FORMAT FOR QUARTERLY REPORT FOR THE WORKING UNITS

PERIOD OF REPORTING: QUARTERLY (APRIL-JUNE)(JULY-SEPTEMBER)(OCTOBER DECEMBER)(JANUARY-MARCH)

1.   Name of the Unit & location
2.   (a) Permanent E-mail Address (Compulsory)

     (b) Web Site

3.   Date of commencement ofproduction :

     Details of production figures:

                    Quantity(MT/pieces)   Value(Rs. in lakhs)

     EXPORT(INFLOW)   (Rs. in Lakhs) $ in Million

4(i).   FOB value of exports for the
       Quarter
       a)   GCA exports
       b)   RPA exports
       c)   Total:

ii).   Deemed export for other categories during the quarter

iii).   Cumulative exports/deemed export up to the current
       quarter

IMPORT(OUTFLOW)   (Rs. in Lakhs)

5(i).   Cumulative import of
       RM/consumable etc. during
       the quarter

ii).   Cumulative import of RM/Consumables
       etc., consumed up to the quarter

iii).   Cumulative import of capital goods including spares
       up to the quarter.

6.   Net foreign exchange earning   Achieved
        (NFE)(Column 4 – Column 5 {ii}+Column 5 {iii})

 7. Indigenous procurement Quantity/ value (Rs in lakhs)

(i) Cumulative domestic procurement of RM/Consumables etc. during the quarter.

(ii) Cumulative domestic procurement of RM/Consumables etc. consumed up to the quarter.

(iii) Cumulative domestic procurement of capital goods including spares up to the quarter.

8. Duty forgone on indigenous procurement (Rs. in lakhs)

<u>DTA SALE</u>

9. DTA sale   <u>Quantity</u>   <u>Value</u>

10.   <u>Cases of pending Foreign Exchange</u>

Cases of pending Foreign Exchange realisation outstanding for more than 360 days at the end of last quarter/ financial year

Date of export   :   Name of Importer: Address :   Amount

(SIGNATURE)
With Seal of Co.

Notes :

1.   The above information should be given separately for each Letter of Permission.
2.   QPRs must be submitted electronically only if the zones have provided online facilities.
3.   The signature of the authorised signatory of the unit must be sent to the zone electronically.

FORMAT FOR ANNUAL PROGRESS REPORT FOR THE WORKING UNITS

PERIOD OF REPORTING: ANNUAL (APRIL-MARCH)

1. Details of the Unit

   a) Name of the Unit
   b) IEC. No.

2. PERIOD OF REPORTING

3. Approval No. & Date

4. Item of manufacture/service – Annual Capacity
   (Details of all items to be provided)
   a)
   b)

5. Factory Location/Address/
   Telephone No.

6. Regd.Office Address/Tel/Fax No

7. (a) Permanent E-mail Address (Compulsory)

   (b) Web Site

8. Date of commencement of
   production

   Details of production figures

	Quantity(MT/pieces)	Value(Rs. in lakhs)

9. Details of Foreign Exchange
   Inflow/Outflow

EXPORT(INFLOW)	(Rs. in Lakhs)	$ in Million

10. FOB value of exports for the
    Year
    a)   GCA exports
    b)   RPA exports
    c)   Total:

11. (a)   Goods sold in DTA in terms of Para 6.09 (b) of the Chapter 6 of the Foreign Trade Policy for
    year
    (b)   Deemed export for other categories during the year

     Total

12. Cumulative exports up to the current year

13. Cumulative exports up to the previous year

14. Country-wise details of exports

         <u>(Rs. in Lakhs)</u>   <u>$ in Million</u>

15. Opening balance of imported
    RM, Consumables etc.,
    during the year

16. Raw Materials/consumables
    /components etc. imported
    during the year

17. RM/consumables etc.
    transferred to other units
    during the year

18. RM/consumables etc.
    received under the inter-unit
    transfer during the year

19. Cumulative import of
    RM/consumable etc. during
    the year

20. Imported RM/Consumables/ etc., consumed during the year

20(A) Imported RM/consumables etc. not utilised beyond five years.

21. Closing balance of imported RM/Consumables
    etc. at the end of year

22. Opening balance of imported capital goods including spares (Value of capital goods year-wise since
    inception to be annexed)

23. Import of capital goods including spares
    during the year

24. Capital goods including spares received under
    inter-unit transfer

25. Capital goods including spares transferred under inter-unit
    transfer

26. Cumulative imports of capital goods including spares
    during year.

Sub-Total [Column No. 20 + Column 26]

27.   Other FE Outflow (Royalty/
technological know-how/investment
/Dividend payment/Travel/Commission etc.)
during the year

TOTAL OUTFLOW [Column No. 20 + 26 +27]

28.   Net foreign exchange earning   Achieved

29.   Opening balance of indigenous
capital goods including spares
during the year

30.   Purchase of indigenous
capital goods during the
year

31.   Cumulative balance of indigenous
capital goods purchased during
the year

32.   Opening balance of indigenous
RM/Consumables etc.,
during the year

33.   Purchase of indigenous
RM/Consumables etc
during the year

34.   Cumulative balance of indigenous
RM/consumables purchased during the year

34(A)   Imported RM/consumables etc. not utilized beyond five years.

<u>DTA SALE</u>

35.   (a)Sales of goods effected in DTA if   <u>Quantity</u>   <u>Value</u>
any

           (b)Sales of rejects in DTA if any: <u>Quantity</u>   <u>Value</u>

           (c)Sale of Waste/Scrap/Remnant   <u>Quantity</u>   <u>Value</u>

           d) Sale of by product

           (e)Total   <u>Quantity</u>   <u>Value</u>

36.   DTA sale on full duty   <u>Quantity</u>   <u>Value</u>

37.   Items of manufacture/service

Annual capacity (at the end of financial year)

38. Foreign/NRI/Indian investment   <u>Foreign/NRI</u>   <u>Indian</u>
(to be submitted annually)

     i) Authorised capital

     ii) Paid up capital

     iii) Foreign Direct Investment -   (I)   Approved
                                            (II) Actual Inflow
                                              during the year
                                            (III) Cumulative balance
                                            for the year

     iv) NRI capital   (I)   Approved
                                             (II) Actual Inflow
                                            during the year
                                            (III) Cumulative balance
                                            for the year

39. <u>Employment:</u>

a) No. of Male Workers employed in   Total   <u>Managerial</u>   <u>Skilled</u>   <u>Unskilled</u>
the unit

b) No. of Women workers employed   Total   <u>Managerial</u>   <u>Skilled</u>   <u>Unskilled</u>
in the unit

c) TOTAL: (a + b)

40. <u>OTHER INFORMATION :</u>

| a | <u>Overseas investment</u>

Overseas investment made by the unit at the end of last year
a) Less than one year   Amount in $ | |
| b | <u>Cases of pending Foreign Exchange</u>

Cases of pending Foreign Exchange realisation outstanding for more than 180/360 days at the end of financial year | |

Date of export	Name & address of importer	Date and number of Shipping Bills	Amount pending realization	Reasons for non realization

c	External commercial borrowing		
	External commercial borrowing pending at the end of last year (a) Less than three years Amount in $ (b) More than three years -do-		
d	Revenue contribution		
	Revenue contribution by units (a) Excise duty on DTA sale during the financial year (b) Income tax paid, if any, during the financial year (c) State taxes, cess duties & levies (including CST paid on domestic procurement). (d) Tax deducted at source in respect of employees.		

It is certified that no shipment other than mentioned above are pending realization beyond stipulated period/period as extended by RBI.

(SIGNATURE)
With Seal of Co.

Notes :

1)   The above information should be given separately for each Letter of Permission.

2)   The information given in the formats for APRs should be authenticated by the authorized signatory of the unit and should be certified for its correctness by a Chartered Accountant/Cost Accountant with reference to the account records and registers maintained by the unit.

3)   APRs must be submitted electronically only if the zones have provided online facilities.

4)   The signature of the authorised signatory of the unit must be sent to the zone electronically.