

# ABOUT US

Nepal National Single Window (NNSW), is a World Bank funded Project, led by the Webb Fontaine Group, a world leader in implementing trade facilitation systems and solutions designed to simplify border processes, minimize time and cost for trade community and ensure safe and secure trade. The project will set up a portal linking all relevant stakeholders from Government Agencies and traders.

The Department of Customs and over 42 Other Government Agencies and Stakeholders involved in Nepal's international trade supply chain, have collaborated to ensure this solution will meet the needs and expectations of Nepal for prosperity and progress.

Scan Me



## International Trade Fast and Simple

### CONTACT US



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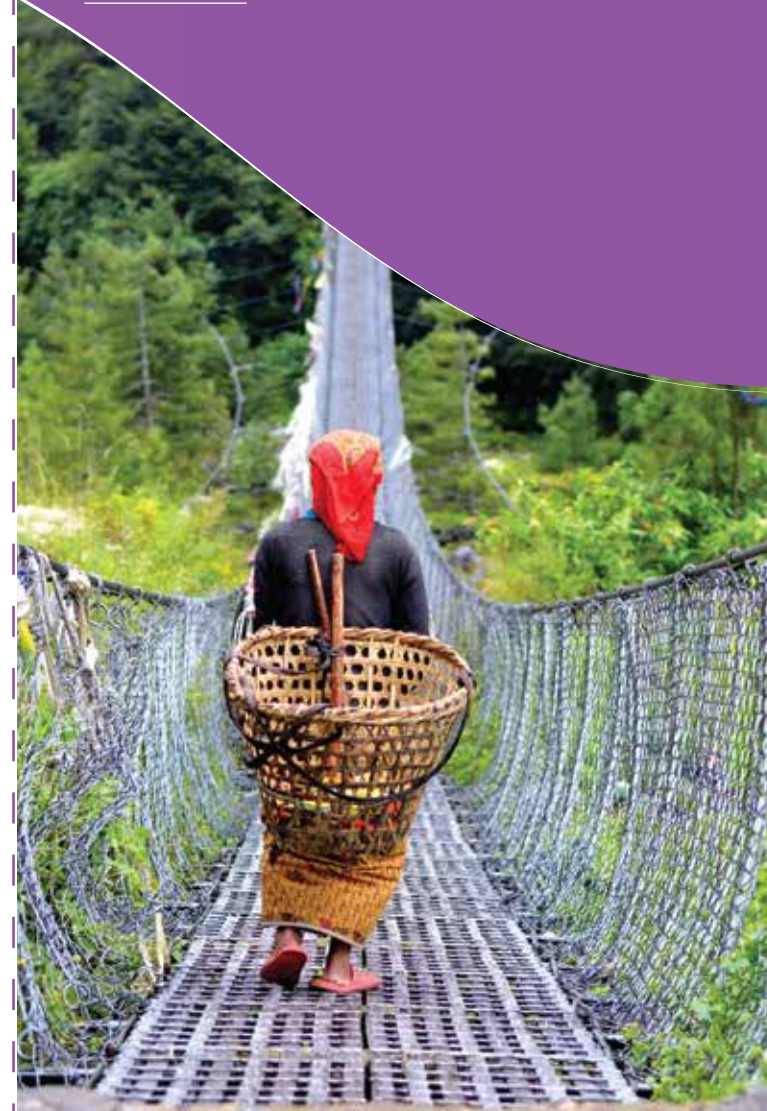
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NEPAL NATIONAL  
SINGLE WINDOW



## HOW TO RECOMMEND/ APPROVE A LPCO



**Intended Audience:**  
**This Manual is intended for Government Agency users.**

# 1. INTRODUCTION

All requested LPCO documents are subject for review by the concerned agency. To process an LPCO document, follow the steps below:

## 2. STEPS

1. Login to the LPCO application.
2. Use the search filter or just click on the Search button to view list of LPCOs.



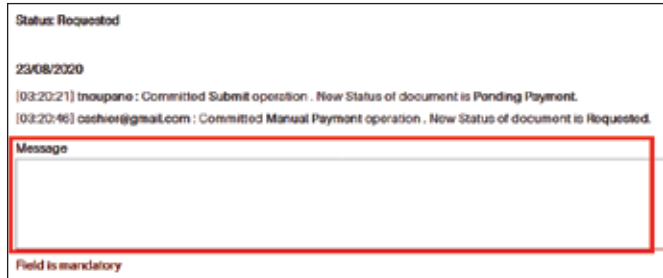
3. Open a document you want to review by clicking on the pencil icon.

	Status	Type of LPCO	User Reference Number	Request Number	Request Date
	Approved	902	TNP20695	R20000160	25/08/2020
	Approved	902	CGR20601	R20000149	24/08/2020
	Recommended	902	TNP20698	R20000148	24/08/2020
	Requested	902	TNP20679	R20000144	23/08/2020
	Requested	902	TNP20669	R20000140	21/08/2020
	Rejected	902	TNP20641	R20000138	20/08/2020
	Approved	902	TNP20625	R20000135	19/08/2020
	Approved	902	SJH20404	R20000128	18/08/2020
	Requested	902	TNP20347	R20000090	17/08/2020
	Requested	902	SJH20311	R20000084	16/08/2020

4. Three operations are available for the document.  
**1- Recommend, 2- Query, or 3- Reject.**



At this point, you may review the contents of the LPCO document. You are required to put a message before performing any of the operations.



**Recommend** - LPCO document will go to the next department for final approval\*\*.

**Query** - If you have questions or clarifications about the document, you can send it back to the trader.

**Reject** - LPCO document will be rejected.

**\*\* If there is another level of approval required, follow the same step.**

**i** Still having problems?

Our helpdesk is available to answer your queries.  
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