Instruction No. 44

F.No.D.1/18/2009-SEZ
Government of India
Ministry of Commerce & Industry
Department of Commerce

Udyog Bhawan, New Delhi Dated the November, 2009

To

All Development Commissioners

Sub: Reports to be furnished by DCs for review/monitoring of performance of SEZs Sir/Madam,

I am directed to forward herewith formats (A to I) for furnishing of reports by all Development Commissioners. Reports in formats A to E and I have to furnished by all Development Commissioners. Additionally, reports in format G to H have to be submitted by Zonal DCs.

2. You are requested to furnish the reports for each month by 7th of following month.

Yours faithfully,

(R.K.Pandey) Under Secretary to the Government of India

Format of monthly reports to be furnished by DC Name of the Zone: A. Approval of activities under SEZ Rules 17 & SEZ Rules 18,19 Status at the end of month for which report is furnished S.N Activity No. of No. of Total No. of No. of Total Total Total Total requests fresh (Col. approvals requests No. of No. of No. of No. of pending requests 3 & issued pending approv approv approval applic as on received as on s issued 4) within als als ations within the period issued issued after 3 pendin the within within months g for 15 period 15 of more days days than 3 receipt to 3 month month s Proposal to set up a SEZ unit 1 Annual permissio n for subcontractin 2 Allocation of Importer-Exporter Code 3 number Allotment land/indus trial sheds in the SEZ 4 Water connectio 5 Registrati on-cum-Members hip 6 Certificate Small Scale Industries Registrati 7 on

Registrati on with Central

Pollution

8

	Control Board					
	Power Connectio					
9	n					
	Building					
	approval					
10	plan					
	Sales Tax					
	registratio					
11	N Approval					
	Approval from					
	inspector					
	ate of					
12	factories					
	Pollution					
	control					
	clearance					
40	,wherever					
13	required Any other					
	approval					
	as may					
	be					
	required					
	from the					
	state					
	Governm					
14	ent					
	Proposal for					
	Broadban					
	ding					
	[Under					
	Rule					
15	19(2)]					
16	Total					

	B. Other Permissions										
	Status at the end of month for which report is furnished										
Sr.NO	Activity	Total number of requests received during the period	Total number of approvals issued during the period		Total no. of approvals issued Upto 3 days	Total No. of approvals issued within 4 to 7 days	Total No. of approvals issued within 8 to 15days	Total No. of approvals issued within More than 15 days			
1	Diversification [Rule 19(2)]										
2	Enhancement of capacity of production [Rule 19(2)]										
3	Change in the items of manufacture of service activity [Rule 19(2)]										
4	Extension of time to implement the project and commecement of production of already approved unit [Rule 19(4)]										
5	Extension of validity of LOP for further period of 5 years [Rule 19(6)]										
6	Execution of Bond-cum- LUT [Rule 22]										

	C. Permissions under Rule 74 Status at the end of month for which report is furnished									
Sr.NO	Activity	Total number of requests received during the period	Total number of approvals issued during the period	Total no. of approvals issued Upto 7 days	Total No. of approvals issued within 8 to15 days	Total No. of approvals issued within 16 to 30 days	Total No. of approvals issued within more than 30 days			
1	Approve of exit of SEZ Unit									

D. St	D. Statement on monthly Data on Export Duty, Import Duty and Duty Foregone									
	Status a	at the end of month fo	r which report is furnish	ied						
					Duty					
					Drawback/					
Name of the	Export Duty	Import Duty			DEPB					
Zone	Collected	Collected	Duty For	Duty Foregone						
				Raw						
				material/						
			Capital Goods	consumable						

			St	E.		ort and Exmonth for w				nished					
Name of the Zone	Sector specific/ multi- product	E	xports	in 2008-09 (ir crores)		Imports i 09 (in ci	n 2008		2009- date cro	rts in 10 till (in	ı		in 2009-1 (in crores		
		IT	Serv ices	Manufactu ring	Tota	Capita I Goods	Raw Mat erial	IT	Ser vic es	Manufa uring		Total	Capital Goods	Raw Matei ial	

	F. STATEMENT IN RESPECT OF SEZ DEVELOPERS COMING UNDER THE JURISDICTION OF DC										
	Status at the end of month for which report is furnished										
	Otatus at the end of month for which report is furnished										
	Status of Inspection of the SEZs										
	S.No.	Total Number of requests received for inspection (from inception to)	Number of cases in which inspections already carried out (from inception to 1.5.08)	Number of inspection pending as on	Inspection carried out within 15 days	Inspecti on carried out within 16 to 30 days	Inspections carried out after more than 30 days				
1	_										

	G. INFORMATION on CST claims and drawback			
	Status at the end of month for which report is furnished			
			(Rs. in crores)	
	CST Claims/ Drawback:	CST	DBK	TED
1	Total number of claims received:			
2	Total amount of claims:			
3	Total number of claims already settled:			
4	Total amount disbursed:			
5	Total number of claims pending:			
6	Total amount of pending claims:			
7	Total funds required for this financial year:			

	04-4				!alaad					
	Status at the end of month for which report is furnished									
			Area in sq. metro							
		Total space	Allotted	Vacant	Remarks					
1	Builtup space:									
2	Land space									

I.	Information	regarding	staffing	positing	in SEZs.
	Name of	the Zone			

S.	Name of the post	Number of	Post	Name of the	Date of	No of	Date from	Remarks
No.		Sanction	filled up	Incumbent	Joining	Vacant	which	
		post				post	vacant	
1	Development							
	Commissioner							
2	Joint Development							
	Commissioner							
3	Deputy							
	Development							
	Commissioner							
4	Deputy							
	Commissioner of							
	Customs /							
	Specified Officer							
	Assistant							
5	Development							
	Commissioner							

2. Details of recruitment plan to fillup the posts in the newly notified SEZ under the SEZ Act: -