

To,
All the Members of Plexconcil

Dear Sir / Madam,

Subject : Regarding Validity period for import and Revalidation of Authorisation, Maintenance of Proper Accounts and Maintenance of proper accounts of import and its utilization
PUBLIC NOTICE NO. 16/2015-2020-DGFT dated 22 July, 2021

This has reference to above referred Public notice, we wish to inform you that there is a minor amendments in Handbook of Procedures 2015-20 in para 4.41, 4.51 and 4.57. Details of the amendments are given below :-

(i) Under Para 4.41 of HBP 2015-20, a new sub-para (e) is added, as mentioned below:

4.41 Validity period for import and Revalidation of Authorisation

(c) For Advance Authorizations issued on or after 15.08.2020 and not covered under Para 4.41 (b) above, only one revalidation for twelve months from expiry date shall be allowed. No further revalidation would be allowed for such authorisations. The provision for revalidation as under Para 4.41 (c) shall also not be applicable for such Advance Authorisations .Applications for any such revalidation may be submitted online to the concerned Regional Authority on or after 01.08.2021.

(ii) Existing Paras 4.51 and Para 4.57 are replaced with the new Paras as mentioned below:

Existing Para	New Para
<p>4.51 Maintenance of Proper Accounts</p> <p>Every Advance Authorisation holder shall maintain a true and proper account of consumption and utilisation of duty free imported / domestically procured goods against each authorisation as prescribed in Appendix 4H or 41, as applicable. These records are required to be sent to the concerned Regional Authority at the beginning of each licensing year for all those authorisations, which have been redeemed in previous. licensing year. However, these records in said format are required to be submitted for authorisations issued on or after 13-05-2005. Such records should be preserved for a period of at least three years from date of redemption.</p>	<p>4.51 Maintenance of Proper Accounts</p> <p>Every Advance Authorisation holder shall maintain a true and proper account of utilisation of duty free imported /domestically procured goods against each authorisation as prescribed in Appendix 4H or 41, as applicable. These records are required to be submitted at the beginning of each licensing year for all those authorisations, which have been redeemed in previous licensing year. The same may be submitted on the DGFT Website under Dashboard >-CA/CE Repository</p>
<p>4.57 Maintenance of proper accounts of import and its utilisation-</p> <p>Original DFIA holder shall maintain a true and proper account of consumption and utilisation of duty free imported / domestically procured goods against each authorisation as prescribed in Appendix 4H. These records are required to be sent to Regional Authority concerned along with request for bond waiver / redemption / discharge of export obligation / transferability. Such records should be preserved for a period of at least three years from date of redemption.</p>	<p>4. .57 Maintenance of proper accounts of import and its utilisation-</p> <p>Original DFIA holder shall maintain a true and proper account of consumption and utilisation of duty free imported / domestically procured goods against each authorisation as prescribed in Appendix 4H. These records are required to be filed online to Regional Authority concerned along with request for bond waiver / transferability.</p>

As a result of above amendment now Para 4.41 of Handbook of Procedures 2015-20 is amended to allow only one revalidation for a period of 12 months to Advance Authorisations issued on or after 15.08.2020 (instead of 2 revalidation of 6 months each, provided earlier) and Para 4.51 and 4.57 of Handbook of Procedures 2015-20 are amended to allow submission of record in online mode.

Members are requested to take note of above amendment and do the needful, if applicable. The said P/N is available for reference using below link-

<https://content.dgft.gov.in/Website/dgftprod/9a894e79-06eb-428e-a25b-74540b1fad52/Public%20Notice%2016%20English%20pdf.pdf>

With regards,

Bharti Parave
Asst. Director – Trade & Policy

Plexconcil