

**OFFICE OF THE DEVELOPMENT COMMISSIONER,
SEEPZ SPECIAL ECONOMIC ZONE, GOVT. OF INDIA,
MINISTRY OF COMMERCE & INDUSTRY,
ANDHERI (E), MUMBAI-400 096.
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Public Notice No. 12 /2015 Dated 28-09-2015.

It has been noticed that the EOUs under the jurisdiction of the Development Commissioner, SEEPZ-SEZ, are submitting the Addendum to LUT request for inclusion of additional items (Raw Materials as well as Capital Goods). But the justification of the same is not being submitted.

All EOU units under the jurisdiction of Development Commissioner are directed to submit the Addendum after adhering the following procedure:-

- (i) The unit shall submit the Addendum in the prescribed format.
- (ii) The Addendum should be signed by Managing Director, Directors, Partners or persons not below the rank of General Manager.
- (iii) The unit shall also submit copy of Board Resolution or authorization by Partners, authorizing the persons to sign the Addendum/Legal Documents.
- (iv) Justification for proposed procurement of materials should be submitted along with Addendum.
- (v) In case of Import/Procurement of Raw Material, the export item for which the proposed Raw Material should be indicated in the Addendum opposite to the item proposed for import/procurement.
- (vi) The unit shall also indicate that the proposed item(s) is not prohibited/banned/restricted.
- (vii) If there is a change of Raw Material, the reason thereof and process flow chart shall also be submitted.

This issues with the approval of the Development Commissioner, SEEPZ-SEZ.



(V.P. Shukla)
Dy. Development Commissioner,
SEEPZ SEZ.

No. **SEEPZ-SEZ/EOU/JDC/Misc/2008-2009** | 15359 **22nd September, 2015**

Copy to:-

1. All EOU units under the jurisdiction of Development Commissioner, SEEPZ-SEZ.
2. Public Notice File
3. DCO/JDCO
4. Website