

भारत सरकार  
वाणिज्य और उद्योग मंत्रालय  
विकास आयुक्त का कार्यालय  
सीपज़ विशेष आर्थिक क्षेत्र  
अंधेरी (पूर्व), मुंबई - 400096



Government of India  
Ministry of Commerce & Industry  
Office of the Development Commissioner  
SEEPZ Special Economic Zone  
Andheri (E), Mumbai - 400096

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Office Order No. 77 / 2026

**Subject: Submission of Agenda of scheduled Approval Committee Meeting.**

It is directed that the agenda notes for the Approval Committee Meetings are required to be submitted well in advance for scrutiny and necessary directions from the Joint Development Commissioner (JDC).

In order to ensure proper scrutiny and timely processing of agenda items, all concerned sections/ADCs shall ensure that the draft agenda/proposal must be submitted before Joint Development Commissioner in RISE ERP module at least five (05) days prior to the scheduled Approval Committee Meeting, failing which it will not be included in the final UAC agenda and will be deferred to the next UAC meeting.

This will facilitate adequate time for perusal, corrections (if any), and issuance of further instructions before the UAC meeting.

All concerned may kindly adhere to the above timeline strictly to avoid last-minute submissions and to ensure smooth conduct of the Approval Committee Meetings.

  
25-3-26

(Mayur Mankar)  
Jt. Development Commissioner,  
SEEPZ SEZ

F. No. SEEPZ-SEZ/ADMN/10/2001-02/Vol-V/03408

Date:- 24.03.2026

To,

1. All officers/Officials
- 2 DCO/JDCO/DDCO/SO
3. Office Order file/register
4. SEEPZ SEZ Website.