

**GOVERNMENT OF INDIA**  
**MINISTRY OF TEXTILES**  
**OFFICE OF THE TEXTILE COMMISSIONER**  
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No.12(10)/IMSC/ATUFS/2019/TUFS Cell/ 217

Date:30.12.2019

**PUBLIC NOTICE**

**Subject: Modified timeline for submission of JIT request under Amended Technology Upgradation Funds Scheme (ATUFS)**

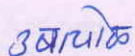
In order to implement decision taken in the 4<sup>th</sup> meeting of Inter Ministerial Steering Committee (IMSC) under TUFS held on 24<sup>th</sup> October 2019, the process and timeline for submission of request for physical verification by Joint Inspection Team (JIT) on iTUFS has been modified with effect from 30<sup>th</sup> December 2019 (5 PM). Henceforth, **countdown of 88 days for conducting inspection shall commence once unit submits JIT request (Format 4 in iTUFS) complete in all respects.**

2. In cases where incomplete documents/information is submitted by the unit, the Regional Office (RO) will return the application within 3 days of submission of JIT request with proper reasons/remarks as per enclosed list. **The unit, in such cases will get one chance to resubmit their JIT request, complete in all respects, within 20 days of returning of application by RO.** If the unit fails to comply within the specified timeline of 20 days, the claim will not be considered under ATUFS and no further request/representation will be entertained in this regard.

3. List of documents to be submitted by the unit, for the application to be considered complete in all respects, is enclosed for reference. The reason(s) for returning the application along with detailed remarks will be emailed to the unit at the email ID mentioned in the UID application. **Units should regularly monitor/track the status of JIT request through iTUFS to ensure there is no delay in adhering to the modified timelines.** Any technical issues in submission of JIT request should be intimated to [sanjeev.pandey@silvertouch.com](mailto:sanjeev.pandey@silvertouch.com) with a copy to [atufs.mum-textiles@gov.in](mailto:atufs.mum-textiles@gov.in) at the earliest possible.

4. For guidance regarding proper and complete documentation or implementation of the modified timeline, units may get in touch with their concerned Regional Offices/Industry Associations.

Encl:a/a

  
(Usha Pralhad Pol)  
Deputy Director General

**Reasons for RETURNING application for JIT request**

- (i) Machine Serial no. not mentioned in shipping documents/ commercial invoice/ certificate from manufacturer
- (ii) All payments not reflected in bank statement/certificate. **(Specific payment will be mentioned in DETAILS)**
- (iii) Date of Commercial invoice prior to date of term loan sanction. **(Only if more than 50% of machine value has been purchased through invoice issued prior to date of term loan sanction)**
- (iv) Term loan sanction date given in UID not matching with documents.
- (v) Amount of term loan sanction is less than 50% of eligible machine basic cost.
- (vi) Shipping documents not legible. **(Specific document will be mentioned in DETAILS)**
- (vii) Payment documents not legible. **(Specific document will be mentioned in DETAILS)**
- (viii) BoE date is prior to Invoice date and/or illegible copies submitted.
- (ix) Certificate of origin incorrect/not submitted.
- (x) MoU between authorised agent and machine manufacturer incorrect/not provided.
- (xi) Breakup for accessory/spare parts not mentioned in invoice.
- (xii) Address proof not available. **(Specific document required will be mentioned in DETAILS)**
- (xiii) Registration certificate incorrect/not submitted. **(Specific document required will be mentioned in DETAILS).**

Regional Offices (ROs) will, as far as possible, mention specific/alternate documents to be uploaded by units to resolve reason for returning and for request to be considered complete in all respect.

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**List of Documents required for JIT request**

1. PAN card of Unit
2. No Multiple Finance Certificate
3. Unit registration details (UdyogAadhar/IEM acknowledgement/Certificate of incorporation for companies/Registration with Directorates of State Govt.)
4. Address proof (Electricity bill/Land document only front page)
5. Term loan sanction letter.
6. All commercial invoices of claimed machines. (Also provide Proforma Invoice if available)
7. Certificate from manufacturer for machine serial number (if number is not mentioned in commercial invoice/shipping document)
8. Bill of Entry, Bill of lading, Certificate of origin and packing list for imported machines.
9. Payment receipts for indigenous purchase/Debit advice for payment for imported machines
10. Bank statement reflecting all payments/Certificate from lending agency for reconciling payment to manufacturer. (Format enclosed)

**Bank certificate regarding payment to be produced on Bank Letter head**

It is Certified that M/s .....(ATUFS/...../.....) has made payment to various suppliers and detail are as under

Term Loan												
Account No.												
Promoter Account no.		1										
		2										
		3										

SL. No.	Supplier Name	Invoice No. & Date	Total Invoice value in Foreign Currency (For Imp. Machines only)	Total Invoice Value in INR (For Indigenous Machines Only)	UTR no./Cheque no./D.D. no./ Pay Order no. /TT/ Debit Advice No. / LC no.	Date	Payment Made in Foreign Currency	Payment made in (INR)	Payment made from T/L Account	(Margin Money ) Payment Made from Promoter Account	Total Payment	Remark

Date:

Place:

30/06/20

Issuing Authority  
Sign & Stamp



### STANDARD CHECK LIST FOR SUBMISSION OF JIT REQUEST

Sr. No.	Document	Criteria
1	PAN CARD	Copy is clear and matching with UID
2	NMFC	In unit letter head duly signed by unit & bank with date.
3	Unit Registration Details	UdyogAadhar/SIA Address is mentioned and matching with UID. For Multiple plants, separate registration certificate/factory licence or certificate mentioning multiple addresses should be provided + letter from bank certifying loan has been provided for installing machines in multiple sites (with address)
4	Electricity Bill/Rent Agreement	Only 3 months old bill is accepted. Check the name and address. For rent agreement check address with UID and valid date for agreement.
5	All commercial Invoices	Check all Commercial Invoices are uploaded for claimed machine duly signed by the supplier. Also confirm Serial Number is mentioned in the invoices. Upload Proforma Invoices, duly signed by the Supplier, if available.
6	Certificate from manufacturer for Sr. Number issue	Check invoice number is matching with the uploaded certificates.
7	BE, BL, Certificate of Origin	Check date of the same in accordance with Term Loan Sanction.
8	Payment receipts for indigenous purchase/Debit advice for payment for imported machines	Check whether entire payment (as per commercial invoice) has been made to supplier. Dates and amount mentioned in payment receipts/debit advice should reflect in the bank statement/certificate.
9	Term Loan Sanction	Check all pages uploaded and match date with invoice date. Also check for any address difference from UID. In case separate address is mentioned in term loan sanction letter, a separate letter from bank certifying that loan has been sanctioned for the plant address mentioned in UID should be uploaded. Ensure repayment period fulfills para 5.4 of RR on ATUFS dated 02.08.2018.
10	Bank statement reflecting all payments /Certificate from lending agency/Payment reconciliation certificate	Check all the invoice-wise payment is mentioned and duly certified by Bank.
11	Machine-wise Annexure selection.	Check machine-wise annexure as per description in invoice. Any deletion/change in machine annexure no. should be done at the time of JIT request.

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