



**GOVERNMENT OF INDIA**  
**MINISTRY OF DEFENCE**  
**DEPARTMENT OF DEFENCE PRODUCTION**  
**DTE OF PLANNING & COORDINATION**  
**GENERAL DIVISION**

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Room No. 518, K.G. Marg, New Delhi

Sub : **STANDARD OPERATING PROCEDURE (SOP) FOR ISSUE OF CERTIFICATE  
TO PROSPECTIVE DEFENCE EXPORTERS**

The undersigned is directed to circulate herewith the Standard Operating Procedure (SOP) for 'Issue of Certificate to Prospective Defence Exporters' for information and necessary action.

**Encls** : As above

  
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DA to CDS/ MA to VCOAS / SO to VC of Air Staff / NA to VCNS / All DSPUs/  
DG, ASSOCHAM / DG, PHDCCI /DG, FICCI /DG SIDM / DRDO / DGQA / DGAQA /  
DGNAI / COO/DIO

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MoD ID No. 03/2025/FFE/DP(Plg-GD) dated 12-Sep 2025



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**STANDARD OPERATING PROCEDURE (SOP)**  
**FOR**  
**ISSUE OF CERTIFICATE**  
**TO PROSPECTIVE DEFENCE EXPORTERS**

## **STANDARD OPERATING PROCEDURE (SOP) FOR ISSUE OF CERTIFICATE TO PROSPECTIVE DEFENCE EXPORTERS**

### **Introduction**

1. The Ministry of Defence (MoD), Government of India, has instituted **Defence Export Promotion Scheme (DEPS) in Oct 2018** with the aim to enhance credibility of Indian defence products in global markets and instill credibility and confidence among foreign buyers. An SOP outlining the process to issue a Certificate for the technically qualified products was also issued in Mar 2019. In an effort to further streamline the process, the SoP has been revised.

### **Scope**

2. This SoP applies to all Indian Defence manufacturers/exporters seeking:
- (a) Issue of Certificate for products which have been technically qualified after undergoing prescribed trials and testing during procurement by MoD.
  - (b) Trials/Testing support and subsequent issue of certificate for products for export purpose.
  - (c) Issuance of certificates to products trial evaluated under various Formations/Service HQ as per Service Requirement/Vendor Requisition.

### **Categories and Procedures**

3. **Certificate for 'Fit for Indian Military Use'**. This certificate will be issued to those Indian vendors who have technically qualified in trials carried out as part of the acquisition/procurement process or design & development procedure covered under DAP/DPM, inter-alia including iDEX, TDF, Make, D&D by DRDO etc. This Certificate will be issued to all Indian Vendors who qualify the technical trials carried out as per acquisition/procurement under DAP/DPM by concerned QA agency. Certificate will be issued suo-moto to all qualified vendors as per format at Annexure A - **within 30 days** of receipt of trial report. Certificates shall be signed by an officer designated by DGQA/DGAQA/DGNAI and will be issued on behalf of Deptt of Defence Production.

4. **Certificate for 'Fit as per Vendor Specification'**. This certificate will be issued when a product is tested/trial evaluated against set of specifications provided by the Vendor. These specifications could be framed by the vendor based on its own design or tailored for export purposes. This certificate may also be issued even at an intermediate stage of development, if required to be tested before further development. This is to ensure constant readiness and market credibility of the product for export purpose and encourage spiral development. Procedure for Issue of "Fit as per Vendor Specification" Certificate would be as under:-

- (a) Submission of application along with required documents (Specifications, standards, Vendor credentials, etc)
- (b) Scrutiny of application and generation of trial plan by concerned QA agency.
- (c) Listing of required lab/test facilities and estimation of Testing charges.
- (d) Communication of charges & Trial plan to Vendor.
- (e) Payment of Testing Charges.
- (f) Conduct of Trials/Testing.
- (g) Preparation of Evaluation report and issue of Certificate as per format at Annexure - B **within 30 days** (excluding trial/testing duration).

- (h) Certificates shall be signed by an officer designated by DGQA/DGAQA/DGNAI and will be issued on behalf of Dept of Defence Production.
- (i) **Testing Charges:** As per extant guidelines of MoD.

5. **Certificate of Field Trial Outcome.** In cases where Indian vendors have offered their product at SHQ level, Command /Unit level in Armed Forces, for Field trials without involvement of any QA agency, they will be issued a "*Certificate of Field Trial Outcome*" (after due approval of Corps Commander/ Equalient Fmn Commander) as per the performance parameters achieved during the trials. Procedure for Issue of Certificate of Field Trial Outcome would be as under:-

- (a) Submission of application along with required documents (Specifications, standards, Vendor credentials, etc) to concerned Formation HQ in SHQs.
- (b) Preparation of trial plan.
- (c) Conduct of Trials.
- (d) Issue of Certificate as per format at Annexure - C within 30 days of completion of trail (excluding trial duration) by concerned Formation HQ.
- (e) Certificates shall be signed by an officer designated by **Formation HQ** in SHQs and will be issued on behalf of Formation HQ, Service (IA/IN/IAF/ICG), IHQ of MoD.

#### **Nodal Agency and Responsibilities**

- 6. **Directorate General of Quality Assurance (DGQA)** is designated as the **overall Nodal Agency** for implementation and coordination for issuance of Certificate.
- 7. Following domain specific agencies will act in coordination with DGQA:
  - (a) **DGQA** – Land Systems
  - (b) **DGAQA** – Airborne and Ground Support Systems
  - (c) **DGNAI** – Naval Systems
  - (d) **Concerned SHQ Formation:** For Certificate of Field Trial Outcome

#### **Certificate Validity, Format and Standardisation**

- 8. All certificates issued under this SOP as per template annexed will have following features:
  - (a) Valid for **5 years**, renewable upon vendor request.
  - (b) Certificate will have a **unique identification number & security features**.
  - (c) Certificate will include: testing summary, conditions, limitations (if any), and agency authentication.
- 9. All trials shall be conducted as per agreed terms and conditions and/or guidelines of trials agencies / testing labs in vogue.
- 10. The "SOP for allocation and utilization of proof and field firing ranges by private Defence industries" issued by DDP will be followed in conjunction with this SoP.
- 11. An online portal will be developed by DGQA to implement end-to-end processing of all types of application as per this SoP, to ensure transparency, efficiency, status tracking, and communication with applicants.
- 12. The SoP may be reviewed after two years or as needed, based on feedback from stakeholders and industry. Minor amendments not affecting the overall objectives of SoP shall be carried out as and when required with approval of Secretary(Defence Production).



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Government of India  
Ministry of Defence  
Department of Defence Production

## Certificate

### "Fit for Indian Military Use"

**Certificate No:** [MoD/DDP/DGQA/2025/XXXX]

**Date of Issue:** [DD-MM-YYYY]

**Valid Until:** [DD-MM-YYYY]

This is to certify that **[Name of Company / Vendor]** having its registered office at **[Address of Company]** has successfully met the technical, operational, and quality assurance requirements as prescribed by the \_\_\_\_\_, and has been evaluated and certified by the competent authority as: "Fit for Indian Military Use"

**Certified Product / System Details:**

1. **Product/System Name:** [e.g., Multi-role Surveillance UAV – Model XR-21]
2. **Category:** [Weapon System/UAV/Communications Equipment/Naval Platform/etc.]
3. **Conformance Standards:** [e.g., JSS 55555:2019, MIL-STD-810H, ISO 9001:2015]
4. **Certifying Agency:** [e.g., DGQA / DGAQA / DGNAI / DRDO Test Lab]
5. **User Evaluation (if applicable):** [e.g., Approved by Indian Army / IAF / IN]

**Remarks:**

The above product/system has undergone validation, field testing, and quality assurance inspection. It has demonstrated reliability, durability, and operational suitability in military environments as required by Indian Defence forces.

**Issued Under the Authority of:**

*(Digitally signed and sealed)*

**Authorized Signatory:**

**[Name and Designation – DGQA/Designated QA Authority]  
Ministry of Defence**

**For verification and queries:**

Email: xxxxxx@xxxx

Portal: <https://DTIS@gov.in>



**Government of India  
Ministry of Defence  
Department of Defence Production**

## **Certificate**

### **"Fit as per Vendor Specification"**

**Certificate No:** [MoD/DDP/DGQA/2025/XXXX]

**Date of Issue:** [DD-MM-YYYY]

**Valid Until:** [DD-MM-YYYY]

**This is to certify that [Name of Company / Vendor] having its registered office at [Address of Company] has successfully met the technical, operational, and quality assurance requirements as prescribed by the Vendor vide \_\_\_\_\_, and has been evaluated and certified by the competent authority as: "Fit as per Vendor Specification"**

**Certified Product / System Details:**

1. **Product/System Name:** [e.g., Multi-role Surveillance UAV – Model XR-21]
2. **Category:** [Weapon System/UAV/Communications Equipment/Naval Platform/etc.]
3. **Conformance Standards:** [e.g., JSS 55555:2019, MIL-STD-810H, ISO 9001:2015]
4. **Certifying Agency:** [e.g., DGQA / DGAQA / DGNAI / DRDO Test Lab]
5. **User Evaluation (if applicable):** [e.g., Approved by Indian Army / IAF / IN]

**Remarks:**

The above product/system has undergone validation, field testing, and quality assurance inspection. It has demonstrated reliability, durability, and operational suitability in military environments as per vendor specification.

**Issued Under the Authority of:**

*(Digitally signed and sealed)*

**Authorized Signatory:**

**[Name & Designation – DGQA / Designated QA Authority]  
Ministry of Defence**

**For verification and queries:**

Email: xxxxxx@xxxx

Portal: <https://DTIS@gov.in>



**Government of India  
Ministry of Defence**

**Unit/Fmn  
Command/Service**

## **Certificate**

### **"Field Trial Outcome"**

**Certificate No:** [Service/ Unit/2025/XXXX]

**Date of Issue:** [DD-MM-YYYY]

**Valid Until:** [DD-MM-YYYY]

**This is to certify that trial of [Product Name] offered by [Name of Company / Vendor] having its registered office at [Address of Company]**

has been carried out against the specification/test requirements given by the applicant and trial results achieved are as per Annexure( ) has been communicated to the applicant.

**Issued Under the Authority of:**

*(Digitally signed and sealed)*

**Authorized Signatory:**

**[Name]**

**[Designation]**

**[Unit/Fmn], Command, Service**

**For verification and queries:**

Email: xxxxxx@xxxx

Portal: <https://DTIS@gov.in>