



NESREA Environmental Permit, Audit and Management Portal (NESCAP)

User Guide

**Prepared by
National Environmental Standards and Regulations Enforcement Agency
(NESREA)**



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NESREA ENVIRONMENTAL PERMIT, AUDIT AND MANAGEMENT PORTAL

Introduction

NESREA has the responsibility to enforce all environmental laws, guidelines policies, standards and regulations in Nigeria. NESREA is also mandated to enforce compliance with regulations on the importation, exportation, production, distribution, storage, sale, use handling and disposal of hazardous chemicals and waste other than in the oil and gas industry.

The Environmental Import Clearance Portal is provided by NESREA in line with the Federal Government's Executive Order on the Ease of Doing Business to promote economic development in Nigeria.

The NESREA Conformity Assessment Program (NESCAP) is a digital platform that enable importers to register with NESREA as well as make all payments with ease. NESCAP allow an importer to make a request for **Environmental Import Clearance Letter** as well as apply for **Environmental Import Release Letter**.

NESCAP Home Screen

NESREA
National Environmental Standards and Regulations Enforcement Agency

NesCAP
Nesrea Conformity Assessment Portal


HOME QUICK GUIDE ENROLMENT LOGIN

Welcome to NesCAP

The Mandate

National Environmental Standards and Regulations Enforcement Agency


Nesrea has responsibility to enforce all environmental laws, guidelines policies, standards and regulations in Nigeria. Nesrea is also mandated to enforce compliance with regulations on the importation, exportation, production, distribution, storage, sale, use handling and disposal of hazardous chemicals and waste other than in the oil and gas industry.



The Target

48hrs - Process and Issue Import Clearance Certificates


The Environmental Import Clearance Procedure was targeted by Nesrea for automation in line with the Federal Government's Executive Order on the Ease of Doing Business to promote economic development in Nigeria. We should target maximum of 48hrs for the time taken to process and issue the import clearance certificates.



The Solution

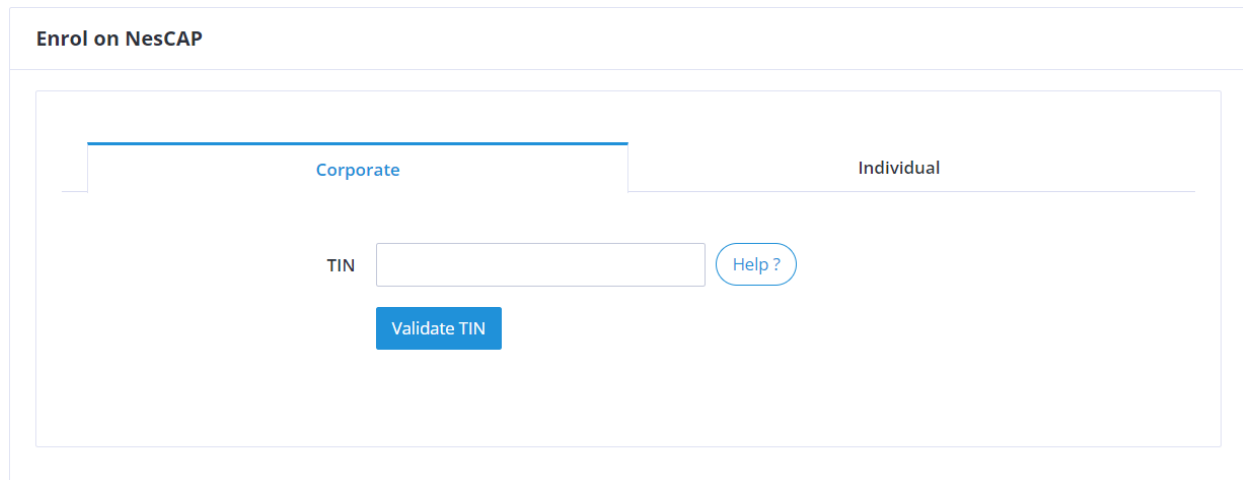
NesCAP-The Nesrea Platform for Conformity Assessment

The Nesrea Conformity Assessment Program (NesCAP) is a digital platform that enable importers to register with Nesrea as well as make all payments with ease. NesCap allow an importer to make a request for import clearance as well as apply for import release certificate.

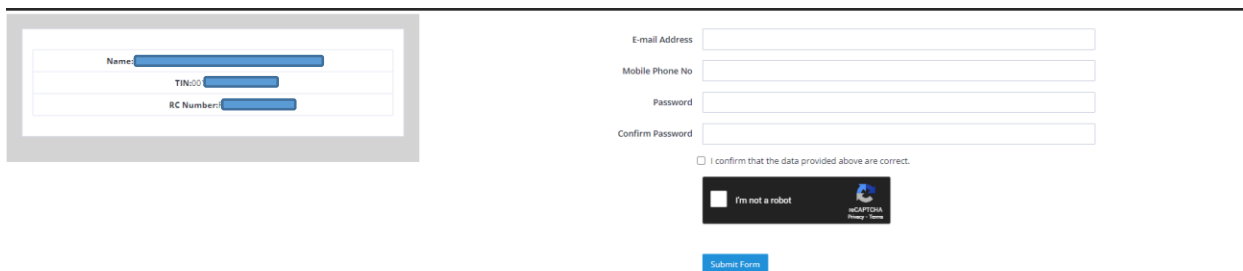


NESCAP ENROLMENT for Companies

Use the Enrolment menu on this portal to get your company enrolled on the NESCAP Platform. You simply provide your TIN and other details to get started. TIN is the Tax Identification Number.



The user is required to enter a valid TIN. Upon successful input of a valid TIN the basic record of the company is pulled from FIRS record. This is via an integration with FIRS

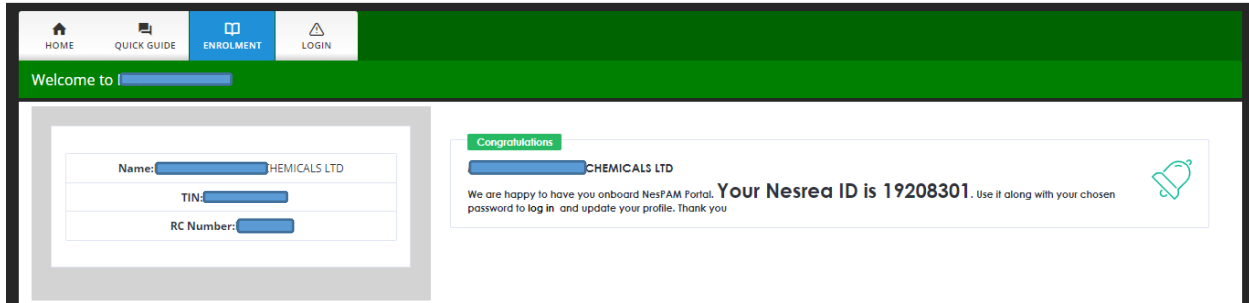


The user is required to fill the form by inputting

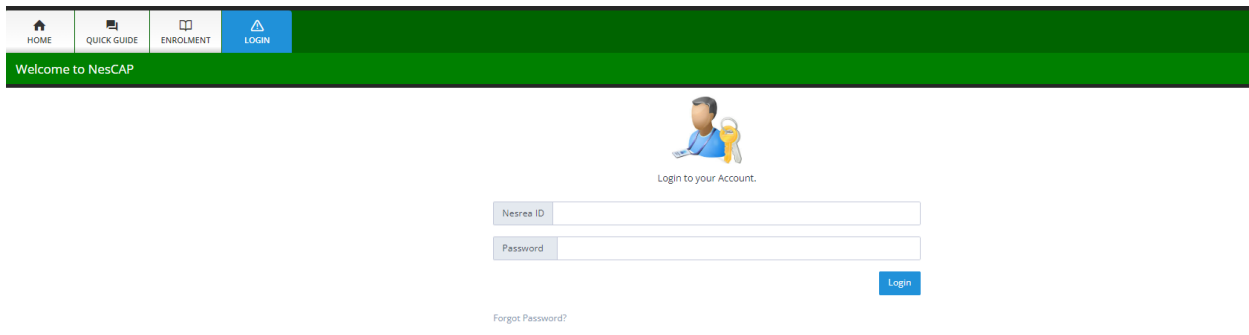
- Email Address
- Mobile Phone Number
- Password
- Password Confirmation
- Data Confirmation Check
- Captcha Check
- Submit Form



NOTE: The user is required to note the password entered and ensure that the Mobile number entered is accessible. On Clicking the Submit Button, an SMS is sent to the Mobile Number with a Unique NESREA ID number. This NESREA ID Number and password become the login credentials of the user for assessing the NESCAP platform as shown below.



The user can now visit the Login Menu and will be required to enter the NESREA ID and the password to access the portal.



NESCAP ENROLMENT for Individual

Enrol on NesCAP

Corporate Individual

Full Name

E-mail Address


Mobile Phone No

Address

Password

Confirm Password

I confirm that the data provided above are correct.

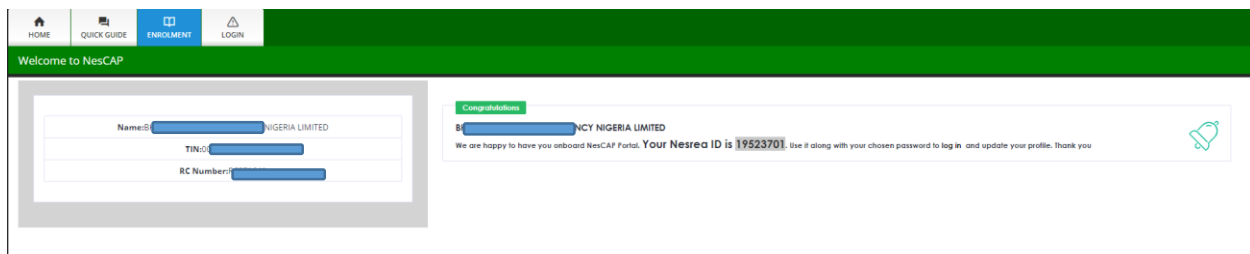
I'm not a robot 

Submit Form

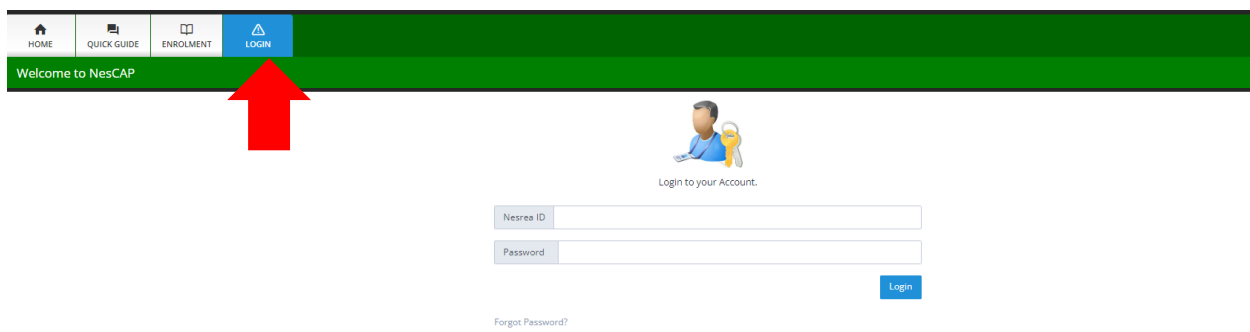
Individuals who wish to import items under the regulatory domain of NESREA are simply required to fill the form by inputting:

- Email Address
- Mobile Phone Number
- Address
- Password
- Password Confirmation
- Data Confirmation Check
- Captcha Check
- Submit Form

NOTE: The user is required to note the password entered and ensure that the Mobile number entered is assessable. On Clicking the Submit Button, an SMS is sent to the Mobile Number with a Unique NESREA ID number. This NESREA ID Number and password become the login credentials of the user for assessing the NESCAP platform as shown below.



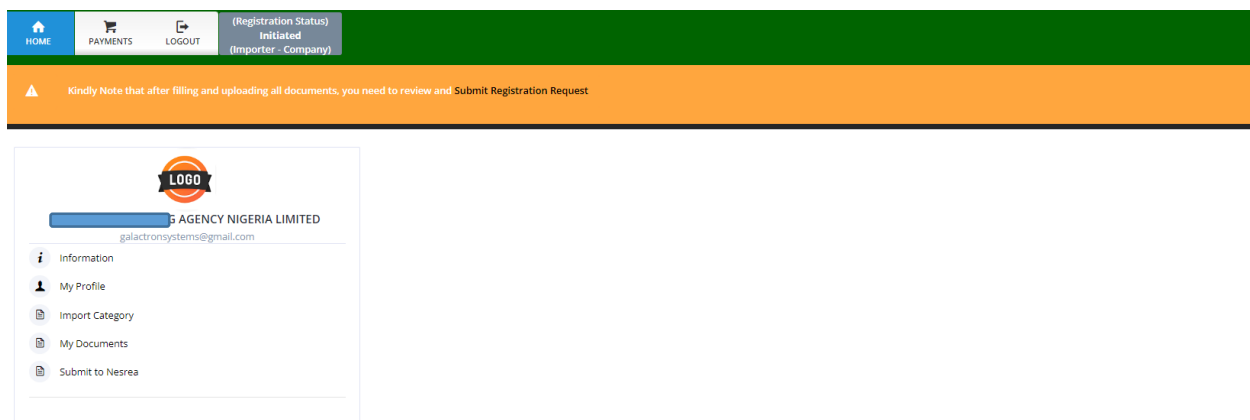
Successful Enrollment can proceed to login as shown below



THE DASHBOARD

A **dashboard** is a type of graphical user interface, which often provides at-a-glance views of key ELEMENTS (Menu) relevant to a particular objective or business process.

For the NESCAP Portal, the dashboard is the first screen that displays after a successful login. It displays the welcome message including the Registration status of the Company. On the left side, it displays the Registration Items of the Company. There is a limited number of menu items on the top of the screen at the Pre-Registration Stage.



The Dashboard above displays the home screen of the newly enrolled Company. The user Registration Status shows “**Initiated**” indicating that the user is yet to upload and submit required statutory documents.

REGISTRATION INFORMATION:

The following steps outlined below is required to complete the basic registration of the Company.

Step (1) Update Company Profile

The Company profile link allows you to change and edit your company profile. Please ensure that your company profile data is correct



Kindly Note that after filling and uploading all documents, you need to review and **Submit Registration Request**

AGENCY NIGERIA LIMITED
galactronsystems@gmail.com

- Information
- My Profile**
- Import Category
- My Documents
- Submit to Nesrea

Update Profile

State: Local Govt:

City: Website URL:

Step (2) Import Category

The user is required to select the preferred import category from a list 23 items. Multiple selection is allowed here.

Kindly Note that after filling and uploading all documents, you need to review and **Submit Registration Request**

AGENCY NIGERIA LIMITED
galactronsystems@gmail.com

- Information
- My Profile
- Import Category**
- My Documents
- Submit to Nesrea

Allowable Import categories

Display: Search:

Records Per Page:

CODE	DESCRIPTION	ACTION
NUSGE	Used Sports/Gym Equipment	<input type="button" value="Include"/>
NUTG	Used Transformers & Generators	<input type="button" value="Include"/>
PRM	Plastics & Plastics Raw Materials	<input type="button" value="Include"/>
ROG	Refrigerants & Other Gases	<input type="button" value="Include"/>

Showing Page 5 of 6 Previous 1 2 3 4 5 6 Next

My Selected categories

CODE	DESCRIPTION	ACTION
------	-------------	--------

Kindly Note that after filling and uploading all documents, you need to review and **Submit Registration Request**

AGENCY NIGERIA LIMITED
galactronsystems@gmail.com

- Information
- My Profile
- Import Category
- My Documents
- Submit to Nesrea

Allowable Import categories

Display: Search:

Records Per Page:

CODE	DESCRIPTION	ACTION
25	Asbestors	<input type="button" value="Include"/>
29	Chemicals	<input type="button" value="Include"/>
84	Refrigerators and Airconditioners	<input type="button" value="Include"/>
85	Electrical/Electronic Equipment	<input type="button" value="Include"/>

Showing Page 1 of 6 Previous 1 2 3 4 5 6 Next

My Selected categories

CODE	DESCRIPTION	ACTION
NUEEE	Used Electrical Electronics Equipment	<input type="button" value="X"/>
NUMI	Used Mixed Items	<input type="button" value="X"/>

Step (3) Upload Documents

The user is expected to upload mandatory documents from the list of documents

Kindly Note that after filling and uploading all documents, you need to review and [Submit Registration Request](#)

LOGO

BHAGAVAN CLEARING AGENCY NIGERIA LIMITED
galactronsystems@gmail.com

- Information
- My Profile
- Import Category
- My Documents
- Submit to Nesrea

Select PDF Document to Upload
Tax Clearance Certificate(Mandatory)

Choose File | A.pdf (Only PDF file Allowed)

1 ↑ 2 ↑

3 ↑

View My Uploaded Documents

DOCUMENT TYPE	ACTION	ACTION
Proforma Invoice	<input type="button" value="View Image"/>	<input type="button" value="Delete"/>
Bill of Lading	<input type="button" value="View Image"/>	<input type="button" value="Delete"/>

Kindly Note that after filling and uploading all documents, you need to review and [Submit Registration Request](#)

LOGO

BHAGAVAN CLEARING AGENCY NIGERIA LIMITED
galactronsystems@gmail.com

- Information
- My Profile
- Import Category
- My Documents
- Submit to Nesrea

Select PDF Document to Upload
Select item...

Choose File | No file chosen (Only PDF file Allowed)

View My Uploaded Documents

DOCUMENT TYPE	ACTION	ACTION
Proforma Invoice	<input type="button" value="View Image"/>	<input type="button" value="Delete"/>
Bill of Lading	<input type="button" value="View Image"/>	<input type="button" value="Delete"/>
Tax Clearance Certificate	<input type="button" value="View Image"/>	<input type="button" value="Delete"/>

Step (4) Submit Registration

The User confirms all entries and submits the request for registration.

Kindly Note that after filling and uploading all documents, you need to review and [Submit Registration Request](#)

LOGO

BHAGAVAN CLEARING AGENCY NIGERIA LIMITED
galactronsystems@gmail.com

- Information
- My Profile
- Import Category
- My Documents
- Submit to Nesrea ←

I confirm that the Profile Data along with the company documents uploaded here are correct.

↑

Selected Import categories

CODE	DESCRIPTION
NUEEE	Used Electrical Electronics Equipment
NUMI	Used Mixed Items

View My Uploaded Documents

DOCUMENT TYPE	ACTION
Proforma Invoice	<input type="button" value="View Image"/>
Bill of Lading	<input type="button" value="View Image"/>
Tax Clearance Certificate	<input type="button" value="View Image"/>

The User receives a success notification on completion of the registration

HOME | PAYMENTS | LOGOUT | (Registration Status) Initiated (Importer - Company)

Kindly Note that after filling and uploading all documents, you need to review and [Submit Registration Request](#)

LOGO

BHAGAVAN CLEARING AGENCY NIGERIA LIMITED
galactronsystems@gmail.com

- Information
- My Profile
- Import Category
- My Documents
- Submit to Nesrea

Success

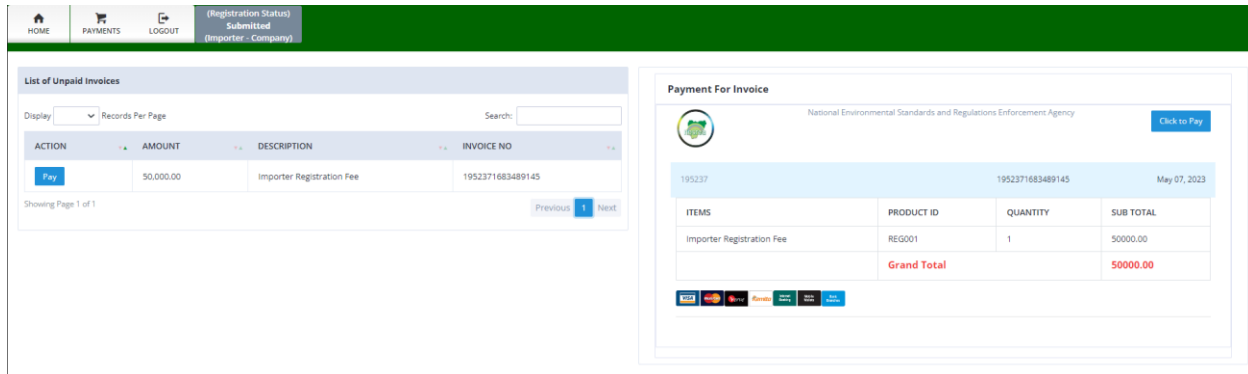
Successful

You need to pay registration fee before your request will be processed

NOTE: Once a user submits registration. A backend Officer views the submission and approves the registration.

Step (5) Payment

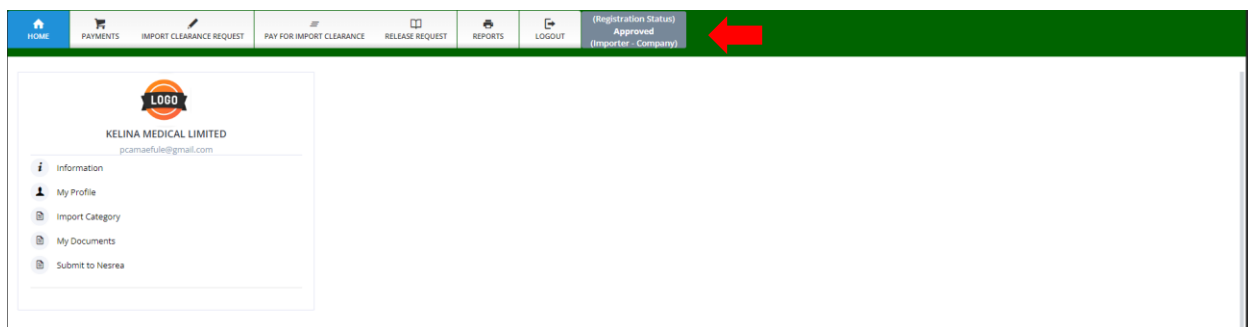
The user clicks on Payment on the Menu and pay button in order to make via Remita as shown below



The screenshot displays the user interface for payment. On the left, a table titled 'List of Unpaid Invoices' shows one entry: an 'Importer Registration Fee' for 50,000.00 Naira, with invoice number 1952371683489145. On the right, the 'Payment For Invoice' section shows the same invoice details and a 'Click to Pay' button. Below this, a table lists the items for payment, including the 'Importer Registration Fee' and a 'Grand Total' of 50,000.00. Payment logos for various banks are visible at the bottom.

NOTE:

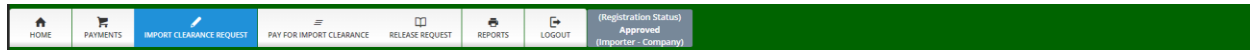
- (1) Payment for Corporate Registration is Fifty Thousand Naira only (N50, 000), while Payment for Individual Registration is Twenty Thousand Naira only (N20, 000)
- (2) At this point, the NESREA Team at the backend receives the document for assessment and approves or rejects the registration request.
- (3) Upon successful approval, the Registration status changes to **Approved** at the next user login



The screenshot shows the user profile page for 'KELINA MEDICAL LIMITED'. The navigation menu at the top includes 'HOME', 'PAYMENTS', 'IMPORT CLEARANCE REQUEST', 'PAY FOR IMPORT CLEARANCE', 'RELEASE REQUEST', 'REPORTS', 'LOGOUT', and '(Registration Status) Approved (Importer - Company)'. A red arrow points to the 'Approved' status in the navigation menu. The profile page includes a logo placeholder, company name, email address, and a list of menu items: 'Information', 'My Profile', 'Import Category', 'My Documents', and 'Submit to Nesrea'.



Note: On successful **Approval** of the Company, more menu items are added bringing the menu to a total of seven namely:



- **Home**
- **Payments** (for making registration payments)
- **Import Clearance Request** (to create an invoice and request for Import Clearance)
- **Pay for Import Clearance** (to make payment for Approved Import Clearance)
- **Release Request** (to create a Container and select where the imported goods will be released)
- **Reports** (Generate, Print and Download Import Clearance Letter, Release Letter as well as Payment Receipts)
- **Logout** (exit the NESCAP Platform)



IMPORT CLEARANCE REQUEST

INVOICENO	DESCRIPTION	STATUS	ACTION
2234hh11	Importation of UEEE	Approved	View
2345672	Importation of Bicycle	Approved	View
32887766	Importation	Approved	View
4321172888	test	Submitted	Submitted View
5678901ab	Import of laptop	Approved	View

Steps

- (1) Enter Invoice Number
- (2) Enter Invoice Description
- (3) Click on Create New Request to create an invoice as shown below

988888	Laptop	Approved	View
asfdaed	zdfdsfaew	Pending	Capture Details
DFG09123	Importation of Laptops	Pending	Capture Details

- (4) Click on Capture Details for the Invoice you have generated

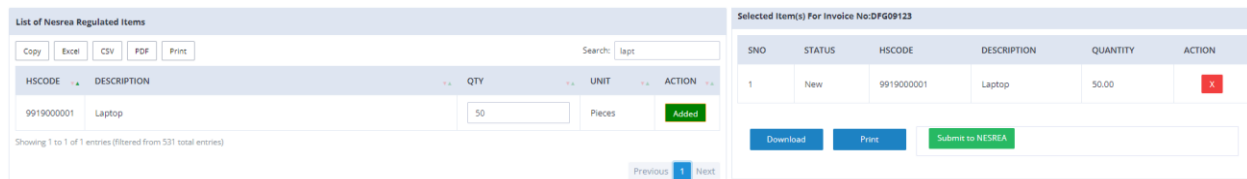
Capture HSCodes Details

HSCODE	DESCRIPTION	QTY	UNIT	ACTION
2524100000	Crocidolite	<input type="text"/>	MetricTonnes	Include
2524900000	Other Asbestos excluding Crocidolite	<input type="text"/>	MetricTonnes	Include
2903110000	Chloromethane (methyl chloride) and chloroethane (ethyl chloride)	<input type="text"/>	MetricTonnes	Include
2903120000	Dichloromethane (methylene chloride)	<input type="text"/>	MetricTonnes	Include
2903130000	Chloroform (trichloromethane)	<input type="text"/>	MetricTonnes	Include

At this point the importer is expected to do the following:

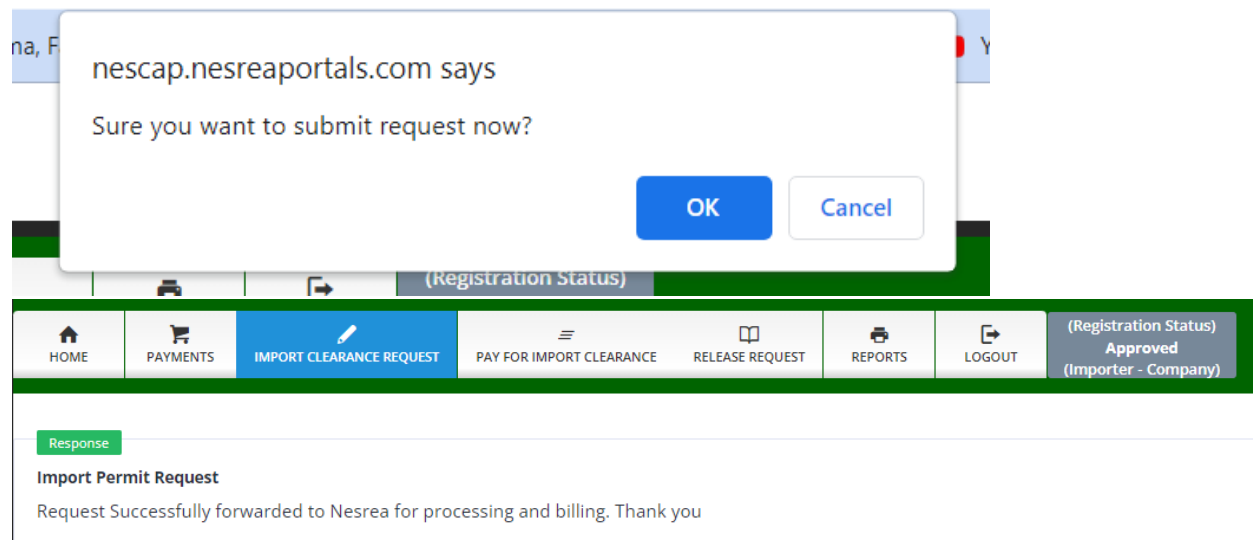
- (1) search of the items to be imported by entering the HSCodes or typing the Item name/description.

- (2) enter the quantity for each item selected
- (3) Click include to add the item to the system generated Cart as shown below



The screenshot displays two panels. The left panel, titled 'List of Nesrea Regulated Items', features a search bar with 'lapt' entered and a table with columns for HSCODE, DESCRIPTION, QTY, UNIT, and ACTION. A single entry for 'Laptop' with HSCODE 9919000001 and QTY 50 is shown. The right panel, titled 'Selected Item(s) For Invoice No:DPG09123', contains a table with columns SNO, STATUS, HSCODE, DESCRIPTION, QUANTITY, and ACTION. It lists one item: SNO 1, STATUS New, HSCODE 9919000001, DESCRIPTION Laptop, QUANTITY 50.00. Below the table are buttons for 'Download', 'Print', and 'Submit to NESREA'.

The importer should repeat this process for all items to be imported. Once the importer has entered all the list of items in the invoice, he should click on submit to NESREA and accept the notification window that pops out for confirmation as shown below:



The image shows a confirmation dialog box with the text: 'nescap.nesreaportals.com says Sure you want to submit request now?' with 'OK' and 'Cancel' buttons. Below the dialog is a navigation menu with options: HOME, PAYMENTS, IMPORT CLEARANCE REQUEST (highlighted), PAY FOR IMPORT CLEARANCE, RELEASE REQUEST, REPORTS, LOGOUT, and a status indicator '(Registration Status) Approved (Importer - Company)'. Below the menu, a 'Response' section displays the message: 'Import Permit Request Request Successfully forwarded to Nesrea for processing and billing. Thank you'.

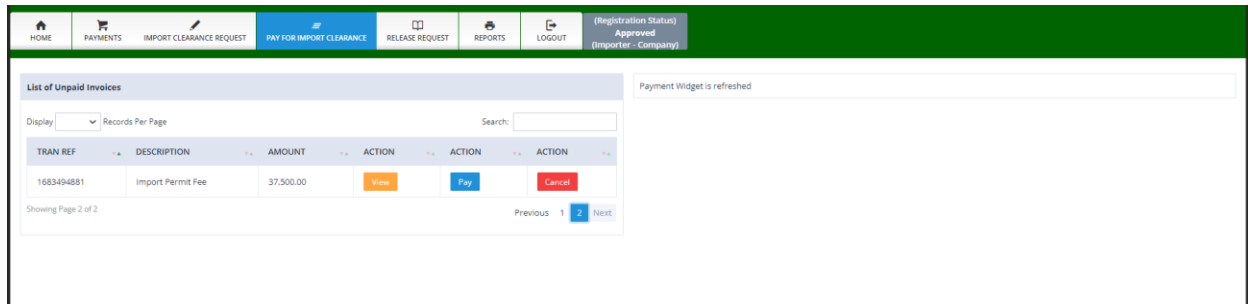
Notes:

- (1) The user can still download/print the invoice cart for the purpose of record keeping
- (2) Once submitted, the user will not be able to add to the cart anymore item.
- (3) At this point NESREA team working at the Backend would proceed to verify, confirm and approve the request before the notification to make payment

PAY FOR IMPORT CLEARANCE REQUEST

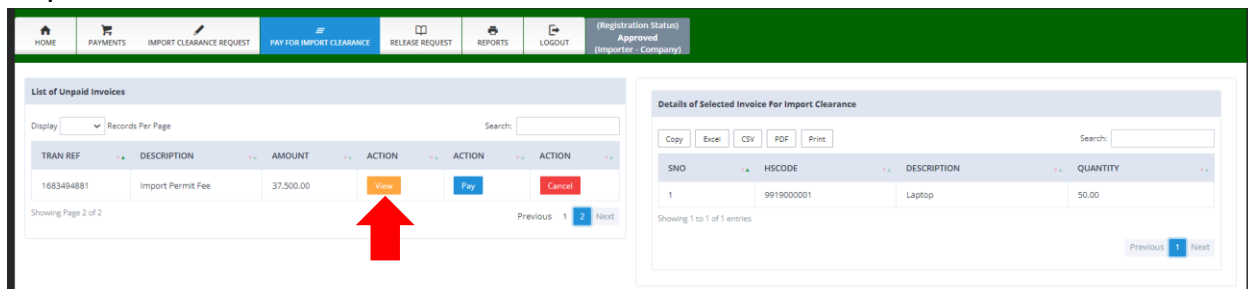
When an importer submits a request for import clearance it is received by the NESREA backend team for confirmation and approval. If it is not confirmed and approved the importer receives a notification with the reason why it was not approved.

However, if the request is approved, the importer can view the payment invoice and proceed to make payment as shown below.



Payment Widget is refreshed

By clicking on View, the importer can view to see details of selected Invoice for Import Clearance



By clicking on Pay, the importer can see payment for Invoice and take further action like clicking to pay using Remita

clicking to pay using Remita activates the Remita modal window as shown below

DOWNLOAD CLEARANCE LETTER.

Once payment is made, the importer can proceed to download and print clearance letter. This letter enables the importer to apply for Form M at the designated commercial banks.

In order to do this the following steps are required:

- (1) Click on Reports
- (2) Select the Clearance Letter from the Options available
- (3) Click on Retrieve
- (4) Click on Download or Print to get the clearance Letter

Report Type: Clearance Letter **Retrieve**

BATCHNO	DATE	DESCRIPTION	INVOICE NO	ACTION	ACTION
1682602990	4/27/2023 9:43:10 AM	Laptop Import	7698908	Download	Print
1680184075	3/30/2023 9:47:55 AM	Laptop	988888	Download	Print
1680183619	3/30/2023 9:40:19 AM	Importation of Honda Engine Parts	98760	Download	Print
1678964353	3/16/2023 6:59:12 AM	Import of laptop	5678901ab	Download	Print
1678796692	3/14/2023 8:24:52 AM	Importation	32887766	Download	Print
1678795182	3/14/2023 7:59:41 AM	Importation of UEEE	2234hh11	Download	Print
1669979178	12/2/2022 6:06:18 AM	Importation of Bicycle	2345672	Download	Print

A sample Clearance Letter can be viewed in the Appendix section of this manual for reference purpose.

RELEASE REQUEST

When an importer's goods have arrived at the port, it is a requirement to obtain Release Letter from NESREA. To perform this action, the importer clicks on Release Request as shown below.

Terminal: Container No: Representative: Representative Phone Number:

Form M Number: Freight On Board Amount (\$): Container Size: Description:

Create Container

DESCRIPTION	FOB AMOUNT(S)	FORM M NUMBER	STATUS	REMARK	ACTION	ACTION	ACTION	ACTION	ACTION
bhgfnt gcfj yghgh	\$2,000.00	123456	Submitted	NA					
dsfwdfwfrfv	\$50.00	123456	Submitted	NA					
fghf	\$50.00	123456	Pending	NA	Upload Form M	Container Consent	Close Container	Upload Document(s)	Submit
sdsgefebrte rt tr	\$50.00	123456	Approved	NA					
Test	\$500.00	12345655	Closed	NA				Upload Document(s)	Submit

Stage 1: Create Container

Follow the steps below:

- (1) Select Port Terminal
- (2) Enter Container Number



- (3) Enter Representative Name
- (4) Enter Representative Phone Number
- (5) Enter Form M number
- (6) Provide FOB for the Item
- (7) Select the Container Size
- (8) Provide necessary description
- (9) Click on Create Container to complete this stage

Terminal: Select Item...
Container No:
Representative:
Representative Phone Number:
Form M. Number:
Freight On Board Amount (\$):
Container Size: Select Size
Description: (140 characters left)
Create Container

The created container is displayed in the Container List as shown below

DESCRIPTION	FOB AMOUNT(S)	FORM M NUMBER	STATUS	REMARK	ACTION	ACTION	ACTION	ACTION	ACTION
bhlgft gfcj yvghh	\$2,000.00	123456	Submitted	NA					
dsfwdfverfw	\$50.00	123456	Submitted	NA					
fgfh	\$50.00	123456	Pending	NA	Upload Form M	Container Content	Close Container	Upload Documents	Submit
sdqgfevre r t r	\$50.00	123456	Approved	NA					
Test	\$500.00	12345655	Closed	NA				Upload Documents	Submit

Stage 2: Provide Required Documents

- (1) The user is required to upload Form M document in PDF as shown below

DESCRIPTION	FOB AMOUNT(S)	FORM M NUMBER	STATUS	REMARK	ACTION	ACTION	ACTION	ACTION	ACTION
bhlgft gfcj yvghh	\$2,000.00	123456	Submitted	NA					
dsfwdfverfw	\$50.00	123456	Submitted	NA					
fgfh	\$50.00	123456	Pending	NA	Upload Form M	Container Content	Close Container	Upload Documents	Submit
sdqgfevre r t r	\$50.00	123456	Approved	NA					
Test	\$500.00	12345655	Closed	NA				Upload Documents	Submit

- (2) The user is required to provide container content by clicking on container content as shown below.



DESCRIPTION	FOB AMOUNT(S)	FORM M NUMBER	STATUS	REMARK	ACTION	ACTION	ACTION	ACTION	ACTION
bhigfrt grtc jyghgh	\$2,000.00	123456	Submitted	NA					
dsfdwdfverfw	\$50.00	123456	Submitted	NA					
fgfh	\$50.00	123456	Pending	NA	Upload Form M	Container Content	Close Container	Upload Document(s)	Submit
sdsgefefre rt tr	\$50.00	123456	Approved	NA				Upload Document(s)	Submit
Test	\$500.00	12345655	Closed	NA				Upload Document(s)	Submit

The user can view the list of items approved at the clearance stage.

Note: An importer can decide to release all the goods at once or do so in batches.

From this list, the user can select the quantity not exceeding the available quantity and click “Include this Item”

List of your Approved and Cleared Items

DESCRIPTION	APPROVED QTY	AVAILABLE QTY	QTY	ACTION
Chloroform (trichloromethane)	50.00	13.00	<input type="text"/>	Include This Item
Generator (Hybrid Large)	10.00	2.00	<input type="text"/>	Include This Item
Laptop	50.00	3.00	<input type="text"/>	Include This Item
Laptop	50.00	3.00	<input type="text"/>	Include This Item
Used Bicycle	50.00	50.00	<input type="text"/>	Include This Item

Showing 1 to 5 of 7 entries

Previous 1 2 Next

Selected Item(s) For Container

Batch No: 1680506110 | Description: fghf

SNO	HSCODE	DESCRIPTION	QUANTITY	ACTION

The user can repeat this process for all Items to be released

List of your Approved and Cleared Items

Warning
You do not have unutilized item for import, please apply for a new clearance request

Selected Item(s) For Container

Batch No: 1680506110 | Description: fghf

SNO	HSCODE	DESCRIPTION	QUANTITY	ACTION
1	991800001	Used Bicycle	10.00	-

[Download](#) [Print](#)

(3) The User is required to Close the Container after completing the Container Content by clicking as (1) below and confirming the action in (2)

NESREA
National Environmental Standards and Regulations Enforcement Agency

nescap.nesreaportals.com says
Sure you want to submit request now?

OK Cancel

NesCAP
Nesrea Conformity Assessment Portal

HOME PAYMENTS IMPORT CLEARANCE REQUEST PAY FOR IMPORT CLEARANCE **RELEASE REQUEST**

Terminal: Container No: Representative: Representative Phone Number:

Form M. Number: Freight On Board Amount (\$): Container Size: Description:

Create Container

Copy Excel CSV PDF Print

Search:

DESCRIPTION	FOB AMOUNT(S)	FORM M NUMBER	STATUS	REMARK	ACTION	ACTION	ACTION	ACTION	ACTION
bhigfrt gfc jyghg	\$2,000.00	123456	Submitted	NA					
dsfwdfvfrfw	\$50.00	123456	Submitted	NA					
fgfh	\$50.00	123456	Pending	NA	Upload Form M	Container Content	Close Container	Upload Document(s)	Submit
sdgeefetrtr tr	\$50.00	123456	Approved	NA					

The user gets a success notification for a closed Container

HOME PAYMENTS IMPORT CLEARANCE REQUEST PAY FOR IMPORT CLEARANCE **RELEASE REQUEST** REPORTS LOGOUT

(Registration Status) Approved (Importer - Company)

Success
Successful
Container Successfully Closed. Please Proceed To Upload Document(s). Thank you

(4) The User at this point is required to provide all regulatory documents for all items in the container list. This action is performed by clicking the Upload Document below.

DESCRIPTION	FOB AMOUNT(S)	FORM M NUMBER	STATUS	REMARK	ACTION	ACTION	ACTION	ACTION	ACTION
bhigfrt gfc jyghg	\$2,000.00	123456	Submitted	NA					
dsfwdfvfrfw	\$50.00	123456	Submitted	NA					
fgfh	\$50.00	123456	Pending	NA	Upload Form M	Container Content	Close Container	Upload Document(s)	Submit
sdgeefetrtr tr	\$50.00	123456	Approved	NA					
Test	\$500.00	12345655	Closed	NA				Upload Document(s)	Submit

The user proceeds to upload all document highlighted as shown below

HOME PAYMENTS IMPORT CLEARANCE REQUEST PAY FOR IMPORT CLEARANCE **RELEASE REQUEST** REPORTS LOGOUT

(Registration Status) Approved (Importer - Company)

List Of Documents

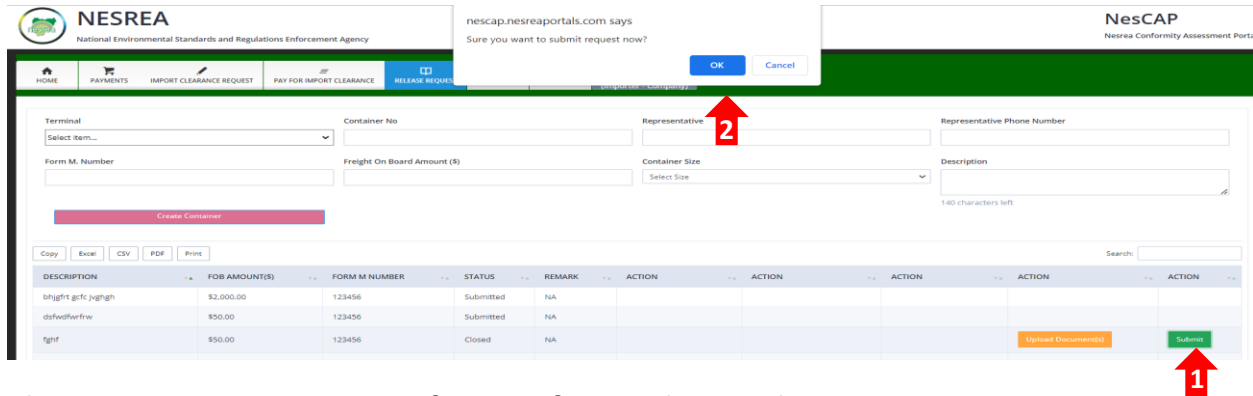
ITEM	DOCUMENT	ACTION
Used Bicycle	Proforma Invoice	Upload Document
Used Bicycle	Bill of Lading	Upload Document
Used engine Saloon	Proforma Invoice	Upload Document

Container Details

BATCH NUMBER: 1680506110

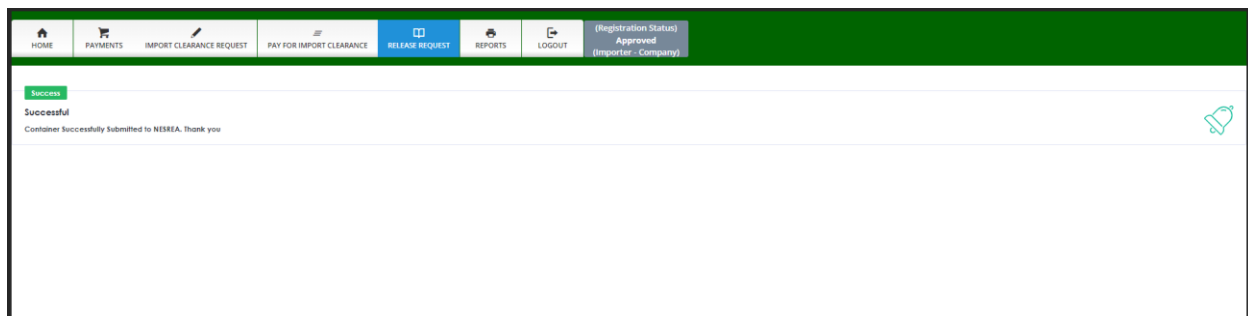
DESCRIPTION: fgfh

(5) The User finally submits the release request by Clicking on the Submit Button as shown in (1) below and confirming in (2)



DESCRIPTION	FOB AMOUNT(S)	FORM M NUMBER	STATUS	REMARK	ACTION	ACTION	ACTION	ACTION	ACTION
bhngfr gfcj jggh	\$2,000.00	123456	Submitted	NA					
dsfwofwfrw	\$50.00	123456	Submitted	NA					
fgfr	\$50.00	123456	Closed	NA				Upload Documents	Submit

The user gets a success notification for a Submitted Container



Note: When a Release Request is successfully submitted as above, the NESREA team at the backend views the request and approves. Once approval is granted, the User can proceed to download or print the Release Letter. This will be presented at the Port before the items are release.

DOWNLOAD RELEASE LETTER.

Once Approval is granted, the importer can proceed to download and print the Environmental Import Release Letter. This letter enables the importer to clear goods at the Port.

In order to do this, follow the steps below:

- (1) Click on Reports
- (2) Select the Release Letter from the options available
- (3) Click on Retrieve
- (4) Click on Download or Print to get the Release Letter



Navigation Bar							
HOME	PAYMENTS	IMPORT CLEARANCE REQUEST	PAY FOR IMPORT CLEARANCE	RELEASE REQUEST	REPORTS	LOGOUT	(Registration Status) Approved (Importer: Company)
Report Type: Release Letter Retrieve							
BATCHNO	DATE	DESCRIPTION	CONTAINERNO	SIZE	ACTION		ACTION
1680529255	4/3/2023 9:40:54 AM	test	556677889	1x20	Download	Print	
1680524555	4/3/2023 8:22:34 AM	Testing	0099880066	1x20	Download	Print	
1680502501	4/3/2023 2:15:01 AM	test	234567	1x20	Download	Print	
1678798677	3/14/2023 8:57:57 AM	sdgegferre rt tr	234567	1x40	Download	Print	

A sample Release Letter can be viewed in the Appendix (2) section of this manual for reference purpose.



Appendices



1(a) A Sample Environmental Import Clearance Letter


**National Environmental Standards and Regulations
Enforcement Agency**

NO:1678795182

The Manager

[Redacted]

Sir/Madam,

ENVIRONMENTAL IMPORT CLEARANCE

I am directed to inform you that pursuant to the National Environmental Sectoral Regulations and in the exercise of the powers conferred under the provisions of the National Environmental Standards and Regulations Enforcement Agency (NESREA) Establishment Act CAP N164 LFN 2010, a clearance is hereby granted to you with the following details:

Invoice No:	<i>2234hh11</i>
Description	<i>Importation of UEEE</i>
Date	<i>3/14/2023 7:59:41 AM</i>

2. You are to ensure that the Agency is notified of the arrival of the consignment for necessary inspection.

3. The Agency appreciates your continued collaboration and thank you for your cooperation. Please accept the assurances of the Director General/CEO. Warmest regards.



Glory Uboh
*For: Director (Inspection
and Enforcement)*
For: Director General/CEO





1(b) A Sample Supporting Document Listing Clearance Items

NesCAP Platform
Import Clearance Certificate Items
NCR:1678795182



<u>Sno</u>	<u>HSCode</u>	<u>Description</u>	<u>Quantity</u>
1	9919000001	Laptop	50.00
2	9910000001	Used engine Saloon	100.00
3	2903130000	Chloroform (trichloromethane)	50.00
End		No of Items:3	End



2(a) A Sample Release Certificate of Container


**National Environmental Standards and Regulations
 Enforcement Agency**

NO:1680502501
Valid to:01/01/2022

The Customs Area Controller
 PTML Terminal
 TIN CAN Island Lagos
 Lagos
 Sir,

RELEASE CERTIFICATE OF CONTAINER

NESREA, whose mandate is to enforce all environmental laws, guidelines, policies, standards and regulations in Nigeria, was invited to review and examine the import transaction with the following details:

Container No:	<i>234567</i>
Container Size	<i>1x20</i>
Description	<i>test</i>
Representative	<i>Ibrahim Audu</i>

2.The Agency writes to inform you that the container was inspected and was confirmed to contain the item(s) attached to this letter as declared in the Bill of lading.

3.That the item(s) is/are not banned or restricted according to the National Environmental (Hazardous Chemicals and Pesticides) Regulations, 2014. Therefore, the above-mentioned container should be released to the importer.

4.The Agency appreciates your continued collaboration and thank you for your cooperation. Please accept the assurances of the Director General/CEO. Warmest regards.



Stephen Otitologbon
 Director
 For:Director General/CEO





2(b) A Sample Supporting Document Listing Release Items

**NesCAP Platform
Container Release Certificate Items**

NIR:1680502501



<u>Sno</u>	<u>HSCode</u>	<u>Description</u>	<u>Quantity</u>
1	9919000001	Laptop	2.00
2	2903130000	Chloroform (trichloromethane)	5.00
End		No of Items:2	End