

No. K-43022/38/2025-SEZ
Government of India
Ministry of Commerce & Industry
Department of Commerce
SEZ Division

Vanijya Bhavan, New Delhi
Dated the 8th April, 2025

To

The Development Commissioner,
All Special Economic Zones

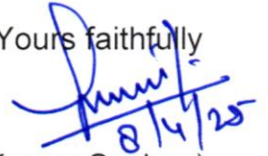
Subject: Monthly Report from Development Commissioner of Special Economic Zones - reg.

Sir,

I am directed to refer to above mentioned subject and to state that in order to ensure proactive management and monitoring of all Special Economic Zones (SEZs), it has been decided that all Zones shall henceforth submit a duly filled Report annexed herewith, on monthly basis to this Department by the 9th of every month.

2. This issues with the approval of Competent Authority.

Yours faithfully



(Sumit Kuamr Sachan)

Under Secretary to the Govt. of India

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Format for Monthly Report by DCs

1. Name of zonal SEZ / SEZ:
2. Performance of SEZs:
 - i. Total No. of notified SEZs –
 - ii. Total No. of non-operational SEZs –
 - iii. Total No. of operational and non-operational units (zone wise)
 - iv. % of vacant land in the notified area :
 - v. Total Exports (zone wise in Rs. Crore) in the current month
 - vi. Total Exports (zone wise in Rs. Crore) cumulative upto the month
 - vii. Total Exports (zone wise) vis a vis exports during the corresponding period of previous year (Month-on-Month)
 - viii. Total Exports (zone wise) in respect of important / sensitive commodities like precious metals, petroleum products in the current month
 - ix. Total exports (port code wise in Rs. Crore) during the month
 - x. Total Exports (port code wise in Rs. Crore) cumulative up to the month
 - xi. Total Exports (port code wise) vis a vis exports during the corresponding period of previous year (Month-on-Month)
 - xii. Reasons for any surge or decline* in exports vis-à-vis last Month/ corresponding period in the previous year

* Surge/decline may be defined as more than 50% change (month-on-month) in exports in Rs. crores.

3. Details of the meetings of Unit Approval Committee conducted during the month:

Name of Zone	Proposals received during the previous month	Proposals considered by UAC during the month	Proposals approved	Proposals rejected	Proposals Deferred

4. Details of proposal regarding setting up of new SEZs, if any:

Name of the New SEZ	Sector	Investment likely to come	Employment likely to be generated	Present Status of the proposal	Expected date to start operation

5. Details of the proposals approved for setting up of **new** SEZ units:

Name of the Unit	Name of the SEZ	Sector	Investment likely to come	Employment likely to be generated	Expected date to start operation

6. Details of the meetings conducted with the **developers of non -operational SEZs** (number, outcome etc.):

7. Details of the meetings conducted with the developers of operational SEZs (number, outcome etc.):

8. Details of the meetings with State Government / local authorities, if any

9. Efforts taken in respect of non – operational units in the zones

10. Details of outreach programs to promote SEZs (number, venue, sector, stakeholders etc.)

11. Details of the proposals pending in zone for approval of BoA / DoC

12. Details of the fund availability with O/o DC and Authority, if any

13. Details of the important pending court cases and their status

14. Any special campaign organised during the month as required by DoC / Gol

15. Steps taken during the month for preventive vigilance

16. Steps taken to complete the processing of BoA approved proposals

17. Details of Jan sunwai organised during the month (number, number of grievance / issues received, issues resolved, any important issue etc)

18. Important issues pending with State Government, if any

19. Important issues of the zone pending with Department of Commerce, if any

20. Any other important information, if any
