

Sl. No.	Queries of Export Promotion Councils (EPCs)	Reply
1.	Details regarding the documents which are required from the exporter towards the evidence of shipment?	Copy of bills of Lading, Airway bills or any other documents prescribed by Directorate General of Foreign Trade for Exporting goods.
2.	If the membership fees of an EPC is Entrance fee Rs. 2500/- + Annual subscription Rs. 5000/- + GST 18% I.E.; Total fees Rs. 8850/-. Question is 75% reimbursement is on 7500/- or 8850/-?	As per IC Scheme Guidelines, dated 15.07.2022, only Registration Cum Membership Charges (including GST) are to be reimbursed subject to ceiling specified in IC Scheme.
3.	MSMEs who have Nil export from the Registration date is not eligible for the reimbursement of Fees claim. Pl. confirm.	Yes. Proof of Export Shipment carried out in the same Financial Year for which reimbursement of RCMC charges is claimed is required for assistance under CBFTE.
4.	Condition b) The applicant's Importer Exporter Code must not be older than 3 years on the date of export shipment- Is there any deadline for shipment date?	Already replied in Sl No. 3 above.
5.	Is the application to be received in single pdf file?	Ministry is in process of creating an online portal for uploading the documents on website. Till such time a link is created, all the requisite documents, in original must be sent to IC Section, Room no.- 462, 4 th Floor, C Wing, Udyog Bhawan, New Delhi- 110011
6.	Whether EPCs should submit reimbursement claims of MSEs on Quarterly basis which means January to March, April to June, July to September, October to December. Any specific date of submission of claim to MSME of the ending quarter?	The claims for reimbursement should be submitted after the end of each quarter, as soon as possible.
7.	If an Exporter who has taken Membership after 20 th September 2022 having IEC issued in 2021 & exported before 20 th September 2022 i.e; the date of MOU signed by EPCH and MSME – In this case will that exporter be eligible for reimbursement?	As per the IC Scheme guidelines dated 15.07.2022, EPCs can submit claim for reimbursement of RCMC charges only when the Export Shipment is carried out in the same Financial Year for which RCMC charges were paid by the MSEs.
8.	Is the reimbursement of charges as mentioned at Sl. no.- 7 above will be valid for the RCMC issued after 20 th September 2022 i.e the date of MoU or it can be reimbursed	Reimbursement of RCMC issued after the date of signing of MoU i.e.20.09.2022.

	for the RCMC issued before that also. If yes pl provide the dates form when the reimbursement of RCMC issued can be made.	
9.	As mentioned in the eligibility criteria the MSE should have a valid UDYAM Registration certificate, if the MSE is not a manufacturer but a merchant exporter will he be eligible for the reimbursement.	As per the IC Scheme Guidelines, all Micro and Small Enterprise having valid Udyam Registration are eligible for financial assistance.
10	As mentioned the upper limit of reimbursement is Rs 20,000 per MSME, is this one time or on annual basis.	The upper limit of reimbursement is on Annual basis, subject to fulfilment of all other conditions of the IC scheme guidelines dated 15.07.2022.
11	Till when the online portal on which the details are to be uploaded will be operationalised?	Ministry is in process of creating an online portal for uploading the documents on website. Till such time a link is created, all the requisite documents, in original must be sent to IC Section, Room no.- 462, 4 th Floor, C Wing, Udyog Bhawan, New Delhi- 110011
12	The scheme is applicable only to Micro and Small scale manufacturers and not to the medium scale manufacturers (Investment in Plant and Machinery or Equipment less than 50Cr or Company turnover between 50Cr to 250Cr.) Is it correct?	Yes, as per Guidelines, only Micro and Small Enterprises are eligible for financial assistance under CBFTE component of IC Scheme.
13	What is the detailed procedure for EPCs to follow for reimbursement of fees from MOMSME?	Details of all the documents and proforma which EPCs need to submit to the Ministry for reimbursement of claims may be seen at para 11 of IC Scheme Guidelines dated 15.07.2022 and Annexure-K.
14	As per MoU para 2.4 EPC's needs to submit only 2-document to MSME i.e. a. Valid Udyam Registration (Not Udyog Adhar) b. Importer Exporter Code (IEC) not older than 3 years	
15	It is stated that IEC must not be older than 3 years on the date of export shipment. Is it mandatory to have shipment from Exporter on the said IEC?	Yes. As per IC Scheme guidelines, it is mandatory to submit proof of Export Shipment carried out in the same Financial Year for which reimbursement of RCMC charges is claimed and secondly, the IEC code must not be order than 3 years on the date of export shipment.

16	What if there is no shipment on IEC? Can EPCs apply in such case for RCMC fees reimbursement to MOMSME? Please clarify.	No. Already clarified in Sl. no.- 15.
17	How should post signing of MOU and implementation of guidelines, EPC proceed? How should they guide first time exporters to avail the benefits of the said scheme.	Details of all the documents and proforma which EPCs need to submit to the Ministry for reimbursement of claims may be seen at para 11 of IC Scheme Guidelines dated 15.07.2022 and Annexure-K.