



Department of Livestock Services (DLS)

User Manual

of

Duck-Chicken Parent stock/commercial farm, Duck/ Chicken farm and
Cow/buffalo/goat/sheep other animal commercial farm

25th May 2025

Submitted by:

Dream71 Bangladesh Ltd.

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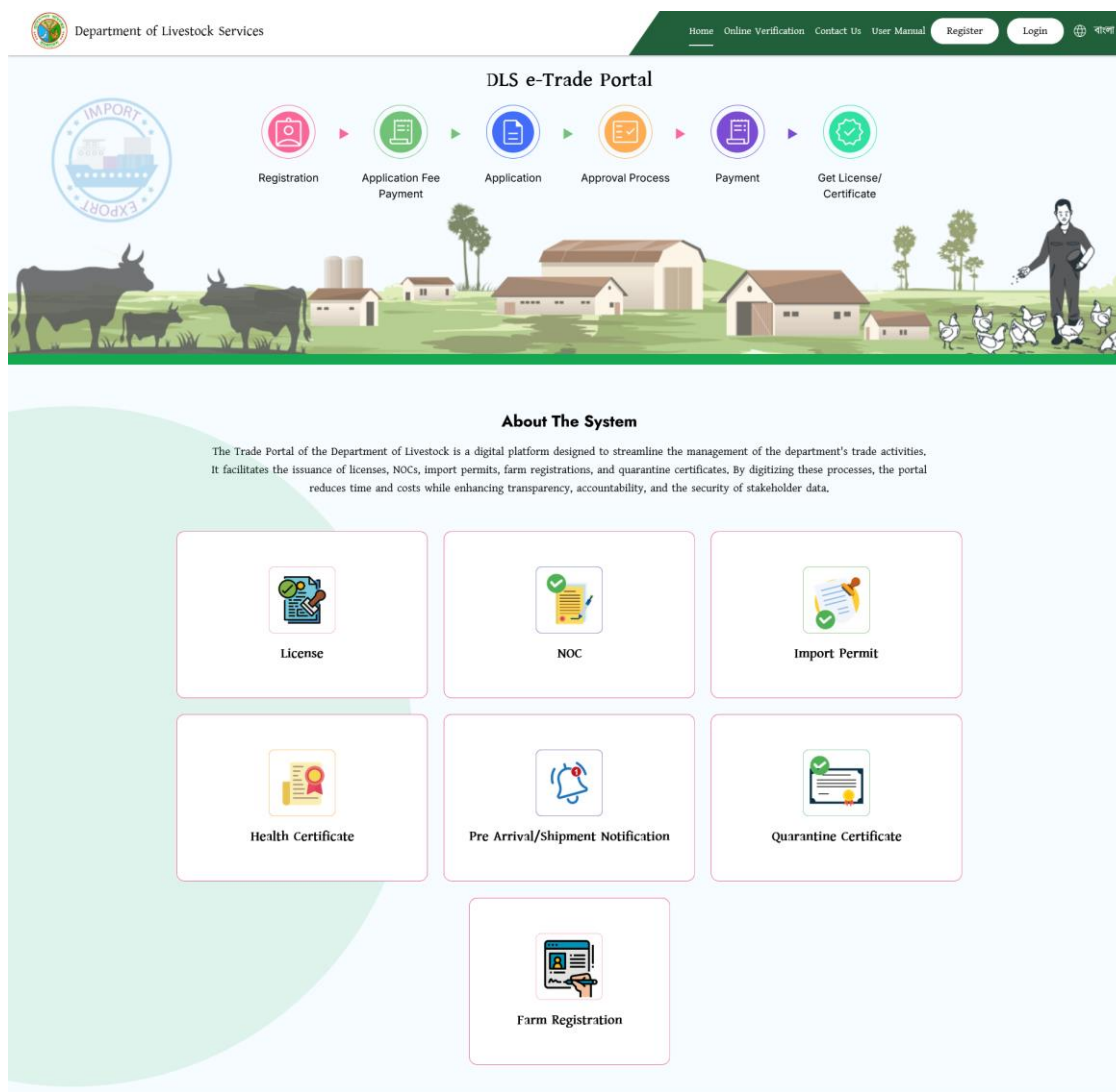
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System Home Page

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.



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.



Address
প্রাণিসম্পদ অধিদপ্তর, বাংলাদেশ কৃষি
খামার সড়ক, ফার্মগেট, ঢাকা

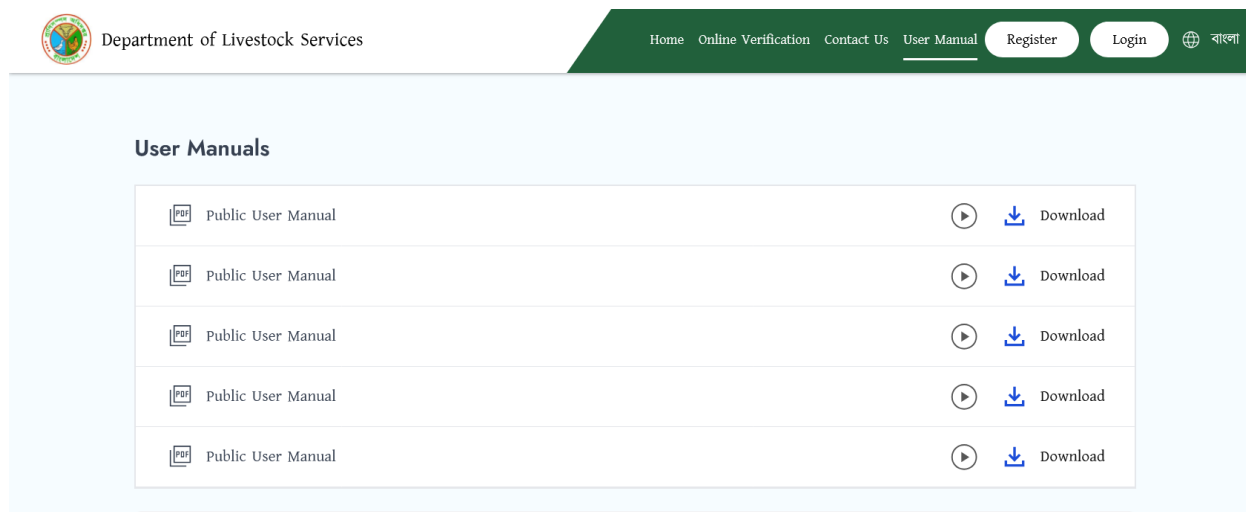


dg@dls.gov.bd



০২-৯১০১৯০২

- **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.

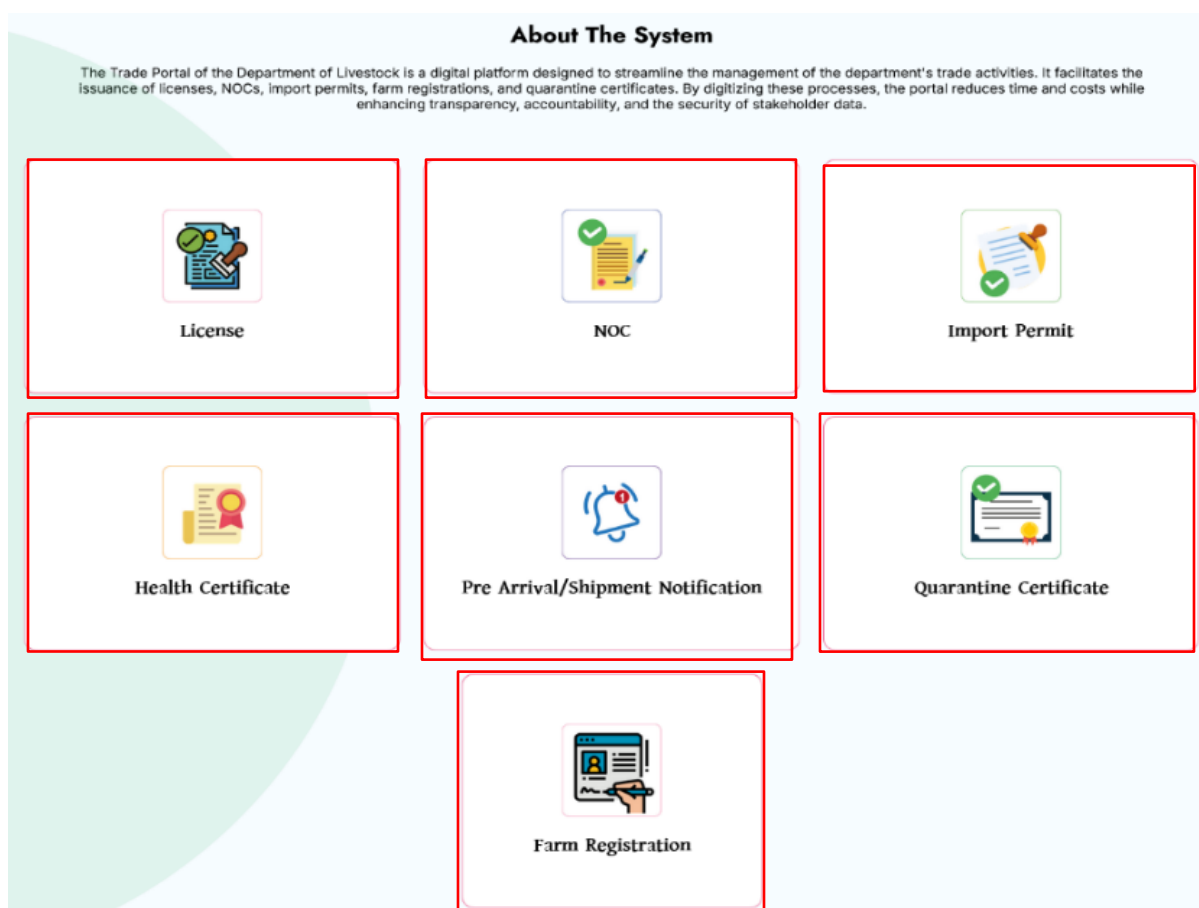
A **language selector** in the top-right corner allows users to switch between **Bangla** and **English**.



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 Farms 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 * Crown Agro Ltd.	Mobile * 01316759345
Owner's Email * cal@gmail.com	Owner's NID * 9765645686
Password * ●●●●●●●●	Confirm Password * ●●●●●●●●
U S Z c B	Verification code * USZcB

[Register](#)

Already Registered? [Login](#)

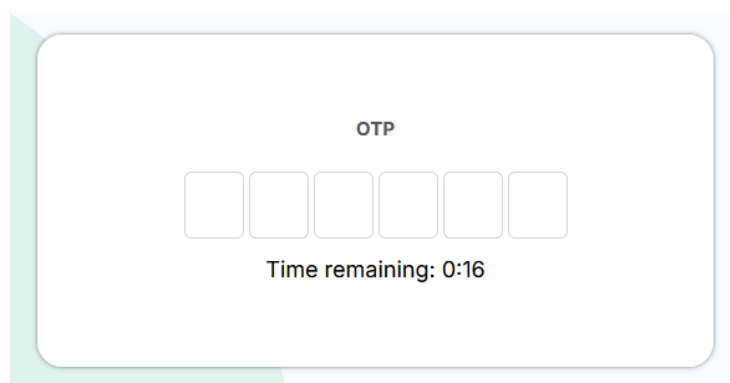
To register, click the **Register** button on the homepage. This opens the registration page, where users can complete the process by filling in all required fields such as **Company Name**, **Mobile no**, **Email**, **NID**, **Password** and **Verification code**.

*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.

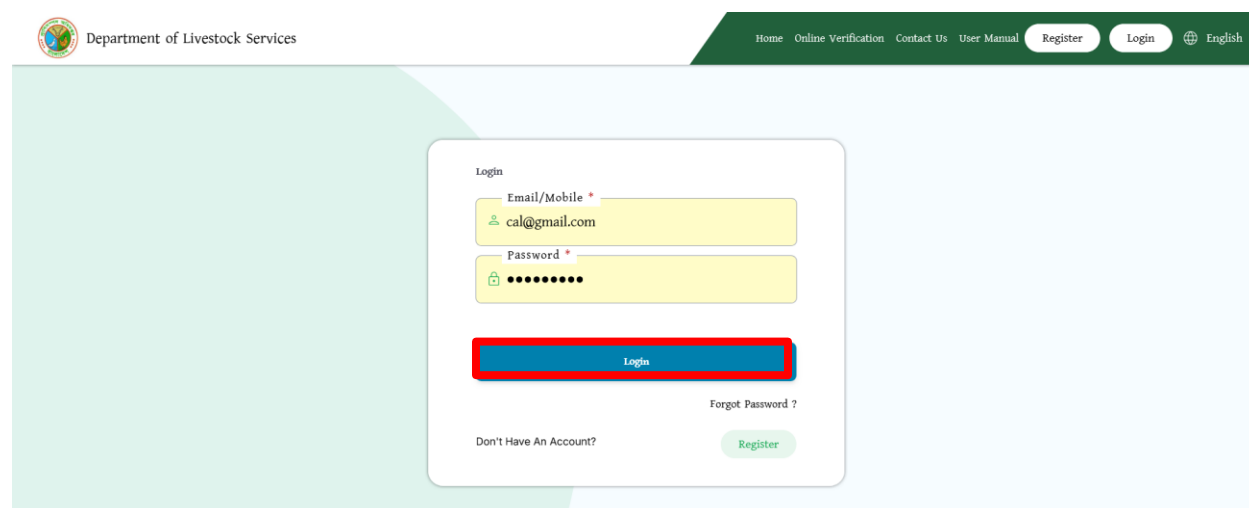


OTP

Time remaining: 0:16

The image shows a white rounded rectangle centered on a light blue background. Inside the rectangle, the text "OTP" is at the top. Below it are six empty square boxes for entering digits. At the bottom of the rectangle, it says "Time remaining: 0:16".

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



Department of Livestock Services

Home Online Verification Contact Us User Manual Register Login English

Login

Email/Mobile *
cal@gmail.com

Password *
••••••••

Login

Forgot Password ?

Don't Have An Account? Register

The image is a screenshot of a web page. At the top left is the "Department of Livestock Services" logo and name. At the top right is a dark green navigation bar with links: "Home", "Online Verification", "Contact Us", "User Manual", "Register", "Login", and "English". The main content area has a light blue background. In the center is a white login form titled "Login". It has two input fields: "Email/Mobile *" with the value "cal@gmail.com" and "Password *" with masked characters. Below the fields is a blue "Login" button with a red border. To the right of the button is a link "Forgot Password ?". At the bottom left of the form is a link "Don't Have An Account?" and at the bottom right is 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."**

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.)

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.)

Update

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.

Department of Livestock Services

English
Crown Agro Ltd Company

Dashboard
Profile
Factory/Warehouse Profile

Dashboard > Company List

+
Factory/Warehouse

Per Page 10

Sl. No.	Factory/Warehouse	Type of Organization	Office Address	Date	Action
No Record Found!					

The applicant must fill in the required fields and click the **Save** button to create the F/W 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 Mobile *

Warehouse Contact Person NID *
 Warehouse Contact Person NID Attachment
 Browse... No file selected.
(File size should not exceed 5 MB.)

Warehouse Document

Space *

☒ Own ☐ Rental

Environment Certificate

No file selected.

(File size should not exceed 5 MB.)

Trade License

Trade License Expiry Date
mm / dd / yyyy

Trade License Upload
 No file selected.

(File size should not exceed 5 MB.)

Tax Identification Number (TIN)

TIN Attachment
 No file selected.

(File size should not exceed 5 MB.)

Business Identification Number (BIN)

BIN Attachment
 No file selected.

(File size should not exceed 5 MB.)

Rental Deed Attachment
 No file selected.

Other Attachment
 No file selected.

Picture Attachment
 No file selected.

(File size should not exceed 5 MB.)

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



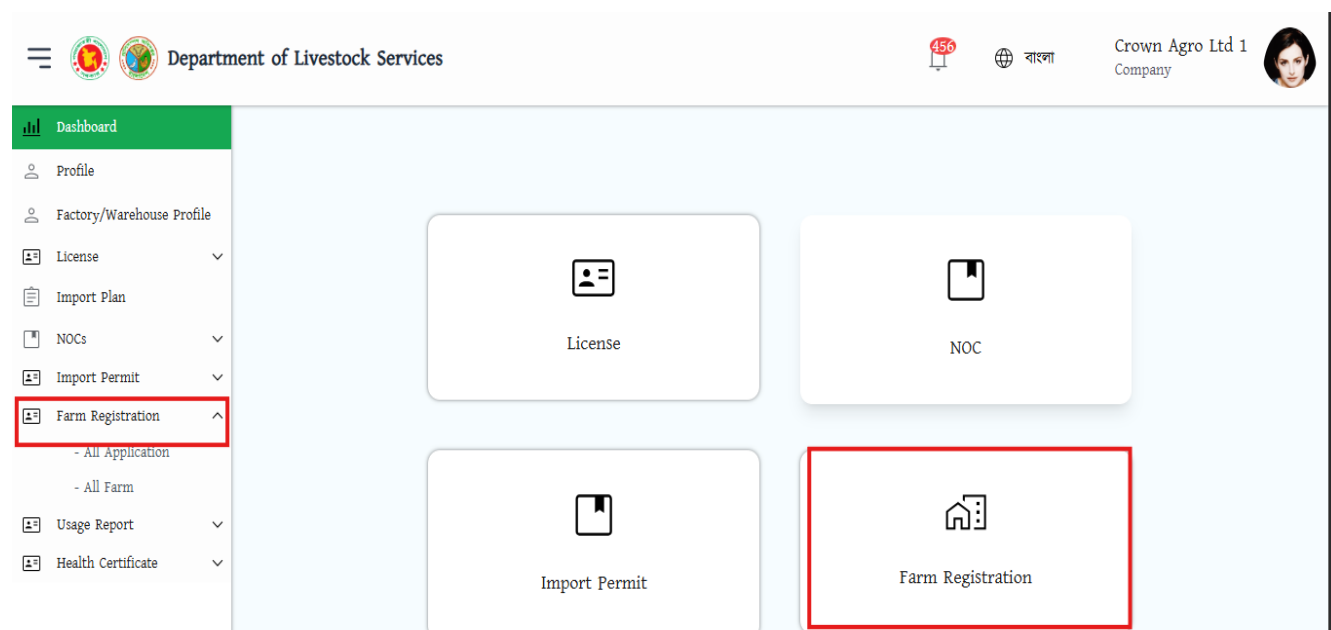
Per Page 10

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

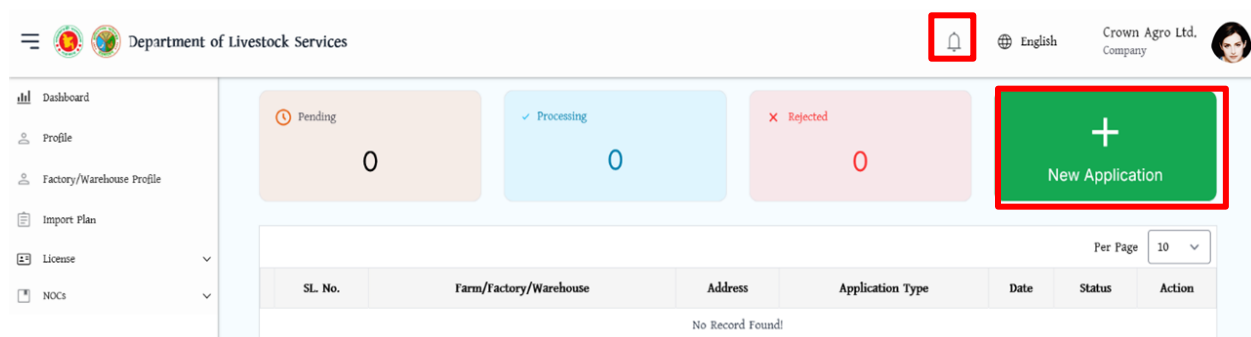
How does an applicant apply for an Others Farm?

To apply for a **Others Farm**, the applicant needs to click on the Farm registration menu, which directs him/her to the page for creating a new application. The applicant can access the Farm registration 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.

Application Procedure:

After clicking on the add new application button user will be taken to page for application for farm registration where user must select Registration for **G.P. Stock and Snake/Crocodile Farm** and Farm type can be **Chicken G.P farm/Duck G.P farm or Snake Farm/Crocodile farm**. User Clicks next button to start the application process.

Application For Farm Registration

Choose Registration Form *

Duck-Chicken Parent Stock/ Commercial Farm

Select Farm Type *

Chicken Parent Stock Firm (set up within breeder farms including hatcheries)

Next >

Or,

Duck chicken parent stock/commercial farm

Phase 1: Applicant Information

Phase 1 is auto filled with all the information that is already provided in Profile and Factory/Warehouse Profile. Permanent address needs to be filled as per their respective address. There are drop down menus for division, district and Upazila/Thana That needs to be selected respectively as per their address. Then user clicks the next button again to go to next page.

Application form for registration of establishment of Grand Grand Parent Stock/ Grand Parent Stock

1 Applicant Information

2 Organization Information

3 Documents

Applicant Name *

Safina Hamid

Applicant Name (Bangla) *

সাকিনা হামিদ

Mobile Number *

01316901501

Email *

cal@gmail.com

Present Address *

Uttara, Dhaka

Present Address (Bangla) *

উত্তরা, ঢাকা

Farm Address

Farm Name *

Farm Name (Bangla) *

Division *

Select Division

District *

Select District

Upazila/ Thana *

Select Upazila/Thana

Farm Address *

Farm Address (Bangla) *

Next >

Phase 2: Organization Information

The user has to fill in other necessary fields such as-

- Number of chickens
- Chicken Breed
- Date
- Man Power Structure
- Description of construction plan
- Chicks' production rate
- Electricity source and amount
- 24/7 Power system status
- Deases Data Storage system
- Number of incubator (Setter and Hatcher)

Applicant needs select radio button whether –

- Have biosecurity conditions been followed
- Has Own Feed Mill

Then user Clicks on the **next** button

1
Applicant Information
2
Organization Information
3
Documents

Number of Chickens *
689

Deployment:
☒ Running
☐ Potential
Activity:
☒ Running
☐ Potential

Date *
12/12/2004
Date *
05/27/1981

Manpower Structure *
Doloremque quam magn

Description of Construction Plan *
Unde ex quo placeat

Type of Waste Disposal Management *
Atque eu voluptas ab

Disease Data Storage System *
Amet neque dolor ni

Have biosecurity conditions been followed?
☐ Yes
☒ No

1 Applicant Information

2 Organization Information

3 Documents

Note: The file must be in .pdf, .jpg, .jpeg, .png format. Maximum file size 2.5 megabytes.

Required Documents

1. Layout Plan *	Upload	Attached	8. NID *	Attached
2. Income Tax Certificate *	Upload	Attached	9. TIN *	Attached
3. Health Certificate *	Upload	Attached	10. BIN *	Attached
4. Disease Identify Laboratory *	Upload	Attached	11. Trade License *	Attached
5. Incinerator Image *	Upload	Attached	12. Image *	Attached
6. Environment Certificate *	Upload	Attached	13. Signature *	Attached
7. Additional Attachment	Upload			

Phase 3: Documents

Here user needs to upload attachments as per list provided-

- Layout plan
- Income tax certificate
- Health certificate
- Disease identify laboratory
- Incinerator image
- Environment certificate
- Additional attachment

And Some attachments will be auto attached by the system. They are-

- NID
- TIN
- BIN
- Trade License
- Image
- Signature

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.

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

 Print
  Application preview

Farm Type	: Chicken G.P. Farm
Applicant Name	: Safina Hamid
Applicant Name (Bangla)	: সাফিনা হামিদ
Mobile Number	: 01316901501
Email	: cal@gmail.com
Present Address	: Uttara, Dhaka
Present Address (Bangla)	: উত্তরা, ঢাকা
Permanent Address	: Uttara, Dhaka
Permanent Address (Bangla)	: উত্তরা, ঢাকা
Farm Name	: dsfsd
Farm Name (Bangla)	: sdfsd
Division	: Dhaka
District	: Dhaka
Upazila/ Thana	: Savar Upazila
Farm Address	: fsdf
Farm Address (Bangla)	: fsdf
Contact Person Name	: Rakibul Islam
Contact Person Mobile	: 01852525452
Contact Person Email	: jolil@gmail.com
Number of Chickens	: 233
Deployment Date	: 2008-02-01
Activity Start Date	: 1980-10-29
Chicken Breed	: Magna molestias irur
Number of Setter Incubator	: 815
Number of Hatcher Incubator	: 529
Manpower Structure	: Velit illum debiti
Description of Construction Plan	: Repudiandae molestia
Chicks Production Rate	: Vel ut vitae ut Nam
Electricity Source and Amount	: Non reprehenderit n
24/7 Power System Status	: Laboris dolorum adip
Have biosecurity conditions been followed?	: Yes
Disease Data Storage System	: Ratione magna aliqua

Incinerator Image	:	Attachment
Environment Certificate	:	Attachment
NID Number	:	9766437665
NID	:	Attachment
TIN Number	:	123456789055
TIN	:	Attachment
BIN Number	:	111111111
BIN	:	Attachment
Additional Attachment	:	Attachment



Image



Signature

Layout Plan



Disease Identify Laboratory

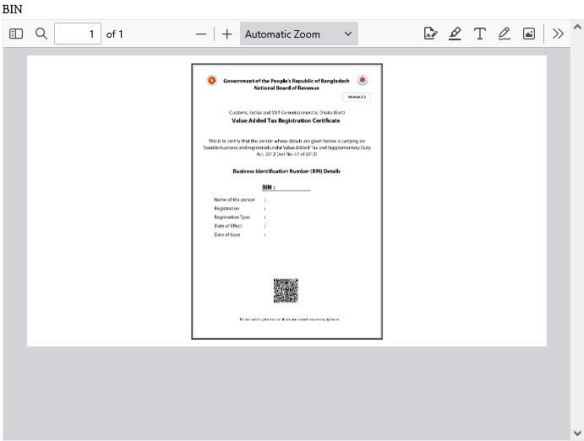
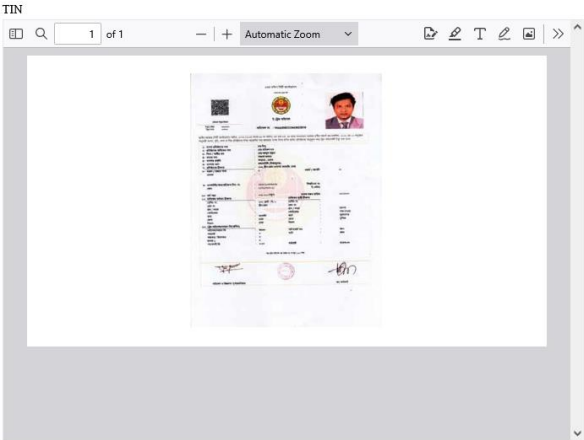


Incinerator Image



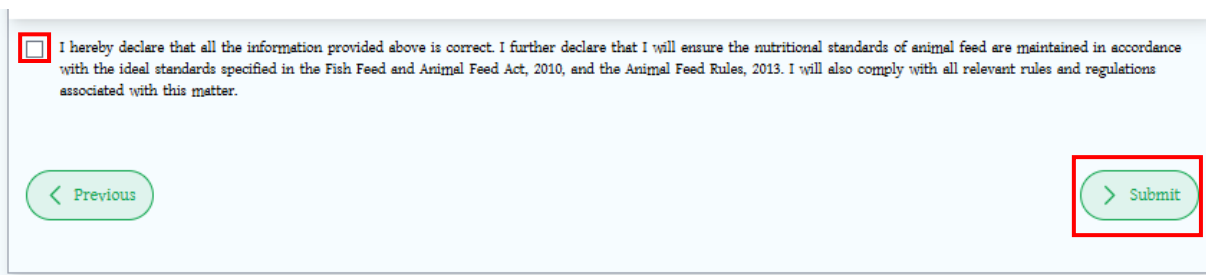
Environment Certificate





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.

< Previous

> Submit

User must accept terms and condition, click on check box and then submit the application.

Duck/Chicken farm

Application Procedure:

After clicking on the add new application button user will be taken to page for application for farm registration where user must select Registration for **Duck/Chicken Farm** and Farm type can be **Chicken farm (boiler, layer, Sonali), duck farm, hatchery, pheasant farm, pigeon farm, Quail farm, Swan farm, Turkey farm** . User Clicks next button to start the application process



Application For Farm Registration

Choose Registration Form *
Duck/ Chicken Firm

Select Farm Type *
Chicken Farm (Broiler)

Next >

Phase 1: Applicant Information

Phase 1 is auto filled with all the information that is already provided in Profile and Factory/Warehouse Profile. Permanent address needs to be filled as per their respective address. There are drop down menus for division, district and Upazila/Thana That needs to be selected respectively as per their address. Then user clicks the next button again to go to next page.

Application For Farm Registration

Application form for registration of establishment of Duck/ Chicken Farm

1 Applicant Information
2 Organization Information
3 Documents

Applicant Name *
Safina Hamid

Applicant Name (Bangla) *
সফিনা হামিদ

Mobile Number *
01316901501

Email *
cal@gmail.com

Present Address *
Uttara, Dhaka

Present Address (Bangla) *
উত্তরা, ঢাকা

☒ Permanent and current addresses are the same

Permanent Address *
Uttara, Dhaka

Permanent Address (Bangla) *
উত্তরা, ঢাকা

Farm Address

Farm Name *
fdsf

Farm Name (Bangla) *
fsdf

Division *
Dhaka

District *
Dhaka

Upazila/ Thana *
Seaver Upazila

Farm Address *
sdfsd

Farm Address (Bangla) *
sdfsd

Next >

Phase 2: Organization Information

The user has to fill in other necessary fields such as-

- Number of Snake, Crocodiles
- Deployment Date
- Activity Date
- Man Power Structure
- Description of construction plan
- Type of Biosecurity Measures
- Data Storage system
- Type of Waste Disposal Management
- Farm Security Measures

Phase 3: Documents

Here user needs to upload attachments as per list provided-

- Layout plan
- Income tax certificate
- Health certificate
- Disease identify laboratory
- Incinerator image
- Environment certificate
- Additional attachment

And Some attachments will be auto attached by the system. They are-

NID, TIN, BIN, Trade License, Image & Signature.

1

Applicant Information

2

Organization Information

3

Documents

Note: The file must be in .pdf, .jpg, .jpeg, .png format. Maximum file size 2.5 megabytes.

Required Documents

1. Layout Plan * Upload Attached	8. NID * Attached
2. Income Tax Certificate * Upload Attached	9. TIN * Attached
3. Health Certificate * Upload Attached	10. BIN * Attached
4. Disease Identify Laboratory * Upload Attached	11. Trade License * Attached
5. Incinerator Image * Upload Attached	12. Image * Attached
6. Environment Certificate * Upload Attached	13. Signature * Attached
7. Additional Attachment Upload Attached	

< Previous

Next >

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.

[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		Print	Application preview
Farm Type	:	Crocodile Farm	
Applicant Name	:	Risa Sears	
Applicant Name (Bangla)	:	Damon Pearson	
Mobile Number	:	01789780967	
Email	:	sasesyd@mailinator.com	
Present Address	:	Eaque natus explicab	
Present Address (Bangla)	:	Sint duis molestiae	
Permanent Address	:	Fugiat a quidem ut i	
Permanent Address (Bangla)	:	Quaerat repellendus	
Farm Name	:	Deirdre Hyde	
Farm Name (Bangla)	:	Sheila Byrd	
Division	:	Sylhet	
District	:	Habiganj	
Upazila/ Thana	:	Ajmiriganj	
Farm Address	:	Non quisquam reicien	
Farm Address (Bangla)	:	Ab voluptates ad inc	
Contact Person Name	:	Rakibul Islam	
Contact Person Mobile	:	01852525452	
Contact Person Email	:	jolil@gmail.com	
Number of Snake, Crocodile	:	956	
Deployment Date	:	1982-10-21	

Activity Start Date	:	1970-05-27
Manpower Structure	:	Ut non quo sint prae
Description of Construction Plan	:	Eiusmod tempor et at
Type of Biosecurity Measures	:	Ad fugit et duis ea
Data Storage System	:	Odio veniam illum
Type of Waste Disposal Management	:	Id aut neque omnis
Farm Security Measures	:	Cum pariatur Sunt s
Layout Plan	:	Attachment
Trade License	:	Attachment
Income Tax Certificate	:	Attachment
Health Certificate	:	Attachment
Disease Identify Laboratory	:	Attachment
Incinerator Image	:	Attachment
Environment Certificate	:	Attachment
NID Number	:	9766437665
NID	:	Attachment
TIN Number	:	123456789055
TIN	:	Attachment
BIN Number	:	111111111
BIN	:	Attachment
Additional Attachment	:	Attachment



Image

Signature

Layout Plan



Trade License

1 of 1 Automatic Zoom

কমিউনিটি বোর্ড
১৪৮৮ কামিলেট

আব্দুল হক
১৫/০৮/২০২২

আব্দুল হক
১৫/০৮/২০২২

১. আবেদনকারীর নাম: আব্দুল হক
২. পিতা/পরিচালক: আব্দুল হক
৩. বসতি: ১৫/০৮/২০২২
৪. পেশা/কাজ: ১৫/০৮/২০২২
৫. আবেদনকারীর ঠিকানা: ১৫/০৮/২০২২
৬. আবেদনকারীর বয়স: ১৫/০৮/২০২২
৭. আবেদনকারীর পিতা/পরিচালক: ১৫/০৮/২০২২
৮. আবেদনকারীর বসতি: ১৫/০৮/২০২২
৯. আবেদনকারীর পেশা/কাজ: ১৫/০৮/২০২২
১০. আবেদনকারীর ঠিকানা: ১৫/০৮/২০২২
১১. আবেদনকারীর বয়স: ১৫/০৮/২০২২
১২. আবেদনকারীর পিতা/পরিচালক: ১৫/০৮/২০২২
১৩. আবেদনকারীর বসতি: ১৫/০৮/২০২২
১৪. আবেদনকারীর পেশা/কাজ: ১৫/০৮/২০২২
১৫. আবেদনকারীর ঠিকানা: ১৫/০৮/২০২২

Income Tax Certificate



Health Certificate



Disease Identify Laboratory



Incinerator Image

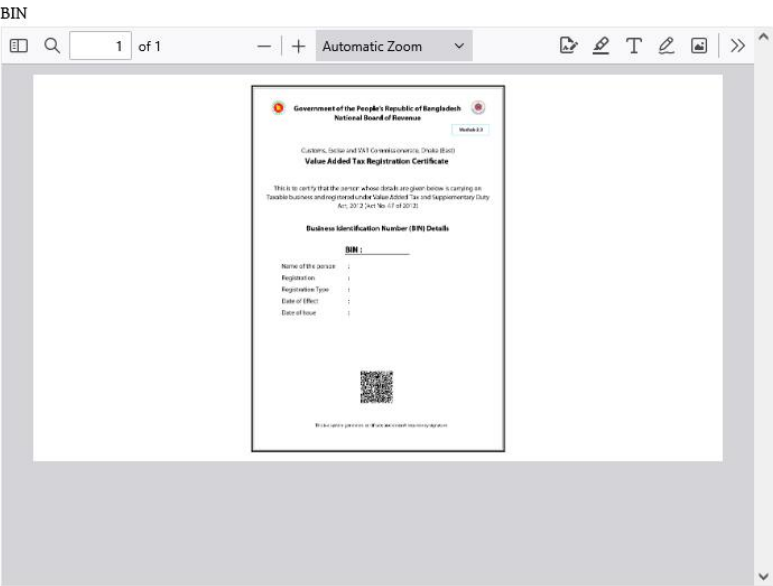
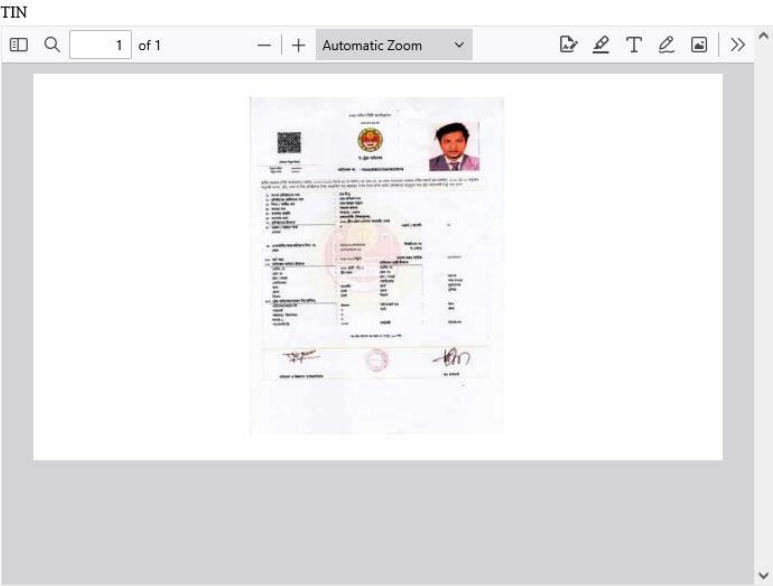


Environment Certificate



NID





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.

[< Previous](#)[> Submit](#)

User must accept terms and condition, click on check box and then submit the application.

Cow/Buffalo/goat/sheep others animal commercial Farm

Application Procedure:

After clicking on the add new application button user will be taken to page for application for farm registration where user must select Registration for **Duck/Buffalo/goat/sheep others animal commercial farm** and Farm type can be **Dairy farm(cow), Dairy farm(buffalo), Fattening farm(cow), Fattening farm(buffalo), goat farm, pig farm, sheep farm**. User Clicks next button to start the application process

[Dashboard](#) > [Application For Farm Registration](#)

Application For Farm Registration

Choose Registration Form *

Cow/ Buffalo/ Goat/ Sheep/ Other Animals Commercial Farm

Select Farm Type *

Pig Farm

[Next >](#)

Phase 1: Applicant Information

Phase 1 is auto filled with all the information that is already provided in Profile and Factory/Warehouse Profile. Permanent address needs to be filled as per their respective address. There are drop down menus for division, district and Upazila/Thana That needs to be selected respectively as per their address. Then user clicks the next button again to go to next page.

Application For Farm Registration

Application form for registration of establishment of Duck/ Chicken Farm

1 Applicant Information
2 Organization Information
3 Documents

Applicant Name *

Applicant Name (Bangla) *

Mobile Number *

Email *

Present Address *

Present Address (Bangla) *

☒ Permanent and current addresses are the same

Permanent Address *

Permanent Address (Bangla) *

Farm Address

Farm Name *

Farm Name (Bangla) *

Division *

District *

Upazila/ Thana *

Farm Address *

Farm Address (Bangla) *

[Next >](#)

Phase 2: Organization Information

The user has to fill in other necessary fields such as-

- Number of Snake, Crocodiles
- Deployment Date
- Activity Date
- Man Power Structure
- Description of construction plan
- Type of Biosecurity Measures
- Data Storage system
- Type of Waste Disposal Management
- Farm Security Measures

Phase 3: Documents

Here user needs to upload attachments as per list provided-

- Layout plan
- Income tax certificate
- Health certificate
- Disease identify laboratory
- Incinerator image
- Environment certificate
- Additional attachment

And Some attachments will be auto attached by the system. They are-

NID, TIN, BIN, Trade License, Image & Signature.

1

Applicant Information

2

Organization Information

3

Documents

< Previous

Next >

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.

[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

short preview

ফর্ম ৮ (ঘ)

গরু/ মহিষ/ ছাগল/ ভেড়া/ অন্যান্য প্রাণীর বাণিজ্যিক খামার স্থাপনের নিষেধন প্রাপ্তি আবেদনপত্র
[বিধি-১৮ চুক্তি]

বরাবর,
জেলা প্রানিসম্পদ কর্মকর্তা
ঢাকা।

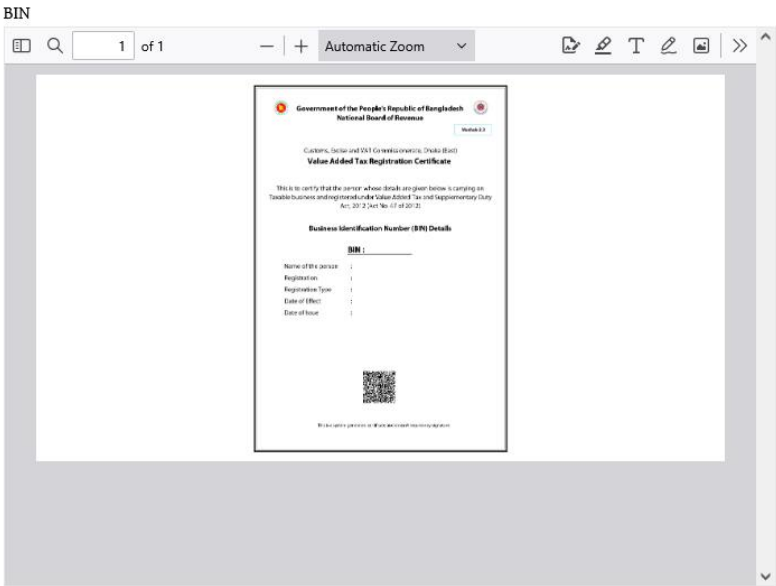
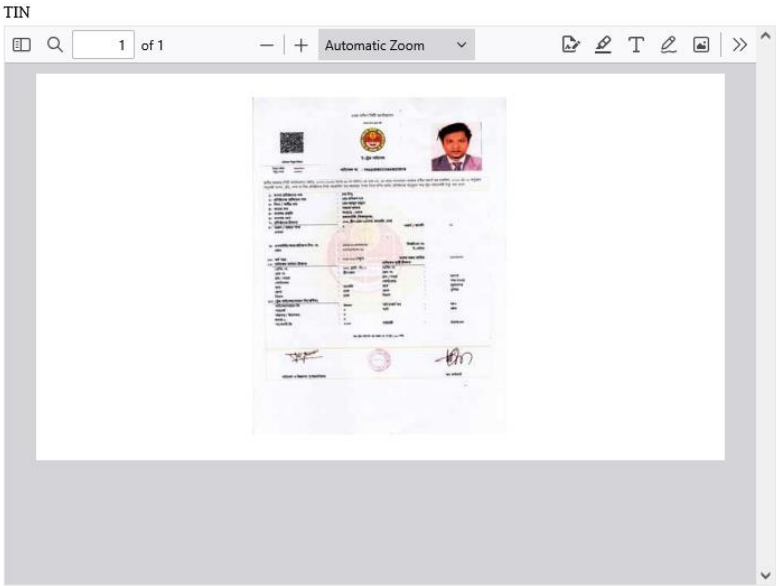
জনাব,
আমি/ আমরা নিম্নস্বাক্ষরকারী ব্যক্তি/ব্যক্তিবর্গ/কোম্পানি গরু/ মহিষ/ ছাগল/ ভেড়া/ অন্যান্য প্রাণীর বাণিজ্যিক খামার স্থাপন ও পরিচালনা করতে আগ্রহী। সংশ্লিষ্ট বিষয়ে প্রচলিত সরকারী নীতিমালা ও শর্তাবলী পালনে অঙ্গীকারাবদ্ধ।

১।	আবেদনকারী ব্যক্তি/ প্রতিষ্ঠানের নাম	:	Simone Cooley
২।	ঠিকানাঃ		
	ক) স্থায়ী - Autem in rerum ut co		
	খ) বর্তমান - Qui ea consecetur e		
৩।	গরু, মহিষ, ছাগল ও ভেড়ার সংখ্যা	:	36
৪।	সম্ভাব্য স্থাপনকাল	:	08-11-1976
৫।	অবস্থান ও ঠিকানা	:	Non nulla culpa quia, সাভার উপজেলা, ঢাকা, ঢাকা
৬।	বর্তমান কার্যক্রম চলমান কি না, হইলে চালুর তারিখ	:	হ্যাঁ। তারিখঃ- 16-01-1977
৭।	চলমান না হইলে সম্ভাব্য চালুর তারিখ	:	
৮।	লে-আউট প্লান (সংযুক্ত) (যে ক্ষেত্রে সংগ্রহ করা হয় নাই সেক্ষেত্রে সংগৃহীতব্য বিবরণ)	:	Attached
৯।	খামারের ধরণ	:	শুষ্ক খামার
১০।	জনবল কাঠামো	:	Voluptatem odio volu
১১।	নির্মাণ	:	Quo amet maxime eu
১২।	পরিবহনিত নির্মাণের বর্ণনা	:	Minim optio est sin
১৩।	বায়োসিকিউরিটি ব্যবস্থার ধরণ	:	Magnam eum laborum
১৪।	রেকর্ড সংরক্ষণের পদ্ধতি	:	Nemo nihil sequi con
১৫।	বর্জ্য অপসারণের ব্যবস্থাপনার ধরণ	:	Expedita quisquam ve

Date- 29-05-2025

Proprietor's signature

(Seal)



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.

< Previous
Submit >

Incomplete Answering Process

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

Dashboard > Farm Applications List

Pending 3
Processing 17
Rejected 2
+ New Application

SL No.	Registration Type	Farm Type	Farm Name	Address Details	Application Type	Date	Status	Action
1	Cow/ Buffalo/ Goat/ Sheep/ Other Animals Commercial Farm	Pig Farm	Byron Bailey	Sed aliqua In ad qu	New	29-05-25	Incomplete	View Edit

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

Deployment: ☐ Running ☒ Potential

Activity: ☐ Running ☒ Potential

Date * 06/04/2004

Date * 01/12/1983

Manpower Structure *

30

Minimum value 35

Description of Construction Plan *

Fully Constructed

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 DLO, the applicant can no longer use it for Farm issuance. The status of the application is updated to **Rejected**.

⌚ Pending

2

✓ Processing

17

✗ Rejected

3

+

New Application

Per Page: 10

SL No.	Registration Type	Farm Type	Farm Name	Address Details	Application Type	Date	Status	Action
1	Cow/ Buffalo/ Goat/ Sheep/ Other Animals Commercial Farm	Pig Farm	Byron Bailey	Sed aliqua In ad qu	New	29-05-25	Incomplete	View Edit
2	Duck/ Chicken Firm	Chicken Farm (Broiler)			New		Draft	Edit
3	Duck-Chicken Parent Stock/ Commercial Farm	Chicken Parent Stock Firm (set up within breeder farms including hatcheries)	fgg	gfdg	New	29-05-25	Rejected	View

Farm Registration Fee payment process

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

7	Grand Grand Parent Stock/ Grand Parent Stock	Chicken G.P. Farm	সোদালি ফার্ম	Road 08, Nikunja-02	New	21-05-25	Rejected	View
8	Grand Grand Parent Stock/ Grand Parent Stock	Duck G.P. Farm	Zamshed Agro	Dhaka	New	21-05-25	Add to Final List	View
9	Grand Grand Parent Stock/ Grand Parent Stock	Chicken G.P. Farm	Doyel Agro	Savar	New	21-05-25	Approved	View Payment
10	Grand Grand Parent Stock/ Grand Parent Stock	Chicken G.P. Farm	Bismillah Agro	Feni	New	21-05-25	Add to Final List	View

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

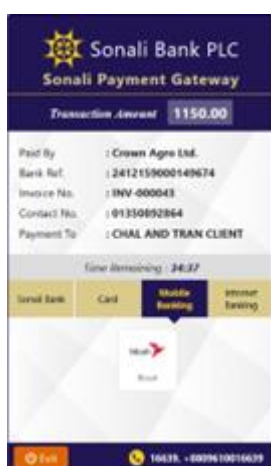
The **Status** column data keeps updating based on the stages an application is going through.

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:
 - a. Sonali Bank: If you prefer a direct bank transfer or counter payment.
 - b. Card: If you wish to pay using a debit/credit card.
 - c. Mobile Banking: For payment through Bkash mobile banking apps.
 - d. 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.



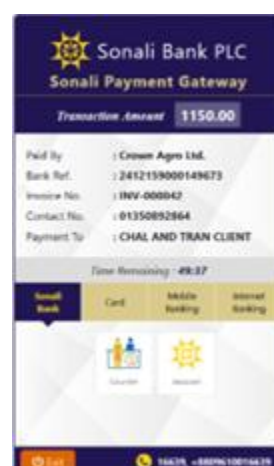
(a)



(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**.

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.

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 **Registration 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 farm application process.

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

Payment Receipt

Application Id : 21 Date : 24-12-2024

Applicant Name : Safina Hamid
Mobile No : 0173777778

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

Paid via: Online
বিশেষ নির্দেশনাঃ
স্বাক্ষর জমা দেওয়ার সময় অবশ্যই মানি রিসিট সঙ্গে নিয়ে আসবেন।

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

Print

All Farm Menu

SL. NO	Farm Name	Registration Number	Category	Issue Date	Expiry Date	Action
1	সোনালি ফার্ম	2	Cow/ Buffalo/ Goat/ Sheep/ Other Animals Commercial Farm	2025-04-27	2025-06-30	View
2	সোনালি ফার্ম	2	Cow/ Buffalo/ Goat/ Sheep/ Other Animals Commercial Farm	2025-04-27	2025-06-30	View
3	সোনালি ফার্ম	1	Grand Grand Parent Stock/ Grand Parent Stock	2025-04-27	2025-06-30	View

Active Farm tab shows the list of all farm that are already approved. The table within this tab includes columns such as **SL. No., Farm Name, Category, Registration number, issue date, Expiry Date, and Action**. The **Action** column includes the following features for the applicant:

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

	গণপ্রজাতন্ত্রী বাংলাদেশ সরকার জেলা প্রাণিসম্পদ অফিসারের কার্যালয় ঢাকা www.dla.gov.bd	
স্মারক নং- -০০০০০০০০০০০০৯৯	তারিখঃ ২৯/০৫/২০২৫ খ্রিঃ	
খামারের নাম - সোমালি ফর্ম মালিকের নাম - সাফিয়া হামিদ ঠিকানা - Savar_bui, সাজার উপজেলা, ঢাকা, ঢাকা। তার আবেদনের প্রেক্ষিতে ও উপজেলা প্রাণিসম্পদ অফিসারের সুপারিশক্রমে খামার নিবন্ধন প্রদান করা হলো।		
তাহার খামারের নিবন্ধন নংঃ ২	তারিখঃ ৩০/০৬/২০২৫ খ্রিঃ।	
	<i>(Signature)</i> ২৯/০৫/২০২৫ বাসনা আর্থার জেলা প্রাণিসম্পদ কর্মকর্তা ঢাকা	

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

To renew a farm, applicant has to perform the entire farm issuance again in the same process. After that, Application Type will be changed to **Renew**.

Per Page: 10								
SL No.	Registration Type	Farm Type	Farm Name	Address Details	Application Type	Date	Status	Action
1	Cow/ Buffalo/ Goat/ Sheep/ Other Animals Commercial Farm	Dairy Farm (Buffalo)	Shonali Farm	Savar	Renew	29-05-25	Submitted	View
2	Cow/ Buffalo/ Goat/ Sheep/ Other Animals Commercial Farm	Pig Farm	Byron Bailey	Sed aliqua In ad qu	New	29-05-25	Incomplete	View Edit
3	Duck/ Chicken Firm	Chicken Farm (Broiler)			New		Draft	Edit

Department of Livestock Services

English
Crown Agro Ltd. Company

Pending 0

Processing 7

Rejected 0

+ New Application

Per Page: 10								
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	View	Invoice
2	Crown Agro Ltd.	Savar, Dhaka	New	24-12-24	Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2)	License Issued	View	
3	Crown Agro Ltd.	Savar, Dhaka	New	24-12-24	Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2)	Meeting Approved	View	
4	Crown Agro Ltd.	Savar, Dhaka	Renew	23-12-24	Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2)	Office Inspected	View	
5	Crown Agro Ltd.	Savar, Dhaka	Renew	23-12-24	Animal Feed Importers/ Animal Feed Importers/ Exporters (Category-2)	DD Updated	View	

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

Here applicant has to pay again for renewal of his application like before.

Dashboard > Farm Applications List

Pending 2

Processing 18

Rejected 3

+ New Application

Per Page: 10								
SL No.	Registration Type	Farm Type	Farm Name	Address Details	Application Type	Date	Status	Action
1	Cow/ Buffalo/ Goat/ Sheep/ Other Animals Commercial Farm	Dairy Farm (Buffalo)	Shonali Farm	Savar	Renew	29-05-25	Approved	View Payment

Show Cause Tab

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

Active Farm Show Cause Suspended						
SL. NO	Farm Name	Registration Number	Category	Show cause date	Status	Action
1	সোনালি ফার্ম	1	Grand Grand Parent Stock/ Grand Parent Stock	24-05-2025	Pending	View
2	সোনালি ফার্ম	1	Grand Grand Parent Stock/ Grand Parent Stock	24-05-2025	Pending	View
3	সোনালি ফার্ম	2	Cow/ Buffalo/ Goat/ Sheep/ Other Animals Commercial Farm	27-04-2025	Answered	View

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-

1. Red

মোঃ শরিফুল হক
উপপরিচালক (খামার শাখা)
01324288736
farm@dls.gov.bd

[Reply](#)

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

Remarks

Paragraph

উপর্যুক্ত বিষয়ের পরিশ্রুতিতে জানানো যাচ্ছে যে, আমাদের ফার্ম (নাম) নিবন্ধন নম্বর 1 এর শর্তসমূহ মেনে চলার ব্যাপারে সর্বাধিক চেষ্টা করেছে। তবে, কিছু অনাকাঙ্ক্ষিত পরিস্থিতির কারণে শর্ত ভঙ্গ হয়েছে যা পুরোপুরি অনিচ্ছাকৃত এবং আপাতত সংশোধনের পদক্ষেপ নেওয়া হয়েছে।
আপনার নির্দেশনা অনুযায়ী আমরা আগামী 24-05-2025 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

Choose File No file chosen

← Previous Submit →

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

Active Farm Show Cause Suspended						
SL. NO	Farm Name	Registration Number	Category	Show cause date	Status	Action
1	শোনালি ফার্ম	1	Grand Grand Parent Stock/ Grand Parent Stock	24-05-2025	Answered	View
2	শোনালি ফার্ম	1	Grand Grand Parent Stock/ Grand Parent Stock	24-05-2025	Pending	View
3	শোনালি ফার্ম	2	Cow/ Buffalo/ Goat/ Sheep/ Other Animals Commercial Farm	27-04-2025	answered	View

Suspended Tab

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

Dashboard > All Farm						
Active Farm Show Cause Suspended						
SL. NO	Farm Name	Registration Number	Category	Suspend Date	Status	Action
1	Shonali Farm	2	Cow/ Buffalo/ Goat/ Sheep/ Other Animals Commercial Farm	29-05-2025	suspended	View

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



গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
জেলা প্রাণিসম্পদ অফিসারের কার্যালয়
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স্মারক নং- -০০০০০০০০০০০০০৯৯ তারিখঃ ২৯/০৫/২০২৫ খ্রিঃ।

খামারের নাম - সোনালি ফার্ম মালিকের নাম - সাফিনা হামিদ ঠিকানা - Savar_bn, সাতার উপজেলা, ঢাকা, ঢাকা। তার আবেদনের প্রেক্ষিতে ও উপজেলা প্রাণিসম্পদ অফিসারের সুপারিশক্রমে খামারটি নিবন্ধন প্রদান করা হলো।

তাঁহার খামারের নিবন্ধন নংঃ ২ তারিখঃ ৩০/০৬/২০২৫ খ্রিঃ।




২৯/০৫/২০২৫
বাসমা আবতার
জেলা প্রাণিসম্পদ কর্মকর্তা
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