

# Process for Generating Statement on Origin in EPB Export Tracker

**Description:** The Statement of Origin is a declaration by the exporter about the origin of its product. Generating a Statement of Origin from the REX (Registered Exporter) system involves creating a document that certifies the origin of goods exported from a REX-registered country to EU. After REX registration, exporters on their own can declare Statement of Origin, which will serve as a Certificate of Origin. When declaring Statement of Origin in EPB export tracker, it automatically submitted to EPB for verification.

**Responsible Agency:** Export Promotion Bureau (EPB)

**Applicability:** Anyone who wants to export to European Union (EU)

**Time of Submission:** After export

**Method of Submission:** Online

**Fee:** 250 BDT per consignment

**Validity:** 15 days

**Processing Time:** 7 working days

## Steps To Declare Statement of Origin and Submit Documents for Verification

**Step 1:** Login into the [EPB Export Tracker](#)

\* For new username and password, click on [REX Exporter Registration](#). The option can be found in bottom-right of [EPB Export Tracker](#). Fill up the application form duly and attach the 4-page document with signature provided by EPB when providing REX number. After submission, EPB will check and provide username and password in email.

**Step 2:** After login into the page, select "Statement of Origin" from the opened window, and then select "Add SoO".

**Step 3:** Fill up the new "SoO" Form. The fields in the Form include Importer's Details, Shipping's Details, Packing's Details, Document's Details, and Bill of Export's Details.

**Step 4:** Attach required documents

**Step 5:** After attaching all the required documents, click "Payment and Submission". After payment the new SoO Form will be automatically submitted.

\*The payment can be done through EPB pay-slip, Bkash, Nagad, Visa card, Master card

## Required Documents

1. Commercial Invoice

2. Bill of Export (Customs Shipping Bill)
3. Bill of Lading/ Air Way Bill
4. Bangladesh Bank EXP Form
5. SoO form signed copy
6. Cost Breakdown (If needed)
7. Phytosanitary Certificate (If needed)
8. Health Certificate (If needed)

**Contact for Further Information**

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