



Department
for Business
Innovation & Skills

OIEL application justification

Applicant guidance

Overview

This guidance shows what is required from an exporter to complete the application justification for OIEL applications.

Contents

Overview.....	2
Contents	3
Quick guide.....	4
Application Justification	5

Quick guide

The following lists an overview of the OIEL application justification section. The steps are explained in more detail in the following sections.

1. On the application reference screen, enter your application justification in the 'Application Justification' textbox.
2. Answer yes or no to the question below which asks if the OGEL Checker has been used to confirm that an OGEL cannot be used.

Application Justification

The application justification section is available on the 'Reference' page of OIEL applications. In the provided 'Application Justification' textbox provide justification of your business need detailing why an OIEL is required for the intended export(s). This justification may take the form of a proven track record of applications for SIELs (i.e. you will have made at least 5 relevant SIEL applications to each destination in the previous year, or if less than this you must justify why you wish to include such a destination in your application (see below)).

If you do not have a track record of SIEL applications, but can demonstrate a good business need for why an OIEL is the most appropriate licence for you to use, please provide full details of this. You should also upload any relevant supporting documentation substantiating your case. This may include a copy of a contract, a purchase order and, an award of tender on official letter headed paper signed and dated. ---If you also have a projection of the number of times you anticipate using the OIEL (should it be granted) in the next 12 months, please also include that information (and any relevant documents).

If you don't have a contract, purchase order or tender, you must specify your requirements for your application.

Supporting documentation can be added to the application by using the 'Documents' screen, accessible via the left hand side menu of the application.

Confirm whether you have used the OGEL Checker to confirm if an OGEL can be used by clicking yes or no. It is advised to keep a printout of the results of the OGEL Checker to present with the application.

A link to the OGEL checker is provided below the check box.

Application Justification

Please provide justification of your business need detailing why an OIEL is required for the intended exports, which must be supported by appropriate documentary evidence (e.g. copy of contract, award of tender on official letter headed paper, signed and dated).

This justification might include:


- A proven track record of applications for SIELs (i.e. you will have made at least 5 relevant SIEL applications to each destination in the previous year)
- A contract in place, which may as part of that contract stipulate/demand delivery within less than twenty working days and/or stipulate/demand unlimited shipments
- An award of tender, which may as part of that tender stipulate/demand delivery within less than twenty working days and/or stipulate/demand unlimited shipments

If you do not have any of the above but can demonstrate a good business need for why an OIEL is the most appropriate licence for you to use, please provide full details below. If you have a projection of the number of times you anticipate using the OIEL (should it be granted) in the next 12 months, please also include that information. You should also upload any relevant supporting documentation substantiating your case.

*Application Justification

Enter your application justification here.

***Have you used the OGEL Checker to confirm that an OGEL cannot be used?**

Yes No 

Click yes or no.

The OGEL checker can be found at: <http://www.ecochecker.co.uk/ogelChecker>