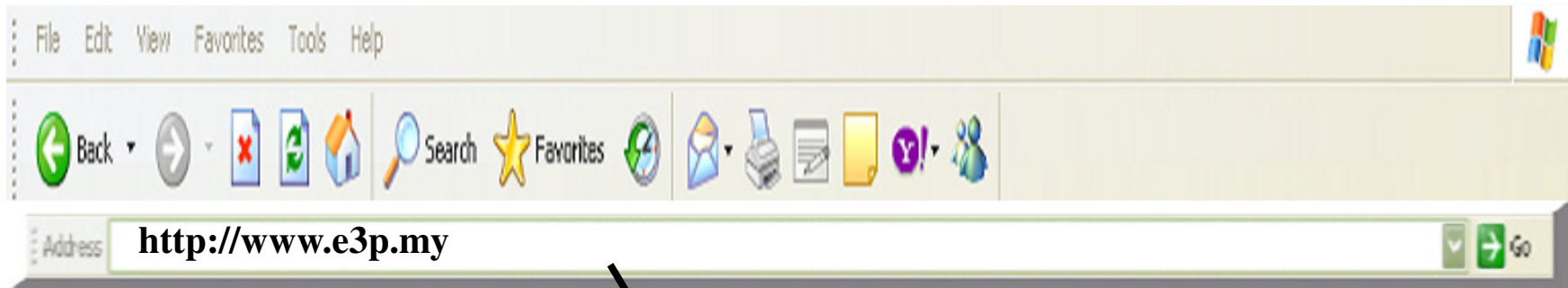
Note: Adobe reader is required for eSijil 3P



Pop-up Blocker



Please Turn Off **Pop-up Blocker** as shown above at Internet Explorer



In Internet Explorer, go to Add (url) column and type: <http://www.e3p.my>
or
<http://www.e3p.com.my>
or
<http://e3p.fama.gov.my>



eSijil 3P Website



GET YOUR AGRICULTURAL PRODUCE EXPORT-READY ACCORDING TO THE 3P!



Menu - Information eSijil 3P



Lembaga Pemasaran Pertanian Persekutuan

(Pengedaran, Pembungkusan, dan Pelabelan Keluaran Pertanian) 2008 diwartakan untuk memastikan setiap keluaran pertanian adalah berkualiti dan mengikut standard yang di tetapkan.

LOGIN

USERNAME

PASSWORD

Login, Register to eSijil 3P

SPERMIT

E-REGISTRATION

REGISTER

ANNOUNCEMENT

07 JULY	<i>The Benefits Of Using e3P</i> Faedah menggunakan e3P	25 JULY	<i>Import / Export Process Flow</i>
14 JULY	<i>Get Your Agricultural Produce Export-Ready</i>	09 JULY	<i>Services Available via e3P</i>
19 JULY	<i>How Do I Start Using e3P Registration Process</i>	15 AUG	<i>Introducing the e3P Portal The Faster & Easier Way</i>

Announcement eSijil 3P

ePermit eDeclare

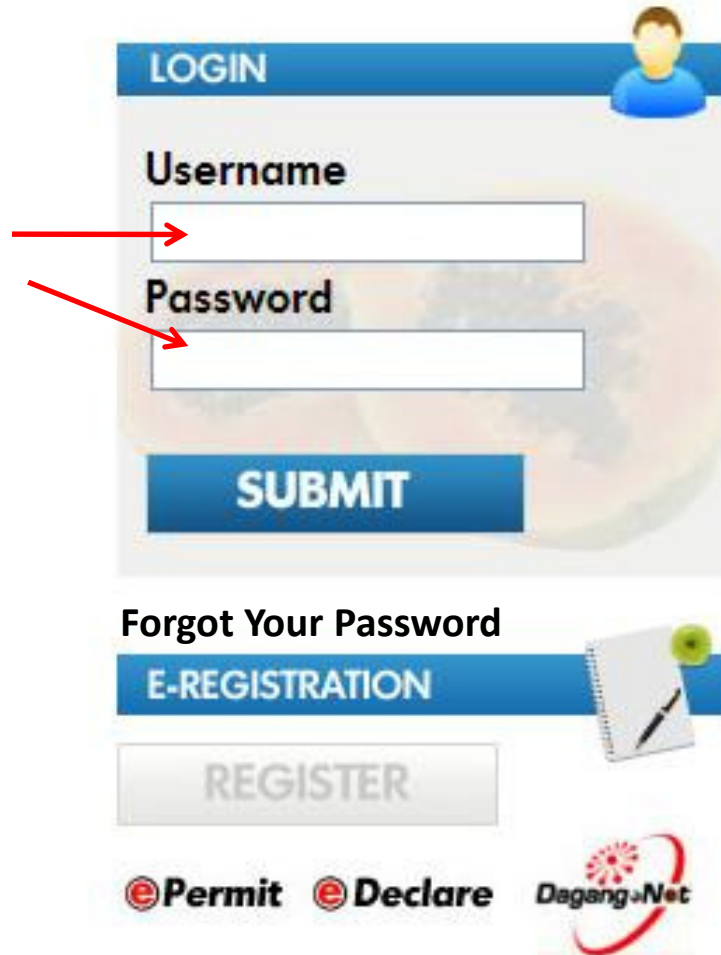
Link to ePermit, eDeclare





LOGIN TO SYSTEM

Key-in your
Username and
Password.



LOGIN

Username

Password

SUBMIT

Forgot Your Password

E-REGISTRATION

REGISTER

ePermit eDeclare DagangNet

Note 1


Username **locked** after 3 times login failure. Please call FAMA officer to unlock your username

Note 2

System auto-logout after inactivity for 30 minutes.



FORGOT PASSWORD

LOGIN 

Username

Password

SUBMIT

Click on “**Forgot Your Password**”
from the login
page

 **Forgot Your Password**

E-REGISTRATION 

REGISTER

 **ePermit**

 **eDeclare**



 **FAMA 3P**

3P PERATURAN FAMA (PENGREDAN, PEMBUNGKUSAN dan PELABELAN)

Forgot Your UserName/Password?

Enter you Email to receive your UserName/password

Your Email must be registered under FAMA.

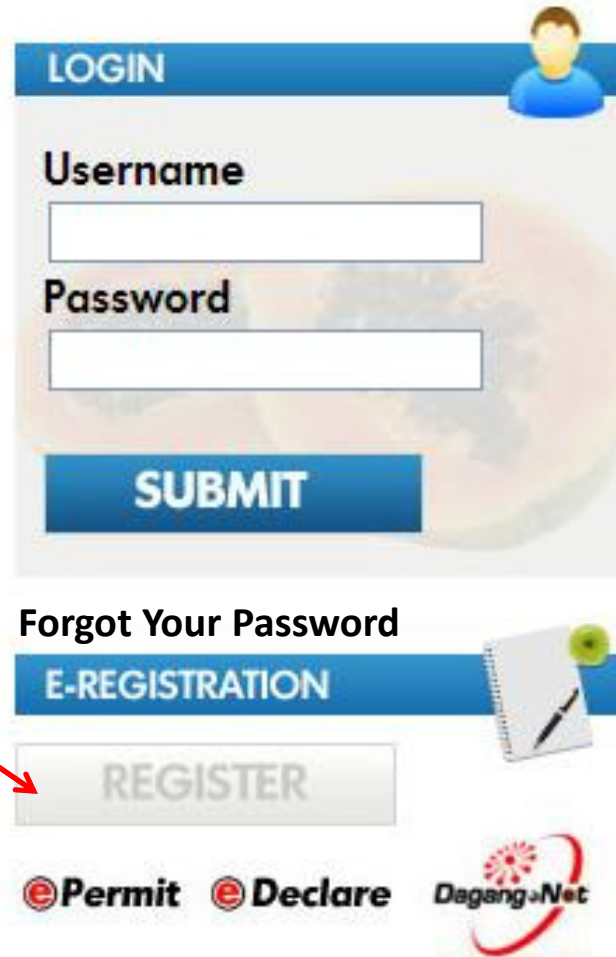
Email :

Enter email address here to receive forgotten username or password information via email.



REGISTRATION

For new clients, click on
“REGISTER” to create
new account and register
Company.



LOGIN

Username

Password

SUBMIT

Forgot Your Password

E-REGISTRATION

REGISTER

ePermit eDeclare DagangNet

- Before create new company, User have to create the login information
- Those fields marked with “*” are mandatory fields

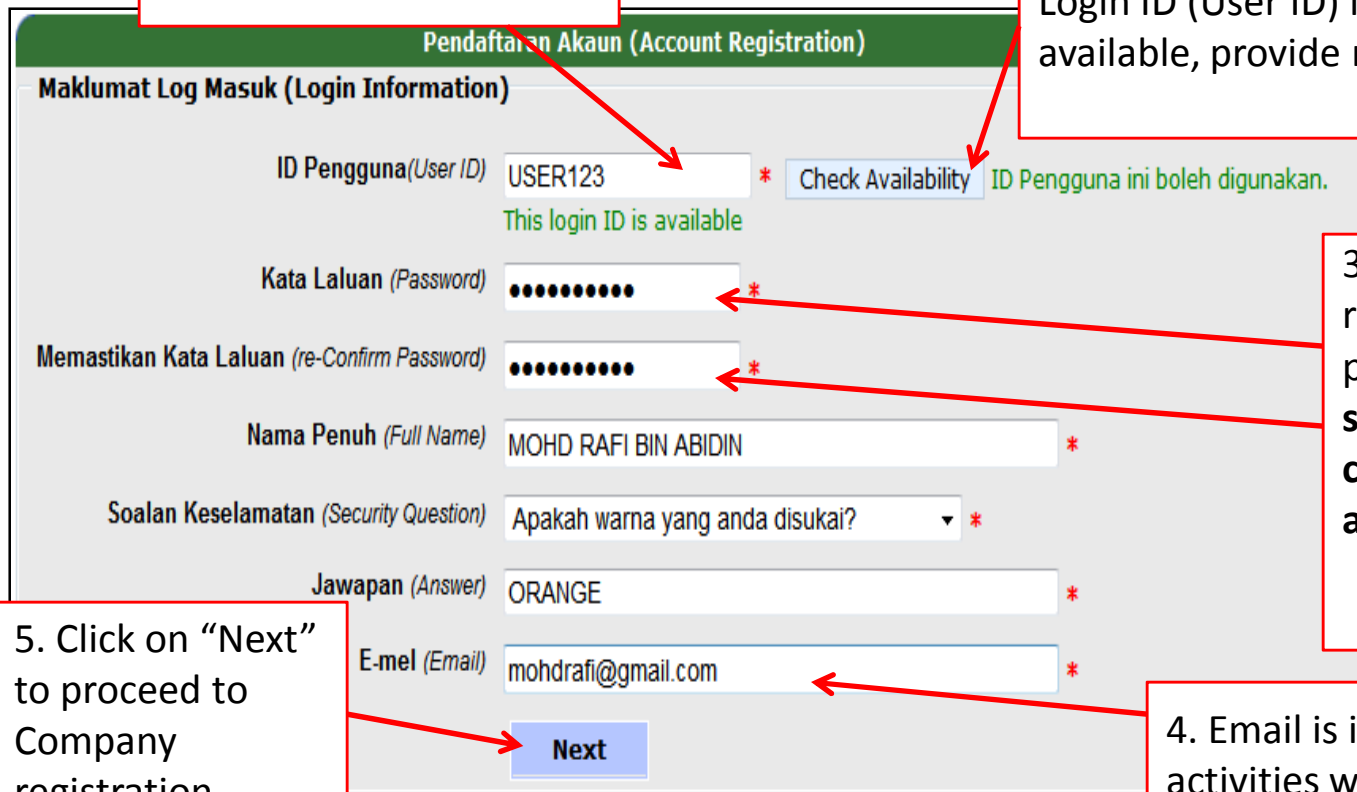
1. Create your username by key in to the fields.

2. Click on “Check Availability” to check if Login ID (User ID) is available. If not available, provide new login ID.

3. Key-in Password and retype to confirm your password. **Password should be more than 8 characters and contains alphanumeric.**

5. Click on “Next” to proceed to Company registration

4. Email is important because all activities will notify through email



The screenshot shows the 'Pendaftaran Akaun (Account Registration)' form. The form is titled 'Maklumat Log Masuk (Login Information)'. It contains the following fields and elements:

- ID Pengguna (User ID):** A text input field containing 'USER123'. To its right is a 'Check Availability' button. Below the input field, a green message reads 'This login ID is available'.
- Kata Laluan (Password):** A text input field with masked characters (dots).
- Memastikan Kata Laluan (re-Confirm Password):** A text input field with masked characters (dots).
- Nama Penuh (Full Name):** A text input field containing 'MOHD RAFI BIN ABIDIN'.
- Soalan Keselamatan (Security Question):** A dropdown menu with the selected option 'Apakah warna yang anda disukai?'.
- Jawapan (Answer):** A text input field containing 'ORANGE'.
- E-mel (Email):** A text input field containing 'mohdrafi@gmail.com'.
- Next:** A blue button at the bottom of the form.

Red arrows point from the numbered text boxes to the corresponding fields in the form: from box 1 to the User ID field; from box 2 to the Check Availability button; from box 3 to both the Password and re-Confirm Password fields; from box 4 to the Email field; and from box 5 to the Next button.

“Maklumat Syarikat” Tab

Pemohonan Akaun Baru

Status Pemohonan :

Maklumat Pengguna **Maklumat Syarikat** Dokumen Perisytiharan

Nama Syarikat (Company Name)	MOHD RAFI SDN BHD *	
Jenis Oganisasi (Organisation Type)	B - REGISTRAR OF COMPANY *	
No. Pendaftaran (Registration No.)	123456-X *	
Alamat (Address)	LOT 50, JALAN BATU 9, *	
Poskod (Postcode)	44000 *	
Negeri (State)	SELANGOR *	
Bandar/Daerah (City/District)	KLANG *	
Orang Dihubungi (Contact Person) 1	Nama (Name)	MOHD RAFI * Jawatan PENGURUS
	No. Tel (Phone No.)	603-33233333 * Ext: 333
	No. H/P (Mobile Phone No.)	6019-3323111 *
	E-mel (Email)	mohdrafi@gmail.com *
Orang Dihubungi (Contact Person) 2	Nama (Name)	Jawatan
	No. Tel (Phone No.)	Ext:
	No. H/P (Mobile Phone No.)	
	E-mel (Email)	
Save		

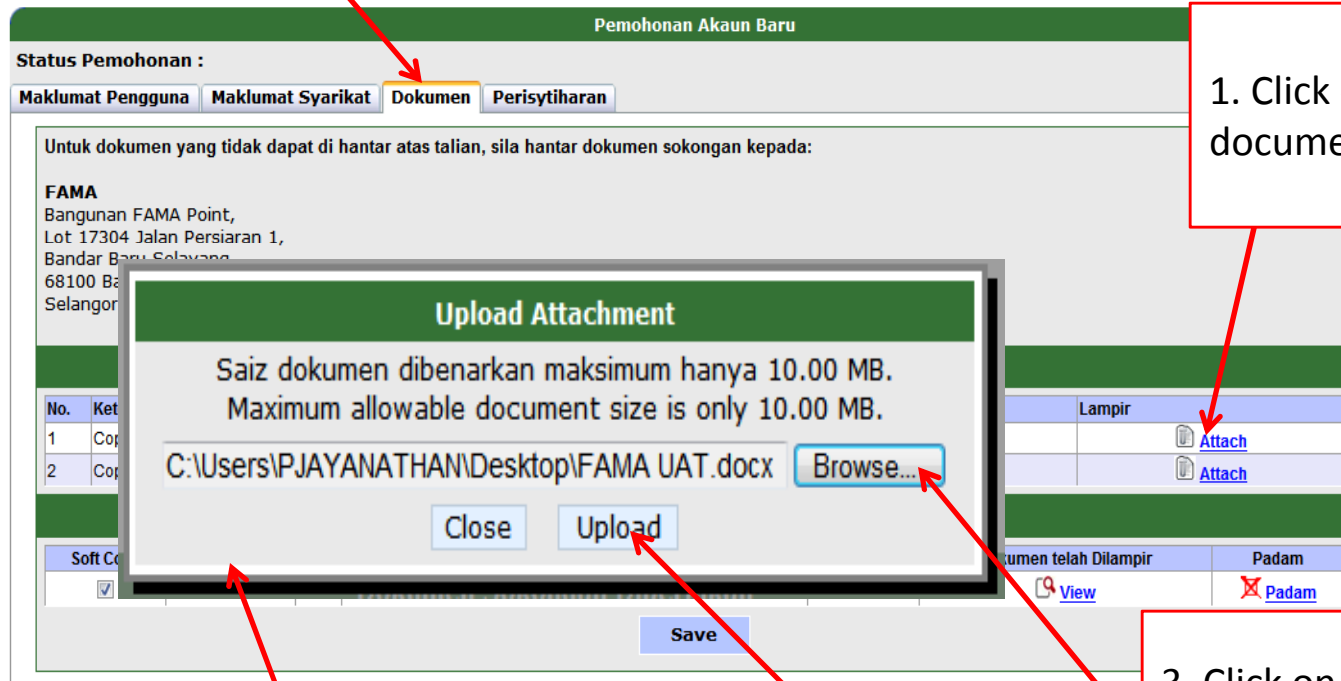
1. Under “Maklumat Syarikat” Tab, enter company details .
Those fields marked with “” are mandatory fields*

2. Click Save once finish and go to “Dokumen” tab

In this section, client must attach soft copy of relevant ROB and ROC documents.

“Dokumen” Tab

1. Click on “Attach” to attach documents.



Pemohonan Akaun Baru

Status Pemohonan :

Maklumat Pengguna Maklumat Syarikat **Dokumen** Perisytiharan

Untuk dokumen yang tidak dapat di hantar atas talian, sila hantar dokumen sokongan kepada:

FAMA
 Bangunan FAMA Point,
 Lot 17304 Jalan Persiaran 1,
 Bandar Baru Selangor,
 68100 B:
 Selangor

Upload Attachment

Saiz dokumen dibenarkan maksimum hanya 10.00 MB.
 Maximum allowable document size is only 10.00 MB.

C:\Users\PJAYANATHAN\Desktop\FAMA UAT.docx **Browse...**

Close Upload

Save

No.	Ket	Lampir
1	Cop	Attach
2	Cop	Attach

Dokumen telah Dilampir [View](#) [Padam](#)

2. Popup “Upload Attachment” will display once you click on “Attach”

4. Click on “Upload” once done

3. Click on “Browse” to locate the document on your computer

Pemohonan Akaun Baru



Status Pemohonan :

Maklumat Pengguna **Maklumat Syarikat** **Dokumen** **Perisytiharan**



Untuk dokumen yang tidak dapat di hantar atas talian, sila hantar dokumen sokongan kepada:

FAMA
 Bangunan FAMA Point,
 Lot 17304 Jalan Persiaran 1,
 Bandar Baru Selayang,
 68100 Batu Caves,
 Selangor.

Dokumen Sokongan Diperlukan

No.	Keterangan Dokumen	Lampir
1	Copy of Registration of Company (ROC)	 Attach
2	Copy of Registration of Business (ROB)	 Attach

Dokumen Sokongan Telah Dilampir

Soft Copy	Hard Copy	No.	Keterangan Dokumen	Saiz Fail	Dokumen telah Dilampir	Padam
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1	Copy of Registration of Business (ROB)	13.88 KB	 View	 Padam

[Save](#)

List documents uploaded

Check on "Hard Copy" if hard copy is sent as well

Click on "Save" to save once done and proceed to next section

Click on "View" to view attached document

Click on "Padam" to delete attached document

“Pengisytiharan” Tab

Pemohonan Akaun Baru

Status Pemohonan :

Maklumat Pengguna Maklumat Syarikat Dokumen **Perisytiharan**

PENTING! Anda perlu mengisytiharkan pendaftaran anda dengan Perisytiharan Online.

1. Anda HARUS cek pada kotak semakan 'Isytiharkan' dan klik butang 'Hantar' untuk melengkapkan pendaftaran anda secara online.
2. Sila memastikan bahawa maklumat yang diisi dalam sistem sama dengan dokumen-dokumen yang dilampirkan.
3. Semua dokumen-dokumen yang dilampirkan akan diserahkan berdasarkan pilihan anda.
4. FAMA tidak akan memproses pendaftaran anda jika dokumen tidak diterima dalam masa 30 hari selepas permohonan dihantar.
5. Permohonan anda HANYA akan diproses apabila semua dokumen-dokumen sokongan diterima oleh FAMA.
6. Setelah pendaftaran diluluskan, anda boleh log masuk ke sistem dengan Pengguna ID dan Kata Laluan untuk memohon Pematuhan 3P Import dan Eksport.
7. Anda boleh menyemak status permohonan anda secara online.

Isytiharkan (Declare)

Submit

1. Check on “Isytiharkan (Declare)” once understand the declaration

2. Click “Submit” button to submit application

Note : This section is compulsory and any incomplete applications, applications not declared or not submitted will be saved as ‘Draft’

1. Application Status will display as 'Awaiting Email Verification' once clicked "Submit" button

Pemohonan Akaun Baru

Status Pemohonan : Awaiting Email Verification

Maklumat Pengguna Maklumat Syarikat Dokumen Perisytiharan

ID Pengguna (User ID)	USER123
-----------------------	---------

2. Upon submission, a message pop-up to with message to check your email to complete this registration.

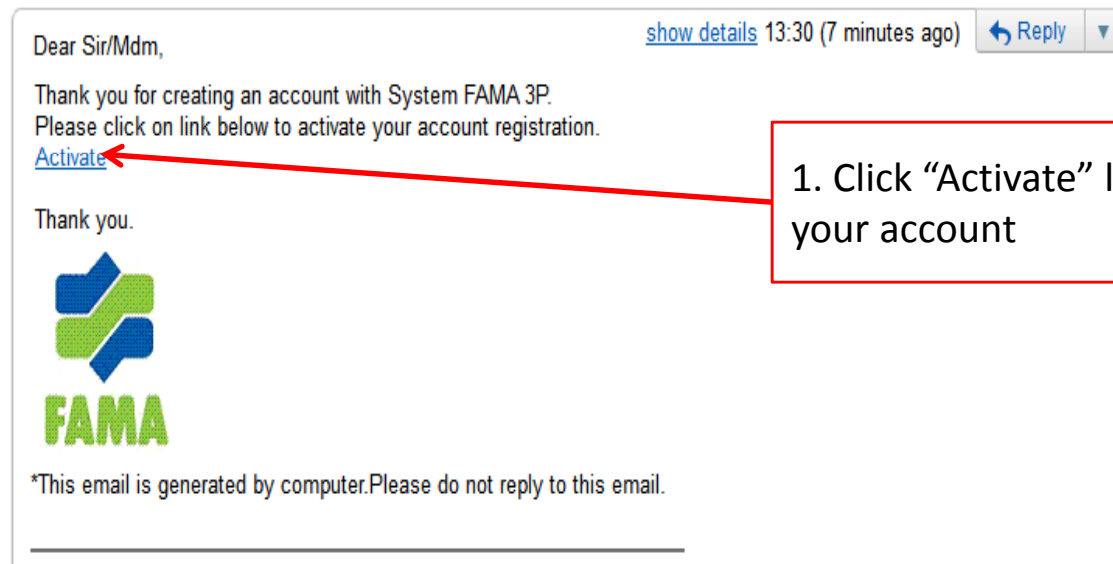
Sila periksa E-Mel anda untuk melengkapkan pendaftaran ini.
Please check your email to complete this registration.

Close



Check your email. An email will be sent to Client's email for activation.

Fama 3P Account Registration Activation Inbox | X




1. Click "Activate" link to activate your account

Note: If you didn't activate the submission via email, your new company application will not be process by FAMA or DNT Officers

Once client click "Activate" in the email, its will redirect to login page and the Application Status will display as "Awaiting Approval".

Awaiting Approval means system waiting DNT/FAMA officer to approve user submission



Pemohonan Akaun Baru

Status Pemohonan : Awaiting Approval

Maklumat Pengguna **Maklumat Syarikat** Dokumen Perisytiharan



Once DNT/FAMA Officers “Approved” the application, the Client’s account will be activated and email notification will be sent to Client’s email.

FAMA 3P Account Registration Approval Inbox | X

Dear Sir/Mdm,

[show details](#) 15:17 (1 minute ago)

[Reply](#)

Thank you for creating an account with System FAMA 3P. Appreciate to inform that your account had been approved. Please click on link below to do configuration on your company information.

[Login to FAMA 3P](#)

Thank you.



Client can login to system by clicking the link in the email and start using the eSijil 3P System for 3P Application.

*This email is generated by computer. Please do not reply to this email.



MENU BAR



Point the mouse pointer to the main menu, and click on sub menu if any to access to particular screen.



Menu	Description
Permohonan	Will display all the 3P Application by listing and as well the User able to search
PermohonanBaru <ul style="list-style-type: none"> • Import • Export 	To apply open new online 3P application form for import or export
Syarikat	Client's company profile; <ul style="list-style-type: none"> • View and edit • Add & Delete company's branches
Pengguna <ul style="list-style-type: none"> • Pengguna • Tukar Kata Laluan 	List of Users who have access to system <ul style="list-style-type: none"> • View and edit • Add & Delete Users Change of Password
Ejen	Client able to maintain own Agent listing; <ul style="list-style-type: none"> • View and edit • Add & Delete
Pengimport/Pengeksport	Client able to maintain own Importer/Exporter listing; <ul style="list-style-type: none"> • View and edit • Add & Delete
Pembungkus	Client able to maintain own Packer listing; <ul style="list-style-type: none"> • View and edit • Add & Delete
Komoditi	To maintain own import/export commodity