



THE INDIAN SILK EXPORT PROMOTION COUNCIL

B-1, EXTENSION, A-39, MOHAN COOPERATIVE INDUSTRIAL ESTATE,

MATHURA ROAD, NEW DELHI -110044

TEL: 011-26950134 EMAIL: roisepc@gmail.com

NO/ISEPC/EPC/2018-19

22nd March, 2018

To All Members of the Council

Reg. Procedure for issuance of Export Performance Certificate by ISEPC for availing Import Embellishment of Garments.

Dear Sir/Madam,

As you are aware that the ISEPC is authorized Agency to issue Entitlement Certificate to exporters, reference is invited to the Notification No.06/2018-Customs dated 02.02.2018 of Government of India, Ministry of Finance (Department of Revenue) thereby making further amendment in the Principal Notification No. 12/2012-Customs dated 17.03.2012.

As per the Notification, the import of trimmings & embellishment and other goods used by readymade textile garment sector for manufactures of garments shall be restricted to 5% of the FOB Value of the garments exported and value realized during 2017-18 within overall Export Performance Certificate

In view of above, the Export Performance Certificate may be obtained for the purpose of importing eligible items of goods as detailed in Principal Notification No. 12/2012-Customs dated 17.03.2012 of Govt. of India, Ministry of Finance (Deptt. of Revenue) and amended from time to time and last amended vide Notification No. 06/2018-Customs dated 02.02.2018.

The Council reserves the right to call for any other documents/information that may be relevant for this purpose.

Processing Charges:-

Applications should be accompanied by a Pay Order/Demand Draft in favour of **“The Indian Silk Export Promotion Council, New Delhi”** as per details given hereunder:-

I- For issuance of Export Performance Certificate.

Export Performance	Processing charges for fresh applicants@5% of EPC (Non refundable)
Upto Rs.1 Crore	5000+ GST 18%
Rs. 1 Crore to Rs. 3 crore	15000 + GST 18%
Rs. 3 Crore to Rs. 10 Crore	20000+ GST 18%

Above Rs. 10 Crore

35000+ GST 18%

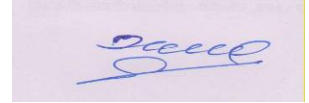
II- For issuance of Import Certificate – Rs. 500 + GST 18%

III- For enhancement of Export Performance in EPC- Rs. 5000 + GST 18%

IV- For cancellation/surrender of Import Certificate- Nil

V- For reissue/duplicate Export Performance Certificate- Rs. 1500 + GST 18%

Upon receipt of applications from the eligible exporters, the Council will issue the Export Performance Certificate.



(T.S. Chadha)

Offg. Executive Director

Annexures to be filled in

For fresh application	Annexure –I & IA
For obtaining Import Certificate	Annexure –II & IIA
For Enhancement of Export Performance in Export Performance Certificate	Annexure- III, IIIA & IIIB
For Add Back/re-credit against surrendered/cancelled Import Certificate	Annexure-IV
For Reissue/Duplicate Export Performance Certificate	Annexure-V

PERFORMA FOR SUBMISSION OF APPLICATION TO ISEPC FOR ISSUE OF EXPORT PERFORMANCE CERTIFICATE FOR 2018-19.

(TO BE FURNISHED ON THE LETTER HEAD OF THE EXPORTING FIRM)

To,

The Executive Director,
The Indian Silk Export Promotion Council
B-1 Extn/A-39, Mohan Cooperative Indl Estate,
Mathura Road, New Delhi- 110044.

Sub: Issue of Export Performance Certificate for 5% entitlement.

Dear Sirs,

01. With reference to your Circular No./ISEPC/EPC/2018-19 dated 19th March 2018, we wish to state that we have exported Readymade Garments and have realized the sale proceeds amount to Rs. as per the Bank Realization Certificate towards the realizations effected between 1st April, 2017 and 31st March, 2018. (Attach self attested photocopy).
02. We are enclosing herewith a Pay Order/Demand Draft bearing No.....
Datedfor Rs.....favoring 'The Indian Silk Export Promotion Council' towards the application fee (non-refundable).
03. We hereby agree to provide all information sought by ISEPC, in connection with this application. We agree to obtain Import Certificate from the place to be decided by ISEPC.
04. In case of Merchant Exporter, please indicate the following details of supporting Manufacturer tied-up with your firm/company:-
 - a) Name of manufacturer/s. _____
 - b) Factory address(s). _____
 - c) Contact person. _____

d) Registration No. with ISEPC _____
 e) Phone No. _____
 f) Fax No. _____
 g) Email ID _____
 (Please attach extra sheet, on your letter head, if required.)

05. We also confirm that while obtaining the IC, we would abide by the following conditions:-

"That the imported goods shall not be put to any other use or sold in the market except in manufacture of textile garments for export by manufacturer directly or through merchant exporter registered with the ISEPC."

06. Details of Export Performance during previous 3 years:-

Value in Rupees Lakh

Destination	Year 2015-16	Year 2016-17	Year 2017-18
EU			
USA			
Latin American Countries			
Japan			
South Africa			
Others			
Total			

07. We hereby confirm and declare that the statement made above is true and correct to the best of our knowledge. We understand and agree that in the event of the above statement being found to be incorrect or false, our Export Performance Certificate will be cancelled and we shall be liable for any penal action that may be taken by the ISEPC, or by the Government of India under the relevant rules.

Name of Exporter.....
 RCMC No
 IE Code No. issued by DGFT
 Name of the Authorized Signatory
 Signature of the Authorized Signatory
 Mail id

CHARTERED ACCOUNTANT CERTIFICATE
(On CA's Letter Head)

We have verified the details of export of Readymade Garments made and realized sales proceed indicated by the exporter at point No. 1 at **Annexure - I** of application i.e. exporter's 'declaration' and as per the statement attached, certify that the total FOB value of exports of readymade garments based on the Bank Realization

Certificate of M/s.....

Address..... during the year 2017-18 i.e. between 1.4.2017 and 31.3.2018 were of the value of Rs.....(Rupees.....).

Format for "Consolidated Statement" to be provided with original attestation from the CA Along-with above covering letter on CA's Letter Head.

S. No.	Invoice no & date	Realization certificate no.	Description of exported Items (Readymade Garments only)	Country if export	Amount realized in Foreign Currency realized		FOB Amt in INR	Date of realization
					Currency	Amt.		

I/We, further certify that aforesaid facts are true and correct to the best of my/our knowledge and belief.

(Signature of CA)
With Seal and Stamp

Name & Address of the Chartered Accountant's firm.....

Membership No. of the Chartered Accountant*

Phone No.....

Email ID

Date.....

Place.....

*Mandatory

APPLICATION FOR OBTAINING IMPORT CERTIFICATE (IC)

- 01. Name & Address of EXPORTER _____
- 02. RCMC NO. _____
- 03. Importer-Exporter Code No. _____
- 04. Items to import with HS Code _____
- 05. Country of Import _____
- 06. Overseas Supplier's Name & Address _____
- 07. Supplier's Invoice No. and date (if applicable)_____
- 08. Export Performance Certificate No. _____ Validity _____
(Self certified)
- 09. Items intended to be imported for which Import Certificate is Sought _____
- 10. Value of Import * _____

11. We also confirm that the import of products under reference in the above IC, is subject to following condition which is duly abide by us:

"That the imported goods shall not be put to any other use or sold in the market except in manufacture of textile garments for export by manufacturer directly or through merchant exporter registered with the ISEPC."

* (Refer Sr. No. 10 above- (For the imports to be effected during 2017-18 under Custom Notification No. 06/2018-Customs dated 02.02.2018 by making the amendment in the Notification No. 12/2012-Customs dated 17.03.2012 of Govt. of India, Ministry of Finance (Deptt. Of Revenue).

12. To be filled in only in case the imports are applied from Private Bonded Warehouse/SEZ

- A) Name of the Private Bonded Warehouse/SEZ :.....
- B) License No. _____ & Date _____ issued by Commissioner Of Customs with the validity (attached self attested copy)
- C) Whether License is valid on the date of application
(Please tick Yes/No)
- D) Whether Private Bonded Warehouse Provides storage or material permitted for readymade garments
(Please tick Yes/No) Yes No
- D) Whether Private Bonded Warehouse Provides storage of material permitted for readymade garments. (Please Tick Yes/No) Yes No

13. IC Processing Fee (Rs. 500 + GST 18%)

PO/DD No. _____ Date. _____

Amount Rs. _____

Bank Name _____

Branch details _____

Name of authorized representative _____

Signature of authorized representative _____

Seal of Company _____

Enclosures:

01. Export Performance Certificate (in original).

02. After clearance of goods copy of self attested bill of entry to be filed with ISEPC within 60 days of clearance.

PERFORMA OF AFFIDAVIT for import of Lining & Interlining material)
(ON RS. 10/- STAMP PAPER DULY NOTORISED)

AFFIDAVIT

This is with reference to our request dated... .. for issuance of Import Certificate to import Lining/Interlining materials falling under Chapters 43,52,54,55,56,58 59 or 60 against Export Performance Certificate Number... .. within the balance entitlement amount (Restricted to 2% of FOB value of garments exported and value realized during the year 2017-18).

We undertake that such material upon import will not be put to, any other use or sold in the market except in the manufacture of textile garments for exports.

We indemnify The Indian Silk Export Promotion Council against any misuse and take a total responsibility for any such misuse.

We understand fully that any violation of the conditions of the Notification no. 26/2003 dated 1.3.2003 superseded by Custom Notification No. 06/2018- Customs dated 02.02.2018 by making the amendment in the Notification No. 12/2012- Customs dated 17.03.2012 of Govt. of India, Ministry of Finance (Deptt. of Revenue), (it shall be construed as malpractice) will render us liable to penal and/or any other action decided by **ISEPC**, criminal law, and any other act or rule as may be applicable and that such action may be resorted to against us without any opportunity or show cause notice to us.

Name of Company _____
Name of authorized representative _____
Signature of authorized representative _____
Seal of Company _____

Dated.....
Place.....

APPLICATION FOR ENHANCEMENT OF EXPORT PERFORMANCE IN EPC
FOR THE YEAR 2017-18

DECLARATION

(To be furnished on the letter head of the exporting firm)

To,

The Executive Director,
ISEPC – B-1, Extn/A-39, Mohan Coop. Indl Estate,
Mathura, Road, New Delhi- 110044

Dear Sir,

With reference to our EPC certificate no. _____ dated _____. We wish to apply for enhancement in our above said EPC.

1. Export Performance Value of EPC 2018-19 already issued Rs. _____
2. Export Performance Value of EPC intended for enhancement Rs. _____
3. TOTAL Value of EPC required (1+2) _____
4. CA Certificate in original, certifying realization of amount as indicated at Sl. No. 2 above (as per **Annx. III(A) & III(B)**).
5. We are enclosing herewith a Pay Order/Demand Draft No. _____ dated _____ favoring THE **INDIAN SILK EXPORT PROMOTION COUNCIL** for an amount of Rs. _____ towards the enhancement fee (non-refundable).
6. We hereby agree to provide all the information sought by ISEPC in connection with this application.
7. We hereby confirm and declare that the statement made above is true and correct to the best of our knowledge.

Name of Exporter.....
RCMC No.....
IE Code issued by the DGFT.....
Name of the authorized signatory.....
Signature of the authorized signatory.....
Date.....
Mail id.....

Processing Fee – Rs. 5000 + GST 18%

Enclosures:

- a. Original EPC
- b. CA Certificate as per **Annexure III (A)**
- c. Undertaking as per **Annexure III (B)**
- d. Detailed consolidated statement duly certified by CA in original.

ANNEXURE - III (A)

CHARTERED ACCOUNTANT CERTIFICATE FOR ENHANCEMENT OF EPC

(On CA's Letter Head)

VERIFICATION

We have verified the statement made above by the exporter and certify that the total FOB value of exports of readymade garments based on the bank realization certificate of M/S _____ during the Period 01.04.2016 to 31.03.2017 were of the value of Rs. _____ (Rupees _____).

We also certify that the export bills taken now, were not included earlier certificate issued for the period 01.04.2017 to 31.03.2018 and this application is made with those export bills which were raised and realized during the period 01.04.2017 to 31.03.2018.

Format for the " Consolidated Statement" to be provided with attestation from the CA alongwith above covering letter on CA's Letter Head.

S. No.	Invoice no & date	Realization certificate no.	Description of exported Items (Readymade Garments only)	Country of export	Amount realized in Foreign Currency realized		FOB Amt in INR	Date of realization
					Currency	Amt.		

I/We, further certify that aforesaid facts are true and correct to the best of my/our knowledge and belief.

Name and Address. _____
Of the Chartered Accountant _____

Signature of Chartered Accountant _____
Membership No of the Chartered Accountant* _____
Membership No of CA firm/ Company _____

Date:
Place:
Mail Id
*Mandatory

ANNEXURE - III (B)

UNDERTAKING FOR EPC ENHANCEMENT

(on Rs. 100/- Stamp Paper duly notarized)

UNDERTAKING

This has reference to our request dated _____ for issuance of supplementary Export Performance Certificate for Rs. _____ (Rupees _____) in addition to our earlier Export Performance Certificate No. _____ dated _____ for Export Performance Value of Rs. _____ (Rupees _____) during the period of 2017-18.

We undertake that the statement made and the documents submitted for verification in support of our claim for supplementary Export Performance Certificate is true and correct.

We confirm that the export bills taken now were not included earlier 2017-18 periods and this application is made with those export bills, which were raised and realized during the financial year 2017-18. We understand and agree that in the event of documents and information submitted by us are found to be incorrect or false, there is a violation of the condition as malpractice and will render us liable to penal and or any other action under the policy, criminal law and any other act as may be applicable and such action can be restored to against us without any opportunity to show cause to us..

Name of the Company

Name of Authorized Signatory

Signature of Authorized Signatory

Seal of Company

Date:

Place:

ANNEXURE - IV

**PERFORMA FOR AFFIDAVIT for Add Back/re-credit against
surrendered/cancelled Import Certificate(IC)**
(ON RS. 10/- STAMP PAPER DULY NOTORISED)

AFFIDAVIT

This has reference to our Import Certificate No. dated
In this regard, we M/s. (RCMC No.
... undertake the following :-

1. That we have obtained above Import Certificate for (Item)
2. That the said Import Certificate has not been utilized due to.....
3. It is therefore, requested to re-credit the IC value of Rs.

We undertake that the said original Import Certificate has not been misused under any circumstances by us.

We hereby confirm and declare that the statement made above is true and correct to the best of our knowledge. We further indemnify ISEPC that in the event of the above statement being found to be incorrect or false/misleading, we will be liable to pay full import duty as mentioned along with the penalty as per custom norms.

Name of Company _____
Name of authorized representative _____
Signature of authorized representative _____
Seal of Company _____
Dated.....
Place.....

ANNEXURE - V

FOR RE-ISSUE/ DUPLICATE EXPORT PERFORMANCE CERTIFICATE

(Affidavit to be on the non-judicial stamp paper of Rs.100/- duly notarized)

This has reference to our Export Performance Certificate No. _____ (EPC-2017-18) dated _____ for Rs. _____ issued by The Indian Silk Export Promotion Council.

1. That the said original Export Performance Certificate No. _____ dated _____ has been lost/misplaced and not traceable.
2. That we had utilized a value of Rs. _____ out of total Import Entitlement of Rs. _____ and balance of Rs. _____ is available in the said Export Performance Certificate.
3. That we have lodged a police complaint with Police Station _____ vide Complaint No. _____ (copy enclosed).
4. It is, therefore, requested that **Duplicate** Export Performance Certificate for the Balance of Rs. _____ may be issued to us.
5. We undertake that the said original Export Performance Certificate and Duplicate now requested will not be misused under any circumstances either by us or our buyer or agents.
6. Please enclose copy of FIR (self attested)

We further indemnify ISEPC against misuse of the said original or duplicate Export Performance Certificate and agree on any penal action that ISEPC / Govt. may impose.

Name of Company _____
Name of authorized signatory _____
Signature of authorized Signatory _____
Seal of Company _____
ISEPC Registration No. _____

Place:

Date :

Enclosures:

1. A request on the Company's Letter head;
2. Copy of FIR;
3. Bond of Rs.100/- on Non judicial stamp paper duly notarized.
4. Photocopy of EPC earlier issued.

Processing Fee- Rs. 1500 + GST 18%.

Sl. No. in the Table appended to relevant Customs Notification	ITEM	HS Code	Qty.	Value	Bill of Entry Nos.& Date
288	Lining and Interlining Materials	43,52,54,55, 56 58 59 or 60			
311	Fasteners including buttons & snap fasteners, zip fasteners including zippers in roll, sliders/	52 or Any Chapter			
(a)					
(b)	Inlay Cards	52 or Any Chapter			
(c)	Shoulder Pads	52 or Any Chapter			
(d)	Buckles	52 or Any Chapter			
(e)	Eyelets	52 or Any Chapter			
(f)	Hooks and eyes	52 or Any Chapter			
(g)	Rivets	52 or Any Chapter			
(h)	Collar stays, collar patties, butterfly and other garment stays	52 or Any Chapter			
(i)	Fusible and non-fusible embroidery,	52 or Any Chapter			
(j)	Laces	52 or Any Chapter			
(k)	Badges including Embroidered	52 or Any Chapter			
(l)	Embroidery threads	52 or Any Chapter			
(m)	Sewing Thread	52 or Any Chapter			
(n)	Stones (Other than precious &	52 or Any Chapter			
(o)	Sequin	52 or Any Chapter			
(p)	Tape, Elastic tape & hook (tape of width not exceeding 75	52 or Any Chapter			
(q)	Velcro tape	52 or Any Chapter			
(r)	Cord & cord stopper	52 or Any Chapter			
(s)	Toggles	52 or Any Chapter			
(t)	Poly wadding Materials	52 or Any Chapter			
(u)	Stud	52 or Any Chapter			
(v)	Elastic cloth and elastic band	52 or Any Chapter			
(w)	Quilted wadding materials	52 or Any Chapter			
(x)	Beads for embroidery	52 or Any Chapter			
(y)	Sample fabric of total length upto 1000 metre imported during	52 or Any Chapter			
(z)	Printed Bags	52 or Any Chapter			
(za)	Knitted Ribs	52 or Any Chapter			
(zb)	Anti-theft devices like labels, tags &	52 or Any Chapter			
(zc)	Bobbin Elastic	52 or Any Chapter			
(zd)	Textile Flowers	52 or Any Chapter			
(ze)	Water soluble lining, poly pouch, high density sticker, heat	52 or Any Chapter			
(zf)	Anglets on draw strings-hooded	52 or Any Chapter			
(zg)	Bra cup, bust cup, moulded cups for bra and metal underwire for bra	52 or Any Chapter			
(zh)	Hook and bar, extra button covers-plain, ribbons, waist bands, shooter pin, O Ring, thermo strips	52 or Any Chapter			
(zi)	Pin bullets for packing, plastic tag bullets, metal tabs, bows, ring	52 or Any Chapter			
		Total			