

**F.No.DGEP/EOU/459/2006**  
Govt. of India,  
Ministry of Finance,  
Department of Revenue  
Central Board of Excise & Customs  
Directorate General of Export Promotion

9<sup>th</sup> January, 2007

**Sub: Time bound disposal of applications for the unit set up under  
EOU/EHTP/STP/BTP scheme -reg.**

The issue of timely disposal of the applications/requests of EOUs has often been raised in Open Houses. Several representations from the EOU exporters have also been received expressing difficulties on account of delayed action on their applications/requests in the field.

2. CBEC vide circular no. 07/2006-Cus dated 13.01.2006 and 17/2006-Cus dated 01.06.2006 has already prescribed time limit for certain activities like certification for debonding from EOU scheme within 15 days, priority verification of premises of EOU/EHTP/STP to facilitate issue of LOP by the Development Commissioner within 15 days and declaration of warehousing station under Section 9 of the Customs Act, 1962 within 23 days.

3. Fixation of time frame improves transparency and sensitizes the field officers to discharge their functions in a time bound manner. Accordingly, it has been decided to prescribe the following time frame for disposal of applications/requests of EOU/STP/EHTP by the field formations at the field level:

Sl.No.	Nature of work	Time for disposal of applications
1.	Issuance of Licence under Section 58 and Section 65 of Customs act, 1962	Five days
2.	Execution and acceptance of B-17 bond	One day
3.	Additional B-17 Bond acceptance	Same day
4.	Extension/Renewal of License	Three days
5.	Broad banding of license	Three days
6.	Broad banding of goods	Same day
7.	Issuance of Procurement Certificate	Same day
8.	Issuance of CT-3 Certificate	Same day
9.	Warehousing of raw-material/capital goods/consumables	One day
10.	Issuance of Re-warehousing certificate of raw-material/capital goods/consumables	One day
11.	Export (subject to 24hrs advance intimation required to be given by the exporter in case of sealing of goods and examination at the place of despatch)	Same day or such shorter period as may be mutually agreed
12.	Re-export	One day or such shorter

	(subject to 24hrs advance intimation required to be given by the exporter in case of sealing of goods and examination at the place of despatch)	period as may be mutually agreed
13.	Permission for re-export of rejected raw material/capital goods/consumables	Two days
14.	Permission for job work/sub-contract	Five days
15.	Renewal/extension of job work/sub-contract in case of no change in the application	One day

The above proposed time period would be exclusive of holidays. Further in a case, where any deficiency is found in the application or any additional information/ action is required, the proposed time period will apply only after rectification of deficiency and re-submission of the complete application.

4. The senior officers should monitor the observance of the laid down time frame in their jurisdiction.

5. Wide publicity may please be given to these instructions by way of issuance of Public Notice. Difficulties, if any, in implementation of these instructions, may be brought to the notice of the Directorate General of Export Promotion, New Delhi.

6. This issues with the approval of CBEC.