# SEZ Online –

# New Functionalities/Features

**Build Version 2.69**

**Release: August 2019**

Functionalities made available on the SEZ Online system are reviewed and enhanced / modified from time to time. New functionalities are added in the system based on the inputs and requirements received from various user groups. These functionalities are developed based on understanding developed by NDML team from study of existing practices and procedures in this regard and efforts are made to provide features on the system those are compliant with the procedural and technical requirements. However, users are requested to refer the relevant legal and authorized documents and formations for reference on legal and authentic aspects of the transactions before filing transactions.

### New Functionalities/Features-

## 1   Enhancement in Presentation of Requests in User Inbox

*1.1. Facility to view Requests of extended period*

*1.2. Enhanced indication of transaction Type*

*1.3. Order of Presenting Requests in Inbox*

*1.1.      Facility to view Requests of extended period*

Considering Requests of many units and DC office for viewing older requests pending in their inbox for processing, another useful feature has been developed for Inbox. Buttons called "Previous 30 Days" and "Next 30 Days" are introduced in system which allows users to view requests as per the search parameters for next or previous period without having to set-up search again. Using this facility, user can set-up search just once and access records on the same search parameter across various periods.

When user logs in and clicks on inbox, Request IDs pertaining to default period will be presented however if transactions of earlier period are to be viewed, above buttons can be used which provides transaction for 30 days at a time.

**Unit End:**

**Inbox**

| | | |
|---|---|---|
| Request From Date (DD/MM/YYYY) | 15/01/2019 | Request Id |
| Request To Date (DD/MM/YYYY) | 14/02/2019 | Request Type  SELECT |

Note : The 'From Date' and 'To Date' is not a mandatory criteria if Request Id is mentioned. However while searching with 'Request type' , it is a mandatory criteria.

<< Previous 30 Days          Search      Reset                    Next 30 Days >>

Pending Requests : 3

| Request Id | Request Type | Request Status | Request Date | Request Initiated by |
|---|---|---|---|---|
| 171900346763 | BOE-Bonded warehouse | Created | | User 1 |
| 291901073671 | DTA Procurement | Created | | User 1 |
| 291901065912 | DTA Procurement | Created | | User 1 |

Page 1 of 1                    < | 1 | >

**DC End:**



### 1.2.    *Enhanced indication of transaction Type*

A new facility for requesting "Cancellation of Approved Softex Invoices" is now available in the system. Accordingly, now System will indicate Softex Request Type in Inbox and Search Request facility where it will be indicated whether it's a new Softex form Request or Softex Cancellation Request

It will be shown as

- Softex – New
- Softex – Cancellation

In order to facilitate Units and Customs, System will also indicate e-commerce Shipping Bill in Inbox / Search whenever e-commerce option is selected during submission of Shipping Bill and is shown as below



### 1.3.    Order of Presenting Requests in Inbox

An enhancement has been made in presenting requests in Inbox of users for facilitating faster access. Now, requests will be presented in inbox of user on basis of last updation time-stamp i.e. Last processed request will be presented on top of list of requests presented in inbox. Earlier the requests were presented in the Inbox on the basis of Creation Date for unit end/ Submission date for DC user end.

**Unit / Developer:**

Now requests will be presented in inbox of entity approver on basis of submission of request by Maker / CHA and not on creation date.

**DC Users (Administrative & Customs):**

At DC side, earlier if a request was created and submitted on April 15th, query was raised on April 18th and Query was responded on April 25th, the request would appear in the Inbox of customs under the original submission date i.e. April 15th itself and users were required to search for the request by putting date range. Now in the same example as above, as the query is responded on April 25th and the request is received in the Inbox of customs on April 25th, it will appear under the updation date i.e. April 25th and user will not be required to search for the request according to original submission date.  This is expected to facilitate access and processing of old requests significantly.

## 2   New Module: DTA Service Procurement Form (DSPF)

### 2.1   Background

After the GST Implementation, regular feed-back and demand is received from DC Offices and Units that SEZ Online system should facilitate endorsement of Service Invoices also. It may be mentioned that all procurement of goods by SEZ from DTA as "Zero Rated Goods for Authorised Operations" is already comprehensively implemented and the data is already being shared with GSTN through DG System. Accordingly, it was demanded by users that system should facilitate the same for services also.

A new Module to record and submit details of all Invoices pertaining to Services availed by SEZ Units / Developers from DTA Suppliers as "Zero Rated Supply for Authorised Operations" is being introduced and is called "DTA Service Procurement Form (DSPF)".

### 2.2   *Working of Module*

Units / Developers / Co-developers will be able to submit details of service invoices for services availed from DTA during a month. Details of multiple invoices, issued by multiple different DTA suppliers during a month can be uploaded in a single transaction and submitted to DC Office for review and endorsement. Upload macro is available at (www.sezonline-ndml.com/Downloads/Manual & File Format / DTA Service Procurement Form /Version 1.0

Details of the Invoice to be uploaded include:

| Sr No. | Field Name | Mandatory (M)/ Optional (O) | Remarks |
|---|---|---|---|
| 1 | Invoice Type | M | User needs to indicate whether it's a new Invoice / a credit note / debit note |
| 2 | Invoice Number | M | |
| 3 | Invoice Date (MM/DD/YYYY) | M | |
| 4 | Amount in INR | M | Invoice Value in INR |

| 5 | SAC | M | Service Accounting Code to be selected from dropdown |
|---|---|---|---|
| 6 | Service Description | M | Auto-populated when Service Accounting code is selected |
| 7 | DTA Supplier Name | M | |
| 8 | DTA Supplier Address | M | |
| 9 | GSTIN/UIN of DTA Supplier | M | |
| 10 | DTA Supplier Email ID | M | |
| 11 | Zero Rated Supply | M | User needs to indicate whether Supply is under bond / LUT or on payment of IGST |
| 12 | LUT / Bond /Challan Number | O | Mandatory When supply is under LUT/bond. |
| 13 | LUT / Bond / Challan Date | O | When Supply is under Payment of IGST, Challan number and date of IGST paid on GSTN portal can be captured. It is optional. |
| 14 | IGST Rate | O | Mandatory When supply is on payment of IGST |
| 15 | IGST amount | NA | System will auto calculate it when invoice value and IGST rate is captured |
| 16 | DOC approved service description | O | It needs to be selected from dropdown options. List as approved by DOC is available for selecting applicable service. |

### 2.3 *Functionality Assignment:*

Entity Admin user needs to assign "DTA Service Procurement Form" to both Maker and Approver User. On assignment of this functionality Entity Maker will be able to file DSPF and submit the transaction. On submission by maker, it will be presented in inbox of approver where approver can edit it or send it back or submit it to DC office using Digital Signature Certificate.

### 2.4 *Filing of DSPF:*

A new link will be available Unit / Developer / Co-developer Maker:
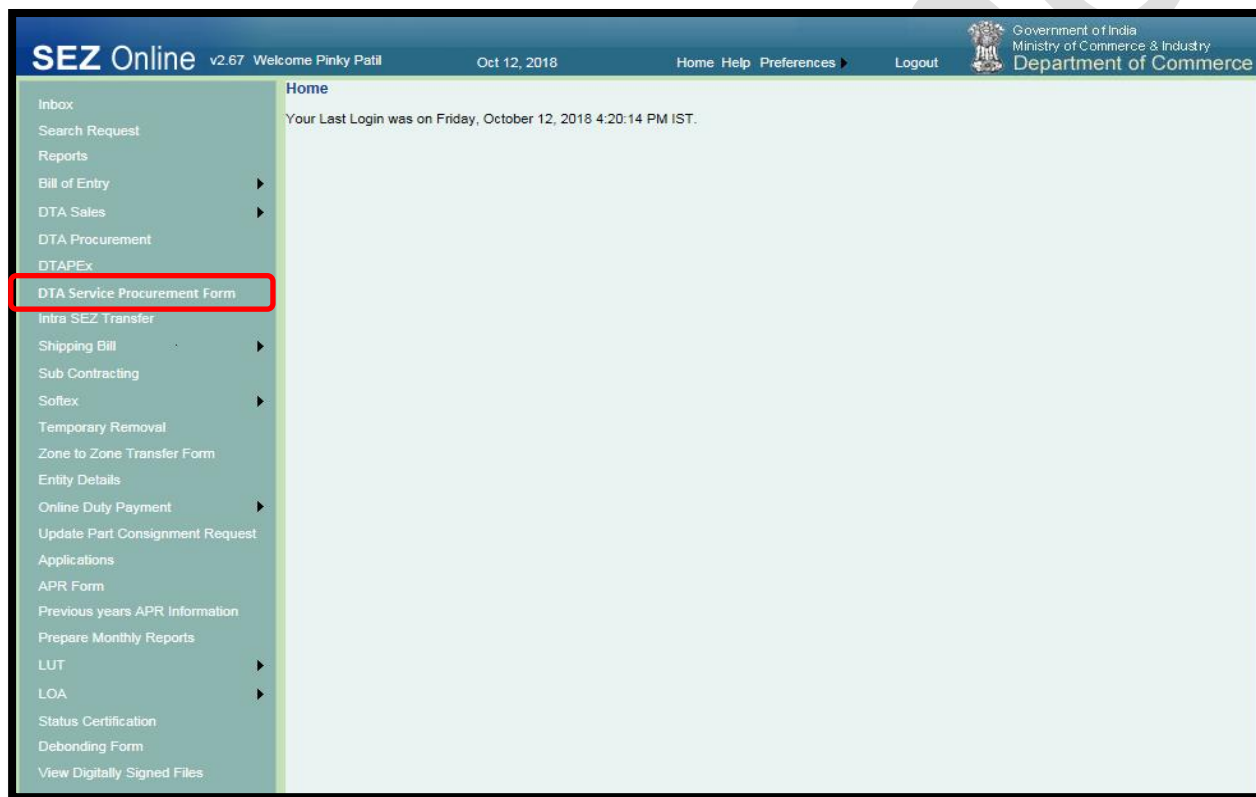


On click of "DTA Services Procurement Form", a new form will be displayed with following fields:

**Request ID : 671900000531**

General Details

**Details Saved Successfully.**

| Reporting Month : * | July | Reporting Year : * | 2019 |

**SEZ Center Details**

| SEZ Name : | TEST SEZ | SEZ Port Code : | TESTDC |

**SEZ Entity Details**

| Name of the SEZ Entity : | Test Unit | GSTIN : | 27ABCDE1234F123 |
| Address of the SEZ Entity : | floor,Kamala Mills | PAN : | ABCDE1234F |
| City/ Town / Village : | Mumbai | LOA Number : | SEZ/TEST/2015-16/001 |
| State : | Maharashtra | LOA From Date : | 01/05/2021 |
| PIN : | 400013 | LOA Valid Upto Date : | 31/05/2021 |
| IE Code : | 0000000001 | LOA Type : | Manufacturing |

Save

**Invoice Details**

| Upload Invoice Details | | Browse... | Upload | | Delete Uploaded |

Request ID will be generated on saving entity information auto-populated by system.

Below entity Information, facility to upload invoice data (prepared using the macro utility provided for this purpose) is provided. User needs to use macro to capture DTA Supplier wise Invoice information and generate output file and upload it in system using Upload button. Upload information is displayed as below. User can verify the same and submit the transaction. In single request maximum 100 invoices can be uploaded. For a

month     system     enables     filing     of     multiple     request.

**Invoice Details**

| DTA Supplier Name : | Telecom Services Ltd | | GSTIN/UIN of DTA Supplier : | 07QWEOR6071X1Z5 | | DTA Supplier Address : | Delhi | |

| Sr No | SEZ Online Reference Number | Invoice Type | Invoice Number & Invoice Date | Amount in INR | SAC | Service Description | Zero Rated Supply | LUT/ Bond/ Challan Number & Date | IGST and IGST Compensation Cess details | Invoice Payment Details and Date | DOC Approved Service Description |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 1935 | Invoice | 28438 \| 07/07/2019 | 500.00 | 998315 | Hosting and information technology (IT) infrastructure provisioning services | Supply under Payment of IGST | | IGST 18.00% - Rs.90.00 IGST Compensation CESS 0.00% - Rs.0.00 | | |

| DTA Supplier Name : | Excel Serivces Ltd | | GSTIN/UIN of DTA Supplier : | 27AIUTY3949W1ZQ | | DTA Supplier Address : | Mumbai | |

| Sr No | SEZ Online Reference Number | Invoice Type | Invoice Number & Invoice Date | Amount in INR | SAC | Service Description | Zero Rated Supply | LUT/ Bond/ Challan Number & Date | IGST and IGST Compensation Cess details | Invoice Payment Details and Date | DOC Approved Service Description |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 1934 | Invoice | 139218 \| 02/07/2019 | 1000.00 | 998312 | Business consulting services including public relations services | Supply under Bond/LUT | 238428 \| 01/02/2019 | IGST 0.00% - Rs.0.00 IGST Compensation CESS 0.00% - Rs.0.00 | | |

Confirmation page will be displayed as below:

**DTA Service Procurement Form (DSPF)**

| Request ID : | 671900000531 | | Date of Submission : | |
|---|---|---|---|---|
| Reporting Month : | July | | Reporting Year : | 2019 |

**SEZ Center Details**

| SEZ Name : | TEST SEZ | | SEZ Port Code : | TESTI |
|---|---|---|---|---|

**SEZ Entity Details**

| Name of the SEZ Entity : | Test Unit | | GSTIN : | 27AB |
|---|---|---|---|---|
| Address of the SEZ Entity : | Trade World, D wing , 11th floor Kamala Mills Compound Lower Parel | | PAN : | ABCD |
| City/Town/Village : | Mumbai | | LOA Number : | SEZ/T |
| State : | Maharashtra | | LOA From Date : | 01/05/ |
| PIN : | 400013 | | LOA Valid Upto Date : | 31/05/ |
| IE Code : | 0000000001 | | LOA Type : | Manuf |

**Invoice Details**

| DTA Supplier Name : Telecom Services Ltd | | | | | GSTIN/UIN of DTA Supplier : 07QWEOR6071X1Z5 | | | | DTA Suppli |
|---|---|---|---|---|---|---|---|---|---|
| Sr No | SEZ Online Reference Number | Invoice Type | Invoice Number & Invoice Date | Amount in INR | SAC | Service Description | Zero Rated Supply | LUT/ Bond/ Challan Number & Date | IGST and IGST Compensation Cess |
| 1 | 1935 | Invoice | 28438 \| 07/07/2019 | 500.00 | 998315 | Hosting and information technology (IT) infrastructure provisioning services | Supply under Payment of IGST | | IGST 18.00% - Rs.9 IGST Compensation 0.00% - Rs.0.0C |

| DTA Supplier Name : Excel Serivces Ltd | | | | | GSTIN/UIN of DTA Supplier : 27AIUTY3949W1ZQ | | | | DTA Suppli |
|---|---|---|---|---|---|---|---|---|---|
| Sr No | SEZ Online Reference Number | Invoice Type | Invoice Number & Invoice Date | Amount in INR | SAC | Service Description | Zero Rated Supply | LUT/ Bond/ Challan Number & Date | IGST and IGST Compensation Cess de |
| 1 | 1934 | Invoice | 139218 \| 02/07/2019 | 1000.00 | 998312 | Business consulting services including public relations services | Supply under Bond/LUT | 238428 \| 01/02/2019 | |

Trial Print facility is available.

When it is submitted by Maker, it will be presented in inbox of approver.

Approver can view / edit information and submit the transaction using Digital Signature Certificate. User charges at the rate applicable for software invoice will be applied.

If approver wants to correct information, information needs to be prepared again using macro and file needs to be uploaded again by deleting existing data. Approver can view confirmation page again and submit it using Digital Signature certificate.



## 2.5   *Approval by DC Office*

The "DTA Services Procurement Form" form will be made available to Authorised Officer (AO) for review and approval. AO can approve the form or refer to Specified Officer (SO) for review and approval.

## 2.6   *Email Alerts*

When transaction is approved by DC office, email indicating approval will be sent to Entity Approver. An email will also be sent to DTA Supplier.

An email ID of DTA Supplier is being asked in each record. System will send an auto-generated email to a DTA Supplier on online endorsement of invoice

issued by it to SEZ entity. Sample email sent to DTA Supplier is attached for reference.

Below email will be sent with attachment indicating invoice information applicable to DTA Supplier. All invoices pertaining to DTA Supplier with distinct GSTIN will be clubbed and presented in attachment.

**Email to DTA Supplier:**

From: <donotreply-sezonline_Staging@nsdl.co.in>
Date: Thu, 22 Aug 2019, 2:01 pm
Subject: DTA Services Procurement details for Request id: 671900000472
To: <mayurchawre62@gmail.com>


Dear Sir/Madam,

Status of DTA Services Procurement for services procured by below SEZ Entity is Approved.

   Entity Name: MMG IMPEX UNIT - 2
   SEZ Name: MEPZ Special Economic Zone
   Request ID : 671900000472
   Submitted by : Specified Officer MEPZ SEZ Chennai


Regards,

SEZOnline Admin.

## Email Attachment sent to DTA Supplier:

**DTA Service Procurement Form (DSPF)**

Request ID : 671900000472          Date of Submission : 22/08/19
Reporting Month : July          Reporting Year : 2019

**SEZ Center Details**
SEZ Name : MEPZ Special Economic Zone      SEZ Port Code : INMAA6

**SEZ Entity Details**
Name of the SEZ Entity : SEZ Unit      GSTIN : 33AAUFM8829R1Z3
Address of the SEZ Entity : A -54, MEPZ - SEZ TAMABARAM,      PAN : AAUFM8829R
City/Town/Village : CHENNAI      LOA Number : 8/171/2013/SEZ
State : Tamil Nadu      LOA From Date : 03/10/2015
PIN : 600045      LOA Valid Upto Date : 15/08/2020
IE Code : 3813000087      LOA Type : Manufacturing

**Invoice Details**

DTA Supplier Name : ABC Ltd      GSTIN/UIN of DTA Supplier : 14DSAQW1234S213      DTA Supplier Address : Mumbai

| Sr No | SEZ Online Reference Number | Invoice Type | Invoice Number & Invoice Date | Amount in INR | SAC | Service Description | Zero Rated Supply | LUT/ Bond/ Challan Number & Date | IGST and IGST Compensation Cess details | Invoice Payment Details and Date | DOC Approved Service Description |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | 1921 | Invoice | Inv2 \| 08/04/2019 | 400.00 | 998315 | Hosting and information technology (IT) infrastructure provisioning services | Supply under Payment of IGST | | IGST18.00% - Rs.72.00 | | Consulting Engineers services |

**Declaration**

It is declared, herewith that our SEZ Entity   ABC Ltd      has availed the above detailed services from GST Registered Dealers for our Authorised Operations as per our LOA. The Services are eligible to be availed by us as a Zero Rated Service under the GST Law and Procedure. Our Unit would not be claiming any IGST benefit against these Invoices. GST Dealer (Service Provider) is eligible to claim IGST benefits for these invoices. We would maintain necessary records of the services availed, invoices and payments made so as to make it available for review by SEZ / GST Authorities. We also authorise, SEZ Online system to release an abstract of the endorsement of the invoice to the concerned GST Dealer (Service Provider) as per the Email ID provided by us.

Place :      CHENNAI
Date :      22/08/19
Name :      R Swami
Designation :      UnitApprover

### 3 Capturing GSTIN details in Temporary Removal and Sub-Contracting Modules

Presently while removing the goods using Temporary Removal or Sub Contracting modules there is no option to declare the GSTIN of receiving party. Now a facility to declare the 'GSTIN' of receiving party is being introduced in Sub-Contracting and Temporary Removal modules also.

These GSTIN of both SEZ entity and Receiving entity will be displayed on Print generated by System.

## 4   Updated "Other NFE Supplies" Options in DTA Sale Module

In DTA Sale Module under category "Other NFE Supplies" for supply of goods under Rule 53(A), following changes will be made in SEZ Online System as per amended SEZ Rules.

Existing options and revised options are mentioned in below table

| Existing Options | Revised Options |
|---|---|
| a. Advance Licence /DFRC / Diamond Imprest Licence under FTP<br>b. Holders of Licence under EPCG Scheme under FTP<br>c. Projects notified by DoEA, MoF under International Competitive Bidding<br>d. Fertilizer Plants<br>e. Project where MoF permits import at zero duty<br>f. Power Projects & Refineries not covered in (e) above<br>g. Projects funded by UNA<br>h. Nuclear power projects through competitive bidding<br>i. Bonded warehouse where payment is recd in FOREX<br>j. Special entitlements of duty free import of goods under FTP<br>k. Export of services<br>l. IT /telecom/electronic items as notified by Central Govt.<br>n. DTA-Payment in FOREX from EEFC A/C or Free FOREX recd from overseas | a. Advance Licence /DFRC / Diamond Imprest Licence under FTP<br>b. Holders of Licence under EPCG Scheme under FTP<br>c. Projects notified by DoEA, MoF under International Competitive Bidding<br>d. Project where MoF permits import at zero duty<br>e. Projects funded by UNA<br>f. Nuclear power projects through competitive bidding<br>g. Special entitlements of duty free import of goods under FTP<br>h. Export of services<br>i. IT /telecom/electronic items as notified by Central Govt.<br>k. Free FOREX by a Free Trade & Warehousing Zone Unit |

Accordingly, user needs to pass applicable value when file upload format is used for creation of DTA Sale transaction.

Reports

Bill of Entry ▶

DTA Sales ▶

DTA Procurement ▶

DTAPEx

DTA Services Procurement Form

Intra SEZ Transfer

Shipping Bill ▶

Sub Contracting

Softex ▶

Temporary Removal

Zone to Zone Transfer Form

Entity Details

Online Duty Payment ▶

Update Part Consignment Request

Applications

APR Form

Previous years APR Information

Prepare Monthly Reports

LUT ▶

LOA ▶

Status Certification

Debonding Form

**DTA Sale Details**

**BOE DETAILS**                                                                 Help

(All fields marked with * are mandatory)

BOE Type *                  [Select ▾]        Destination *              [Other NFE Supplies ▾]

Purpose Of The Transaction *  [Select ▾]      Refer SEZ Rule 53(A). Supply of
                                              goods against/to *

| Select |
| --- |
| a. Advance Licence /DFRC / Diamond Imprest Licence under FTP |
| b. Holders of Licence under EPCG Scheme under FTP |
| c. Projects notified by DoEA, MoF under International Competitive Bidding |
| d. Project where MoF permits import at zero duty |
| e. Projects funded by UNA |
| f. Nuclear power projects through competitive bidding |
| g. Special entitlements of duty free import of goods under FTP |
| h. Export of services |
| i. IT /telecom/electronic items as notified by Central Govt. |
| k. Free FOREX by a Free Trade & Warehousing Zone Unit |

**Supplier Details**

Supplier Name        [MMG IMPEX UNIT - 2]       IE Code        [3813000087]

                                                 Supplier PAN No.   [AAUFM8829P]

Supplier Address     [A  -54, MEPZ - SEZ, TAMBARAM,,]   Supplier GSTIN  [33AAUFM882]

                                                 Supplier Type  [GOVERNMEI]

                                                 CHA Code *     [SELF]

                    [ Save ]      [ Reset ]

Show Calculations

**Upload template file:**

Upload template file:    [                ]  [Browse...]  [Upload]  *Number of files allowed to upload is limited

[Submit]    [Cancel]        View Status History

## 5  Maintenance of Entity Status in System

For the convenience of DC Office, an important feature is being introduced in system which will automatically set functional status of Unit/Developer Registered in system.

System will automatically update status of entity based on criteria mentioned in table below:

| Sr No | Entity Status | Criteria |
|---|---|---|
| 1 | Active – Registered | On approval of New Unit Application , Developer / Co-developer Regularization, New Developer Application |
| 2 | Active – Rejected | When Registration application for Unit / Developer / Co-developer is rejected |
| 3 | Active – Operational | When LOA is valid + LUT is approved + Date of Commencement of Production is intimated and Accepted |
| 4 | Active – LOA Expired | When LOA Expires |
| 5 | Active – LUT Expired | When LUT expires i.e. LUT not filed after LOA Issuance or Renewal of LOA |

In addition to these statuses which are system based, DC office is also provided with facility to update below status against unit through View/Edit entity details screen.

- Closed – De-bonded
- Closed – Merged
- Closed – Shifted
- Closed (For any other Reason)

When DC office marks any of the "Closed" status above, Unit will be restricted from filing any of the administrative or customs transaction.

Marking of specific status as per above will help in identifying and segregating Units according to their current status.

SEZ entity can also view this status using View Entity Details screen.

## 6   Enhancement in Status History

Status history for each transaction plays an important role of displaying complete track of transaction processing starting from creation till closure where Request ID, Status of Request along with date of action and user by whom action is taken is presented.

Status history will now display name of the User who has taken action instead of User ID. This will facilitate in knowing the official who has taken action on a particular request. This is enabled for all transaction types.

| | **Status History** | | | | | |
|---|---|---|---|---|---|---|
| **Status Action History** | | | | | | |
| **Date** | **Old Status** | **New Status** | **DC/MOC User** | **Entity User** | **Role Name(s)** | **User Category** |
| 27/08/2019 | Created | Request Initiated | | test unit maker | UnitMaker | SEZ Unit |
| 27/08/2019 | Request Initiated | Entity Approver Accepted | | UNIT APPROVER TEST | UnitApprover | SEZ Unit |
| 27/08/2019 | Entity Approver Accepted | Waiting For Payment | | UNIT APPROVER TEST | UnitApprover | SEZ Unit |
| 27/08/2019 | Waiting For Payment | Submitted | | UNIT APPROVER TEST | UnitApprover | SEZ Unit |
| 27/08/2019 | Submitted | Customs Assessor Accepted | Test Assessor | | CustomsAssessor | DC |
| 27/08/2019 | Customs Assessor Accepted | Approved With Duty Forgone | Test Assessor | | CustomsAssessor | DC |