

## E-filing of Hank Yarn Return

It is to inform that as per Gazette Notification No. 05/TDRO/8/2015 dated 2nd September 2015, it is mandatory to all the Yarn Manufacturing units to submit the statutory **Hank Yarn Returns online only, which is effect from 1st October 2015** i.e. all the units have to submit the Hank Yarn Returns online only from Oct – Dec 2015 Quarter.

The detailed user manual is placed below:

In order to file the quarterly Statutory Hank Yarn Return on line, the textile mills are required to register themselves in T.xC's office site [www.txcindia.gov.in](http://www.txcindia.gov.in) under the heading '**e-filing of hank yarn return**' sub heading '**mill registration**'. The individual mills are required to fill all the columns of the mill registration form and wherever they do not have any information against a particular column, they should mention '0'. While filing the registration form utmost care is to be taken to ensure that correct information is being filled in, such as –

- a) 1<sup>st</sup> Column – name of the concerned Regional Office of the Textile Commissioner has to be mentioned.
- b) Against 3<sup>rd</sup> column-- user mills' Sl.No., given by the Economic Branch of this office is to be mentioned.. In case if it is a new mill or no number has been allotted till date, in such cases, the mill has to get in touch with the concerned Regional Office of the Textile Commissioner and obtain the provisional mill Sl.No. It is also to be ensured that no gap should be left between the numbers given by the office of the Textile Commissioner.
- c) Against user name, the mill can select their own user name which has to be used for going into the subsequent steps. Similarly in respect of password also, the mill has to select their own password and the same password should be used for going into the subsequent steps.
- d) Regarding the remaining details i.e. District, State, telephone number, e-mail ID, type of organisation, SSI or non-SSI, Composite or spinning, capacity of spindles, rotors reeling machines, type and number of looms, knitting machines, number of shifts, number of workers employed, the number of days worked, exact information need to be filled in.

Since the concerned Regional Office of the textile Commissioner will verify the details and thereafter they will approve the registration and intimate the same to the concerned mill, it has to be ensured that correct and complete details are being fed in the registration form, because in case of wrong feeding, the same will not be accepted by the concerned Regional Offices.

The acceptance of the registration form and activation of password will take minimum 2 working days and the same will be intimated by the concerned Regional Offices to the concerned mill. After activation of the password i.e. after obtaining intimation from the concerned Regional office, the concerned unit can start filing of returns on line in the logging form given under the said site.

In the logging form against the column user type, the mill has to select the user type as 'mill'. Similarly, against the column 'password', the mills are required to put the same password that has been selected by them while registration. Against 3<sup>rd</sup> column i.e. UNI/MSN (User Identification No./Mill Serial No.) the respective mills has to indicate the mill Sl. No. that has already been given to them by this office or respective Regional Office, as explained above in Registration form.

After filling the user type, password and mill serial number in the log-in form, the individual unit has to click the log-in button. After successful log-in, for feeding the data in Annexure-I quarterly hank yarn return, the user mill is required to go in step 1 and then the prescribed Annexure-I form will be opened. The user mill is required to fill the entire proforma without leaving any column. Similarly after submitting Step-1, the user mill is required to fill in the entire data of Step-2 & **also to upload the CA certificate i.e. hard copy of Annexure-I in pdf form** (Signature of CA along with Name and Registration no. should be there). Step-3 need to be correctly filled in.(The hard copy of Annexure-I can be taken printout after filling the Step 3) It may be noted that only after correct and complete filling and uploading of data as required in Step 1, 2 & 3, the user mill is required to click the button **Annex-I posting to OTXC**. Once the data is posted to OTXC, no correction, change can be made by the user mill and therefore before posting in OTXC, the user mill may verify and ensure that correct data have been fed.

Units having short fall in the hank yarn packing are required to submit subsequently **Annexure-II** form. For the benefit of the short fall units, details of the units having excess hank yarn are also given in the site under the heading 'reports'. Short fall units can select to such units and source their requirement of hank yarn. Along with **Annexure-II**, the short fall units are required to submit buyer details i.e. details of short fall units and seller details i.e the units having excess who will undertake the hank yarn obligation on behalf of the short fall units. First buyer form should be feed and later Seller form should be feed. Short fall units i.e. transferor mills has to access the details of Mills who are having excess packing through reports, i.e. Seller units who have submitted **Annexure-I** through online in time and their name is displaying in Excess report are only eligible for undertaking the obligation. Accordingly, the data has to be feed by short fall units in buyer details and in seller details. In case of multiple Supplier / Seller, Buyer should feed details of each seller separately in Seller form before posting it to OTXC. In Seller detail at last column CA certificate should be uploaded i.e. **hard copy of Annexure-II in pdf form** (Signature of Proprietor / Partner / managing Director / director / Authorised Signatory of transferee mill an transferor mill with full address and phone no. along with signature of CA along with Name and Registration no. should be there). Buyer details should be submitted only once for full shortage in each quarter. All fields are mandatory in Buyer and Seller form.

It may be noted that only after correct and complete filling of data and uploading in Buyer details and Seller details the user mill is required to click the button **Annex-II posting to OTXC**. Once the data is posted to OTXC, no correction, change can be made by the user mill and therefore before posting in OTXC, the user mill may verify and ensure that correct data have been fed.

In this case also, once **Annexure-II posting to OTXC** is clicked, no change will be permissible. Therefore, the units having short fall are required to ensure correct feeding before clicking **Annexure-II** posting to OTXC.

If any problem in respect of online feeding the concerned unit may directly contact to the concerned Regional Office of the Textile Commissioner

The e-filing will help the units having shortfalls to have an information in online about the units having excess and accordingly they can transact with such units while fulfilling Hank Yarn Obligation and also give an opportunity and provide a platform to the buyers & sellers of Hank Yarn to minimize or eliminate the role of middleman.