

भारत सरकार **Government of India**  
वाणिज्य एवं उद्योग मंत्रालय **Ministry of Commerce & Industry**  
वाणिज्य विभाग **Department of Commerce**  
कार्यालय विकास आयुक्त **Office of The Development Commissioner**  
नोएडा विशेष आर्थिक क्षेत्र **Noida Special Economic Zone**  
नोएडा दादरी मार्ग, फेज- II **Noida-Dadri Road, Phase-II**  
नोएडा - 201305 **Noida-201305**  
गौतम बुद्ध नगर ( उत्तर प्रदेश ) **Gautam Buddha Nagar (Uttar Pradesh)**

F.No. 10/98/2012-SEZ/

Date : 03.07.2015

**PUBLIC NOTICE**

**Sub: Digitization of activities of SEZ Developers and SEZ units**

Following Online Services for various approvals/intimations/reporting through SEZ Online System were launched w.e.f. 1<sup>st</sup> November, 2014. However, hard copies of applications were also allowed to be submitted:-

**For Developers:-**

1. Extension of the validity period of Formal Letter of Approval (Form C1)
2. Extension of the validity period of in-principle Letter of Approval (Form C2)
3. Approval of authorized operations (Form C7)
4. Quarterly/half yearly returns (Form E)
5. Approval of Job-work (sub-contracting)

**For Units:-**

1. Application for setting up units in SEZ
2. Request for renewal of LOA
3. Request for extension of LOA
4. Submission of APRs
5. Intimation of Jewellery exhibitions abroad
6. Permission of Jewellery exhibitions abroad
7. Permission for setting up of a DR/BCP centre by IT units
8. Permission for movement of data backup tape by IT units
9. Grant of exit permission (in-principle approval) from SEZ scheme
10. Approval of job-work (sub-contracting)
11. Intimation of date of commencement of production
12. Grievance form (this is available for all entities)

The Ministry of Commerce & Industry vide letter dated 29.05.2015 has decided that w.e.f. 01.06.2015, no hard copies will be required to be submitted for the above services. Therefore, henceforth no hard copies for above mentioned services should be submitted.

  
( Rakesh Kumar )

Dy. Development Commissioner

To,

1. All SEZ Developers and SEZ Units.
2. All Specified Officers/ Authorised Officers.
3. All ADCs/Concerned Sections .
4. NSEZ Website.