



# Department of Livestock Services (DLS)

## User Manual

## Of

## License Category – 2

Animal Feed Importer, Exporter, Storage, And Marketer

30th November 2024

Submitted by:

**Dream71 Bangladesh Ltd.**

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## System Home Page

How can a user join the DLS platform?

To access the DLS e-Trade Portal, users need an internet-connected device and a web browser. Begin by entering the URL <http://etrade.dls.gov.bd/> into the browser's address bar and pressing **Enter**. This will display the system's homepage, as illustrated in the figure below.

The screenshot displays the homepage of the DLS e-Trade Portal. At the top, there is a navigation bar with links: Home, Online Verification, Contact Us, User Manual, Register, and Login. The main header features the Department of Livestock Services logo and the title "DLS e-Trade Portal". Below this, a horizontal flowchart illustrates the process: Registration (pink icon), Application Fee Payment (green icon), Application (blue icon), Approval Process (orange icon), Payment (purple icon), and Get License/Certificate (green icon). The background of the header shows a rural scene with cows, chickens, and farm buildings. Below the header, the "About The System" section explains that the portal is a digital platform designed to streamline trade activities, facilitating the issuance of licenses, NOCs, import permits, farm registrations, and quarantine certificates. The main content area contains seven service tiles: License, NOC, Import Permit, Health Certificate, Pre Arrival/Shipment Notification, Quarantine Certificate, and Farm Registration. The footer includes "Important Links" (Ministry of Fisheries and Livestock, Department of Livestock Services, World Trade Organization, Bangladesh Customs), "Communication" (Help Desk), and logos for USDA and the Department of Livestock Services. It also states the copyright year (2024) and credits the design and development to Dream71.

Department of Livestock Services

Home Online Verification Contact Us User Manual Register Login

**DLS e-Trade Portal**

Registration Application Fee Payment Application Approval Process Payment Get License/Certificate

**About The System**

The Trade Portal of the Department of Livestock is a digital platform designed to streamline the management of the department's trade activities. It facilitates the issuance of licenses, NOCs, import permits, farm registrations, and quarantine certificates. By digitizing these processes, the portal reduces time and costs while enhancing transparency, accountability, and the security of stakeholder data.

**License**

**NOC**

**Import Permit**

**Health Certificate**

**Pre Arrival/Shipment Notification**

**Quarantine Certificate**

**Farm Registration**

**Important Links**

- Ministry of Fisheries and Livestock
- Department of Livestock Services
- World Trade Organization
- Bangladesh Customs

**Communication**

- Help Desk

Implemented & Supported by USDA

© 2024, Department of Livestock Services Ministry of Fisheries and Livestock

Designed & Developed By Dream71

When users access the portal, they are greeted with the homepage, which serves as the main interface for navigation. At the top of the page, a user-friendly navigation menu provides quick access to essential features:

- **Home:** Redirects users to the homepage.
- **Online Verification:** Facilitates the verification of documents.

#### Online Verification

Select Type

☒ License

☐ NOC

☐ Import Permit

☐ Farm  
Registration

☐ Health Certificate

Select Category

পশুখাদ্য আমদানিকারক/ পশু খাদ্য উপকরণ আমদানি/ রপ্তানিকারক

Certificate No

1

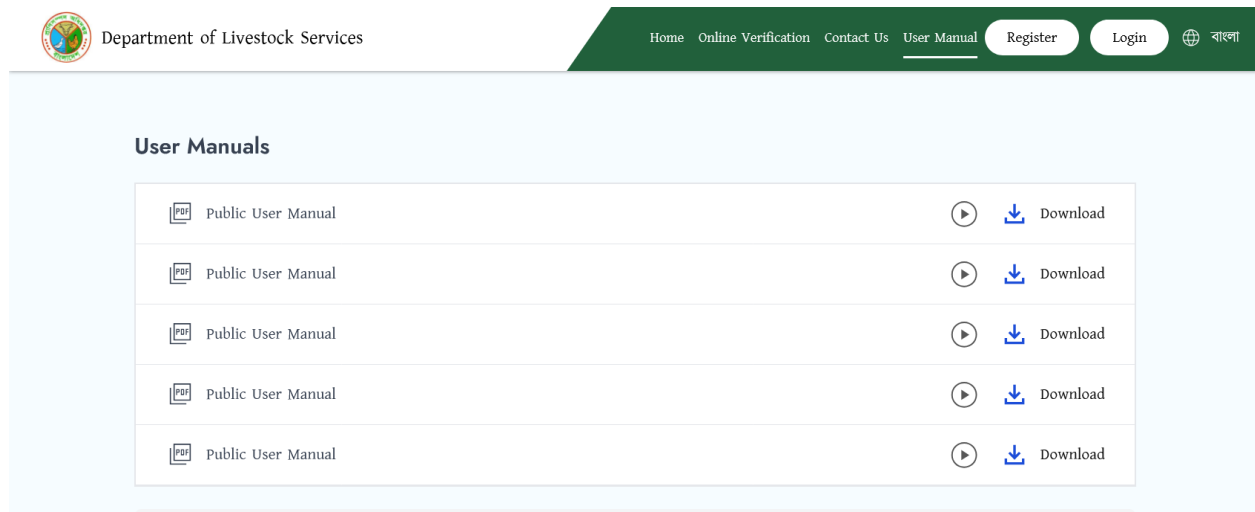
Search

Applicant Name : Safina Hamid  
Company Name : Crown Agro Ltd.  
Company address : Savar, Dhaka  
Warehouse : Savar, Dhaka  
Expiry Date : 30-06-2025  
Meeting Date : 09-05-2025  
Status : **Active**

- **Contact Us:** Offers support and addresses user inquiries.

|                                                                                                                                                                            |                                                                                                             |                                                                                                            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| <br><b>Address</b><br>প্রাণিসম্পদ অধিদপ্তর, বাংলাদেশ কৃষি<br>খামার সড়ক, ফার্মগেট, ঢাকা | <br><b>dg@dls.gov.bd</b> | <br><b>০২-৯১০১৯০২</b> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|

- **User Manual:** Provides a comprehensive guide on utilizing the portal's features.

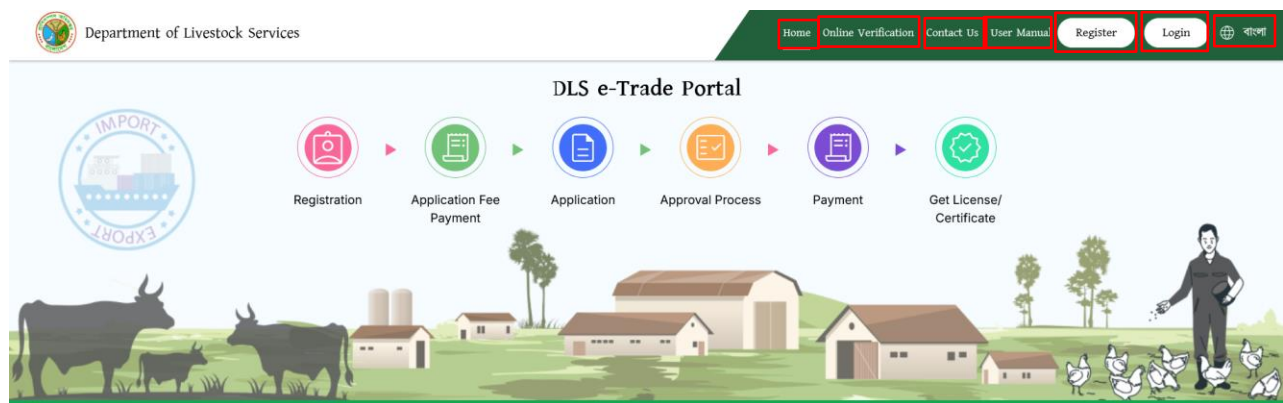


This intuitive menu design ensures that users can efficiently navigate to the most important sections of the portal.

The homepage contains two key action buttons:

- **Register:** Redirects new users to the account creation page.
- **Login:** Opens the login page for existing users.

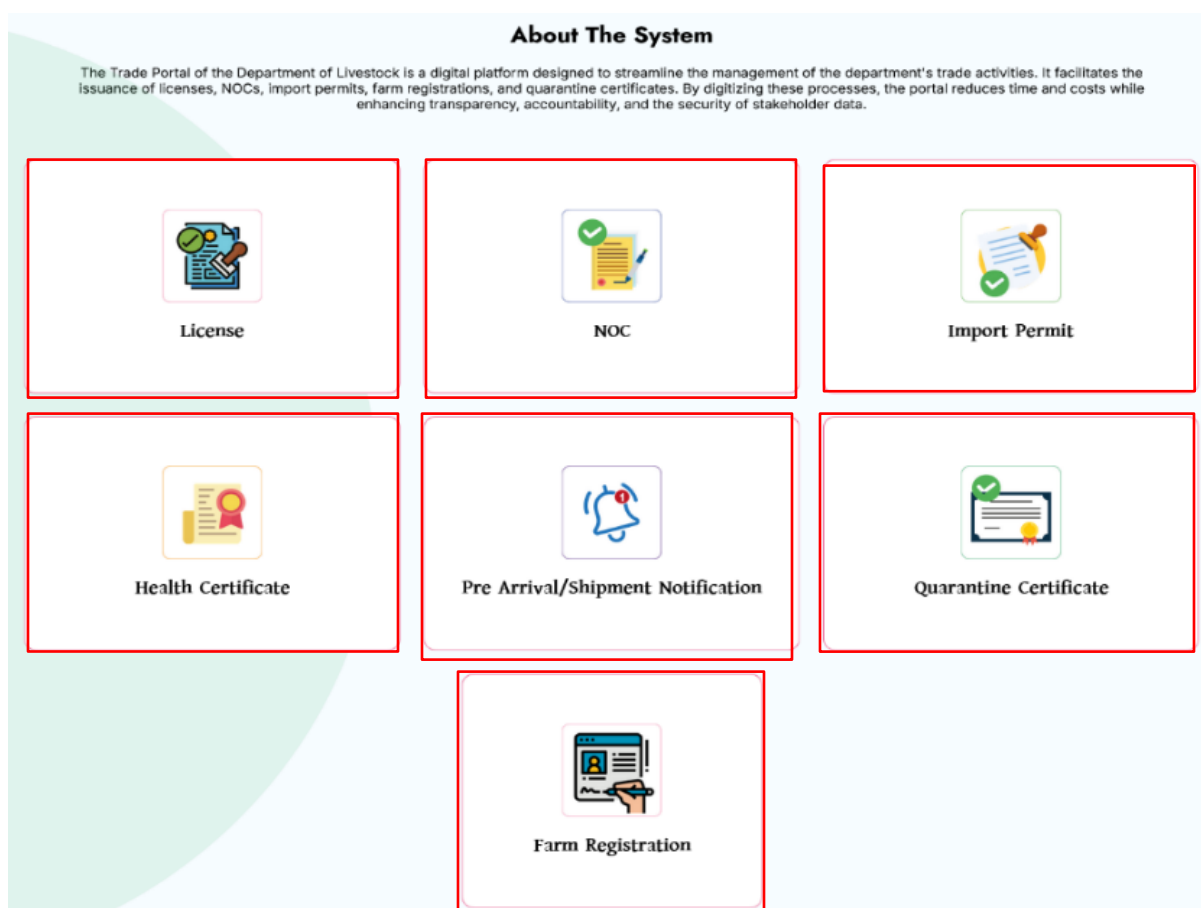
A **language selector** in the top-right corner allows users to switch between **Bangla** and **English**.



The **"About The System"** section on the homepage provides a brief overview of the purpose and benefits of the system. It explains how the platform simplifies access to various services, streamlines processes, and supports users in obtaining licenses and certificates efficiently. This section also features seven cards representing key categories and services:

- License
- NOC
- Import Permit
- Health Certificate
- Pre Arrival/Shipment Notification
- Quarantine Certificate
- Farm Registration

Each card is clickable. Clicking a card displays detailed information about the corresponding service or category, helping users easily understand and navigate the available options.



## Applicant Panel

### Registration and Login

How can a user register and login to the system?

#### Registration

☒ Company

☐ Person

☐ Govt./Semi-Govt./Autonomous  
Organization

|                                   |                                |
|-----------------------------------|--------------------------------|
| Company Name *<br>Crown Agro Ltd. | Mobile *<br>01316759345        |
| Owner's Email *<br>cal@gmail.com  | Owner's NID *<br>9765645686    |
| Password *<br>●●●●●●●●            | Confirm Password *<br>●●●●●●●● |
| U S Z c B                         | Verification code *<br>USZcB   |

Register

Already Registered?

Login

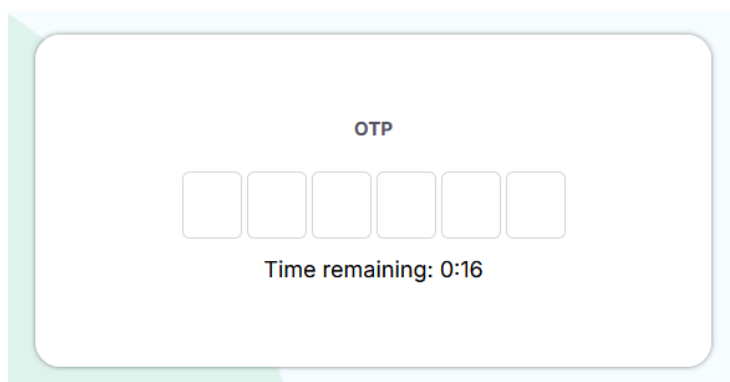
To register, click the **Register** button on the homepage. This opens the registration page, where users can complete the process by filling in all required fields such as **Company Name, Mobile no, Email, NID, Password** and **Verification code**.

\*It is important to use a mobile number that is always accessible to the applicant, as an OTP will be sent to this number. Additionally, this number will be used for sending other relevant information in the future. \*

### OTP Verification

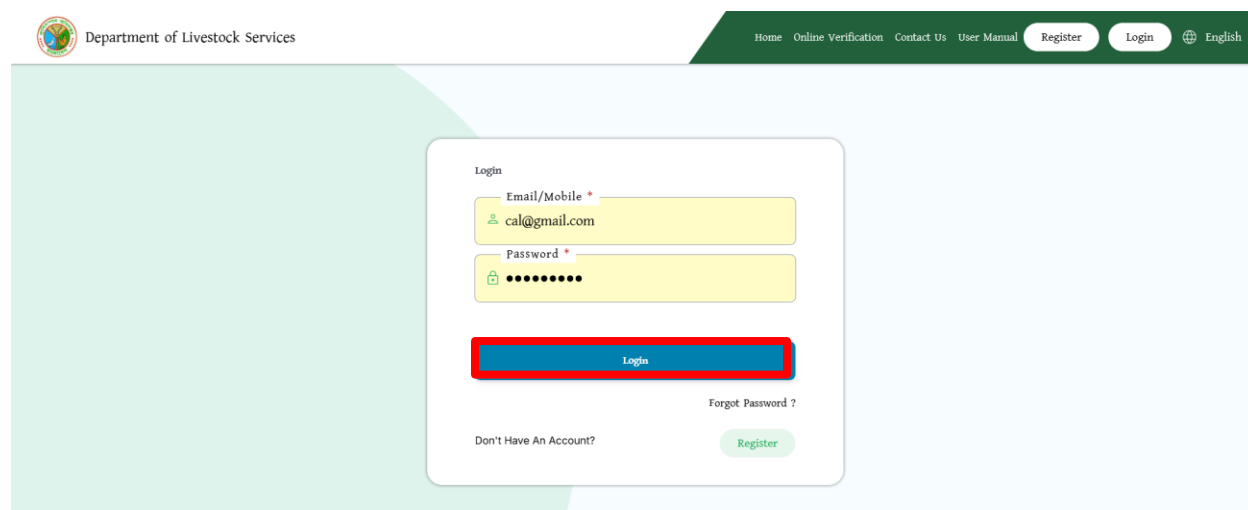
After completing the registration, an OTP will be sent to the applicant's mobile number or email from DLS. The applicant must enter the OTP correctly in the designated field on the **Verify OTP** page.

If the OTP is not received, click the **Resend OTP** button after waiting for 2 minutes and 30 seconds.



The image shows a screenshot of the OTP verification interface. It features a central white box with a light blue border. Inside the box, the text "OTP" is displayed at the top. Below it, there are six empty square input fields for entering the OTP digits. At the bottom of the box, the text "Time remaining: 0:16" is shown.

Once registration is complete, the user can log in using their email address/mobile no. and password.

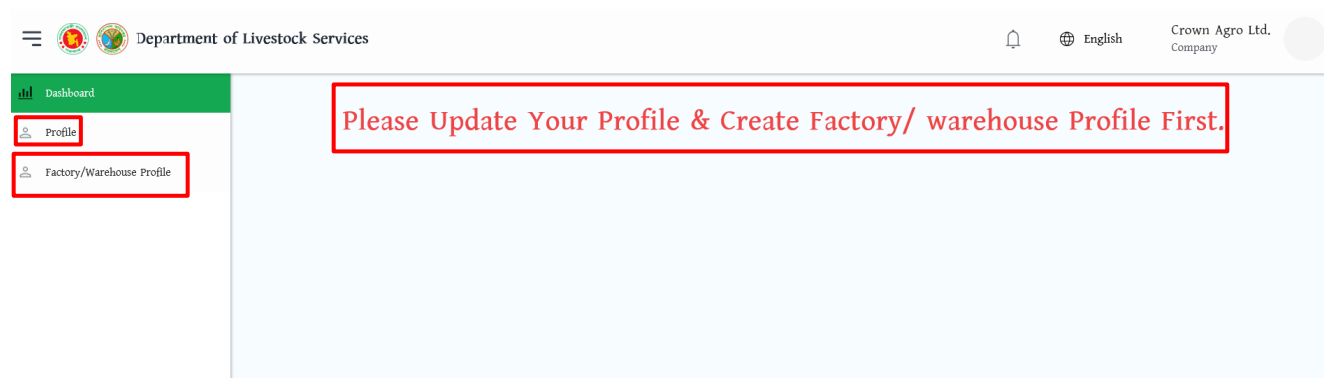


The image shows a screenshot of the login page for the Department of Livestock Services. The page has a green header with the department's logo and name on the left, and navigation links (Home, Online Verification, Contact Us, User Manual, Register, Login) and a language selector (English) on the right. The main content area is light blue. In the center, there is a white login form with a blue border. The form contains two input fields: "Email/Mobile \*" with the value "cal@gmail.com" and "Password \*" with masked characters. Below the password field is a blue "Login" button, which is highlighted with a red border. At the bottom of the form, there are links for "Forgot Password?", "Don't Have An Account?", and a green "Register" button.



## Profile Update After Login

Upon successful login, a message will prompt the user to **"Please Update Your Profile & Create Factory/Warehouse Profile First."**



## Profile

Can a user update his/her profile after logging into the system?

User can update the profile information by going to the profile section from the left side menu of the system.

Dashboard > Profile

### Crown Agro Ltd

**Owner Information**

Owner's Name (English) \*

Owner's Name (Bangla) \*

Owner's Address (English) \*

Owner's Address (Bangla) \*

NID \*  
9766437665

Upload NID Attachment \*  
Browse... No file selected.  
(File size should not exceed 5 MB.)

Owner's Picture \*  
Browse... No file selected.  
(File size should not exceed 5 MB.)

Owner's Signature \*  
Browse... No file selected.  
(File size should not exceed 5 MB.)

☒ Father ☐ Spouse

Father's Name \*

Mother's Name \*

**Company Information**

Business Type

☐ None☐ Importer☐ Exporter☐ Both

Type of Organization \*

Type of Organization

Organization Name \*

Crown Agro Ltd

Organization Name (Bangla) \*

Mobile \*

01316901501

Email \*

cal@gmail.com

**Contact Person Information**

Contact Person Name \*

Contact Person Mobile \*

Contact Person NID

Contact Person NID Attachment

Browse...

No file selected.

(File size should not exceed 5 MB.)

Contact Person Address

Contact Person Email \*

**Address**

Office Address \*

Division \*

Division

District \*

District

Upazila/Thana \*

Upazila/Thana

**Document \***

ERC Number

ERC Expiry Date

mm/dd/yyyy



ERC Upload

Browse...

No file selected.

(File size should not exceed 5 MB.)

IRC Number

IRC Expiry Date

mm/dd/yyyy



IRC Upload

Browse...

No file selected.

(File size should not exceed 5 MB.)

Trade License \*

Trade License Expiry Date \*

mm/dd/yyyy



Trade License Upload \*

Browse...

No file selected.

(File size should not exceed 5 MB.)

The screenshot shows a form for profile management. It contains two main sections for identification numbers and their corresponding attachments. The first section is for the Tax Identification Number (TIN), marked with a red asterisk. It has a text input field and a 'Browse...' button next to it, with the text 'No file selected.' and a note '(File size should not exceed 5 MB.)'. The second section is for the Business Identification Number (BIN), also marked with a red asterisk. It similarly has a text input field, a 'Browse...' button, 'No file selected.' text, and a 5 MB file size note. Below these sections, there is a green 'Update' button with a red border.

During profile management, the information provided by the user at the time of registration is automatically pre-filled in the profile page. In addition, the applicant is required to fill in other necessary fields, such as **Owner's Name (English)**, **Owner's Name (Bangla)**, **Owner's Address (English)**, **Owner's Address (Bangla)**, **NID**, **Father/Spouse's Name**, **Mother's Name**, **Organization's Name (Bangla)**, **Contact Person's Name**, **Contact Person's Mobile**, **Contact Person's NID**, **Contact Person's Address**, **Contact Person's Email**, **Office Address**, **ERC Number**, **IRC Number**, **Trade License Number**, **Tax Identification Number (TIN)**, and **Business Identification Number (BIN)**. The applicant must also upload mandatory attachments, including **Owner's Picture**, **NID**, **Owner's Signature**, **Contact Person's NID**, **ERC**, **IRC**, **Trade License**, **TIN**, and **BIN**. Furthermore, the applicant must select the **Type of Organization**, **Division**, **District**, and **Upazila** from the respective dropdown menus. All fields marked with a red asterisk (\*) are mandatory. Once all required information is entered, the applicant can click on the **Update** button to save the changes. If needed, the applicant can revisit the profile and make modifications by clicking on the **Edit** button located at the top-right corner of the profile page.

### Factory/Warehouse Profile

How does an applicant create company profiles through the system?

Applicant can create the Factory/Warehouse profile by going to the **Factory/ Warehouse Profile** section from the left side menu of the system. Clicking on the "Factory/Warehouse" button will bring up the page for creating a new Factory/Warehouse.



The applicant must fill in the required fields and click the **Save** button to create the Factory/Warehouse profile.-

 **Crown Agro Ltd**  
company

Type \*

☒ Warehouse ☐ Factory

Warehouse Name (English) \*

Warehouse Name (Bangla) \*

Mobile \*

Email \*

Warehouse Picture \*

Browse...

No file selected.

(File size should not exceed 5 MB.)

Warehouse Address

Warehouse Office Address (English) \*

Warehouse Address (Bangla) \*

Division

District

Upazila/Thana

Type Address for Lat and Long

Latitude

Longitude

Enter a location

Latitude

Longitude

Contact Person Information

Warehouse Contact Person Name \*

Warehouse Contact Person Email \*

Warehouse Contact Person NID \*

Warehouse Contact Person Mobile \*

Warehouse Contact Person NID Attachment

Browse...

No file selected.

(File size should not exceed 5 MB.)

Warehouse Document

Space \*

☒ Own ☐ Rental

Environment Certificate

Browse...

No file selected.

(File size should not exceed 5 MB.)

Trade License

Trade License Expiry Date

mm / dd / yyyy

Browse...

No file selected.

(File size should not exceed 5 MB.)

Tax Identification Number (TIN)

TIN Attachment

Browse...

No file selected.

(File size should not exceed 5 MB.)

Business Identification Number (BIN)

BIN Attachment

Browse...

No file selected.

(File size should not exceed 5 MB.)

Rental Deed Attachment

Browse...

No file selected.

(File size should not exceed 5 MB.)

Other Attachment

Browse...

No file selected.

(File size should not exceed 5 MB.)

Picture Attachment

Browse...

No file selected.

(File size should not exceed 5 MB.)

Save

Firstly, the user must select the **Type of Organization**. Then, the user is required to fill in other necessary fields, including **Factory/Warehouse Name (English)**, **Factory/Warehouse Name (Bangla)**, **Mobile Number**, **Email**, **Factory/ Warehouse Office Address (English)**, **Factory/ Warehouse Office Address (Bangla)**, **Address for Latitude and Longitude**, **Factory/Warehouse Contact Person's Name**, **Factory/Warehouse Contact Person's Email**, **Factory/Warehouse Contact Person's Mobile**, **Factory/Warehouse Contact Person's NID**, **Trade License**, **Tax Identification Number (TIN)**, **Business Identification Number (BIN)**. The applicant must upload attachments, such as **Factory/Warehouse Picture**, **Factory/Warehouse Contact Person's NID attachment**, **Environment Certificate**, **Trade License**, **TIN**, **BIN**, **Rental Deed**, **Other attachment**, **Picture attachment**. Additionally, the applicant must select the **Division**, **District**, and **Upazila** from the corresponding dropdown menus. All fields marked with a red asterisk (\*) are mandatory.

An applicant can **view/edit** Factory/Warehouse profiles.

Dashboard Company List



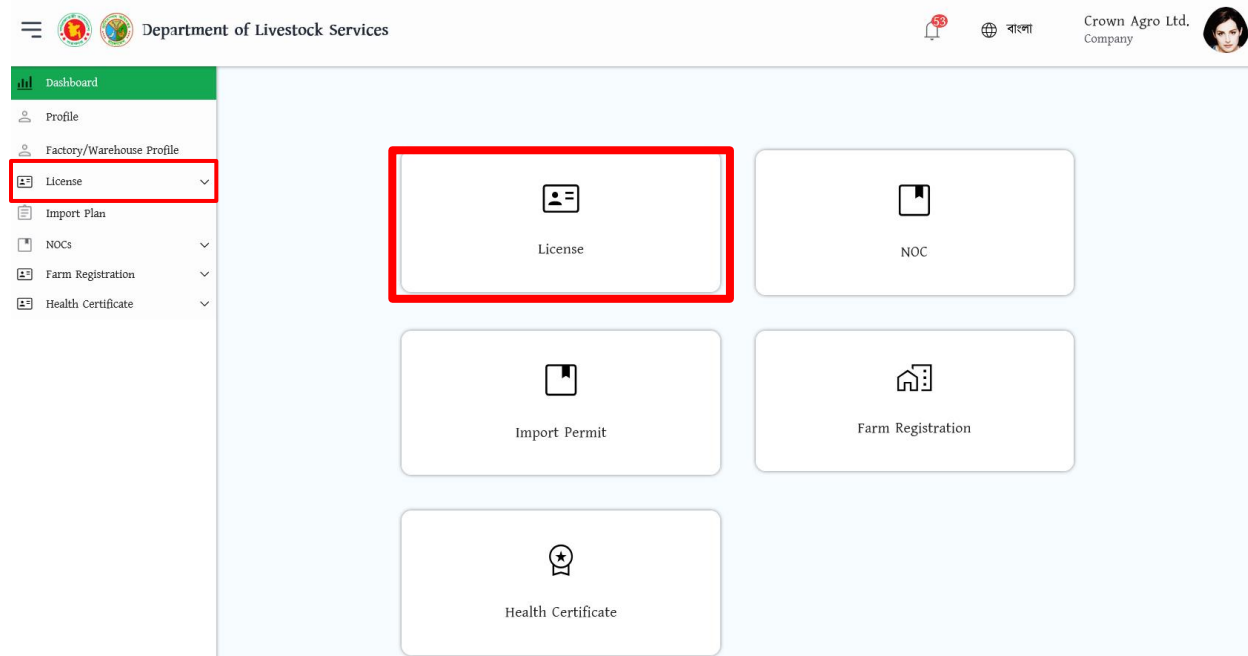
Per Page 10

| SL. No. | Factory/Warehouse            | Type of Organization | Office Address           | Date       | Action                                                                                                                                                                                                                                                      |
|---------|------------------------------|----------------------|--------------------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1       | Crown Agro Ltd. Chandpur     | Factory              | Chandpur, Bangladesh     | 14-12-2024 |    |
| 2       | Crown Agro Ltd. Brahmanbaria | Warehouse            | Brahmanbaria, Bangladesh | 14-12-2024 |    |
| 3       | Crown Agro Ltd. Bogura       | Warehouse            | Bogura, Bangladesh       | 14-12-2024 |    |
| 4       | Crown Agro Ltd. Barisal      | Factory              | Barisal, Bangladesh      | 14-12-2024 |    |
| 5       | Crown Agro Ltd. Bandarban    | Factory              | Bandarban, Bangladesh    | 14-12-2024 |    |

## Applicant Dashboard

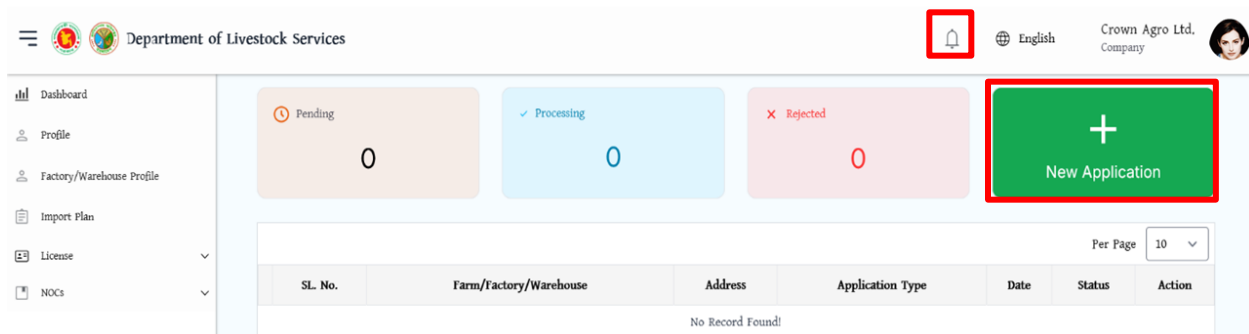
How does an applicant apply for a **Category- 2 License**?

To apply for a Category-2 License, the applicant needs to click on the License menu, which directs him/her to the page for creating a new application. The applicant can access the Category-2 License application page through both the **Dashboard** and the **sidebar menu**.



## Adding a New Application

To add a new application, the applicant must click on the **New Application** button.



The cards at the top provide an overview of the different states of applications and their respective counts. The **Pending** card indicates the number of applications currently in the pending list. The **Processing** card shows the number of applications that are actively being processed. Lastly, the **Rejected** card displays the count of applications that have been rejected.

Applicant can be notified about the different stages of an application by clicking on the **Notification Bell** at the top of the page.

## Paying the Application Fee

After selecting **Category-2** from the license type drop-down menu and **Warehouse** from the warehouse dropdown menu, click the **Online Payment** button at the bottom-right corner of the page to proceed to the payment portal.

## Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2)

## Applicant's Description

Name: ক্রাউন এগ্রো লিমিটেড

Email: crown\_al@gmail.com

Address: বাড়ি নং: ২৩, রোড নং: ১০, ধানমন্ডি, ঢাকা

Contact Number: 01316900500

## Type of Application

Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2)

## Select Warehouse / Factory

ক্রাউন এগ্রো লিমিটেড চট্টগ্রাম

## Application Fee Description

## Amount (Taka)

|                 |             |
|-----------------|-------------|
| Application Fee | 1000        |
| Sub Total       | 1000        |
| VAT (15%)       | 150         |
| <b>Total</b>    | <b>1150</b> |

Please collect the following information for the license application

- Description of the standard storage and capacity (e.g., hygrometer, fire extinguisher, room thermometer, and AC if applicable)
- Updated Trade License
- Updated Tax Certificate
- Import Registration Certificate (IRC)
- Business Identification Number (BIN)
- Names of imported products and product brochures
- Verified Treasury Challan

Online Payment

## Step-by-Step Instructions for Payment

## 1. Review Transaction Details:

Verify the transaction amount, invoice number, and contact details to ensure accuracy.

## 2. Select Payment Method:

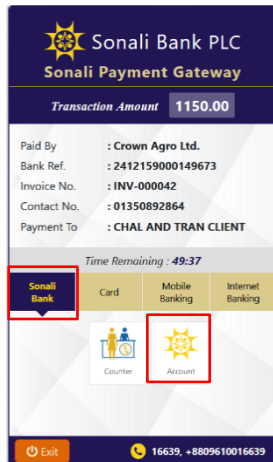
Choose one of the three tabs for payment:

- Sonali Bank:** If you prefer a direct bank transfer or counter payment.
- Card:** If you wish to pay using a debit/credit card.
- Mobile Banking:** For payment through Bkash mobile banking apps.
- Internet Banking:** For payment through other internet-based services.

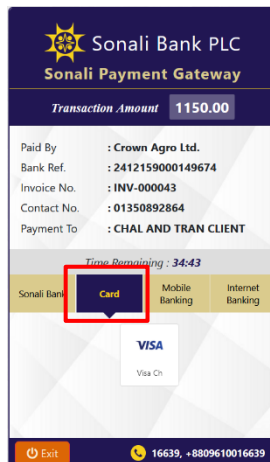
## 3. Confirm and Exit:

Once the payment is successful, you will receive a confirmation message. Click **Exit** to leave the portal.

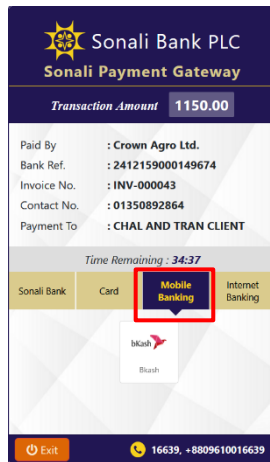




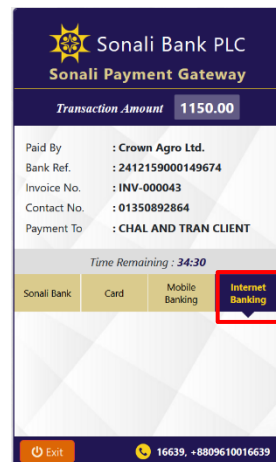
(a)



(b)



(c)



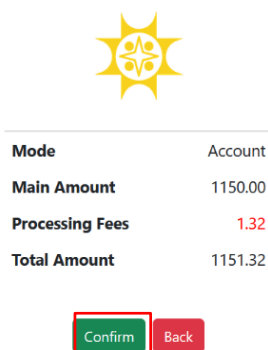
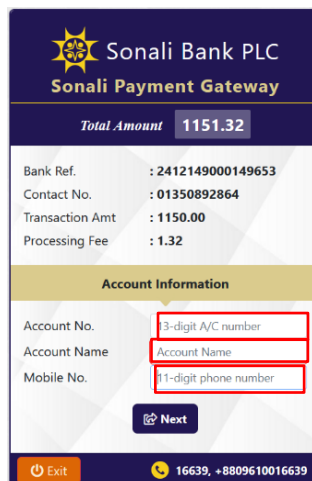
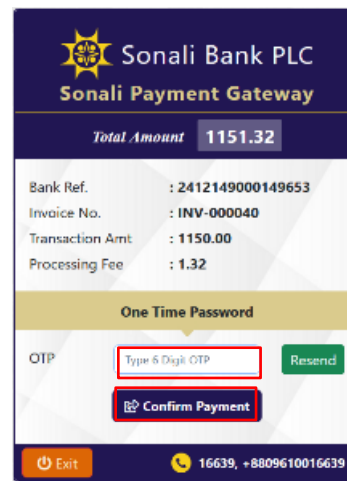
(d)

### Paying via Sonali Bank Account

If the applicant chooses to pay directly via Sonali Bank Account, after clicking the **Confirm** button, they will be redirected to the payment portal. The applicant must then provide the **Bank Account Number, Account Name, and Mobile Number**.

### OTP Verification for Payment

Shortly after, an OTP will be sent to the applicant's mobile number. Once the OTP is entered and the **Confirm Payment** button is clicked, the payment is successfully completed.

Once the application fee is successfully paid, the status in the application table will update to **Application Fee Paid**. At this stage, the user can access their application and click the **Edit** button to provide any additional information required to complete the license application process.

Department of Livestock Services

Dashboard > License Applications List

Pending: 1, Processing: 8, Rejected: 0, New Application

| SL. No. | Factory/Warehouse | Address      | Application Type | Date     | Type of license                                                      | Status               | Action               |
|---------|-------------------|--------------|------------------|----------|----------------------------------------------------------------------|----------------------|----------------------|
| 1       | Crown Agro Ltd.   | Savar, Dhaka | New              | 20-01-25 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Application Fee Paid | <a href="#">Edit</a> |

## Continuing the Application

The applicant can click the **Edit** button to continue. They must complete the application form for the license of **Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2)** by providing accurate information in three phases.

### Phase 1: Applicant Information

Phase 1 is auto filled with all the information that is already provided in Profile and Factory/Warehouse Profile.

Department of Livestock Services

English

Crown Agro Ltd. Company

Application form for the license of animal feed importer/animal feed ingredient importer/exporter (Category 2).

1 Applicant Information, 2 Organization Details, 3 Documents

Applicant's Name \*  
Safina Hamid

☒ Father's Name ☐ Husband's Name

Father's Name \*  
Abdul Hamid

National ID Number \*  
9158509856

Mother's Name \*  
Shahana Karim

Mobile Number \*  
01350892864

Email \*  
cal@gmail.com

Applicant address

Address Details \*  
House #30, Road #09, Uttara Sector 5, Dhaka-1230

[Next >](#)

## Phase 2: Organization Details

**Organization Name**, **Organization Address** and **Warehouse Address** are already auto filled with the information provided in the Warehouse profile. The user has to fill in other necessary fields such as-

- **Warehouse Area, Capacity and Mobile No.,**
- **Name of Imported Goods and Possible Countries,**
- **Packaging Information of Imported Goods**
- **Trade Association**
- **Registration Number**
- **Validity**

Applicant needs to upload attachments such as **Packaging Information of Imported Goods, air conditioners, fire extinguishers, hydrometer, patatan** (if available). Applicant must select **Division, District and Upazila** from corresponding dropdown menu. All the fields marked with asterisk mark (\*) are the fields which are mandatory.

Application form for the license of animal feed importer/animal feed ingredient importer/exporter (Category 2).

1

Applicant Information

2

Organization Details

3

Documents

|                                                 |                                                  |
|-------------------------------------------------|--------------------------------------------------|
| Organization Name *                             | Organization Address *                           |
| Crown Agro Ltd.                                 | House #16, Road #09, Uttara Sector 3, Dhaka-1230 |
| Warehouse Address *                             |                                                  |
| Bandarban, Bangladesh                           |                                                  |
| Warehouse Area, Capacity and Description *      |                                                  |
| 4000 sq ft., 1000 ton, Well <u>equipt</u>       |                                                  |
| Name of Imported Goods and Possible Countries * |                                                  |
| Chicken Feed, China, Japan                      |                                                  |
| Packaging Information of Imported Goods *       |                                                  |
| Security no. xxxxxxxxxxxx                       |                                                  |

Packaging Information of Imported Goods Attachment

Browse... duck-feed.jpeg

(File size should not exceed 5 MB.)

Does your organization have air conditioners ?

☒ Yes ☐ No

Browse... ac.jpg

(File size should not exceed 5 MB.)

Does your organization have fire extinguishers?

☒ Yes ☐ No

Browse... fe.png

(File size should not exceed 5 MB.)

Does your organization have a hydrometer?

☒ Yes ☐ No

Browse... hydro.jpg

(File size should not exceed 5 MB.)

Does your organization have patatan?

☐ Yes ☒ No ☐ Needs to be improved

Browse... No file selected.

(File size should not exceed 5 MB.)

Organization address

Chattagram

Bandarban

Bandarban Sadar

Membership of an Accredited Trade Association

| Number | Association           | Registration Number | Validity                                                                                             |
|--------|-----------------------|---------------------|------------------------------------------------------------------------------------------------------|
| 1      | Feed Union Bangladesh | 683327              | 05 / 01 / 2025  |

&lt; Previous

Next &gt;

## Phase 3: Documents

Except for extra information, all the other information are auto filled.

Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2)

1 Applicant Information

2 Organization Details

3 Documents

Import or Export Main License Details (Certified Copy to be Attached)

| IRC Number                                                                                                                                                                                   | Expiry Date                                                                                                                                                                                     | Attachment                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between;"> <span>IRC Number *</span> <span></span> </div> <div>2222222222</div> </div> | <div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between;"> <span>Expiry Date</span> <span></span> </div> <div>04 / 26 / 2025</div> </div> | <div style="background-color: #546e7a; color: white; padding: 5px; border-radius: 5px;">Attached</div> |

Income Tax Payment Certificate(Updated)

| TIN Number                                                                                                                                                                                   | Attachment                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between;"> <span>TIN Number *</span> <span></span> </div> <div>4444444444</div> </div> | <div style="background-color: #546e7a; color: white; padding: 5px; border-radius: 5px;">Attached</div> |

BIN Number(Updated)

| BIN Number                                                                                                                                                                                   | Attachment                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between;"> <span>BIN Number *</span> <span></span> </div> <div>5555555555</div> </div> | <div style="background-color: #546e7a; color: white; padding: 5px; border-radius: 5px;">Attached</div> |

Trade License (Updated)

| Trade License Number                                                                                                                                                                                 | Expiry Date                                                                                                                                                                                     | Attachment                                                                                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------|
| <div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between;"> <span>Trade License Number *</span> <span></span> </div> <div>33333333</div> </div> | <div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between;"> <span>Expiry Date</span> <span></span> </div> <div>05 / 24 / 2025</div> </div> | <div style="background-color: #546e7a; color: white; padding: 5px; border-radius: 5px;">Attached</div> |

| Extra Information                                                                                                                                                           | Attachment                                                                                                                                                                                                                                                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between;"> <span>Extra Information</span> <span></span> </div> </div> | <div style="border: 1px solid #ccc; padding: 5px;"> <div style="display: flex; justify-content: space-between;"> <span>Browse...</span> <span>No file selected.</span> </div> <div style="font-size: 0.8em;">(File size should not exceed 5 MB.)</div> </div> |

| Picture                                                                             | Signature                                                                             |
|-------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
|  |  |

[< Previous](#)

[Preview >](#)

After entering accurate information in all three phases, the applicant can check the checkbox and click the **Next** button to complete the application process. The status in the application table will update to **Submitted**. The user can view their application by clicking the **View** button.

ফর্ম-২  
 [বিধি-৩(১) দ্রষ্টব্য]

To,

Director General  
Department of Livestock Services  
Bangladesh, Dhaka.

Subject - Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2)

|                                                                          |   |                              |
|--------------------------------------------------------------------------|---|------------------------------|
| 1. Applicant's Name                                                      | : | Safina Hamid                 |
| Father's Name                                                            | : | Harunur Rashid               |
| Mother's Name                                                            | : | Afsana Kabir                 |
| National ID                                                              | : | 9797769093                   |
| Address Details                                                          | : | Uttara, Dhaka                |
| 2. Organization Name                                                     | : | Crown Agro Ltd.              |
| 3. Organization Address                                                  | : | Savar, Dhaka                 |
| 4. Warehouse Address                                                     | : | Savar, Dhaka                 |
| 5. Import or Export Main License Details (Certified Copy to be Attached) | : | <a href="#">Attached</a>     |
| 6. Original receipt of application fee deposit                           | : | <a href="#">View Invoice</a> |
| 7. Tax payment certificate                                               | : | <a href="#">Attached</a>     |
| 8. Trade License (Updated)                                               | : | <a href="#">Attached</a>     |
| 9. Packaging Information of Imported Goods                               | : | <a href="#">Attached</a>     |
| 10. Additional attachment                                                | : |                              |

☒ I hereby declare that all the information provided above is correct. I further declare that I will ensure the nutritional standards of animal feed are maintained in accordance with the ideal standards specified in the Fish Feed and Animal Feed Act, 2010, and the Animal Feed Rules, 2013. I will also comply with all relevant rules and regulations associated with this matter.

Date- 20-01-2025



Proprietor's signature



(Seal)

< Previous
Next >

## Application Preview

The user's application preview is available in both short and long formats. The **long preview** provides a detailed view of all submitted images and attachments, allowing applicants to review their entire submission. By clicking the **Application Preview** button, applicants can access the **short preview**, which offers a concise overview of the key details.

### Long preview:

Application Details

Application preview

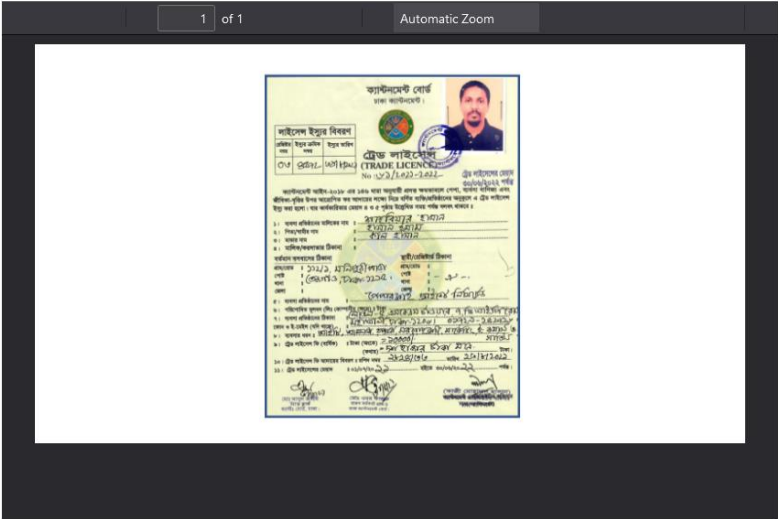
|                                          |   |                                                  |
|------------------------------------------|---|--------------------------------------------------|
| Applicant's Name                         | : | Safina Hamid                                     |
| Father's Name                            | : | Abdul Hamid                                      |
| Mother's Name                            | : | Shahana Karim                                    |
| National ID                              | : | 9158509856                                       |
| Address Details                          | : | House #30, Road #09, Uttara Sector 5, Dhaka-1230 |
| Organization Name                        | : | Crown Agro Ltd.                                  |
| Organization Address                     | : | House #16, Road #09, Uttara Sector 3, Dhaka-1230 |
| Mobile Number                            | : | 01350892864                                      |
| Email                                    | : | cal@gmail.com                                    |
| Division                                 | : | ঢাকা                                             |
| District                                 | : | ঢাকা                                             |
| Upazila                                  | : | উত্তরা                                           |
| Warehouse Division                       | : | চট্টগ্রাম                                        |
| Warehouse district                       | : | বান্দরবান                                        |
| Warehouse upazila                        | : | বান্দরবান সদর                                    |
| Warehouse Address                        | : | Bandarban, Bangladesh                            |
| Warehouse Area, Capacity and Description | : | 4000 sq ft., 1000 ton, Well equipt               |
| Imported product name                    | : | Chicken Feed, China, Japan                       |
| Imported product packaging info          | : | Security no. xxxxxxxxxxxx                        |
| Trade License Number                     | : | 3232323232                                       |

|                                                 |   |                            |
|-------------------------------------------------|---|----------------------------|
| Trade license expiry date                       | : | 20-03-2025                 |
| Trade License (Updated)                         | : | <a href="#">Attachment</a> |
| IRC Number                                      | : | 2121212121                 |
| IRC Expiry Date                                 | : | 26-03-2025                 |
| IRC attachment                                  | : | <a href="#">Attachment</a> |
| TIN Number                                      | : | 4566788544                 |
| Tin attachment                                  | : | <a href="#">Attachment</a> |
| BIN Number                                      | : | 5678987654                 |
| Bin attachment                                  | : | <a href="#">Attachment</a> |
| Does your organization have air conditioners    | : | no                         |
| Air Condition image                             | : |                            |
| Does your organization have fire extinguishers? | : | yes                        |
| Fire extinguishers image                        | : | <a href="#">Attachment</a> |
| Does your organization have a hydrometer?       | : | yes                        |
| hydrometer image                                | : | <a href="#">Attachment</a> |
| Does your organization have patatan?            | : | need_to_be_improved        |
| Patatan image                                   | : | <a href="#">Attachment</a> |
| Other information                               | : | Utility bills              |
| Additional attachment                           | : | <a href="#">Attachment</a> |

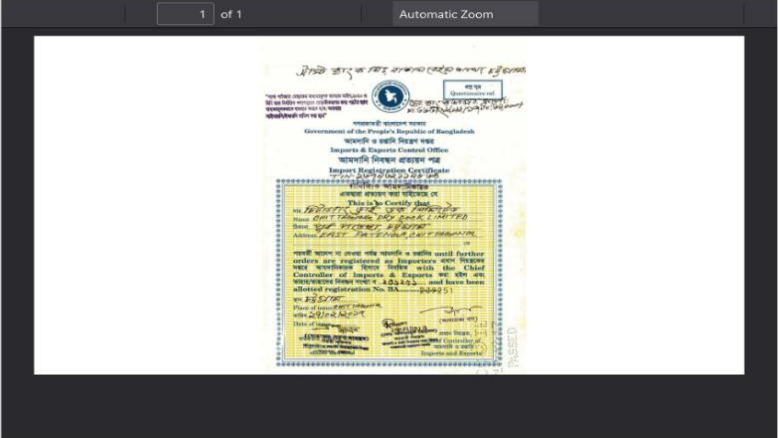




Trade license



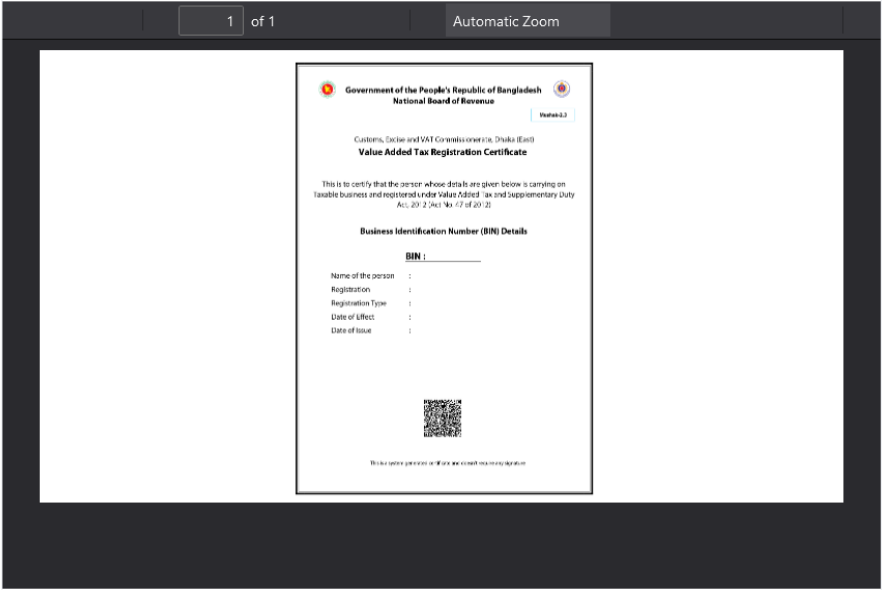
IRC



TIN



BIN



Fire Extinguisher



Hydrometer



Patatan



Additional

1 of 1

Automatic Zoom



## Short preview:

|                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                           |                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| To,                                                                                                                                                                                                                                                                                                                                                                                                                         | Director General<br>Department of Livestock Services<br>Bangladesh, Dhaka.                                                | <div>ফর্ম-২<br/>[বিধি-৩(১) দ্রষ্টব্য]</div>  |
| Subject - Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2)                                                                                                                                                                                                                                                                                                                                              |                                                                                                                           |                                                                                                                                 |
| 1. Applicant's Name                                                                                                                                                                                                                                                                                                                                                                                                         | :                                                                                                                         | Saffina Hamid                                                                                                                   |
| Father's Name                                                                                                                                                                                                                                                                                                                                                                                                               | :                                                                                                                         | Harunur Rashid                                                                                                                  |
| Mother's Name                                                                                                                                                                                                                                                                                                                                                                                                               | :                                                                                                                         | Afsana Kabir                                                                                                                    |
| National ID                                                                                                                                                                                                                                                                                                                                                                                                                 | :                                                                                                                         | 9797769093                                                                                                                      |
| Address Details                                                                                                                                                                                                                                                                                                                                                                                                             | :                                                                                                                         | Uttara, Dhaka                                                                                                                   |
| 2. Organization Name                                                                                                                                                                                                                                                                                                                                                                                                        | :                                                                                                                         | Crown Agro Ltd.                                                                                                                 |
| 3. Organization Address                                                                                                                                                                                                                                                                                                                                                                                                     | :                                                                                                                         | Savar, Dhaka                                                                                                                    |
| 4. Warehouse Address                                                                                                                                                                                                                                                                                                                                                                                                        | :                                                                                                                         | Savar, Dhaka                                                                                                                    |
| 5. Import or Export Main License Details (Certified Copy to be Attached)                                                                                                                                                                                                                                                                                                                                                    | :                                                                                                                         | <a href="#">Attached</a>                                                                                                        |
| 6. Original receipt of application fee deposit                                                                                                                                                                                                                                                                                                                                                                              | :                                                                                                                         | <a href="#">View Invoice</a>                                                                                                    |
| 7. Tax payment certificate                                                                                                                                                                                                                                                                                                                                                                                                  | :                                                                                                                         | <a href="#">Attached</a>                                                                                                        |
| 8. Trade License (Updated)                                                                                                                                                                                                                                                                                                                                                                                                  | :                                                                                                                         | <a href="#">Attached</a>                                                                                                        |
| 9. Packaging Information of Imported Goods                                                                                                                                                                                                                                                                                                                                                                                  | :                                                                                                                         | <a href="#">Attached</a>                                                                                                        |
| 10. Additional attachment                                                                                                                                                                                                                                                                                                                                                                                                   | :                                                                                                                         |                                                                                                                                 |
| <input checked="" type="checkbox"/> I hereby declare that all the information provided above is correct. I further declare that I will ensure the nutritional standards of animal feed are maintained in accordance with the ideal standards specified in the Fish Feed and Animal Feed Act, 2010, and the Animal Feed Rules, 2013. I will also comply with all relevant rules and regulations associated with this matter. |                                                                                                                           |                                                                                                                                 |
| Date- 20-01-2025                                                                                                                                                                                                                                                                                                                                                                                                            | Proprietor's signature<br><br>(Seal) |                                                                                                                                 |

## Incomplete Answering Process

If the DD identifies any discrepancies or missing information in the applicant's submission, the application is marked with a **Incomplete** status and sent back to the applicant for corrections.

| SL. No. | Factory/ Warehouse   | Address                                                                                                        | Application Type | Date     | Type of license                                                    | Original receipt of application fee deposit (verified treasury challan) | Status/ Inspected by | Action                                    |
|---------|----------------------|----------------------------------------------------------------------------------------------------------------|------------------|----------|--------------------------------------------------------------------|-------------------------------------------------------------------------|----------------------|-------------------------------------------|
| 1       | Dream71 Poultry Agro | Dream71 poultry - Gazipur Sadar 47-1, Merer Bazar Station Road, Tongi, Gazipur Sadar , Gazipur Sadar , Gazipur | New              | 02-03-25 | Animal feed sales (Category-3A) (Daily 51 tons or more)            | <a href="#">View Invoice</a>                                            | Forwarded            | <a href="#">View</a>                      |
| 2       | Dream71 Poultry Agro | Dream71 poultry - Gazipur Sadar 47-1, Merer Bazar Station Road, Tongi, Gazipur Sadar , Gazipur Sadar , Gazipur | New              | 27-02-25 | Animal feed importer, exporter, storage, and marketer (Category-2) | <a href="#">View Invoice</a>                                            | Incomplete           | <a href="#">View</a> <a href="#">Edit</a> |

By clicking on **Edit** button, the applicant is only permitted to modify the specific fields flagged by the **DD** as requiring correction. All other fields remain locked and cannot be edited.

Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2)

1 Applicant Information

2 Organization Details

3 Documents

Import or Export Main License Details (Certified Copy to be Attached)

IRC Number

IRC Number \*

2222222222

Provide correct information

Expiry Date

04 / 25 / 2025

Attachment

Attached

Income Tax Payment Certificate(Updated)

TIN Number

TIN Number \*

4444444444

Attachment

Attached

Once the Incomplete information is corrected, the applicant resubmits the application. Upon resubmission, the application's status updates to **Resubmitted**.

## Rejection Process

When an application is rejected by the DD, the applicant can no longer use it for license issuance. The status of the application is updated to **Rejected**.

Dashboard ▶ License Applications List

⌚ Pending 2
✓ Processing 2
✗ Rejected 1
+ New Application

| SL. No. | Factory/Warehouse | Address               | Application Type | Date     | Type of license                                                      | Status   | Action               |
|---------|-------------------|-----------------------|------------------|----------|----------------------------------------------------------------------|----------|----------------------|
| 1       | Crown Agro Ltd.   | Sitakundu, Chattogram | New              | 23-01-25 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Reject   | <a href="#">View</a> |
| 2       | Crown Agro Ltd.   | Savar, Dhaka          | New              | 23-01-25 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Resubmit | <a href="#">View</a> |

## License Fee payment process

Once an application is deemed worthy of license issuance, the applicant is notified to pay the license fee. The application status in the list changes to **Approved**, and a new **Payment** button becomes visible in the **Action** column.

Department of Livestock Services

English Crown Agro Ltd. Company

⌚ Pending 0
✓ Processing 5
✗ Rejected 0
+ New Application

| SL. No. | Farm/factory/Warehouse | Address      | Application Type | Date     | Type of license                                                      | Status               | Action                                       |
|---------|------------------------|--------------|------------------|----------|----------------------------------------------------------------------|----------------------|----------------------------------------------|
| 1       | Crown Agro Ltd.        | Savar, Dhaka | New              | 24-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Approved             | <a href="#">View</a> <a href="#">Payment</a> |
| 2       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Office Inspected     | <a href="#">View</a>                         |
| 3       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | DD Updated           | <a href="#">View</a>                         |
| 4       | Crown Agro Ltd.        | Savar, Dhaka | New              | 23-12-24 | Feed Mill                                                            | Application Fee Paid | <a href="#">Edit</a>                         |
| 5       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | License Issued       | <a href="#">View</a>                         |
| 6       | Crown Agro Ltd.        | Savar, Dhaka | New              | 23-12-24 | Feed Mill                                                            | Application Fee Paid | <a href="#">Edit</a>                         |
| 7       | Crown Agro Ltd.        | Savar, Dhaka | New              | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | License Issued       | <a href="#">View</a>                         |

By clicking on the **Payment** button, applicant can pay the license fee in the same manner of the application fee. Once license fee is paid, the application status in the list changes to **License Fee Paid**.

The **Status** column data keeps updating based on the stages an application is going through.

Department of Livestock Services

English
Crown Agro Ltd. Company

Dashboard
Profile
Factory/Warehouse Profile
Import Plan
License
NOCs

Pending 0
Processing 5
Rejected 0
New Application

| SL. No. | Farm/Factory/Warehouse | Address      | Application Type | Date     | Type of license                                                      | Status               | Action                                       |
|---------|------------------------|--------------|------------------|----------|----------------------------------------------------------------------|----------------------|----------------------------------------------|
| 1       | Crown Agro Ltd.        | Savar, Dhaka | New              | 24-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | License Fee Paid     | <a href="#">View</a> <a href="#">Invoice</a> |
| 2       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Office Inspected     | <a href="#">View</a>                         |
| 3       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | DD Updated           | <a href="#">View</a>                         |
| 4       | Crown Agro Ltd.        | Savar, Dhaka | New              | 23-12-24 | Feed Mill                                                            | Application Fee Paid | <a href="#">Edit</a>                         |
| 5       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | License Issued       | <a href="#">View</a>                         |
| 6       | Crown Agro Ltd.        | Savar, Dhaka | New              | 23-12-24 | Feed Mill                                                            | Application Fee Paid | <a href="#">Edit</a>                         |
| 7       | Crown Agro Ltd.        | Savar, Dhaka | New              | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | License Issued       | <a href="#">View</a>                         |

An **Invoice** button is available in the **Action** column for applicants to have proof of the payment. There is a **Print** button available at the bottom of the **Invoice** page for the Invoice page to be printed, if desired.

Government of the People's Republic of Bangladesh  
Department to Livestock Service  
<https://dls.gov.bd/>  
Telephone : +001655225556; Email: adfc@ffsd

Application id : 21
Date : 24-12-2024

Invoice no : INV-000021

Applicant Name : Safina Hamid  
Mobile No : 01737777778

| Service     | Amount    |
|-------------|-----------|
| License Fee | 10000 BDT |
| Vat(15%)    | 1500 BDT  |
| Total       | 11500 BDT |

Paid via: Online  
**বিশেষ নির্দেশনাঃ**  
স্যাম্পল জমা দেওয়ার সময় অবশ্যই মানি রিসিটটি সঙ্গে নিয়ে আসবেন।

This is a system generated payment receipt, signature is not required 24-12-2024

[Print](#)

Once License is issued, the application status in the list changes to **License Issued**.

Department of Livestock Services

English Crown Agro Ltd. Company

Dashboard

Profile

Factory/Warehouse Profile

Import Plan

License

NOCs

Pending 0

Processing 6

Rejected 0

+ New Application

| SL. No. | Farm/Factory/Warehouse | Address      | Application Type | Date     | Type of license                                                      | Status               | Action |
|---------|------------------------|--------------|------------------|----------|----------------------------------------------------------------------|----------------------|--------|
| 1       | Crown Agro Ltd.        | Savar, Dhaka | New              | 24-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | License Issued       | View   |
| 2       | Crown Agro Ltd.        | Savar, Dhaka | New              | 24-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Meeting Approved     | View   |
| 3       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Office Inspected     | View   |
| 4       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | DD Updated           | View   |
| 5       | Crown Agro Ltd.        | Savar, Dhaka | New              | 23-12-24 | Feed Mill                                                            | Application Fee Paid | Edit   |

## All License Menu

Applicants can view all details about an existing license by navigating to the **All License** menu available in the sidebar. This section provides comprehensive information on licenses issued to the applicant.

Department of Livestock Services

বাংলা Crown Agro Ltd. Company

Dashboard

Profile

Factory/Warehouse Profile

License

- Applications

All License

Import Plan

NOCs

Farm Registration

Health Certificate

Dashboard > All License

Active License Show Cause Suspended

| SL. NO | Company Name    | Category                                                                           | Issue Date | Expiry Date | Action           |
|--------|-----------------|------------------------------------------------------------------------------------|------------|-------------|------------------|
| 1      | Crown Agro Ltd. | পশুখাদ্য আমদানিকারক/ পশুখাদ্য উপকরণ আমদানি/প্রস্তুতকারক প্রতিষ্ঠানের (ক্যাটাগরি-২) | 2025-01-23 | 2025-06-30  | View Amend Renew |

## Active License Tab

Active license tab shows the list of all licenses that are already approved. The table within this tab includes columns such as **SL. No.**, **Company Name**, **Category**, **Issue Date**, **Expiry Date**, and **Action**. The **Action** column includes the following features for the applicant:

- **View:** To view the details of the license.
- **Amendment:** To amend an active license.
- **Renew:** To renew a license.



By clicking the **View** button, the applicant is redirected to the **License**. There are **Print**, **Amendment** and **Renewal** button available at the bottom of the License page.



গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
প্রাণিসম্পদ অধিদপ্তর  
কৃষি খামার সড়ক, ফার্মগেট, ঢাকা-১২১৫  
www.dls.gov.bd



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স্মারক নং- ১২৩৪৫৬৭৮৯

তারিখ: ২৭-০২-২০২৫

পশুখাদ্য আমদানিকারক, রপ্তানিকারক, সংরক্ষক ও বাজারজাতকারক (ক্যাটাগরি-২)।

লাইসেন্স নং ৭৯৬

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার এর মৎস্য ও প্রাণিসম্পদ মন্ত্রণালয়ের মৎস্যখাদ্য ও পশুখাদ্য আইন, ২০১০ এবং পশুখাদ্য বিধিমালা-২০১৩ এর আলোকে কোম্পানী/প্রতিষ্ঠান: স্বপ্ন নড়াইল;স্বত্বাধিকারী: রাশেদ কবির, বাড়ি নং ১৬, এ ব্লক, বসুন্ধরা আবাসিক, মেইন রোড, ঢাকা-১২২৯,বাংলাদেশ সংরক্ষণাগার: বাড়ি নং-১/২, ফ্ল্যাট-জি, রোড নং-০৯, কল্যাণপুর, মিরপুর, ঢাকা, ঢাকা, ঢাকা, ডেমরা এর পশুখাদ্য আমদানিকারক, রপ্তানিকারক, সংরক্ষক ও বাজারজাতকারক (ক্যাটাগরি-২) লাইসেন্স প্রদান করা হইল।

১। প্রাণিসম্পদ অধিদপ্তর কর্তৃক এই লাইসেন্স বাতিল করা না হইলে লাইসেন্সের মেয়াদ ২০২৫-০৬-৩০ পর্যন্ত বহাল থাকিবে। লাইসেন্সের মেয়াদ শেষ হইবার ৩০ (ত্রিশ) দিন পূর্বে নির্ধারিত ফিসহ নবায়নের জন্য লাইসেন্সিং কর্তৃপক্ষের নিকট নির্ধারিত ফরমে আবেদন করিতে হইবে।

২। সংশ্লিষ্ট আইন ও বিধির পরিপন্থী কোন কার্যক্রম পরিচালিত হইলে এবং পরিদর্শনকালীন লাইসেন্সের শর্তভঙ্গের তথ্য প্রমাণ পাওয়া গেলে লাইসেন্স বাতিল করতঃ আইনানুগ ব্যবস্থা গ্রহণ করা হইবে।



Shaheenur

ড. শেখ শাহিনুর ইসলাম  
উপপরিচালক (প্রাণিস্বাস্থ্য শাখা)  
পক্ষে, মহাপরিচালক  
প্রাণিসম্পদ অধিদপ্তর, বাংলাদেশ, ঢাকা  
০১৭১২১৮২৪০৭  
health@dls.gov.bd

 প্রিন্ট

 সংশোধন

 নবায়ন

By clicking the **Amendment** button, the applicant is redirected to the **Amendment application**. There are description box and document upload option available for the applicant to justify their amendment. There are **Previous** and **Submit** button available at the bottom of the page.

Amendment application

License No : 3

Company Name : Crown Agro Ltd. Factory Savar  
Factory Address : Savar, Dhaka  
Proprietor : Safina Hamid  
Mobile : 01737779778  
Address : Uttara, Dhaka

Description

File name

Attachment

Browse... No file selected.

+

Previous

Submit

By clicking the **Renewal** button, the applicant is redirected to the **Online Payment page**.

পশুখাদ্য আমদানিকারক/ পশু খাদ্য উপকরন আমদানি/ রপ্তানিকারক প্রতিষ্ঠানের (কাটাগরি- ২) লাইসেন্সের জন্য আবেদনপত্র।

**Applicant's Description**  
Name: Crown Agro Ltd.  
Address: Savar, Dhaka  
Email: cal@gmail.com  
Contact Number: 01737777778

**Type of Application**  
পশুখাদ্য আমদানিকারক/ পশু খাদ্য উপকরন আমদানি/ রপ্তানিকারক প্রতিষ্ঠানের (কাটাগরি- ২) লাইসেন্সের জন্য আবেদনপত্র।

**Select Warehouse / Factory**  
Crown Agro Ltd. Savar

| Application Fee Description | Amount (Taka) |
|-----------------------------|---------------|
| Application Fee             | 1000          |
| Sub Total                   | 1000          |
| VAT (15%)                   | 150           |
| <b>Total</b>                | <b>1150</b>   |

Please collect the following information for the license application

- Description of the standard storage and capacity (e.g., hygrometer, fire extinguisher, room thermometer, and AC if applicable)
- Updated Trade License
- Updated Tax Certificate
- Import Registration Certificate (IRC)
- Business Identification Number (BIN)
- Names of imported products and product brochures
- Verified Treasury Challan

[Online Payment](#)

To renew a license, applicant has to start by clicking on the **Renewal** button at the bottom of his existing license certificate and perform the entire License application process again in the same manner. From now on, Application Type will be changed to **Renew**.







Department of Livestock Services


English


Crown Agro Ltd. Company


Dashboard


Profile


Factory/Warehouse Profile


Import Plan


License


NOCs


Pending


Processing


Rejected


New Application

| SL. No. | Farm/Factory/Warehouse | Address      | Application Type | Date     | Type of license                                                      | Status               | Action               |
|---------|------------------------|--------------|------------------|----------|----------------------------------------------------------------------|----------------------|----------------------|
| 1       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 24-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Application Fee Paid | <a href="#">Edit</a> |
| 2       | Crown Agro Ltd.        | Savar, Dhaka | New              | 24-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | License Issued       | <a href="#">View</a> |
| 3       | Crown Agro Ltd.        | Savar, Dhaka | New              | 24-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Meeting Approved     | <a href="#">View</a> |
| 4       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Office Inspected     | <a href="#">View</a> |
| 5       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | DD Updated           | <a href="#">View</a> |

Department of Livestock Services

English
Crown Agro Ltd. Company

Pending 0
Processing 7
Rejected 0
New Application

| SL. No. | Farm/Factory/Warehouse | Address      | Application Type | Date     | Type of license                                                      | Status           | Action                       |
|---------|------------------------|--------------|------------------|----------|----------------------------------------------------------------------|------------------|------------------------------|
| 1       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 24-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | License Fee Paid | <a href="#">View Invoice</a> |
| 2       | Crown Agro Ltd.        | Savar, Dhaka | New              | 24-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | License Issued   | <a href="#">View</a>         |
| 3       | Crown Agro Ltd.        | Savar, Dhaka | New              | 24-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Meeting Approved | <a href="#">View</a>         |
| 4       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | Office Inspected | <a href="#">View</a>         |
| 5       | Crown Agro Ltd.        | Savar, Dhaka | Renew            | 23-12-24 | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | DD Updated       | <a href="#">View</a>         |

Once the **Renewal** is issued, applicant can see it in the **Active License** tab.

### Show Cause Tab

If a license is **show caused** by DD, it is stored in this tab. The status is displayed as **create**.

Active License
Show Cause
Suspended

| SL. NO | Company Name    | Category                                                             | Show cause date | Status | Action               |
|--------|-----------------|----------------------------------------------------------------------|-----------------|--------|----------------------|
| 1      | Crown Agro Ltd. | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | 23-01-2025      | create | <a href="#">View</a> |

« Previous
1
Next »

By clicking on the **View** button, applicant can see the **Show Cause Notice**.

#### Show Cause Notice

ফরম ১০  
[বিধি-৫(১) দ্রষ্টব্য]

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

স্মারক নং- 1803162

তারিখ: 23-01-2025

প্রাপক  
Safina Hamid  
Crown Agro Ltd.

বিষয়ঃ- লাইসেন্সের শর্ত ভঙ্গের জন্য কারণ দর্শানোর নোটিশ প্রদান প্রসঙ্গে।

উপর্যুক্ত বিষয়ে জানানো যাচ্ছে যে, আপনার প্রতিষ্ঠানের লাইসেন্সের বহাল নং 4 লাইসেন্সের নিম্নবর্ণিত শর্ত সমূহ ভঙ্গ করিবার জন্য কেন আপনার অনুমোদিত প্রদত্ত লাইসেন্স স্থগিত বা বাতিল করা হইবে না তাহা আগামী 23-01-2025 তারিখের মধ্যে কারণ দর্শানোর জন্য নির্দেশ প্রদান করা হইল।

শর্ত সমূহঃ-

- Red

Monitoring Officer

Shaheenur

ড. শেখ শাহিনুর ইসলাম  
উপপরিচালক (প্রাণিস্বাস্থ্য শাখা)  
01712182407  
health@dls.gov.bd

Reply

By clicking on the **Reply** and **Submit** button, applicant can answer the **Show Cause**.

## লাইসেন্স নংঃ ৪

|              |   |                 |
|--------------|---|-----------------|
| Company Name | : | Crown Agro Ltd. |
| Warehouse    | : | Savar, Dhaka    |
| Proprietor   | : | Safina Hamid    |
| Mobile       | : | 01737777778     |
| Address      | : | Uttara, Dhaka   |

উপর্যুক্ত বিষয়ে জানানো যাচ্ছে যে, আপনার প্রতিষ্ঠানের লাইসেন্সের বহাল নং 4 লাইসেন্সের নিম্নবর্ণিত শর্ত সমূহ ভঙ্গ করিবার জন্য কেন আপনার অনুমোদিত প্রদত্ত লাইসেন্স স্থগিত বা বাতিল করা হইবে না তাহা আগামী 23-01-2025 তারিখের মধ্যে কারণ দর্শানোর জন্য নির্দেশ প্রদান করা হইল।

ড. শেখ শাহিনুর ইসলাম  
উপপরিচালক (প্রাণিস্বাস্থ্য শাখা)  
তারিখ: 23-01-2025

Remarks

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উপর্যুক্ত বিষয়ের পরিশ্রেষ্টিতে জানানো যাচ্ছে যে, আমাদের প্রতিষ্ঠান Crown Agro Ltd. লাইসেন্স নম্বর 4 এর শর্তসমূহ মেনে চলার ব্যাপারে সর্বাত্মক চেষ্টা করেছে। তবে, কিছু অনাকাঙ্ক্ষিত পরিস্থিতির কারণে শর্ত ভঙ্গ হয়েছে, যা পুরোপুরি অনিচ্ছাকৃত এবং আপাতত সংশোধনের পদক্ষেপ নেওয়া হয়েছে।

আপনার নির্দেশনা অনুযায়ী আমরা আগামী 23-01-2025 তারিখের মধ্যে সংশ্লিষ্ট বিষয়ে সব প্রয়োজনীয় ব্যবস্থা গ্রহণ করব এবং আরও কোনো অনিয়ম যেন না ঘটে সে ব্যাপারে সতর্ক থাকব।

আপনার সদয় অনুমোদন এবং সহযোগিতা কামনা করছি।

Attachment

Browse...

fe.png

← Previous

Submit →

Once the applicant answers the show cause, the status changes to **answered**.

Active License [Show Cause](#) Suspended

Per Page 10

| SL. NO | Company Name    | Category                                                             | Show cause date | Status   | Action                                                                                |
|--------|-----------------|----------------------------------------------------------------------|-----------------|----------|---------------------------------------------------------------------------------------|
| 1      | Crown Agro Ltd. | Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2) | 23-01-2025      | answered |  |

« Previous 1 Next »

## Suspended Tab

This tab includes all the license of an applicant that are already suspended. The **Action** column presents two features: **Appeal** and **View**.

Dashboard > All License

Active License Show Cause Suspended

Per Page 10

| SL. NO | Company Name    | Category | Suspend Date | Status    | Action                                                                                                                                                                  |
|--------|-----------------|----------|--------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1      | Crown Agro Ltd. | 2        | 23-01-2025   | suspended |   |

By clicking on **View**, applicant can see the **Suspension Notice**.

### Suspension Notice



ফর্ম ১০

[বিধি-৫(১) দ্রষ্টব্য]

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার

স্মারক নং-1803162

তারিখঃ- 23-01-2025

প্রাপক

বিষয়ঃ- কারণ না দর্শানো। জবাব সন্তোষজনক না হওয়ার প্রেক্ষিতে লাইসেন্স স্থগিত। বাতিল প্রসংগ।

উপর্যুক্ত বিষয়ের প্রেক্ষিতে আপনাকে জানানো যাচ্ছে যে, কারণ না দর্শানো/জবাব সন্তোষজনক না হওয়ায় জন্য আপনার/আপনার প্রতিষ্ঠানের লাইসেন্স নং 4 স্থগিত বা বাতিল করা হলো।

মহাপরিচালকের পক্ষে,  
ড. শেখ শাহিনুর ইসলাম

*Shaheenur*

স্বাক্ষর

## Appeal Process

If a license is suspended, the applicant has the option to appeal for its reactivation. By clicking on the **Appeal** button, the applicant is directed to an appeal submission form.

### License Reactivation Appeal

License Number: 7

Company Name : Crown Agro Ltd.

Category : Animal Feed Importers/ Animal Feed  
Importers/ Exporters (Category-2)

Warehouse : Savar, Dhaka

Owner : Safina Hamid

Mobile : 01737777778

Address : Uttara, Dhaka

Remark

Description

Attachment :  No file selected.

← পূর্ববর্তী

প্রিভিউ 

After completing the form with the required information and clicking the **Preview** button, the applicant can see the **Appeal Preview** page.



## Appeal Preview



প্রাপক

সচিব

মৎস্য ও প্রাণিসম্পদ মন্ত্রণালয়

বাংলাদেশ সচিবালয়, ঢাকা।

বিষয়ঃ- লাইসেন্সিং কর্তৃপক্ষের দায়ের প্রসঙ্গে 23/01/2025 ইং তারিখের লাইসেন্স স্থগিত/ বাতিলকরণ আদেশের বিরুদ্ধে আপিল

- ১। স্বত্বাধিকারীর নাম : Safina Hamid
  - ২। পিতা বা স্বামীর নাম : Harunur Rashid
  - ৩। মাতার নাম : Afsana Kabir
  - ৪। বিস্তারিত ঠিকানা : Uttara, Dhaka
  - ৫। শর্তপূরণের তথ্যাদি : Mac
  - ৬। অন্যান্য তথ্যাদি : Cheese
- ☒ আমি এই মর্মে ঘোষণা করিতেছি যে, উপরে বর্ণিত সমুদয় তথ্যাদি যথাযথভাবে পূরণ করা হইয়াছে। অতএব আমার আপিলটি মঞ্জুরের প্রার্থনা করিতেছি।

তারিখ- 23/01/2025

স্বত্বাধিকারীর  
স্বাক্ষর

জমা দিন >>

By clicking on the **Submit** button, appeal is forwarded to the DD for further review and consideration.