

Government of India
Ministry of Commerce & Industry
Department of Commerce
Directorate General of Foreign Trade
Vanijya Bhawan, New Delhi

Dated: 23rd June, 2023

Trade Notice No.11/2023

To,

1. All Regional Authorities of DGFT
2. All Export Promotion Councils
3. All Advance/EPCG Authorisation Holders

Subject: Process for EOP extension and issuance of EODC for Advance Authorisation for Annual requirement-reg.

Reference is drawn to earlier Trade Notice no. 01/2023-24 dated 6th April 2023 and Trade Notice No. 24/2022-23 dated 12th January 2023 regarding the online functionality to AA / EPCG authorisation holders to update closure / redemption status on the DGFT Website (<https://www.dgft.gov.in>) of manually issued EODC in case incorrectly reflected on the DGFT portal.

2. In continuation to the said instructions, it is informed that –

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

- i. May navigate to DGFT website --> Services-->Advance Authorisation -->Annual Advance Authorisation Closure/EODC Status update.

3. RAs shall examine the applications accordingly and any physical correspondence with the applicant shall be recorded online on the DGFT online portal in the correspondences section.

4. 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.

5. This issues with the approval of the Competent Authority.

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