

OFFICE OF THE DEVELOPMENT COMMISSIONER  
SEEPZ SPECIAL ECONOMIC ZONE  
MINISTRY OF COMMERCE & INDUSTRY  
GOVERNMENT OF INDIA  
ANDHERI (EAST)  
MUMBAI - 400 096.  
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No. SEEPZ SEZ/EMS/ASIDE/ACS/2013-14/ 54

02.01.2014

CIRCULAR NO. 01

**Sub: Collection of data for Access Control System.**

This office is implementing the Electronic Security System- Access Control System with integration CCTV Cameras. The Access Control System will start from 1<sup>st</sup> February, 2014. The employees holding the Swipe Card will only be allowed to enter into Zone Complex. To create the Admin. Login ID & Password, one person is to be assigned as Administrator by the unit holders. His details are required in the prescribed format (copy enclosed). Admin. of the Unit will be able to upload the details of the employees of the unit. In case the unit fails to submit the data on time, the Admin. Login ID and Password will not be generated and the unit employees will not be in position to enter the Zone Complex w.e.f 1.2.2014.

All the unit holders are, therefore, requested to provide the data in the prescribed format (copy enclosed) **within 10 days** from the date of issue of the circular. The soft copy of the information may be forwarded to e-mail address [dcseepzpers3-mah@nic.in](mailto:dcseepzpers3-mah@nic.in). The hard copy may also be submitted to this office addressed to Estate Manager (Mrs. MJ Kulkarni).



(PS Raman)

Joint Development Commissioner,  
SEEPZ-SEZ

To,

1. All units in SEEPZ SEZ.
2. SEEPZ Gem & Jewellery Association.
3. SEEMA
4. Regional Director, EPC for SEZ & EOU.

Name of the Zone	Name of the unit	Unit Short Names	Address	Email ID	Phone No	Mobile No	Fax No	Website	State	City	ISD CODE	Tax Registration No	Company Logo
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Admin Details/Unitholder Operator Details

Record No (Employee Code)	User Name	First Name	Last Name	Mobile	Email	Password	Confirm Password
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