In exercise of powers conferred under paragraph 2.4 of the Foreign Trade Policy, 2009-14, the Director General of Foreign Trade hereby makes following amendments to the Handbook of Procedures, Volume 1 (Appendices and Aayat Niryat Forms), 2009-14:

Aayat Niryat Form 2E (ANF 2E) as given in Annexure to this Public Notice, shall replace the existing ANF 2E in the Handbook of Procedures, Volume 1 (Appendices and Aayat Niryat Forms), 2009-14.

2. This amendment shall be applicable w.e.f. 1.4.2011. All applications for permission for export of SCOMET items filed from 1.4.2011 onwards must be filed in the new ANF 2E.

3. Purpose of the Public Notice: Prescribed application form for export licence for SCOMET items is ‘Aayat Niryat Form 2E (ANF 2E)’. Based on feedback received from exporters, a simplified, rationalized and easy to fill ANF 2E has been designed which includes a revised ‘Declaration / Undertaking’ Guidelines for Applicants too have been made exhaustive with a view to facilitate filling of the form. New ANF 2E is applicable w.e.f. 1.4.2011. All applications for export of SCOMET items filed from 1.4.2011 onwards must be filed in the new ANF 2E.

(Anup K. Pujari)
Director General of Foreign Trade
dgft@nic.in
Phone: 23063436, 23062777

(Issued from File No.01/91/171/37/AM 10/EC)
ANNEXURE TO PUBLIC NOTICE NO. 42 DATED 30th MARCH, 2011

ANF 2 E

Application Form for export of SCOMET Items listed in Appendix 3 of Schedule 2 of ITC (HS) Classifications of Export and Import Items

[Please see guidelines at the end before filling the application]

1. Applicant Details:

   i. IEC

   ii. Name

   iii. Address

      Flat/Plot/Block No.

      Street/Area/Locality

      City

      State

      PIN Code

   iv. Telephone No.

      Country Code

      Area Code

      Tel.No.

      (1)

      (2)

   v. Fax No.

      Country Code

      Area Code

      Fax No.

   vi. E-mail address where authorisation to be sent

      E-mail (1)

      E-mail (2)

2. Details of SCOMET items in Appendix 3 of Schedule 2 of ITC (HS) Classifications of Export & Import Items applied for export: (If required, attach extra sheet (A4 size) in the same format)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>SCOMET Category i.e. 1B, 1C, 2, 3, 4, 5 and 7</th>
<th>SCOMET Item No</th>
<th>Description of export items</th>
<th>ITC (HS) Code No. (if available)</th>
<th>Quantity</th>
<th>Total FOB Value</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>In relevant Foreign Currency</td>
</tr>
</tbody>
</table>
3. Details of exports of SCOMET items in the preceding 3 licensing years. (Details of the export last made, if no export was made during the preceding licensing year): (If required, attach extra sheet (A4 size) in the same format)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Export Licence No. &amp; Date and Issuing Regional Authority</th>
<th>Details of items exported</th>
<th>Qty exported</th>
<th>Country to which exported</th>
<th>DGFT’s (HQ’s) File Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Category</td>
<td>Description</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. Shipment Details:

i. Port of Loading/Shipment

ii. Port of Discharge

iii. Country to which item to be exported

iv. Ultimate Destination Country

5. Purpose of Export (please tick and give clarification if any):

i. Trade

ii. Sample

iii. Display/Exhibition

6A. Foreign Buyer Details:

i. Name

ii. Address

Flat/Plot/Block No.

Street/Area/Locality

City

Country

Postal Code

iii. Telephone No.

(1) Country Code

Area Code

Tel.No.

(2)

iv. Fax No.

Country Code

Area Code

Fax No.

v. Export Order No. and date
### 6B. Consignee Details: (If same as Foreign Buyer write "SAME As in 6A")

<table>
<thead>
<tr>
<th>i. Name</th>
<th></th>
</tr>
</thead>
</table>
| ii. Address | Flat/Plot/Block No.  
Street/Area/Locality  
City  
Country  
Postal Code |
| iii. Telephone No. | Country Code  
Area Code  
Tel.No.  
(1)  
(2) |
| iv. Fax No. | Country Code  
Area Code  
Fax No. |

### 6C. End User Details: (If same as Foreign Buyer and/or Consignee write "SAME As in 6A and/or 6B" as the case may be)

<table>
<thead>
<tr>
<th>i. Name</th>
<th></th>
</tr>
</thead>
</table>
| ii. Address | Flat/Plot /Block No.  
Street/Area/Locality  
City  
Country  
Postal Code |
| iii. Telephone No. | Country Code  
Area Code  
Tel.No.  
(1)  
(2) |
| iv. Fax No. | Country Code  
Area Code  
Fax No. |
| v. End product for which the item of export will be used by the end user |  |
| vi. Purpose for which the end product will be utilized |  |
| vii. Is end user an entity of Government of destination country? |  |
| viii. Manufacturing/Business/other activity of the end user |  |
7. Details of Banks through which financial transactions relating to this export will be executed:

a. In Destination Country

<table>
<thead>
<tr>
<th>i. Name of the Bank</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ii. Address of the Bank</td>
<td>Flat/Plot /Block No.</td>
</tr>
<tr>
<td></td>
<td>Street/Area/Locality</td>
</tr>
<tr>
<td></td>
<td>City</td>
</tr>
<tr>
<td></td>
<td>Country</td>
</tr>
<tr>
<td></td>
<td>Postal Code</td>
</tr>
<tr>
<td>iii. SWIFT Code:</td>
<td></td>
</tr>
<tr>
<td>iv. I BAN</td>
<td></td>
</tr>
</tbody>
</table>

b. In India

<table>
<thead>
<tr>
<th>i. Name of the Bank</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ii. Address of the Bank</td>
<td>Flat/Plot /Block No.</td>
</tr>
<tr>
<td></td>
<td>Street/Area/Locality</td>
</tr>
<tr>
<td></td>
<td>City</td>
</tr>
<tr>
<td></td>
<td>State</td>
</tr>
<tr>
<td></td>
<td>PIN Code</td>
</tr>
<tr>
<td>iii. IFSC Code</td>
<td></td>
</tr>
</tbody>
</table>

8. If applied for export on repeat basis in the same licensing year for same product , same end use and to the same end user, please furnish:

| i. Reference Number and date vide which earlier permission was granted |  |
| ii. Export Licence number and date |  |
| iii. Quantity allowed for export |  |
| iv. Quantity exported on the date of this application |  |

9. Details of Producer/Manufacturer of the item to be exported:

<table>
<thead>
<tr>
<th>i. Name</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ii. Address</td>
<td>Flat/Plot /Block No.</td>
</tr>
<tr>
<td></td>
<td>Street/Area/Locality</td>
</tr>
<tr>
<td></td>
<td>City</td>
</tr>
<tr>
<td></td>
<td>State</td>
</tr>
<tr>
<td></td>
<td>PIN Code</td>
</tr>
</tbody>
</table>

10. Period during which the item is proposed to be exported from India
For Use in DGFT office only (To be filled by the applicant).

### 11A. Application Submission Details (if submitted electronically):

<table>
<thead>
<tr>
<th>i. ECOM Reference Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>ii. Date of Submission on Server</td>
</tr>
<tr>
<td>iii. Submitted to which Regional Authority</td>
</tr>
<tr>
<td>iv. File Number &amp; Date of Issue</td>
</tr>
</tbody>
</table>

### 11B. Jurisdictional Regional Authority:

#### DECLARATION/UNDERTAKING

1. I / We hereby certify that:
   
   (i) the firm / company has not been penalized under Customs Act, Excise Act, FT (D & R) Act 1992 as amended in 2010 and FERA / FEMA.
   
   (ii) that none of the Proprietor / Partner(s) / Director(s) / Karta / Trustee of firm / company, as the case may be, is / are a Proprietor / Partner(s) / Director(s) / Karta / Trustee in any other firm / Company which has come to adverse notice of DGFT and are not associated as Proprietor / Partner(s) / Director(s) / Karta / Trustee in any other firm / company which is in the caution list of RBI.
   
   (iii) neither the Registered Office / Head Office of the firm/company nor any of its Branch Office(s) / Unit(s) / Division(s) has been declared a defaulter and has otherwise been made ineligible for undertaking import / export under any of the provisions of the Policy.
   
   (iv) we have complied with the conditions of all previous licences / authorisations issued to us for export of SCOMET items and wherever required have duly intimated the o/o DGFT, New Delhi along with documentary evidence regarding receipt of the items of export by the end-user within the stipulated time.

2. I / We undertake to abide by the provisions of the FT (D & R) Act, 1992, as amended in 2010, the Rules and Orders framed thereunder, FTP, HBP v 1 and HBP v2 and ITC (HS) and submit all requisite documents to the o/o DGFT (Export-SCOMET Division), failing which I/We shall be liable to action under FT (D & R) Act, 1992 as amended in 2010 or rules and orders made there under, and the Customs Act, 1962.

3. I / We fully understand that any information furnished in the application if found incorrect or false will render me / us liable for any penal action or other consequences as may be prescribed in law or otherwise warranted.

4. I hereby certify that I am authorised to verify and sign this declaration as per Paragraph 9.9 of the Policy.

### Signature of the Applicant

<table>
<thead>
<tr>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Designation</td>
</tr>
<tr>
<td>Official Address</td>
</tr>
<tr>
<td>Flat/Plot/Block No.</td>
</tr>
<tr>
<td>Street/Area/Locality</td>
</tr>
<tr>
<td>City</td>
</tr>
<tr>
<td>State</td>
</tr>
<tr>
<td>PIN Code</td>
</tr>
</tbody>
</table>

### Telephone

| Country Code |
| Area Code |
| Tel.No. |

### Place:

### Date:
GUIDELINES FOR APPLICANTS
(Please also see paragraph 2.49 of HBP v1)

1. IEC must not be in DEL.

2. One original application in the prescribed format ANF 2E and ANF 1 and six copies thereof along with self-certified copies of the documents as in Para 3 below must be submitted to DGFT (HQ), Udyog Bhavan, New Delhi. Each page of the original application has to be signed by the applicant with stamp of the company.

3. Application must be accompanied by self-certified copies of the following documents:
   (i) **Purchase Order** from the Foreign Buyer, Consignee and End –User in respect of items mentioned in Col.2 of ANF2E
   (ii) **End User Certificate(s)** (Also see Para 4 below).
   (iii) **Technical Specifications** (not exceeding one page for each item) for the items to be exported.
   (iv) (a) **Bills of Entry(BEs)** into the destination country for items exported during the last one year as per information in column No. 3 of the application. In Col. 3 details of exports are to be given for last 3 years. However, BEs for the last 1 year only are to be submitted.
   (b) BEs as above are to be submitted with the 1st application of the financial year only. From the 2nd application onwards, the exporter shall make a reference in the forwarding letter that the BEs have been submitted with the 1st application giving DGFT’s File No. of 1st application. Copy of the forwarding letter of 1st application to be attached with every subsequent application.
   (v) If a third party or contractor is involved, details of Contract or Agreement between the Foreign Buyer and End User with third party must be submitted, along with copy of contract or agreement.

4. **End User Certificate :-** Original End User certificate (in the prescribed format Appendix 36 on Letter Head of the End User) indicating complete details of the export product, end product, end purpose for which the item of export will be used by end user and complete address and telephone No. of end user must be furnished along with original application. End User Certificate from the following must also be submitted:
   (i) By the Foreign Buyer if it different than the End User.
   (ii) By the Consignee, if it is different than the Foreign Buyer & End User.
   (iii) By any other intermediary, if there is any.
   (iv) End User Certificates from Foreign Buyer, Consignee and End User must reflect the logical flow of items.
   (v) Each EUC must mention all the items given in the Purchase Orders and in the list in Col. 2 in ANF2E.
5. Details given in ANF2E, End User Certificates and Purchase Orders must match completely.

6. While filling ANF2E, care should be taken to ensure the following:

(i) Category of the items proposed to be exported as per Appendix 3 of ITC (HS) Classifications of Export and Import Items should be clearly mentioned.

(ii) Port of discharge and route must be clearly defined. Route/mode of transport cannot be changed after export licence has been issued.

(iii) Against column 6A, 6B & 6C, complete address should be given. P.O. Box No. will not be accepted.

(iv) All columns must be filled correctly and completely.

***