

ANNEXURE-IV

FORMAT FOR ANNUAL PROGRESS REPORT FOR THE WORKING UNITS

PERIOD OF REPORTING: ANNUAL (APRIL-MARCH)

1. Details of the Unit
 - a) Name of the Unit
 - b) IEC. No.
2. PERIOD OF REPORTING
3. Approval No. & Date
4. Item of manufacture/service – Annual Capacity
(Details of all items to be provided)
 - a)
 - b)
5. Factory Location/Address/
Telephone No.
6. Regd. Office Address/Tel/Fax No
7. (a) Permanent E-mail Address (Compulsory)

(b) Web Site
8. Date of commencement of
production

Details of production figures

	Quantity(MT/pieces)	Value(Rs. in lakhs)
--	---------------------	---------------------
9. Details of Foreign Exchange
Inflow/Outflow

<u>EXPORT(INFLOW)</u>	<u>(Rs. in Lakhs)</u>	<u>\$ in Million</u>
-----------------------	-----------------------	----------------------
10. FOB value of exports for the
Year
 - a) GCA exports
 - b) RPA exports
 - c) Total:
11. (a) Goods sold in DTA in terms of Para 6.09 (b) of the Chapter 6 of the Foreign Trade
Policy for year
(b) Deemed export for other categories during the year
Total
12. Cumulative exports up to the current year
13. Cumulative exports up to the previous year

14.	Country-wise details of exports	<u>(Rs. in Lakhs)</u>	<u>\$ in Million</u>
15.	Opening balance of imported RM, Consumables etc., during the year		
16.	Raw Materials/consumables /components etc. imported during the year		
17.	RM/consumables etc. transferred to other units during the year		
18.	RM/consumables etc. received under the inter-unit transfer during the year		
19.	Cumulative import of RM/consumable etc. during the year		
20.	Imported RM/Consumables/ etc., consumed during the year		
20(A)	Imported RM/consumables etc. not utilised beyond five years.		
21.	Closing balance of imported RM/Consumables etc. at the end of year		
22.	Opening balance of imported capital goods including spares (Value of capital goods year-wise since inception to be annexed)		
23.	Import of capital goods including spares during the year		
24.	Capital goods including spares received under inter-unit transfer		
25.	Capital goods including spares transferred under inter-unit transfer		
26.	Cumulative imports of capital goods including spares during year.		
	Sub-Total [Column No. 20 + Column 26]		
27.	Other FE Outflow (Royalty/ technological know-how/investment /Dividend payment/Travel/Commission etc.) during the year		
	TOTAL OUTFLOW [Column No. 20 + 26 +27]		

28.	Net foreign exchange earning	<u>Achieved</u>
29.	Opening balance of indigenous capital goods including spares during the year	
30.	Purchase of indigenous capital goods during the year	
31.	Cumulative balance of indigenous capital goods purchased during the year	
32.	Opening balance of indigenous RM/Consumables etc., during the year	
33.	Purchase of indigenous RM/Consumables etc during the year	
34.	Cumulative balance of indigenous RM/consumables purchased during the year	
34(A)	Imported RM/consumables etc. not utilized beyond five years.	

DTA SALE

35.	(a)Sales of goods effected in DTA if any	<u>Quantity</u>	<u>Value</u>
	(b)Sales of rejects in DTA if any:	<u>Quantity</u>	<u>Value</u>
	(c)Sale of Waste/Scrap/Remnant	<u>Quantity</u>	<u>Value</u>
	d) Sale of by product		
	(e)Total	<u>Quantity</u>	<u>Value</u>
36.	DTA sale on full duty	<u>Quantity</u>	<u>Value</u>
37.	Items of manufacture/service Annual capacity (at the end of financial year)		
38.	Foreign/NRI/Indian investment (to be submitted annually)	<u>Foreign/NRI</u>	<u>Indian</u>
	i) Authorised capital		
	ii) Paid up capital		
	iii) Foreign Direct Investment -	(I) Approved	
		(II) Actual Inflow	
		during the year	

(III) Cumulative balance
for the year

iv) NRI capital

(I) Approved
(II) Actual Inflow
during the year
(III) Cumulative balance
for the year

39. Employment:

a)	No. of Male Workers employed in the unit	Total	<u>Managerial</u>	<u>Skilled</u>	<u>Unskilled</u>
b)	No. of Women workers employed in the unit	Total	<u>Managerial</u>	<u>Skilled</u>	<u>Unskilled</u>
c)	TOTAL: (a + b)				

40. OTHER INFORMATION :

<u>Overseas investment</u>					
a	Overseas investment made by the unit at the end of last year				
a)	Less than one year	Amount in \$			
<u>Cases of pending Foreign Exchange</u>					
b	Cases of pending Foreign Exchange realisation outstanding for more than 180/360 days at the end of financial year				
	Date of export	Name & address of importer	Date and number of Shipping Bills	Amount pending realization	Reasons for non realization
<u>External commercial borrowing</u>					
External commercial borrowing pending at the end of last year					
(a)	Less than three years	Amount in \$			
(b)	More than three years	-do-			
d	Revenue contribution				
Revenue contribution by units					
(a)	Excise duty on DTA sale during the financial year				
(b)	Income tax paid, if any, during the financial year				
(c)	State taxes, cess duties & levies (including CST paid on domestic procurement).				
(d)	Tax deducted at source in respect of employees.				

It is certified that no shipment other than mentioned above are pending realization beyond stipulated period/period as extended by RBI.

(SIGNATURE)
With Seal of Co.

Notes :

- 1) The above information should be given separately for each Letter of Permission.
- 2) The information given in the formats for APRs should be authenticated by the authorized signatory of the unit and should be certified for its correctness by a Chartered Accountant/Cost Accountant with reference to the account records and registers maintained by the unit.
- 3) APRs must be submitted electronically only if the zones have provided online facilities.
- 4) The signature of the authorised signatory of the unit must be sent to the zone electronically.