



THE COTTON TEXTILES EXPORT PROMOTION COUNCIL

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E-Serve No.: 158 of 2023 | Date: June 27, 2023

Sub : Process for EOP extension and issuance of EODC for Advance Authorisation for Annual Requirement

Dear Member,

This is to inform you that DGFT has issued Trade Notice No. 11/2023 dated 23.6.2023 ([copy enclosed](#)), outlining the procedures for Export Obligation Period (EOP) and issuance of EODC for Advance Authorisation for Annual requirement.

Your kind attention is drawn to earlier Trade Notice Nos. 1/2023-24 dated 6.4.2023 and 24/2022-23 dated 12.1.2023 on the online functionality to AA/EPCG authorisation holders to update closure/redemption status on the DGFT Website of manually issued EODC in case incorrectly reflected on the DGFT portal.

In continuation to the said instructions, DGFT has now informed that -

-- For Annual Advance Authorisation cases, physical files may be submitted for redemption to the concerned DGFT Regional Authority (RA), and on approval, the Authorisation holders may submit Closure/EODC Status Update request online to RA for updation as follows -

-- Please follow the steps as given below -

Navigate to DGFT website

>>> Services

>>> Advance Authorisation

>>>Annual Advance Authorisation Closure/EODC Status update.

-- RAs shall examine the applications.

-- Any physical correspondence with the applicant shall be recorded on the DGFT online portal in the correspondences section.

-- All applications for EOP extension of Advance Authorisation for Annual Requirement shall be submitted physically to the concerned RA and the same shall be

processed manually.

Members may please take a note of the above and do as instructed.

Regards,

Dr. Siddhartha Rajagopal
Executive Director

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