

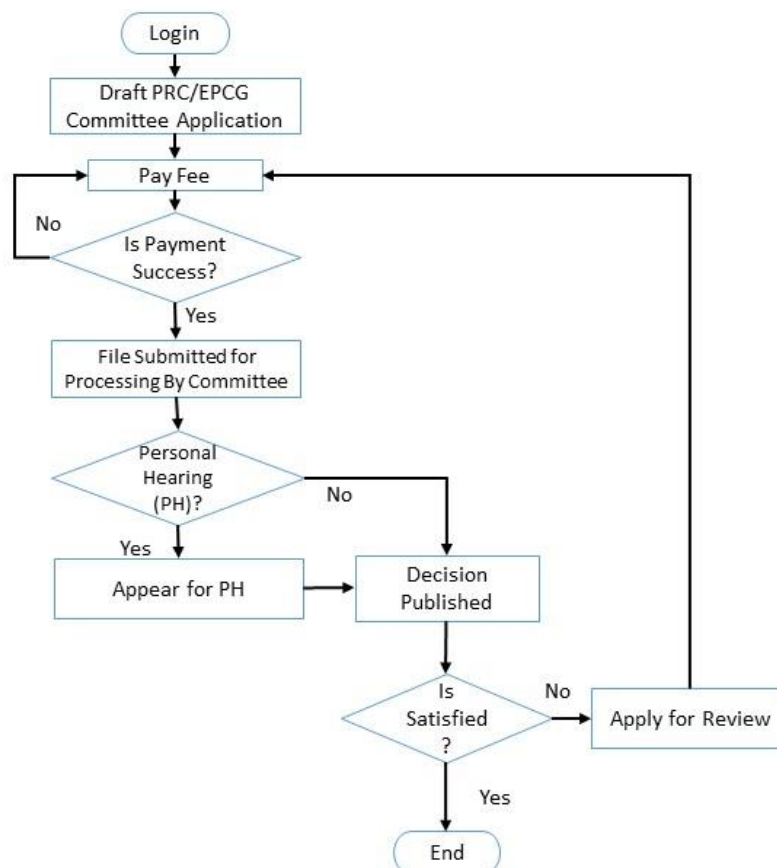
Please refer <https://dgft.gov.in> for latest FAQs & Help Documents

## Policy Relaxation Committee (PRC)

Policy Relaxation Committee (PRC) is also referred as Exemption from Policy/Procedures (EPP). DGFT may in public interest pass such orders or grant such exemption relaxation or relief, as he may deem fit and proper, on grounds of genuine hardship and adverse impact on trade to any person or class or category of persons from any provision of Foreign Trade Policy (FTP) or any Procedures. While granting such exemption, DGFT may impose such conditions as he may deem fit after consulting the Committees as in the table given below:

Sl.No.	Description	Committee
1.	Nexus with Capital Goods (CG) and benefits under Export Promotion Capital Goods (EPCG) Schemes	Export Promotion Capital Goods (EPCG) Committee
2.	All other issues except Fixation / modification of product norms	Policy Relaxation Committee (PRC)

- You can apply for the Policy Relaxation through Ayaat Niryaat Form -2D (ANF-2D) form with reason and justification for the request of relaxation. All these requests are handled at the DGFT Headquarters and once the case has been approved by the committee, then the user can request the respective RA, to take corrective action. (Reference: Foreign Trade Policy (FTP) 2015-2020 (as on 31st March 2019), Handbook of Procedures (HBP) (2015-2020) (as on 31st March, 2019)



**Q1. What are the technical requirements for applying for Policy Relaxation Committee (PRC)?**

- Importer/Exporter needs to register on DGFT Website by login on <https://www.dgft.gov.in/>
- Link the existing IEC (For more details please see IEC section FAQ's)
- Register the DSC or Register for Aadhaar E-sign under My Dashboard > View and Register Digital Signatures Token
- Apply for Policy Relaxation Committee (PRC) under Services > PRC / EPCG > Request for PRC / EPCG.

**Q2. Should I select Personal Hearing option while filling application?**

If you feel one of the members should be present in-person to explain and elaborate on the PRC request, then you may apply for the PRC with PH.

*Note: Personal Hearing is not mandatory for the applicant.*

**Q3. Who can appear for the personal hearing (PH)?**

Any authorized representative of the entity can appear for the PH on given date, time and venue.

**Q4. What should be done, if I need to raise a query for other than the listed schemes like Shipping Bill, Bill of entry or any other.**

If a scheme is not listed, user can select "Others" and then type in "Please specify Other Scheme" column. For example, if user wants to apply for any relaxation related to Shipping Bill then user can select "others" in 'scheme' and can write "Shipping Bill" in 'Please specify Other Scheme' column.

**Q5. What are the mandatory documents for filing of PRC application?**

There is no document mandatory for the filling PRC application. However, you may attach any other supporting document to your application by selecting other option in attachment section

**Q6. How many attachments I can upload in the attachment section?**

You can submit up to 10 attachment in along with the application. In case you have more than 10 attachments in that case you must submit the physical copies of the same to the DGFT HQ within 7 days of application submission.

**Q7. What is the fee for PRC application?**

As per Appendix 2K, following are the fee applicable.

S.No.	Application Type	Fee (in INR)
1.	Fresh Application	2000
2.	Review Application	5000

**Q8. Where will I get notified for my application of Policy Relaxation Committee?**

Policy Relaxation application notification goes on Email ID and Mobile Number registered under IEC and the applicant.

**Q9. How many Authorisations/Scripts/Shipping Bills can be attached in a single PRC/EPCG Committee application?**

You may enter any number of authorization/scripts related to a scheme and reason selected in the single application.

**Q10. When can I apply for review of application?**

You can apply for review of application if you had already submitted application and same has been decided by the PRC.

**Q11. How to apply for Review Application?**

For users who have submitted the Fresh application offline and now after 25/01/2020, want to apply for the review application, then user must apply under **Services > PRC > Request for PRC** and select “review application” as the application type.

For the users who have submitted the Fresh application online and can track their it under the “Submitted application” then, user has to click on “**Actions > Initiate Review**”.

**Q12. How many times can I apply for review application?**

You may apply any number of times for the review application.

**Note: Fee needs to be paid for every file of review application separately.**

**Q13. How to Track submitted applications?**

- Firstly, please ensure that the application is still not in your drafts.
- Check the status under the “Submitted Applications” tab.

**Q14. How to respond to deficiency raised by RA? How to respond to an application with status “Deficient”?**

DGFT Officer shall mark your application as deficient if any deficiency found in the application. You can respond to the deficiency of your application under my dashboard >> submitted application >> type of scheme “Policy Relaxation Committee (PRC)” >> type of sub scheme “Apply for PRC / EPCG Meeting – ANF 2D” >> Search >> Action button >> Respond to deficiency.

You can view the reason of deficiency and deficiency letter against your application in submitted application.

You can make the amendment in the application or you can respond to deficiency with remarks and supporting documents.

**Q15. How do I withdraw my application?**

You can withdraw policy relaxation application prior to placing of the case before PRC under my dashboard >> submitted application >> type of scheme “Policy Relaxation Committee (PRC) and Policy Clarification (PC)” >> type of sub scheme “Apply for PRC / EPCG Meeting – ANF 2D” >> Search >> Actions >> Withdraw application.

**Q16. Will I receive refund for the application fee payment if I withdraw application after submission?**

Presently, there is no provision for a refund in case you withdraw your application after submission.

**Q17. I don't have DSC/e-Sign. Can I submit the application?**

DSC/e-Sign is mandatory for the application submission. You cannot submit the application without DSC/e-Sign. However, you can make the draft of application.