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SECTION-I)**

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

**Public Notice No. 27 /2024-25**

**New Delhi, Dated: 23<sup>rd</sup> October, 2024**

**Subject: Filing of Annual RODTEP Return (ARR) - reg**

In exercise of powers conferred under Paragraph 1.03 and 2.04 of the Foreign Trade Policy, 2023, as amended from time to time, the Director General of Foreign Trade hereby notifies a new Para 4.94 under Chapter 4 of the Handbook of Procedures 2023:

A new para 4.94 is being added under Chapter 4 of Handbook of Procedures 2023 as under:

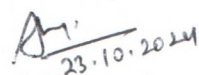
**4.94. Filing of Annual RODTEP Return (ARR):**

1. To assess the nature of inputs used in export production and the amount of actual taxes & duties incurred, as permissible under Para 4.54 of FTP, the exporters claiming RODTEP benefits shall be required to file an Annual RODTEP Return (ARR) as per the format given under Appendix-4RR of Handbook of Procedures, 2023. The Annual RODTEP Return (ARR) for RoDTEP claims filed in a particular financial year shall be filed on DGFT portal by 31<sup>st</sup> March of the next financial year i.e. RODTEP claims information for Financial Year 2023-24 shall be required to be filed by 31.03.2025. This requirement for filing the annual return to begin with the exporters (IECs) whose total RoDTEP claim exceeds Rs. 1 crore in a financial year across all 8-digit HS Codes.
2. Non-reporting of the ARR shall lead to denial of benefits under the RODTEP scheme and no further scroll out of RODTEP claims for the SBs will be permitted at the Customs Port of Export after the grace period of three (3) months i.e. after 30<sup>th</sup> June.
3. A composition fee of Rs. 10,000/- will need to be paid for delayed filing of ARR upto 30<sup>th</sup> June i.e. RODTEP claims information for Financial Year 2023-24 with composition fees can be filed within a grace period of 3 months i.e. by 30.06.2025. Thereafter, a composition fees of Rs.20,000 /- will need to be paid after 30<sup>th</sup> June. Subsequent to the payment of the applicable composition fee, the RoDTEP scrolls will be resumed within

45 days, till an online API based message exchange is established between DGFT and Customs. The resumption of scroll out shall also cover the Shipping Bills that were not scrolled out earlier on account of non-compliance of ARR.

4. The physical/digital records substantiating the duty remission claims, as filed in ARR, will need to be maintained for a period of five (5) years which may be produced before the concerned authority assessing the ARR.
5. ARR filings may also be periodically assessed for necessary due diligence and presented before RoDTEP Committee for suitable revision of rates including for the consideration of higher rates wherever warranted.
6. Certain ARR cases may also be identified by the IT-assisted risk-based criteria, for further scrutiny to assess the nature of inputs used in export production and the amount of actual taxes & duties incurred, as permissible under Para 4.54 of FTP. After due assessment is made by the concerned authority, who has been mandated in this regard, the RODTEP scrip holder will be liable to refund/surrender any excess claims based on the order passed after the scrutiny under the relevant customs head. Failure to regularise the excess claims within a specified time frame will lead to stopping of further benefits under the Scheme.

**Effect of the Public Notice:** Procedure for filing of Annual RoDTEP Return (ARR) is being notified.

  
(Santosh Kumar Sarangi)

Director General of Foreign Trade

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### Appendix 4RR - Format for submitting data under Annual RoDTEP Return (ARR)

**To be furnished Export Product-wise by individual manufacturer/ manufacturer-exporter - Separate sheet for each product needs to be submitted**

Sl No.	Item Field	Data to be filled					
1	Name of the Manufacturer/ Manufacturer Exporter						
2	Type of Unit (DTA/AA/SEZ/EoU)						
3	IEC/PAN						
4	HS Code of the Export Product at 8 digit						
5	Unit Quantity Code (UQC) of Exported Product /Unit of Measurement						
6	Complete Address of the Manufacturing unit with mobile/ office phone and working office email <i>(add more rows if data pertains to more than 1 unit -2A, 2B,etc.)</i>						
7	Exact Description of the Product as per Shipping Bill(s)						
8	<b>Export Clearance of Goods</b>						
8A	Quantity of product exported during 01.04.2023 to 31.03.2024 (in						
8B	FOB value of product exported during 01.04.2023 to 01.03.2024						
9	Period of Export	01.04.2023 to 31.03.2024					
10	<b>Cost of Inbound Transport:</b>						
10A	Total VAT paid on transportation cost actually incurred with respect to process of procuring raw materials, consumables, spares for manufacture of exported product (Inbound Transportation) <b>(By Road )</b>	Rs					
10B	Total Excise duty paid on transportation cost actually incurred with respect to process of procuring raw materials, consumables, spares for manufacture of exported product (Inbound Transportation) <b>(By Road )</b>	Rs					
10C	Total VAT paid on transportation cost actually incurred with respect to process of procuring raw materials, consumables, spares for manufacture of exported product (Inbound Transportation) <b>(By Rail)</b>	Rs					
10D	Total Excise duty paid on transportation cost actually incurred with respect to process of procuring raw materials, consumables, spares for manufacture of exported product (Inbound Transportation) <b>(By Rail)</b>	Rs					
11	<b>Cost of Outbound Transport:</b>						
11A	Total VAT paid on transportation cost actually incurred with respect to process of transporting exported product from factory to the gateway port (Out bound Transportation) <b>(By road)</b>	Rs					
11B	Total Excise duty paid on transportation cost actually incurred with respect to process of transporting exported product from factory to the gateway port (Out bound Transportation) <b>(By road)</b>	Rs					
11C	Total VAT paid on transportation cost actually incurred with respect to process of transporting exported product from factory to the gateway port (Out bound Transportation) <b>(By rail)</b>	Rs					
11D	Total Excise duty paid on transportation cost actually incurred with respect to process of transporting exported product from factory to the gateway port (Out bound Transportation) <b>(By rail)</b>	Rs					
12	<b>Electricity Duty:</b>						
12A	Total Electricity Duty paid for manufacture of exported product in the period 01.04.2023 to 31.03.2024	Rs.					
13	<b>Stamp Duty:</b>						
13A	Stamp Duty paid for relevant Export Documents (in Rs)	Rs					
14	<b>Fuel used in generation of captive power:</b>						
14A	Total VAT paid on fuel for manufacture of exported product in the period 01.04.2023 to 31.03.2024						
14B	Total Excise duty paid on fuel for manufacture of exported product in the period 01.04.2023 to 31.03.2024						
15	Embedded CGST in purchases from unregistered dealers	Rs					
16	Embedded SGST in purchases from unregistered dealers	Rs					
17	Any other Taxes paid (with justification)	Rs					
18	<b>Incidence of Taxes/ Duties/Levies Borne by the Export Product on account of prior stage cumulative taxes on raw materials/ inputs consumed in the manufacture of exported product :</b>						
		HS Code of the Input/ Raw Material	Technical Description of the Input	Value of Input Used in the Manufacture of per unit of Export Product (In Rs)	Quantity of Input Used in the Manufacture of per unit of Export Product	UQC/ Unit of Measurement	Total Taxes/ Duties/ Levies paid on raw materials / inputs consumed (In Rs.)
18A	Input 1						

18B	Input 2						
18C	Input 3						
18D	Input 4						
18E	Input 5						
18F	Input ... (Add more if required)						
19	Any other Tax on raw material/inputs consumed (with justification)	Rs					
20	<b>Taxes/ Duties per unit of Raw Material (only for farm sector)</b>						
20A	VAT on fuel used in farm sector (for farm products and for product made from farm products only)	Rs					
20B	Embedded CGST paid on inputs such as pesticides, fertilizers etc. used in production of agricultural goods(For farm products only)	Rs					
20C	Embedded SGST paid on inputs such as pesticides, fertilizers etc. used in production of agricultural goods(For farm products only)	Rs					
21	Kindly indicate any exemptions/concessions w.r.t. fuel taxes/stamp duty/electricity duty/any other taxes being availed, etc.	Rs					
22	<b>Total Taxes/ Duties/Levies Paid on exported product during the period 01.04.2023 to 31.03.2024</b>	Rs (10+11+12+13+14+15+16+17+18H+19+20 - 21)					
23	<b>Total accrued RoDTEP during the period 01.04.2023 to 31.03.2024</b>	Rs					
24	<b>RoDTEP Rate given for the exported product</b>						
25	<b>What Percentage of FOB value accounts for taxes/duties/levies paid on exported product</b>	%(22/8B)					
26	<b>Comparision of accured RoDTEP with total Taxes/ Duties/Levies Paid on exported product</b>						
27	Remarks						

**Declaration:**  
I/We, in regard to my/our claim under RoDTEP scheme, hereby declare that:  
1. Any claim made under RoDTEP is not with respect to any duties or taxes or levies which are exempted or remitted or credited under any other mechanism outside RoDTEP.  
2. The amount of remission availed under RoDTEP in the specified period is not more than duties or taxes or levies actually incurred in the same period.  
I/We declare that the aforesaid particulars are correct.  
Place:  
Date: