



accelerating the pace of prosperity
EXPORT PROCESSING ZONES AUTHORITY
Ministry of Industries, Government of Pakistan

No. INV-54-106

Dated: 4th October, 2022

Mr. Shahadat Ali Khan,
Section Officer (IID-II),
Ministry of Industries & Production,
Government of Pakistan,
Pak Secretariat, Block-A,
Islamabad.

Subject: **MINUTES OF THE MEETING ON DEVELOPMENT OF AUTOZONE AT PORT QASIM BY M/s. PAKISTAN CAR & MACHINERY ZONES**

I am directed to refer to the Ministry of Industries & Production letter No. 1(16)/2021-IID-II dated 28th September, 2022 endorsing the copy of Prime Minister's Office U.O No. 1(8)DS(PMDU-II) dated 27th September, 2022 on the subject.

2. In compliance to the directives from P.M Office to Export Processing Zones Authority (EPZA) for the preparation of draft rules for the establishment of Private / Public Private Partnership (PPP) EPZs under the umbrella of EPZA Laws & Rules to enhance the pace of industrialization, transfer of technology, generate employment, encourage Foreign Direct Investments (FDIs) and enhance economic activities in the country have been prepared and are being forwarded to the Ministry (**Annex - A**).

3. Besides, certain amendments in the existing EPZA Ordinance IV of 1980 have also been proposed enabling the establishment of Private / PPP EPZs subject to such terms and conditions as laid down in the above draft rules and regulations approved and notified by the Federal Government (**Annex - B**).

4. Export Processing Zones Authority (EPZA) is uploading these two drafts on its website (www.epza.gov.pk) for the review of general public and potential and interested investors for their feedback. Draft copies are also being shared with PAKAMZ as per decision of the meeting held in PM's Office on 22nd September, 2022 under the chairmanship of Mr. Muhammad Jehanzeb Khan (SAPM). Both drafts are also being shared with FPCCI, important Chambers of Commerce & Industry and relevant Associations for their feedback.


(Engr. Nasir Hidayat Khan)
Secretary

Encl: **As above**

Copy to:

- PS to Chairman
- Mr. Asad Ullah, Dy. Secretary PMDU-II, Prime Minister's Office, Islamabad.
- Mr. Shoaib Ahmed, CEO of Pakistan Car and Machinery Zone (PAKAMZ).

Landhi Industrial Area Extension, Mehran Highway, Karachi 75150 Pakistan
UAN: 111-777-222 Tel: (92-21) 99208039-41-42-43-44 Fax: 99208011
E-mail: info@epza.gov.pk, Website: www.epza.gov.pk

- President, Federation of Pakistan Chambers of Commerce & Industry, Karachi.
- President, Chamber of Commerce & Industry, Karachi.
- President, Chamber of Commerce & Industry, Hyderabad.
- President, Chamber of Commerce & Industry, Sukkur.
- President, Chamber of Commerce & Industry, Islamabad.
- President, Chamber of Commerce & Industry, Rawalpindi.
- President, Chamber of Commerce & Industry, Lahore.
- President, Chamber of Commerce & Industry, Sialkot.
- President, Chamber of Commerce & Industry, Gujranwala.
- President, Chamber of Commerce & Industry, Faisalabad.
- President, Chamber of Commerce & Industry, Multan.
- President, Chamber of Commerce & Industry, Peshawar.
- President, Chamber of Commerce & Industry, Mardan
- President, Chamber of Commerce & Industry, Quetta
- President, Chamber of Commerce & Industry, Gwadar
- President, Chamber of Commerce & Industry, Hub, Lasbella
- The Central Chairman,
- Pakistan Hosiery Manufacturers & Exporters Association (PHMA)
PHMA House, 37-H, Block 6, PECHS, Shahrah-e-Faisal,
Karachi.
- The Secretary General,
Pakistan Textile Exporters Association,
30/7, Near State Bank, PTEA Road,
Faisalabad.
- The Chairman,
Pakistan Readymade Garment Manufacturers & Exporters Association,
PREGMA House, 3rd Floor, 57-C, 24 Commercial Street,
Phase -II, Extension DHA,
Karachi.

**GOVERNMENT OF PAKISTAN
MINISTRY OF INDUSTRIES AND PRODUCTION
NOTIFICATION**

Islamabad, ----- th October, 2022

**PRIVATE/PUBLIC PRIVATE PARTNERSHIP
EXPORT PROCESSING ZONES, RULES 2022**

SRO-----In exercise of the powers conferred by section 26 of the Export Processing Zones Authority Ordinance, 1980(IV of 1980), the Federal Government is pleased to make the following rules, namely:-

1. Short title and commencement: - (1) These rules may be called the Private / Public Private Partnership Export Processing Zones Rules, 2022

(2) They shall come into force at once.

2. Definitions: In these rules, unless there is anything repugnant in the subject or context:

- (i) “Ordinance” means EPZA Ordinance, 1980 (IV of 1980) and includes any statutory modification or reenactment thereof
- (ii) “Authority” means Export Processing Zones Authority of Pakistan established under the Ordinance
- (iii) “Private EPZ” means Zone developed and operated by a company incorporated in Pakistan.
- (iv) “PPP EPZ” means Zone developed by a company incorporated in Pakistan and operated by EPZA as a Joint Venture through an agreement/MOU duly approved by Authority/BOD;
- (v) “PPP” means Public Private Partnership
- (vi) “export processing Zone developer / operator” means a company incorporated in Pakistan which has entered into an agreement with Authority for the development and operation of Private/ PPP EPZ;
- (vii) “authorized industrial or commercial activities” means the manufacturing, trading, recycling, processing recycling, refurbishing, reconditioning, repairing, assembling of machinery including industrial and agriculture machinery and vehicle and provision of services which may be allowed in the EPZs to EPZ Enterprises
- (viii) “Zone” means a geographically defined and delimited area as is declared by the Federal Government to be a Zone under the Ordinance by notification in the official Gazette for economic, industrial and commercial activities
- (ix) “Zone admission criteria” means the criteria devised by Authority/ BOD and to be applied by developers / operators in deciding whether or not to admit an enterprise into a particular EPZ;

- (x) “Zone application” means an application submitted in accordance with the provisions of this Ordinance and Rules by Developer / Operator seeking the notification of an area as Private / PPP EPZ;
- (xi) “Development agreement” means a duly approved agreement between the developer / operator and EPZ authorities and agreed to and endorsed by the Authority/BOD for the development, establishment and operation of Private / PPP EPZ;
- (xii) “Zone development plan” means a plan for infrastructure development works of Private / PPP EPZ;
- (xiii) “Zone investor” means developer / operator including foreign investor as defined in the Ordinance / with or without the collaboration with residential or non-residential Pakistani for the development & operation of Private / PPP EPZ;
- (xiv) “Zone enterprise investor” means an investor who intends to engage in authorized industrial or commercial activities as per eligibility criteria laid down in the EPZA Rules, 1981;
- (xv) “company” means a company within the meaning of the Companies Act, 2017 or a company incorporated outside Pakistan but registered in Pakistan under the Companies Act, 2017
- (xvi) “Capital investment” means the total capital expenditure including land, building, plant, equipment & machinery;
- (xvii) “manufacture” means to make, produce, fabricate, refurbish, recondition, repair, assemble, recycle, process or bring into existence, by hand or by machine, product having a distinctive name, nature, size, shape, composition, character, quality or use;
- (xviii) “Tariff Area” means the whole of Pakistan including the territorial waters and continental shelf but does not include the areas of Export Processing Zones;
- (xix) "Master Plan" means a plan depicting the borders and layout of Private / PPP EPZ and the basic civil engineering specifications;
- (xx) “Infrastructure” means industrial, commercial, or social infrastructure or other facilities necessary for the development and operations of Private / PPP EPZ or such other facilities as may be prescribed by Authority.
- (xxi) “license” means a license issued under these Rules
- (xxii) “Board” means Board of Directors (BoD) constituted under section 5 of the Ordinance.
- (xxiii) “Board of Management (BoM)” means Board of Management of private/PPP EPZ
- (xxiv) “Bonded area” means an area declared as public warehouse under section 12 of the Customs Act, 1969.

3. Zone to be bonded area: (1) Every Zone shall be a bonded area.

4. Establishment of Private / PPP export processing Zones. – (1) The Authority with the approval of Board may establish export processing Zones in collaboration with private parties under various modes of collaboration including exclusively through the private companies or public-private partnership as provided under this Ordinance.

5. Investment to be in PKR or foreign currency. – (1) Private /PPP EPZ developer / operator may execute the infrastructure development works either in PKR or in any convertible foreign currency.

(2) All the investments by the Zone enterprises established in Private / PPP EPZ will be in foreign convertible currency as laid down in Rule 4 of EPZA Rules, 1981 (SRO 1058(I)/1981 dated 23rd September, 1981.

6. Type of industries to be set up.–(1) The type of industries to be set up in Private / PPP EPZ shall include industrial / trading / recycling / processing and refurbishment, reconditioning, repairing & assembling of machinery including industrial and agriculture machinery and vehicles.

7. Eligibility as developer / operator and operator of Private / PPP EPZ:–
(1) Unless otherwise decided by the Board with respect to a particular Private / PPP EPZ or type of EPZ, any company shall be eligible as a developer / operator which is incorporated/registered in Pakistan (SECP) for the developing and operating an export processing Zone.

(2) The company shall have necessary capital and expertise required for developing and operating the export processing Zones.

(3) The company shall own a minimum size of land at least fifty acres of leased land for the establishment of private /PPP EPZ with clear title, fully owned by the Developer / Operator.

8. Eligibility Criteria for the Zone Enterprises in Private / PPP EPZ: (1) The eligibility criteria for the Zone enterprises for establishment and start of authorized industrial or commercial activities shall be as per Rule 3 of EPZA Rules, 1981.

9. Application for setting up of Private / PPP EPZ;(1) The eligible company desiring to establish a private EPZ / PPP EPZ shall submit their application completed in all respects to the Authority as per form set out in **Appendix-I, Appendix-II and Appendix-III**

(2) Each application shall be accompanied by a non-refundable fee specified by the Authority from time to time.

(3) Each application shall also be accompanied by specified documents.

10. Requirements and requisite documents for Developers/Operators for Private / PPP EPZ:- (1) The applicant for the development and operation of Private / PPP EPZ shall submit requisite documents as specified in the **Appendix-IV** to the Authority.

(2) The Private or PPP EPZ applicant shall submit proposed development plan, proposed development agreement and the criteria on which a developer / operator shall select or admit zone enterprise for Private / PPP EPZ.

11. Evaluation Process for the Private / PPP EPZ Applications

(1) The evaluation process of applications for Private/ PPP EPZ shall be conducted by EPZA as under:

- (i) A preliminary evaluation of Private / PPP EPZ Applications shall be conducted by Authority to review whether the application meets the prescribed Zone Approval Criteria as provided under these Rules.
- (ii) Applications not meeting the prescribed approval criteria shall be rejected by recording reasons in writing.
- (iii) The applications which meet the prescribed criteria shall be considered for further detailed evaluation.

(2) A detailed evaluation of a Private / PPP EPZ Application shall be conducted by EPZA on the basis of feasibility provided by the applicant and shall include but will not be limited to following:

- (i) Appropriateness of site location;
- (ii) Feasibility / Possession of land and acquisition plan;
- (iii) Result of the feasibility study;
- (iv) Adequacy of planned infrastructure;
- (v) Viability of implementation plans;
- (vi) Appropriateness of industrial commercial or then specific activities;
- (vii) Appropriateness of Zone admission criteria; and
- (viii) Environmental Impact Assessment (EIA) of the Project.

12. Approval of Private / PPP EPZ:- (1) All applications for Private / PPP EPZ shall be submitted to the Board by the Authority, after evaluation process, for approval.

(2) Board shall review every Private / PPP EPZ application submitted to EPZA to ensure that the proposal is in accordance with the specified evaluation criteria

(3) The Board may after due evaluation process by Authority, reject, approve a Zone Application with such conditions as it may deem appropriate, within 90 days of the receipt of such application.

(4) In case Board rejects a Zone Application, it will briefly specify the reasons of such rejection.

(5) In case Board rejects a Zone Application, it may propose appropriate amendments subject to which that Zone application may be acceptable to the Board. If the concerned Private Company accept that amendment, the said Zone application shall be re-submitted and accordingly approved by the Board, if other matters remain the same.

(6) In case Board approves a Zone Application, the approval letter shall provide the terms and condition, if any, of such approval including but not limited to conditions for land acquisition, the development agreement, and arrangements for public utilities.

(7) In case Board approves a Zone Application with additional conditions to be met, the same shall be communicated to the Applicant with a deadline for acceptance or

fulfillment of such conditions, as the case may be. If the Applicant accepts or fulfills such additional conditions within the stipulated time, the said Zone Application shall be approved.

13. Private / PPP EPZ approval criteria:-

- (1) Following shall be the criteria for the approval of Private / PPP EPZ:
 - (i) The company fulfills all the specified requirements and submitted all the requisite documents
 - (ii) The minimum size of Private / PPP EPZ shall be at least 50 acres
 - (iii) The company shall undertake not to use more than forty (40%) percent of the entire area of Private / PPP EPZ for amenities (including commercial areas), infrastructure and rest sixty (60%) of the land shall be utilized for the purpose of operations of the Zone Enterprises.
 - (iv) public-owned land, if used for EPZs shall be leased for a period of at least fifty (50) years extendable for further period as laid down by the competent forum;
 - (v) The company must undertake to comply with all environmental, labour and other laws / rules applicable in EPZA;
 - (vi) The Private / PPP EPZ Developer/Operator shall ensure that construction activities will be started within six (6) months of approval of the project/signing of development agreement failing which the title will be withdrawn and agreement will be terminated / revoked.
 - (vii) Zone enterprises must begin construction activities within six (6) months and assume regular business operations within eighteen (18) months of their approval as Zone enterprises and after receipt of all required licenses and permits;
 - (viii) Title of land may be registered in the name of Zone enterprises only after they have performed business operations in the Private / PPP EPZ concerned for at least six (6) months.
 - (ix) The Developer/Operator shall undertake that there will be no real estate activities in the Zone, failure in this regard would result in the termination of the agreement;
 - (x) The company has submitted development plan, development agreement and criteria for admission of Zone enterprise in the Zone.

(2) In case the Authority is satisfied with the justification put forward for delay in performance of responsibility by Developer / operator/ Operator in Private / PPP EPZ, it can give reasonable relaxation in time frame for performance of the particular responsibilities.

14. Approval of development agreements. – (1) If a Private / PPP EPZ application is approved by the Board, the Authority shall require Development Agreement from the Developer/Operator and in accordance with applicable Private / PPP EPZ rules/regulations.

(2) After negotiating a development agreement, the Authority shall submit a final agreement for approval of the Board. **(Appendix-V)**

(3) There shall be a provisional approval by the Authority subject to fulfilment of all such conditions necessary for final approval according to laid down criteria.

(4) The Board may condition its approval of a development agreement on the fulfilment of such conditions as it deems fit and according to the laid down criteria.

(5) After final approval, the development agreement shall be signed jointly by the Secretary of the Board on behalf of the EPZA and by the Chief Executive Officer of the concerned approved Private / PPP EPZ on behalf of the company.

(6) If the Board does not approve a development agreement submitted to it, the Authority, that submitted the development agreement, may resubmit the development agreement after either renegotiating the terms of the proposed development agreement with the Private/ PPP EPZ developer / operator concerned or after reaching agreement with a different developer / operator selected in accordance with the applicable Zone regulations.

(7) In case of any grievances, Private/ PPP EPZ developer / operator may approach Board directly or through the Authority and Board shall have the authority to consider, modify or set aside any decision.

15. Development Agreement by Developer / Operator of Private EPZ . -

(1) Each development agreement for Private EPZ shall include-

- (i) all undertakings of the developer / operator regarding the development and operation of the EPZ concerned, with the Zone development plan or business concept of proposed EPZ model as an integral part of the development agreements; and
- (ii) Submission of the detailed Development Plan to Authority for approval to take exemption in construction material / plant and equipment on the basis of approved Plan.
- (iii) Submission of monthly progress report to Authority for quarterly submission to Board by the Authority
- (iv) admit enterprises into the EPZ in accordance with the Zone admission criteria and allot land to them in accordance with agreed eligibility criteria and procedures;
- (v) all financial obligations of the developer / operator, including any obligation to make payment for the acquisition of land and provision of services by public authorities; and
- (vi) Clear provisions regarding the responsibility of maintenance of infrastructure and utility services.
- (vii) rights, protections and entitlements of the developer / operator of Private/ PPP EPZs and Zone enterprises with respect to the EPZ concerned, established or allowed under this Ordinance and these Rules.
- (viii) provision for the settlement of disputes, including disputes on behalf of Zone enterprises through arbitration; and

16. Development Agreement for PPP EPZ. –

- (1) Each Development agreement for PPP EPZ shall include-
 - (i) the developer / operator of PPP EPZ shall submit development plan or business concept of proposed EPZ as an integral part of the development agreements; and
 - (ii) admit enterprises into the EPZ in accordance with the Zone admission criteria and allot land to them in accordance with agreed eligibility criteria and procedures;
 - (iii) all financial obligations of the developer of PPP EPZ including any obligation to make payment for the allocation of land and provision of services by public authorities; and
 - (iv) clear provisions regarding the responsibility of maintenance of infrastructure and utility services.
- (2) A development agreement shall also include-
 - (i) rights, protections and entitlements of the developer / operator with respect to the EPZ concerned, established or allowed under this Ordinance or any other applicable law;
 - (ii) rights, protections and entitlements of Zone enterprises in the EPZ concerned allowed under this Ordinance or EPZA Rules, 1981 any other applicable law, together with a prescribed procedure for the invocation of such rights, protections and entitlements by the developers;
 - (iii) provision for the settlement of disputes, including disputes on behalf of Zone enterprises through arbitration; and
 - (iv) rights or titles and other legal authority of the EPZs superior to it in terms of the provisions of the Ordinance.

17. Responsibilities of developers / operators of Private/ PPP EPZs: - (1) All Private / PPP EPZs shall be developed and operated by developers / operators within a specified time period as mentioned in the development agreement.

- (2) All developers / operators of Private/ PPP EPZs shall-
 - (i) Implement their Zone development plans in accordance with the terms of development agreement.
 - (ii) approve Zone enterprises and allot land or sub-lease land to such enterprises in accordance with the applicable Zone admission criteria, Zone regulations in terms of EPZA Rules, 1981 and the development agreement; charge rent or fees etc for other services provided in convertible foreign currency
 - (iii) Monitor and ensure the compliance of Zone enterprises with all applicable EPZA Rules/ Regulations and other relevant laws/ rules.
 - (iv) Ensure collection and deposit of the Presumptive Tax @ 1% on behalf of FBR and EPZA Service Charge @ 0.5% on FOB value of Exports from the Zone enterprises prior to the issuance of Export Gate Pass.

- (v) Maintain adequate land proper accounts and other records in relation to its business activities and report on Zone activities, performing and development to the authority on an annual basis or as required by the Authority and in case of failure shall be guilty of an offence liable to a fine/penalty as determined by the Authority
 - (vi) Shall submitted to the Authority quarterly progress report pertaining to Zone and Zone enterprises as per format as prescribed by the Authority
- (3) In case of default on the above responsibilities, the agreement shall stand terminated.

18. Sanctions against developer / Operator of Private / PPP EPZ.- (1) The Authority may, if it is satisfied after notice and a hearing that a developer / operator/ operator is not performing in accordance with the terms of its development agreement, or is in violation of applicable Zone regulations or applicable legislation and has failed to rectify such violation despite notice to this effect, it may suspend the development agreement of that developer / operator and move for cancellation of such agreement to the Board or impose such other penalty as may be provided under the applicable Zone regulations or the development agreement.

(2) Upon receipt of an application from the Authority seeking cancellation of a development agreement, the Board shall give notice to the developer / operator concerned, asking it to show cause why its development agreement should not be cancelled or why such penalty as may be provided under applicable Zone regulations should not be imposed.

(3) Pending the final decision of the Board on a proposal for cancellation of a particular development agreement, the Authority may appoint an interim administrator or take such interim measures as it is necessary to do so (a) in the public interest; or (b) to prevent any of the affairs of any EPZ being conducted in a manner detrimental to the interests of stakeholders, Zone enterprises or other persons whose interests are likely to be affected or in a manner prejudicial to the interests of the EPZ.

(4) Pending the final decision of the Board, on a proposal for cancellation of a particular development agreement, the Authority may, if it is satisfied that it is necessary to secure the proper management of any Zone, issue directions to developers generally, or to any developer / operator in particular to carry out such changes as are necessary to rectify the situation and the developers shall be bound to comply with such directions.

(5) Following a hearing in person, in which the developer / operator may be represented by counsel, the Board may impose such penalty as is provided by the applicable Zone regulations or the development agreement, which may include cancellation of a development agreement or cancellation of any benefits allowed to a developer, provided that any cancellation of benefits to a developer / operator shall be without prejudice to the rights and privileges of Zone enterprises.

- (6) The Board may only cancel a development agreement if it finds that-
 - (i) the developer / operator has violated its development agreement; and

- (ii) that the developer / operator has failed to rectify such violation despite notice(s).

(7) In addition to the rights of a developer / operator to seek relief through arbitration, a developer / operator aggrieved by any decision of the Board or by the imposition of sanction by the Authority or by the suspension or cancellation of its development agreement may appeal before the High Court of the relevant Province.

19. The Board of Management of Private/ PPP EPZ:- (1) The Private / PPP EPZ shall have a Board of Management for developing and managing the Zone.

- (2) The BoM shall comprise of five Members and headed by Chairman

(3) The BoM Members shall include CEO of the Private / PPP EPZ and three other Members of Private/PPP EPZ.

(4) The Authority shall be represented in the BoM by a nominated officer by the Authority which may be Director or General Manager (Investment Promotion).

- (5) It shall hold the meetings at least once a month.

- (6) The functions of BoM of Private/ PPP EPZ shall include:

- (i) Administration and managements of Zone as per EPZA standard and EPZA Rules/ Regulation.
- (ii) Effective coordination with all stakeholders including investors.
- (iii) Ensuring provision of all utilities/ facilities for the Zone enterprises of Private/ PPP EPZs.
- (iv) Scrutiny and Approval of application Investment Proposals of Zone enterprises for setting up their units as per EPZA Rules/ Regulations.
- (v) Allowing necessary permissions, permits, licenses, NOCs etc relating to the business operations of Zone enterprises.
- (vi) Ensuring in coordination with EPZA that Zone enterprises avail all the incentives/ concessions/ facilities as per EPZA laws/ rules/ regulations.
- (vii) Ensuring one-window facility to the zone enterprises.
- (viii) BoM shall decide fees/charges leviable on Zone enterprises such as license fees, renewal fees, transfer fees, lease, AGR, etc. but these will be reasonable and Authority will ensure that such fees/charges are not exorbitant, and are economical for the Zone enterprises for enhancing their exports
- (ix) BoM shall ensure that no trading of land/units are allowed in the Zone and Authority shall regularly monitor sale/purchase/transfer of land/units in the Zone
- (x) BoM in consultation with Authority shall formulate Investment Policy in the Zone

20. Power of BoM to accept or reject any application: - (1) BoM of concerned Private/ PPP EPZ may accept or reject any zone enterprise application without assigning any reason.

(2) If an application is accepted, BoM shall issue letter of sanction to the Zone enterprise containing the terms and conditions subject to which such authorized industrial, commercial etc unit shall operate

21. Admission of Zone enterprises to Private/PPP EPZs:- (1) Zone enterprises shall be admitted into Private / PPP EPZs by their BoM in accordance with zone admission criteria, EPZA rules and regulations and the terms of the development agreement.

(2) The Zone enterprises to establish their authorized industrial/commercial activities etc in Private/ PPP EPZ shall submit their application to concerned BoM complete in all respects in the forms set out in **Appendix –VI & Appendix-VII**

(3) Each application shall be accompanied by a non-refundable fee specified by the concerned BoM

22. Time for implementation of sanction of Zone enterprise: (1) The Zone enterprise applicant, after receiving the letter of sanction, shall be required to implement and complete the unit within the period specified in the letter of sanction and follow the EPZA building by-laws failing which the sanction shall stand cancelled, provided the BoM may, on reasonable grounds, extend the said period.

23. Sanctions against Zone enterprises. - (1) The Authority shall issue Private / PPP EPZ rules/regulations as per EPZA law which provide for sanctions against Zone enterprises and the manner in which such sanctions may be imposed by BoM

(2) The BoM may if it is satisfied that it is necessary to do so to secure the proper management of any Zone enterprise, issue directions to Zone enterprises generally or to any Zone enterprise in particular to carry out such changes as are necessary to rectify the situation and the Zone enterprise of Private / PPP EPZ shall be bound to comply with such directions.

(3) The BoM may cancel, revoke, withdraw the sanction or expel a Zone enterprise from Private / PPP EPZ after giving it notice to show cause if it finds that-

- (i) The zone enterprise has failed to carry out purpose for which, or has not fulfilled the conditions of the sanction accorded to it
- (ii) the Zone enterprise is in violation of its obligations; and
- (iii) the Zone enterprise has failed to rectify such violation despite notice(s).

24. Maintaining of Accounts/Records by Zone enterprises of Private/PPP EPZs -

(1) The Zone enterprises of Private/PPP EPZs shall maintain adequate and proper accounts and other records as prescribed above or prescribed by Authority.

(2) If Zone enterprise fails to maintain such accounts and other records shall be guilty of an offence and liable to fine/penalty of US\$ 5000 in addition to any other action by the Authority.

25. Audit Zone enterprises of Private/PPP EPZs: (1) BoM shall ensure to get conducted annual audit of the Zone enterprises

(2) Such Audit Reports of Zone enterprises shall be submitted to the Authority for review and appropriate action.

26. Applicable operating administrative procedures. - (1) The Board and the EPZ Authorities shall promote the adoption of simplified administrative procedures for Private/PPP EPZs and Zone enterprises with the relevant Federal and Provincial authorities and agencies.

(2) Such procedures shall in particular facilitate the following:

- (i) issuance of licenses, permits and other approvals to Zone enterprises required for their business activities;
- (ii) satisfy customs and other export or import requirements by Zone enterprises;
- (iii) fulfilment of tax obligations by Zone Enterprises; and

27. Application of Labour laws in Private/PPP EPZs. -(1) Each EPZ developer / operator will ensure to implement all the relevant labour laws applicable in Private/PPP EPZ as per EPZA Labour Laws.

28. Security of Private/PPP EPZs. - (1) Each Private EPZ shall be responsible for providing security for the protection of Private EPZs and it shall be mandatory to establish Security Division.

(2) In case of PPP EPZ, security shall be provided by EPZA as per EPZA Rules/ Regulations.

(3) The Private/ PPP EPZ shall ensure properly constructed boundary wall of prescribed height around the zone and place surveillance/ security cameras and establish check posts for controlling entry/ exit of goods/ vehicles/people in the Zone.

(4) The Private/ PPP EPZ shall ensure effective coordination with Collectorate of Customs for deployment of their personnel / Customs staff for effectively controlling the entry/ exit of goods/ vehicles in the Zone.

(5) The Private/ PPP EPZ shall ensure that zone have one entry and one exit gate as per provisions of EPZA Rules/ Regulations.

(6) The Private/ PPP EPZ shall ensure to arrange proper armed security personnel with necessary arms, equipment and vehicles for security and patrolling of the Zone.

(7) The Private/PPP EPZ shall ensure that no illegal goods/vehicles/people are allowed entry/exit in the Zone and shall ensure implementation of EPZA Regulations (SRO 214(KE)/94 dated: 21st November 1994.)

29. Incentives for Private/PPP EPZs. - (1) On execution of development agreements, the developer / operator of Private / PPP EPZ as well as all Zone enterprises in that EPZ shall be entitled to get all available benefits / incentives of Export Processing Zone provided under certain SROs.

(2) Unless otherwise provided in a development agreement, developers and operators of Private/PPP EPZs shall be entitled to the following benefits, namely:-

- (i) one time exemption from all custom-duties and other taxes on plant machinery, equipment and construction material imported into Pakistan except the items listed under Chapter 87 of the Pakistan Customs Tariff, for the setting up of Private / PPP EPZ subject to verification by the Authority; and
- (ii) exemption from all taxes on income accruable in relation to the development and operation of the Private/PPP EPZ for a period of five years, starting from the date of signing of the development agreement

30. Incentives for Zone enterprises in Private/PPP EPZ. - (1) All Zone enterprises of Private / PPP EPZ shall be entitled to the following benefits, namely: -

- (i) Exemption from Customs duty, Sales Tax and Income tax on imported plant, machinery, equipment and raw materials
- (ii) No Foreign Exchange Regulations and Controls as per Laws / Rules
- (iii) On site customs documentation and inspection by Customs Staff

31. Designs for Proposed infrastructure and facilities

(1) The developer / operator of Private/PPP EPZ shall ensure that:

- (i) All proposed roads are built according to international standards.
- (ii) Provision of power/energy at the Zone as per their requirement
- (iii) Water supply or water resource arrangement as per required quantity per day
- (iv) Distinguished with peripheral boundary wall and buildings
- (v) Security wall or fence with adequate illumination
- (vi) Adequate area for Customs offices, examination yard and warehouse for storage of confiscated goods by Pakistan Customs.
- (vii) Adequate working areas for workers with acceptable indispensable basic services
- (viii) Firefighting facilities
- (ix) Adequate Medical facilities
- (x) Waste water treatment
- (xi) Adequate communication services
- (xii) Infrastructure is developed as per EPZA building by laws
- (xiii) Shall comply with Environment protection policy of Federal and Provincial government
- (xiv) Any other standards determine by the Authority time to time.

32. Area of investments in Private/PPP EPZs

- (1) Following types of industries shall be allowed for Private/PPP EPZs:
- (i) Processing of Ferrous & Non-Ferrous Metal
 - (ii) Plastic recycling
 - (iii) Manufacture of Halal Foods
 - (iv) Manufacture of Halal Beverages
 - (v) Manufacture of Tobacco
 - (vi) Manufacture of Textiles
 - (vii) Manufacture of Leather, Fur, Feather and Related Products
 - (viii) Manufacture of Furniture
 - (ix) Manufacture of Paper and Paper Products
 - (x) Processing for refurbishing of Agriculture, Industrial & Construction Machinery
 - (xi) Repair and refurbishment of old and used vehicles, machinery including industrial, agriculture and construction machinery.
 - (xii) Manufacturing of Sport Goods, Cutlery and Surgical items.
 - (xiii) Processing/Recycling of used Textiles clothing
 - (xiv) Information Technology/Software firms
 - (xv) High-Tech firms

(2) Authority with the approval of Board may add any other area of investments in addition to the above specified investments.

33. Application / License Fees for Developers / Operators of Private / PPP EPZ : (1) Private / PPP EPZ developers and operators shall pay the following fees:

- (i) Application Fee (Non-refundable) – US\$ 1,000/-
- (ii) Annual License Fee – US\$ 10,000/-

FORMAT OF ZONE APPLICATION OF PRIVATE EPZ/PPP EPZ

The Chairman
Export Processing Zones Authority
Landhi Industrial Area,
Extension Mehran Highway, Landhi
Karachi - 75150

Date:
Reference:

Dear Sir,

ZONE APPLICATION

We, the (name of the EPZ Authority) _____ hereby apply for the approval of above captioned Private EPZ and attach the documents required.

Briefly, the proposed EPZ shall cover an area of ____ Acres and its total estimated cost is US\$ _____. It will generate commercial activities worth US\$ _____ including exports of US\$ _____ US\$ _____ and _____ number of jobs in the first five years of operations.

We hereby undertake to abide by all the Rules and Regulations of EPZ and all the applicable laws of Export Processing Zones Authority Pakistan.

You are requested to kindly process the Application in due course of time and meanwhile issue us an acknowledgement and oblige.

Thanking you

Sincerely

Signature _____ [stamp]

Name of the Authorized Signatory

Email Address:

Phone No:

Fax No:

Encls: As above.

APPLICATION FOR PRIVATE EPZ DEVELOPER/OPERATOR'S LICENSE

NOTES AND GUIDELINES FOR COMPLETING THE APPLICATION FORM

1. The information you provide in the Application Form will assist us in approving your Project in the Export Processing Zones.
2. Please, therefore, complete all sections as required. It is important that you assess your requirements such as Facility, Utility, affluent treatment and Manpower accurately before filling in the Application Form.
3. An incomplete Application Form could result in delays in approving your application.
4. In filling the Form, please follow the HSC (Harmonized System Coding) for product codes related to import/export/re-export and use the Metric System for all units of measurements and US Dollars (\$) or any convertible foreign currency except PKR.
5. Please tick appropriate boxes, if any, and provide accurate information in the space provided. If more space is needed for any of the sections, please, attach an extra sheet.
6. The submission of this Form does not constitute an automatic acceptance or approval by the Export Processing Zones Authority of your Application.
7. The information provided in the Application Form will be dealt in strict confidence.
8. This Form should be filled and submitted in four original copies.
9. Completed Application Form should be submitted to the Export Processing Zones Authority, Landhi Industrial Area Ext. Mehran Highway Landhi, Karachi -75150 , or Website: www.epza.gov.pk

A. PARTICULARS OF THE APPLICANT COMPANY:

Name: _____

Present Address: _____

Permanent Address: _____

Telephone: _____

Fax: _____

E-mail: _____

Web Site: _____

B. COMPANY PROFILE:

1. Date of Incorporation: _____

2. Particulars of Directors/Shareholders:

<i>Name of Shareholders</i>	<i>Nationality</i>	<i>Number and Value of Shareholders</i>	<i>Residential Address</i>

3. Description of The Company intending to be a Developer/Operator of Private EPZ.

(i) Experience as Developer/Operator of Private EPZ or Fresh

(ii) Location of the Proposed Private EPZ

(iii) Land information for Private EPZ: Minimum 50 Acres leased land in favor of company or More details of Revenue record

(iv) Capital Structure

(a) Total Capital:

(i) Authorized capital _____

(ii) Paid up capital: _____

(b) Investment Outlay:

Foreign Equity	Local Equity	Foreign Loan	Local Loan	Suppliers Credit	Others	Total

(v) Development Plan of Private/PPP EPZ

Description	Plan for execution	Time required for completion (Months)	Estimated Cost In US\$ or PKR	Remarks if any
Land Acquisition				
Area of the Proposed Private/PPP EPZ. In acres				
Leveling & Grading				
Infrastructure Development Works of Civil works				
Infrastructure Development works of Electrical/Mechanical works				
Project Closures				

(vi) Capital Expenditure Structure for Development /Operation of the EPZ

Description	1 st Year	2 nd Year	3 rd Year	4 th Year	Total Amount
Premises (Building – if constructed at your cost or rented)					
Equipment					
Working capital					
Others					
O&M costs of the Project					
Total					

C. DETAIL OF MACHINERY/EQUIPMENT:

Major items of Machinery	Condition (New or Used)	Country of Origin	Cost

D. RAW MATERIAL/COMPONENTS:

Raw Materials/ Components	Source		Quantity	Value
	Local	Foreign		

E. UTILITY REQUIREMENTS FOR PRIVATE EPZ:

Please indicate utility requirements of Private EPZ during Development and Operation in terms of:

- Electricity: MD (Maximum Demand): _____ KVA.
- Water – Development of EPZ and Zone Enterprises of Private EPZ: _____ Gallons/day
- Gas of Zone Enterprises of EPZ: _____ Cubic meters/day
- Telephone: _____ No. of Lines (including Faxes)
- Others: _____

F. EMPLOYMENT GENERATION SCHEDULE:

Employment Category	1 st Year		2 nd Year		3 rd Year	
Management Staff	Local	Foreign	Local	Foreign	Local	Foreign
Technical and Supervisory Staff						
Workers						
(a) Skilled						
(b) Unskilled						
Other						

I. LIST OF ATTACHMENTS:

1. Copy of Land Papers in name of Developer/ Operator of Private EPZ.
2. Copy of the Memorandum of Association/Charter/Constitution of the Company.
3. Copy of the Certificate of Incorporation.
4. Copy of the Articles of Association or Rules for Conduct of business.
5. Bankable Feasibility Report of the Proposed Private EPZ.
6. An EIA Report of Project from the concerned Environmental Control Authority.
7. Copy of Receipts of the necessary initial fees.

J. DECLARATION:

I am aware that the information given hereinabove constitutes the basis upon which the Agent may grant the License for Development and Operations in the Export Processing Zones. Any Information which proves to be false and contrary to what have been declared hereinabove is, consequently and offence under the Export Processing Zones Ordinance IV of 1980.

I _____ who is _____ of
(Name of Signatory) (Title of the Signatory)

_____. Limited, the applicant, hereby declare that to the best of my knowledge and belief, all the particulars furnished, in the application are true and correct. I, therefore, undertake to indemnify the Agent for any misrepresentation, deliberate omission and any information that may, in the future, prove to be false.

Date: _____

Signature: _____

And Seal/Stamp

APPLICATION FOR PPP EPZ DEVELOPER/OPERATOR'S LICENSE

NOTES AND GUIDELINES FOR COMPLETING THE APPLICATION FORM

10. The information you provide in the Application Form will assist us in approving your Project in the Export Processing Zones.
11. Please, therefore, complete all sections as required. It is important that you assess your requirements such as Facility, Utility, affluent treatment and Manpower accurately before filling in the Application Form.
12. An incomplete Application Form could result in delays in approving your application.
13. In filling the Form, please follow the HSC (Harmonized System Coding) for product codes related to import/export/re-export and use the Metric System for all units of measurements and US Dollars (\$) or any convertible foreign currency except PKR.
14. Please tick appropriate boxes, if any, and provide accurate information in the space provided. If more space is needed for any of the sections, please, attach an extra sheet.
15. The submission of this Form does not constitute an automatic acceptance or approval by the Export Processing Zones Authority of your Application.
16. The information provided in the Application Form will be dealt in strict confidence.
17. This Form should be filled and submitted in four original copies.
18. Completed Application Form should be submitted to the Export Processing Zones Authority, Landhi Industrial Area Ext. Mehran Highway Landhi, Karachi -75150 , or Website: www.epza.gov.pk

G. PARTICULARS OF THE APPLICANT COMPANY:

Name: _____

Present Address: _____

Permanent Address: _____

Telephone: _____

Fax: _____

E-mail: _____

Web Site: _____

H. COMPANY PROFILE:

4. Date of Incorporation: _____

5. Particulars of Directors/Shareholders:

<i>Name of Shareholders</i>	<i>Nationality</i>	<i>Number and Value of Shareholders</i>	<i>Residential Address</i>

6. Description of The Company intending to be a Developer/Operator of Private EPZ.

(i) Experience as Developer/Operator of Private EPZ or Fresh

(ii) Location of the Proposed Private EPZ

(iii) Land information for Private EPZ: Minimum 50 Acres leased land in favor of company or More details of Revenue record

(iv) Capital Structure

(c) Total Capital:

(i) Authorized capital _____

(ii) Paid up capital: _____

(d) Investment Outlay:

Foreign Equity	Local Equity	Foreign Loan	Local Loan	Suppliers Credit	Others	Total

(v) Development Plan of Private/PPP EPZ

Description	Plan for execution	Time required for completion (Months)	Estimated Cost In US\$ or PKR	Remarks if any
Land Acquisition				
Area of the Proposed Private/PPP EPZ. In acres				
Leveling & Grading				
Infrastructure Development Works of Civil works				
Infrastructure Development works of Electrical/Mechanical works				
Project Closures				

(vi) Capital Expenditure Structure for Development /Operation of the EPZ

Description	1 st Year	2 nd Year	3 rd Year	4 th Year	Total Amount
Premises (Building – if constructed at your cost or rented)					
Equipment					
Working capital					
Others					
O&M costs of the Project					
Total					

I. DETAIL OF MACHINERY/EQUIPMENT:

Major items of Machinery	Condition (New or Used)	Country of Origin	Cost

J. RAW MATERIAL/COMPONENTS:

Raw Materials/ Components	Source		Quantity	Value
	Local	Foreign		

K. UTILITY REQUIREMENTS FOR PRIVATE EPZ:

Please indicate utility requirements of Private EPZ during Development and Operation in terms of:

- Electricity: MD (Maximum Demand): _____ KVA.
- Water – Development of EPZ and Zone Enterprises of Private EPZ: _____ Gallons/day
- Gas of Zone Enterprises of EPZ: _____ Cubic meters/day
- Telephone: _____ No. of Lines (including Faxes)
- Others: _____

L. EMPLOYMENT GENERATION SCHEDULE:

Employment Category	1 st Year		2 nd Year		3 rd Year	
	Local	Foreign	Local	Foreign	Local	Foreign
Management Staff						
Technical and Supervisory Staff						
Workers (c) Skilled (d) Unskilled						
Other						

II. LIST OF ATTACHMENTS:

8. Copy of Land Papers in name of Developer/ Operator of Private EPZ.
9. Copy of the Memorandum of Association/Charter/Constitution of the Company.
10. Copy of the Certificate of Incorporation.
11. Copy of the Articles of Association or Rules for Conduct of business.
12. Bankable Feasibility Report of the Proposed Private EPZ.
13. An EIA Report of Project from the concerned Environmental Control Authority.
14. Copy of Receipts of the necessary initial fees.

J. DECLARATION:

I am aware that the information given hereinabove constitutes the basis upon which the Agent may grant the License for Development and Operations in the Export Processing Zones. Any Information which proves to be false and contrary to what have been declared hereinabove is, consequently and offence under the Export Processing Zones Ordinance IV of 1980.

I _____ who is _____ of
(Name of Signatory) (Title of the Signatory)

_____. Limited, the applicant, hereby declare that to the best of my knowledge and belief, all the particulars furnished, in the application are true and correct. I, therefore, undertake to indemnify the Agent for any misrepresentation, deliberate omission and any information that may, in the future, prove to be false.

Date: _____

Signature: _____

And Seal/Stamp

Requirements and requisite documents for Developers/ Operators for Private/ PPP EPZ

- (i) Company Registration Certificate
- (ii) Memorandum and Articles of Association
- (iii) NTN Certificate and STRN Certificate
- (iv) Financial Statements and Income Tax Returns for the last three years
- (v) List of owners and key managerial staff with their NIC, NTN, cell, email and addresses along with their CVs/profiles. In case of foreigners, their passport numbers instead of NIC are required
- (vi) Document for land owned by the Developers and Operators
- (vii) Master Plan of proposed Private / PPP EPZ.
- (viii) Basic business proposition or model for the Private / PPP EPZ
- (ix) Preliminary Private / PPP EPZ Layout plan for the development (complete phase wise plan with timelines)
- (x) Financial Resources (details required for the own Capital or any investment consortium).
- (xi) Bankable feasibility report/Investment Plan for Private / PPP EPZ. It shall include Development Plan, Marketing Plan, Financing Plan and Management Plan.
- (xii) Details of Capital Investment in US\$
- (xiii) Details of Plant & Machinery required for the business activity
- (xiv) Security Arrangement Plan as per EPZA requirement
- (xv) Building for Customs offices and examination yard
- (xvi) Total land/capacity of Energy/Electricity/Gas Plan
- (xvii) Water supply and conservancy for the entire Zone
- (xviii) Criteria applicable to the admission of industrial, commercial / trading or processing, recycling, refurbishing, reconditioning, repairing, assembling of machinery including industrial and agriculture machinery and vehicles units as per eligibility criteria;
- (xix) Area allocations for service sector like Banks/Insurance/Courier/Post Office/clearing Agents/Medical/Fire/Canteen/Masjid.
- (xx) Draft Development Agreement
- (xxi) Application Fee in the shape of PO/DD

CONTENTS OF DEVELOPMENT AGREEMENT

1. **Introduction** of parties
2. **Preamble** of agreement
3. **Project site and related rights** encompassing leasehold rights, execution of indenture of lease period, acceptance of project/lease rights, consequences of acceptance and scope of project.
4. **Rights, protections and entitlements of the developer / operator** with respect to the Private / PPP EPZs concerned, established or allowed under the EPZA Ordinance or any other applicable law;
5. **Conditions precedent for developer**, preparation and submission of Master Plan, design and drawings etc.
6. **Financial closure** encompassing clearances and approval, specific formats of lease and sub-lease agreements, extension or termination of agreement if conditions precedent not complied or satisfied and consequences of non-fulfillment of conditions precedent.
7. **Financial considerations to Private / PPP EPZ**, land premium for leasehold rights, annual lease premium, midterm development fee, penalty for failure in achieving milestones and penalty for the late payment of any sum etc.
8. **Milestones** that the Developer / Operator required to achieve in order to have the Private / PPP EPZ deemed operational.
9. **Project development & Operations** encompassing obligations of development, construction and development, implementation plan and progress reports, marketing and sub-lease arrangements, operations & maintenance, payments to Private / PPP EPZ Authority, appointment of contractors, general obligations and responsibilities of the developer / operator and obligations of the Private / PPP EPZ will be the Developer / operator and operator of Private / PPP EPZ.
10. **Restriction in changes in developer**, insurance, audit & accounts and change in law will be responsibility of developer / operator of Private/PPP EPZ..
11. **Force Majeure** encompassing non political events, indirect political events, political events, notice of force majeure events, reporting requirements, performance of obligations and termination due to a force majeure event.
12. **Representations and warranties** from developers of Private/PPP EPZ will rest with Developer / operator.
13. **Event of default & termination** encompassing developer's event of default, of private developer / operator of private/PPP EPZ Export Processing Zones Authority will not be responsible in this case of event for termination of force majeure and divestment requirement.

14. **Remedies for non-performance:** Based on undertakings that the Developer / Operator of Private/PPP EPZ commits to, the parties shall agree to remedies and financial and nonfinancial sanctions.

15. **Transfer of rights:** The Developer / operator shall be allowed to transfer its ownership of the EPZ or the rights for operation in whole or in part to one or more parties that are approved by the Board and the EPZ Authority subject to such conditions as may be imposed by either or both.

16. **Dispute resolutions** encompassing governing law, amicable resolution, alternative dispute resolution, arbitration, arbitrators, procedure, place of arbitration, language, enforcement of award, fee & expenses and performance during arbitration. This segment will also encompass the provisions relating to disputes on behalf of the Zone enterprises through arbitration.

17. **Miscellaneous Provisions** encompassing third party agreements, articles to survive termination, proportionate responsibility, several obligations, severability, notices, waiver, amendments, modification, violation of terms, independent right, counterparts, no assignment, consequential loss, expenses, no agencies, no third party beneficiaries, employees of the developer / operator and exclusion of implied warranties etc.

18. **All Undertakings of the developer / operator** regarding the development and operations of the EPZ, with the Zone development plan and business concept of proposed EPZ model;

19. **All authorities conferred on the developer / operator** with respect to the EPZ concerned, including specifically any provisions pertaining to the developer's authority to:

- a) Admit enterprises into the EPZ in accordance with the Zone admission criteria and allot land to them in accordance with agreed eligibility criteria and procedures;
- b) Act as a liaison and facilitating agency between the relevant EPZ authority and Zone enterprises;
- c) All financial obligations of the developer, including any obligation to make payment for the allocation of land and the provision of services by public authorities; and
- d) Clear provisions regarding the responsibility of maintenance of infrastructure and utility services.

20. **Rights protections and entitlement of Zone enterprises** in the EPZ concerned established or allowed under the Act or any other applicable law, together with a prescribed procedure for the invocation of such rights, protections and entitlements by the developer;

Appendix-VI

Reference No.

Date:

The Board of Management,

Name of Zone

Address:

Subject: **INVESTMENT PROPOSAL FOR SETTING UP OF INDUSTRIAL/TRADING / COMMERCIAL / MANUFACTURING ENTERPRISE IN 'NAME OF ZONE'**

Enclosed herewith the Investment Proposal for setting up of 'Industrial/Trading/Processing/Re-cycling /Manufacturing/Assembling/Commercial' Enterprise in "Name of Zone". By submitting this investment proposal we have read and understand the EPZ Laws/Rules & Regulations/Customs Rules/SROs for doing business in "Name of Zone".

We undertake to abide by these Laws/Rules in its true spirit. The particulars of sponsor/owner/partners/directors and cost break-ups/details of the investment proposal along with the requisite documents annexed for kind consideration and approvals.

Yours Sincerely,

Name

Address / Contact No. / email address

Official Stamp to be affixed

Application Form for Zone Enterprises

For Investment in Private/PPP EPZ

BRIEF INTRODUCTION OF APPLICANT/COMPANY
--

1. PART-ONE

- 1.1 Proposed/Registered name of Enterprise:_____
- 1.2 Name of Sponsors/Owner/Partners/Directors: _____
- 1.3 **Address:**
- 1.4 CNIC(s) / Passport No(s):
- 1.5 PTCL Contact No(s) / Mobile No(s):
- 1.6 NTN / GSTN:
- 1.7 **Email Address:**
- 1.8 Status of Enterprise i.e. Company, Partnership, Sole Proprietor Ship:
- 1.9 SECP, Registrar of Firms, Article & Memorandum of Association (as the case may be):
- 1.10 Name of Principal Officer / CEO / MD:
- 1.11 CNIC(s) / Passport No(s) / PTCL Contact No(s) / Mobile No(s):
- 1.12 Passport Size Photograph / NTN / GSTN, Email address:
- 1.13 Name of Focal Person to deal with Private/PPP EPZ:
- 1.14 CNIC(s) / Passport No(s) / PTCL Contact No(s) / Mobile No(s):
- 1.15 Passport Size Photograph / NTN / GSTN, Email address:
- 1.16 Name of Foreign Partners / Directors:
- 1.17 Identification Cards / Passport No(s)
- 1.18 Passport No(s) / PTCL Contact No(s) / Mobile No(s):
- 1.19 Tax Registration No(s) duly attested from Pakistan Embassy
- 1.20 Email address / Postal address:

2. **PART TWO** (General information about Business)

2.1 Type of Business to be established in “Private/PPP EPZ”.

Industrial	Trading	Commercial	Processing	Re-Cycling	Packaging	Manufacturing	Assembling	Others

2.2 Total Project Outlays / Cost (US \$): _____

2.3 Equity Share of Sponsor / Owner / Partners / Directors (US \$): _____

2.4 Type of Equity (Own / Loan): _____

2.5 Any foreign funding with complete details and its type (US \$): _____

2.6 Any foreign collaboration its nature i.e. technical / consultancy / permission to use LOGOs / Patens etc.(use separate sheet for its detail)

2.7 Size of Plot(s) for the proposed enterprises: _____

2.8 List of Plant, Machinery & Equipments (Local / Imported) stating PCT Codes:

2.9 Nature of Raw Material (Local / Imported its %age) stating PCT Codes:

2.10 %age of value additions: _____

2.11 In-Put & Out-Put Ratio with justifications: _____

2.12 %age of industrial waste and mode of disposal: _____

2.13 Time required for implementation of project: _____

2.14 Construction: _____

2.15 Eructation of P&M: _____

2.16 Start of Production: _____

2.17 First consignment of exports: _____

2.18 Environment Protections: _____

2.19 Precautions / Measures to be adopted: _____

2.20 Permission / approval from Environmental Protection Agency (EPA):

2.21 Fire Fighting Equipments / Plan and training of staff: _____

3. PART THREE (Information / Data about Productions / Exports)

3.1 Projected / Targeted / Committed Production on full capacity per annum (US \$):_____

3.2 Projected / Targeted / Committed Exports on full capacity per annum (US \$):_____

(AT 100% CAPACITY)

3.2.1 Proposed line of Production:_____

3.2.2 Future Production plan/Items to be produced/manufactured:_____

3.2.3 Uses of the Products:_____

3.2.4 Details of local/foreign technical collaboration. If yes, please furnish copy of agreement or Memorandum of understanding:_____

3.2.5 Manufacturing in brand names. If yes, please indicate. Also furnish copy of licensing contract, if any:_____

3.2.6 Sales/Marketing/Licensing/Franchise arrangements or agreements:_____

3.2.7 Cost of Production (US\$)

3.2.7.1 Raw Material- Local (Estimated value):_____

3.2.7.2 Raw Material- Imported (Estimated value): _____

3.2.7.3 Over Head – Fixed (Rent, Rates & Utilities charges):_____

3.2.7.4 Wages & Salaries:_____

3.2.7.5 Variable Overhead (Administrative expenses):_____

3.2.7.6 Other manufacturing overheads:_____

3.2.7.7 Pre-operational expenses:_____

3.2.7.8 Ex- factory cost:_____

3.2.7.9 Detail of wastages:_____

3.2.7.10 PCT of Raw Material:_____

3.2.7.11 PCT of Final Product:_____

Please provide details of manufacturing value addition process, Mfg process, Plant outlay. Sheet to be attached.

3.3 Year-Wise projections of Exports for Five (5) years:_____

Committed annual export	Date of Commencement of export	1 st year of export	2 nd year of export	3 rd year export	4 th year export	5 th year export

3.4 Internal Sale Facility vide Rule 235 of SRO 450(I)/2001 Dated 18th June, 2001 (Yes / No):_____

3.5 Sub-Contracting & Reverse Sub-Contracting to and from tariff area (Yes / No):_____

3.6 Exports in 80: 20 Ratio (Yes / No) or 100% Exports to abroad:_____

- 3.7 Estimated cost of production and %age of profit:_____
- 3.7.1 Committed annual export (FOB Value):_____
- 3.7.2 Cost of production (ex-factory):_____
- 3.7.3 EPZA Charge 0. 5% of FOB Value of exports:_____
- 3.7.4 Presumptive tax:_____
- 3.7.5 Net Sales Revenue:_____
- 3.7.6 Value addition in the Zone (%):_____
- 3.8 Number of employees required for the enterprises:

S. No	Category	Local Employment	Foreign Employment	Total Employment
1	Managerial			
2	Technical			
3	Highly Skilled			
4	Semi Skilled			
5	Un Skilled			

- 3.9 Finish Products to be sold / marketed / exported to:_____
- 3.10 Comprehensive / Bankable “Feasibility Report” of the proposed enterprise: (enclose separately)

4. PART FOUR (Land & Utility Requirements)

- 4.1 Size (Sq. meter) & Number of Plot(s) for the proposed enterprises:_____
- 4.1.1 Requirement of built-up area:
- for allotment:_____
 - For Hiring (on rent) (Subject to availability):_____
- 4.2 Utility Requirements for the proposed enterprise (i.e. Electricity, Water, Gas & Telephone): _____
- 4.3 Disposal of Industrial Waste / Effluents:_____
- 4.4 Future requirement of additional plot(s) for expansion of business (If any):____

5. **UNDERTAKING**

We the sponsors of M/s _____ do hereby undertake that the above information / data and enclosed documents are true and correct to the best of our knowledge and belief. We further undertake that we shall abide by the laws / rules & regulations / circulars stipulated time to time by export processing zones authority (EPZA) / board of management (BoM) in its true spirit and theme.

We fully aware and understand that in case of any violation / misrepresentation(s) / incorrect statements; the approval of our investment proposal is liable for cancellation or any legal action as deemed appropriate.

It is, therefore, requested that our investment proposal may kindly be considered for approval. All requisite documents are enclosed herewith. We will meet any other requirements and are ready to respond to queries raised for clarifications in respect of our investment proposal for “**Name of EPZ**”.

Yours Sincerely,

Name:

Address / Contact No. / email address

Official Stamp to be affixed

Date: _____

Check List of Documents enclosed:

- ☐ Feasibility Report / Business Profile of the Project
- ☐ Copy of Registration with SECP / NTN / GSTN / Partnership Agreement duly registered with the 'Registrar of Firms'
- ☐ Memorandum & Article of Associations
- ☐ Copy of Income Tax Returns for the last three (3) years
- ☐ Audited Financial Statements of existing business for the last three (3) years
- ☐ Bank Statements of existing business accounts of one (01) year
- ☐ Copy of CNICs / Passport / Identification Cards (in case of foreign partner(s)/director(s), Passport size Photographs of all partners / directors / focal & authorized person
- ☐ Power of Attorney in original issued to focal & authorized person on behalf of sponsors
- ☐ Power of Attorney in original issued to focal & authorized person on behalf of foreign sponsors (duly certified & attested from the Embassy of Pakistan of the respective country)
- ☐ Pay Order No. _____ Dated: _____ Drawn on _____ as 'Application Fee'
- ☐ Any other additional information / documents relates to the investment proposal

**** *Any change in Address and Telephone/Mobile Numbers/Email Addresses should be intimated immediately to concerned Private/PPP EPZ in writing.***

FOR OFFICIAL USE PRIVATE/PPP EPZ

Date of receipt of proposal: _____

Processed by: _____

Name and Designation: _____

Date of Circulation to PAC: _____

Date of PAC Meeting: _____

Decision communicated to sponsor date: _____

**AMMENDMENTS REQUIRED IN EPZA ORDINANCE IV OF 1980 TO
FACILITATE ESTABLISHMENT OF PRIVATE/ PPP EPZs**

SECTIONS OF EPZA ORDINANCE, 1980	EXISTING PROVISIONS	PROPOSED PROVISIONS
Sub-section (2) of section (1)	(1) It shall apply to all industrial undertaking set up or operating in Export Processing Zone.	In sub-section (2) of section (1) of the EPZA Ordinance, 1980 following words will be added after the word Zone: “including Private or Public Private Partnership (PPP) Export Processing Zones set up under the umbrella of EPZA Laws.”
Section 2 (k)	Section 2 (k) “Zone” means such area as the Federal Government may, by notification in the official Gazette, declare to be a Zone for the purposes of this Ordinance.	Following words shall be added in section 2 (k) after word “Zone” appearing first time: “including Private and Public Private Partnership Export Processing Zones”
Section 2	—	Following new definition shall be added in section 2: 2 (ℓ) “export processing Zone developer / operator” means a company incorporated in Pakistan which has entered into an agreement with Authority for the development and operation of Private/ PPP EPZ;
Section 9	9. Master Plan and Master Programme: The Authority shall prepare a master plan and phased master programme for the development of the Zones.	After the words Zone following words shall be added in section 9: “and Private/PPP EPZ shall prepare and submit master plan and development schedule of Private/PPP Zone to the Authority.”
Section 11	11. Sanctioning of industries, etc:- (1) The Authority may, with the approval of the Federal Government, frame schemes and lay down procedure in respect of sanctioning the establishment and operation of industries in the Zones.	After the words Zones following words shall be added in sub-section (1) of section 11: “and Private/ Public Private Partnership EPZs.
Section 11A	—	A new section as proposed below may be added after section 11: 11 A: Establishment of Private/Public Private Partnership EPZ: (1) The Authority may, with the approval of the Federal Government, establish Private / Public Private Partnership EPZs. (2) The Private /Public Private Partnership EPZs established under sub-Section (1) shall operate subject to such terms and conditions as laid down in separate rules and regulations approved by the Federal Government.