



THE COTTON TEXTILES EXPORT PROMOTION COUNCIL

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Sub: DGFT notifies the procedures for filing the Annual RoDTEP Return (ARR) on the DGFT Portal by 31st March

Dear Member,

DGFT vide Public Notice No.27/2024-25 dated 23rd October, 2024 ([enclosed](#)) has notified procedure for filing the Annual RoDTEP Return (ARR) on DGFT Portal in Appendix-4RR of HBP 2023 ([format of this Appendix annexed to this Public Notice](#)). Accordingly, a new Para 4.94 (Filing of Annual RoDTEP Return) has been added to Chapter 4 of HBP 2023.

The requirement for filing ARR applies initially to exporters with RoDTEP claims exceeding Rs.1 crore in a financial year across all 8-digit HS codes.

RoDTEP scrip holders may please make a note of the following while filing ARR:

- Filing Requirement: Need to file ARR for FY 2023-24 on DGFT portal by 31.03.2025.
- Deadline: A specific deadline is set for the submission of these returns.
- Compliance: Emphasis on compliance with guidelines to avoid penalties.
- Eligibility: Timely filing is essential for maintaining eligibility for RoDTEP benefits.
- Record Retention Requirement: Physical/digital records supporting RoDTEP claims filed in ARR must be maintained for 5 years and presented to the authority if required.
- ARR Scrutiny & Liability for Excess Claims: ARR cases may be flagged by IT-based risk criteria for further scrutiny under Para 4.54 of FTP 2023 to assess inputs used in export production and actual taxes incurred. After assessment, any excess RoDTEP claims must be refunded/surrendered. Failure to regularize excess claims within the given timeframe will result in suspension of further RoDTEP benefits.

Members may kindly take a note of the procedures for filing the ARR as outlined in the said DGFT Public Notice.

Regards,

[Dr. Siddhartha Rajagopal](#)

Executive Director

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