

विकास आयुक्त/अध्यक्ष, सीपज़-सेज़ प्राधिकरण की अध्यक्षता में दिनांक 08.08.2025 को आयोजित 74वीं प्राधिकरण बैठक का कार्यवृत्त

MINUTES OF THE 74th AUTHORITY MEETING HELD ON 08.08.2025 UNDER THE CHAIRMANSHIP OF DEVELOPMENT COMMISSIONER/ CHAIRPERSON, SEEPZ-SEZ AUTHORITY.

The following are present:

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| 1. Shri. Mayur Mankar, Joint Development Commissioner, SEEPZ-SEZ | Member/Secretary |
| 2. Shri Backiyavelu Mutharasu ITS Deputy, DGFT, Mumbai | Member |
| 3. Shri Sanjay Kumar, Under Secretary, SEZ | Member |
| 4. Shri HasmukhBhai Dholakiya, Partner of M/s. HK Designs (India) LLP | Member |
| 5. Shri Sapinder Singh, Managing Director of M/s Omega Products Pvt. Ltd | Member |

Special Invitee:

1. Shri Adil Kotwal, President SGJMA
2. Shri Vijay Gujrathi, Chairman, SEEMA
3. Shri Rajendra Wagh, Deputy Engineer, MIDC

Smt. Smitha Nambiar, Dy. Development Commissioner, Smt. Y. Mangala, Sr. Accounts Officer & Officer (Estate Finance), Shri Hanish Rathi, Assistant Development Commissioner), Shri Rahul Shivannagol, Assistant Development Commissioner, Shri. Jagdish Gaur, LDC also attended for assistance and smooth functioning of the meeting.

Agenda Item No. 1: Confirmation of Minutes of 73rd Authority held on 28.05.2025

Decision:

After Deliberation, the Authority confirms the minutes of the meeting held on 28.05.2025

Agenda Item No. 1 (A):- Proposal for consideration of Annual Financial statements for F.Y. 2024-25 of SEEPZ- SEZ Authority.

The Authority was appraised w.r.t. the Annual Financial Statements for FY 2024-25 of SEEPZ-SEZ Authority and the Budget Manual was also presented to the Authority detailing the projected expenditure and the income to be incurred during the FY 2024-25.

Decision:

Internal auditors, M/s Sarath and Associates, Chartered Accountants, in their audit report on the accounts of the Authority for the year ended 31

March 2025 stated that receivable from 11 debtors amounting to Rs. 2019.71 Lacs have remained unpaid for a prolonged period ranging from 5 to 15 years. Considering the remote possibility of its recovery for the reasons such as ongoing insolvency proceedings, cessation of business activities, etc. the auditors had recommended to create a provision in the accounts to ensure fair presentation of financial statements and compliance with prudent accounting practices.

As per the recommendation of internal auditors, the Authority, after due deliberations, approved creation of a provision for doubtful debts of Rs. 2099.71 Lacs during the year. Further, the Authority directed that even if the amount receivable is shown as doubtful, all efforts should be made to recover the entire dues and Authority should be kept informed on the action taken in this regard.

The Committee directed that the receivable amount of ₹41.19 crore should be recovered at the earliest. It further instructed that efforts be made to obtain retrospective exemption under Section 10(46) of the Income Tax Act for this purpose.

Agenda Item No. 2:- Monthly Statement Expenditure incurred through Imprest Account.

The Authority was appraised with a summary of imprest account transactions for the period 25 May to 25 June. It details various expenditure heads including office expenses, vehicle maintenance, security arrangements, hospitality, minor civil works, and other operational requirements. Each item includes the nature of the expense, amount spent, and relevant justifications, ensuring compliance with financial norms.

The agenda consolidates these expenses for information and perusal, serving both as a financial statement and as a record.

Decision:

After deliberation, the Authority took note of the expenses incurred through the Imprest Account and also decided that, from the next Authority meeting onwards, the recouped amount from the DC funds shall also be reported in the meeting.

Agenda Item No. 3: The practice of including administrative charges @10% of total monthly expenses by M/s Stree Mukti Sanghtana (SMS) be regularized and formally approved by the Authority as a welfare measure, in recognition of the nature of services rendered i.e. looking after children of those employees who are working in the Units engaged in exports activities in the SEEPZ premises.

The Authority was appraised that, M/s Stree Mukti Sanghatana (SMS) has been claiming **10% administrative charges** on monthly expenses since inception, even though it is not explicitly mentioned in the Agreement. This has been followed without formal approval.

The Authority was requested to consider and approve the regularization of administrative charges @10% being claimed by M/s Stree Mukti Sanghatana on monthly expenses, and 90% directly to SHG authorised by Stree Mukti Sanghathan (SMS), tripartite agreement to be finalised and put up in the next Authority meeting and authorized by DC for necessary modifications to the Agreement, if required.

Decision:

After deliberation, the Authority approved the proposal.

Agenda Item No. 4: Proposal related to the payment to be made to JOSH, a skill development initiative under GJSCI.

The Authority was apprised that, The Authority in its 69th Meeting (20.08.2024) approved reimbursement of actual faculty salary expenses of JOSH (Mega CFC) from 1st Sept 2024 to 31st Aug 2025.

It is now proposed to extend the reimbursement period for another year, i.e., 1st Sept 2025 to 31st Aug 2026, based on actual expenditure incurred by GJSCI.

GJSCI has indicated a salary revision with a ~5% increase (as seen in bills from Apr-June 2025), but no formal revised salary structure has been submitted for verification.

Decision:

After deliberation, the Authority, being a major donor for Josh School, approved the release of funds subject to the condition that GJSCI shall nominate one representative from the Authority, at the SEEPZ DC/JDC level, to serve as Director and GJSCI also provides periodic updates on the progress of the initiative.

Agenda Item No. 5: Proposal for clarification of rent applicable to incoming entrepreneurs under provision of rule 74A and / or change/transfer of ownership by other means viz auction by Banks/ DRT/Liquidator, etc.

The Authority was apprised that, the 70th Authority Meeting (07.10.2024) approved lease rent of ₹6,500/sq.m./p.a. for all new allotments in old (Govt.) buildings and 10% of the highest SEEPZ-SEZ rent for allotments under Rule 74A / change of ownership in self-financed buildings.

Subsequently, the Policy for Transfer of Assets and Liabilities was approved in the 72nd and 73rd Authority Meetings, and Circular No. 10 dated 26.06.2025 was issued, stating that:

- a. For 5-year sub-leased galas, incoming units must pay lease rent equal to the highest rent obtained via auction for similar units in the same/comparable building.

- b. For other galas/plots, no specific lease rent rate is mentioned.

However, Circular No. 6 dated 11.04.2025 mentions that for self-financed buildings transferred under Rule 74A or similar means, rent shall be 10% of the highest SEEPZ rent.

This has led to confusion and inconsistency, as:

- a. 5-year sub-leased units are charged full auction-based rent,
- b. While self-financed buildings under Rule 74A are charged only 10% of the highest rent.

Also, Point 1(a) of Circular No. 6 is now outdated post-Circular No. 10 and adds to the inconsistency.

Authority is requested to review and clarify the applicable lease rent structure to ensure uniformity and remove contradictions in the circulars. draft circular is attached for approval

Decision:

After deliberation, the Authority approved the draft circular attached with this agenda.

Agenda Item No. 6: Proposal for formation of Expert Committee for formation of Renewal Policy for Renewal of Sub- Lease of Plots/ Galas for 30, 95, and 99 Years in SEEPZ SEZ estate.

The Authority was appraised about the issues related to renewal of a sublease for a plot/unit within SEEPZ-SEZ. It outlines the background of the sublease, terms and conditions, compliance status of the lessee, and any deviations or issues identified related to Renewal of Sub- Lease of Plots/ Galas for 30, 95, and 99 Years in SEEPZ SEZ estate.

The SEEPZ-SEZ Authority, facing challenges in framing a **Renewal Policy for Sub-Lease Agreements** for two categories of allotments—

(i) Category-A: Plots and galas allotted by MIDC on payment of one-time premium, and

(ii) Category-B: Plots allotted by SEEPZ without any premium—
proposes the formation of an **Expert Committee** to draft a transparent, fair, and inflation-adjusted renewal framework.

A Committee is to be formed to review the details, assess eligibility based on SEEPZ regulations, and decide policy on granting the renewal, subject to fulfillment of all statutory and contractual requirements.

The committee's mandate will include:

- Reviewing existing sub-lease agreements, lease structures, financial histories, and operational status of units.

- Examining past renewals where no premium or rent revision was charged, assessing implications for fairness, administrative uniformity, and financial sustainability.
- Studying comparable policies of MIDC, other state/central bodies, and similar SEZs to recommend an equitable renewal approach.
- Suggesting the renewal duration (5 years or more) and a clear framework for lease rent or nominal premium during renewal.
- Submitting the draft policy to the Authority within 30 days for approval consideration.

It was proposed that the **Development Commissioner** be authorised to appoint up to **three eminent experts**, offering them an honorarium in line with standard government practices for advisory roles. Their report will guide the Authority's final decision in the next meeting.

Additionally, as part of this proposal, the earlier decision taken in Agenda Item No. 5 of the 72nd Authority Meeting—approving renewal of leases for 30 years with premium—will be kept in abeyance pending the outcome of the committee's recommendations.

Decision:

After due deliberation, the Authority approved the proposal for the formation of an Expert Committee with honorarium, constituted by DC, to formulate a renewal policy for sub-lease agreements with the following members,

- a. Shri. K. P. Bakshi, Retd. IAS (Chairman of the committee)
- b. Shri. M.A SAYEED, Former Principal Law Secretary & R.L.A., M.S
- c. Shri. Pandurang Jotiba Jadhav, Former Joint Secretary, Govt. of Maharashtra

Along with the above members DC can invite any other expert as per requirement and also hire a speed typist to assist the expert committee on monthly salary basis or hourly basis as deemed fit.

2. The Authority observed that conducting auctions for such renewals is not considered appropriate in the present context, renewal clause with mutually agreed terms is available in lease. as the units in question are long-standing occupants who had invested in SEEPZ with the understanding that renewals would be considered fairly.

3. It was therefore agreed that a policy should be developed that is mutually acceptable and at an equitable renewal rate, taking into account the terms of the existing contracts.

4. Authority approved the committee members, terms & conditions and remuneration as per attached draft order and the newly constituted committee shall be tasked with drafting this policy accordingly within a tenure period of 3 Months.

Agenda Item No. 7: Procedure for Implementation of Miscellaneous Permissions in RISE ERP.

The Authority was apprised that, at present, the processing of miscellaneous permissions within SEEPZ-SEZ is being carried out through manual communication and the e-office platform. This has resulted in extended processing time, duplication of efforts, and a lack of real-time tracking and coordination among concerned stakeholders including Security, Customs, DMA Officer, Technical Cell, Caretaker, and Finance section. In order to bring greater transparency, efficiency, and ease of doing business, it is proposed to implement the processing of such permissions through the RISE ERP module. This will enable digitized application submission, real-time updates to stakeholders, automated approval letters, payment integration, and inspection-based decision workflows.

Decision:

After detailed deliberation, the Authority approved the proposal for implementation of Miscellaneous Permissions in RISE ERP with following changes/orders:

1. Permission for bringing cameras with accessories for jewelry photography on a returnable basis is now intimation basis only.
2. Installation of New Energy Meter shall not require permission or intimation and sanction of Electrical load for New Electrical connection will be looked after by Energy Service Provider (Tata/Adani).
3. Security Deposits & Inspection Charges shall not be charged hereafter for any kind of permission as units already have SD Amount deposited with SEEPZ Office and ease of operations. In the interim, all Security Deposits pertaining to old permissions shall be refunded upon receipt of reports from the respective units, detailing the amounts deposited by them with the SEEPZ Office.
4. Staircase repairing currently under inspection based permission to be moved to intimation based permission.
5. Monsoon Shed to be added to Inspection based permission category

Agenda Item No. 8: Post facto approval for Repair and Renovation of D-1 Bungalow, Staff Colony SEEPZ.

The Authority was apprised that, the proposal is submitted for post-facto approval before the Authority, as the SEEPZ SEZ Authority had already approved the repair and renovation works of the D-1 Bungalow, Staff Colony, SEEPZ, based on the Detailed Project Report (DPR) submitted by MIDC and the technical sanction granted by the Superintending Engineer, Circle Mumbai (MIDC). The total estimated cost of 254,29,900/- including contingencies and charges is reasonable and justified, based on the detailed technical assessment and prevailing standard rates used in the estimate. Approval of this project will help maintain the structural integrity of the bungalow and prevent any potential safety hazards to the occupants.

Decision:

After deliberation, the Authority approved & noted the proposal.

Agenda Item No. 09: Approval for Repairing / Renovation Works of Guest

House, 5th Floor - Rooms No. 1 to 8, Store Room, Pantry Room, Common Area, and Ducts in BFC Building, SEEPZ-SEZ.

The Authority was appraised that the administrative and financial approval for undertaking comprehensive repairing and renovation works of the Guest House situated on the 5th floor of the BFC Building, SEEPZ-SEZ. The proposed works cover the refurbishment of Rooms No. 1 to 8, Store Room, Pantry Room, Common Lobby Area, and Ducts/Lift Pit, including waterproofing and structural restoration. The objective is to restore and upgrade the Guest House to a functional, safe, and aesthetically presentable standard, suitable for accommodating visiting dignitaries, government officials, and stakeholders. The estimate of repair & renovation work in BFC Guest House is Rs. 43,60,420/-

Decision:

After due deliberation, the Authority accorded approval for the execution of works in accordance with the Standard Operating Procedure (SOP) prescribed in Office Order No. 111/2023 dated 17.03.2023 issued during the tenure of Shri. Shyam Jagannathan, IAS, former DC, SEEPZ. It was further decided that the proposed works shall undergo validation, and a Technical Sanction shall be obtained from a competent technical institution such as VJTI, IIT, VNIT, or any other approved body, prior to commencement.

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Agenda Item No. 10: Proposal for participation in World Expo 2025.

The Authority was appraised that the World Expo 2025 is being organized in Osaka, Japan where various states of India pavilion is being managed by Indian Trade Promotion Organization. India has been participating since 13.04.2025. On behalf of Maharashtra, MIDC has confirmed participation and paid for reservation of the State Pavilion from 21st September 2025 to 04th October 2025. A multi-departmental meeting was organised on 11th July 2025 which was chaired by Hon. Principal Secretary to Hon'ble Chief Minister, Smt. Ashwini Bhide. Key decisions related to the state's participation were taken in the meeting.

Decision:

After deliberation, the Authority approved the proposal and authorised the Development Commissioner to take further necessary action.

Agenda Item No. 11: Proposal for Sanction of Posts for Outsourced Staff in the DC Office.

The Authority was appraised that, in the 51st Authority Meeting held on 04.02.2022 under Agenda Item No. 14, the Authority approved the recommendations of the Salary Revision Committee dated 19.01.2022. The revised salary structure and qualification criteria were laid down for various categories of outsourced staff including Junior Executives, Executives,

Engineers, etc. However, it was later observed that 10 outsourced employees (comprising 06 Junior Executives, 02 Executives, and 02 Junior Engineers) were not drawing revised salaries as per the approved slab structure due to eligibility or administrative delays. Upon review, the Development Commissioner approved their alignment with the revised salary structure, with a monthly financial implication of Rs.1,20,891/-

Decision:

After deliberation, the Authority approved the sanctioned post and took note of revised pay of few employees as per committee recommendation.

Other Points Discussed:

1. Authority has directed that the work of development of Customs Facilitation Center in SDF VIII is to be expedited such that it is completed with 2025 and inaugurated in January 2026
2. The Authority addressed the issue of damaged roads and lack of parking infrastructure. It was decided that a Planner should be onboarded for revamp of Roads and Parking Rationalisation.
3. The Authority also discussed the New Construction Project in SEEPZ Staff Residential Quarters. Self financing funding model needs to be explored and according to the requirements from the Associations (GJEPC & SEEMA) related to number to staff and type of rooms required, construction plans should be made for the Government Staff Quarters and Commercial Hostel.
4. The Authority decided that minor maintenance works in the vicinity of M/s Goldstar, as well as at the vehicular entry and exit points of Gate No. 3, shall be undertaken.

The meeting concluded with a vote of thanks to the chair.

(ज्ञानेश्वर पाटील)
विकास आयुक्त
सीपज़-सेज़