



भारत सरकार
GOVERNMENT OF INDIA
वाणिज्य और उद्योग मंत्रालय
MINISTRY OF COMMERCE & INDUSTRY
विकास आयुक्त/ गिफ्ट विशेष आर्थिक क्षेत्र का कार्यालय
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F. No.: KASEZ/DCO/ESTT/GIFT/SEZ/

Dated: February 23, 2024

Public Notice No. 7/2023-24

Attention of Trade and all stakeholders is invited to Public Notice No. 4/2023-24 dated 3.11.2023

2. As per para 2(a) of the abovesaid Public Notice new entities seeking to establish units in GIFT SEZ were required to submit their proposals in Form F, **along with the necessary supporting documents**, through the SEZ Online system. However, scrutiny of Form F application (Consolidated Application Form under Rule 17 of SEZ Rules, 2006) reveals that many applications are submitted without requisite documents causing avoidable communications and delays.

3. To address this issue, all the new entities seeking to establish units in GIFT SEZ are requested to ensure that all the requisite documents as per Rule 17 of SEZ Rules, 2006 is submitted along with Form F through the SEZ Online system. Only in case of bulky documents which cannot be fully uploaded on Sez-Online Portal, first few pages can be uploaded and email/physical copy of the said document may be submitted to DC office. The same must be mentioned in the remarks column of the Form F.

4. The Manual (Version 1.0) for New Unit Application, accessible in the Download section (<https://www.sezonline-ndml.com/downloads.htm>), serves as a comprehensive guide and meticulously outlines the documents required for completing an application for unit registration.

One may refer the manual via the following link: (<https://www.sezonline-ndml.com/pdf/New%20Unit%20Application.pdf> at Page no. 35).

5. Further, the following modifications is being made towards streamlining and simplifying the process of UAC:

(a) The Unit Approval Committee Meetings would continue to be held once in each fortnight.

(b) Processing of New Unit Applications:

Date of receipt of Applications	Scrutiny of applications and deficiency if any.	Submission of reply to query / uploading of required documents by the entity	Proposal to be taken up in UAC
Before or on 25 th of each month	Within 2 working days of receipt of application	Last day of the month	1 st UAC of succeeding month
Before or on 10 th of each month	Within 2 working days of receipt of application	Before 15 th of each month	2 nd UAC of the month when the Form F was filed

6. No proposal will be taken up in UAC unless it is complete in all respect to avoid delays.



(S C Agarwal)

Development Commissioner