

Government of India
Ministry of Commerce & Industry
(Department of Commerce)
Directorate General of Foreign Trade

Udyog Bhawan, New Delhi-110011
Dated: 06.09.2019

Trade Notice No. 31/2019-2020

To,

1. All Exporters/Members of the Trade
2. Regional Authorities of DGFT

Subject: Reorganisation of Regional Authorities of DGFT

Various IT initiatives have been taken in DGFT in the recent past leading to automatic issue of paperless MEIS, automatic issuance of IEC, paperless issuance of Advance Authorisation and EPCG Authorisations, etc. It has also led to substantial reduction of work in the relatively smaller regional authority offices. Physical interactions have been minimised for improving ease of doing business.

2. With a view to improve and equip the bigger regional authorities of DGFT with sufficient human resources and better infrastructure to cater to the exporter community, instructions have been issued reorganising the regional authorities of DGFT by merging the smaller Regional Authorities with the relatively bigger RA's (Annex-I :O&M No. 7/2019 dated 05.09.2019)

3. In order to enable smooth transition and assist exporters of old RA's, the new RA will designate one officer from within the RA and assign the responsibility of monitoring the disposal of applications, queries, emails, contact@dgft (as the link officers), litigation, grievances etc. from exporters of old RA's.

4. It is further clarified that:

- (i) Exporters belonging to old RAs can file all applications online at the old RAs jurisdiction till **13.09.2019 (2 PM)**. No application will be accepted from exporters from old RA's on **14.09.2019** and **15.09.2019** as the servers will be updated.
- (ii) From **16.09.2019**, all applications by the exporters belonging to old RAs will be filed online at the new jurisdictional RA.
- (iii) Exporters will continue to file applications for amendment of authorisations, EODC/Redemption of old applications at the old RA till **30.10.2019**.

(iv) All old applications including the files where responses to D/L's have to be sent by the exporting firms will be dealt in the old RA till **30.10.2019**.

(v) From **01.11.2019**, all activities of the old RA will be taken over by the new RA including old applications and requests and the old RA will cease to be operational.

5. Exporters under the jurisdiction of old RA's will continue to use earlier RA email-ids (Ex. Dehradun-dgft@nic.in for old Dehradun RA) and contact@dgft for raising queries, grievances etc. From 16.09.2019, it will be the responsibility of the new RA to respond to all the queries received through email/contact@dgft (whether for new applications or earlier filed requests) in assistance with the old RA. New Jurisdictional RA's must continuously monitor transition issues and ensure that smaller merged RA's and the exporters from the old RA jurisdiction get focussed attention, outreach and trade facilitation.



(Nitish Suri)

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 Government of India
 Ministry of Commerce & Industry
 (Department of Commerce)
 Directorate General of Foreign Trade

Udyog Bhawan, New Delhi-110011
 Dated: 05.09.2019

O&M Instruction No. 07/2019

In the last few years, many IT initiatives have been taken in DGFT leading to automatic issue of paperless MEIS, automatic issue of IEC, issue of paperless Advance Authorisation and EPCG Authorisations, etc. It has led to substantial reduction of work in the relatively smaller regional authority offices.

2. With a view to better utilisation of human resources and better disposal of work in bigger offices, with the approval of the Competent Authority, it has been decided to revise the territorial jurisdiction of the following Regional Authorities with immediate effect :


S.No	Name of the Regional Authority	Revised Territorial Jurisdiction	Remark
(1)	(2)	(3)	(4)
1	CLA, Delhi	Delhi; Districts of Haryana: (i)Faridabad (ii) Gurgaon -Districts of Uttar Pradesh: (i)Meerut (ii) Baghpat (iii) Ghaziabad (iv) Gautam Buddha Nagar (v)Bulandshahar (vi)Panchasheel Nagar;Districts of Uttar Pradesh (i)Bijnaur, (ii)Moradabad, (iii)Rampur, (iv)Jyotiba Phuley Nagar, (v)Barielly, (vi)Shahjahanpur, (vii)Badaun and (viii)Pilibhit (ix) Bheem Nagar State of Uttarakhand	RA, Dehradun and RA Moradabad merged in CLA, Delhi
2	Kolkata	West Bengal, Sikkim, Tripura and Union Territory of Andaman and Nicobar, Orissa, Bihar and Jharkhand.	RA, Patna and RA, Cuttack merged in Zonal Office, Kolkata
3	Bangalore	Karnataka	RA, Belagavi merged in RA, Bangalore
4	Cochin	Kerala	RA, Trivandrum merged in RA, Cochin
5	Chennai	(i)Tamil Nadu ,except the areas which are under the jurisdiction of RA,	RA, Madurai merged in RA, Chennai

		Coimbatore (ii) UT of Puducherry, Karaikal, Mahe and Yanam	
6	Ludhiana	Punjab, Himachal Pradesh, Chandigarh UT and two districts (i) Roop Nagar (Ropar) and Sahibzada Ajit Singh Nagar and Panchkula.	RA, Chandigarh merged in RA, Ludhiana
7	Guwahati	Assam, Arunachal Pradesh, Nagaland, Manipur, Meghalaya and Mizoram	RA, Shillong merged in RA Guwahati
8	Vishakhapatnam	Andhra Pradesh	RA, Vijaywada merged in RA, Vishakhapatnam. DC, APIIC SEZ, Vishakhapatnam will also act as head of RA Vishakhapatnam
9	Indore	Madhya Pradesh excluding the areas which are under the jurisdiction of RA Nagpur.	RA, Bhopal merged in extension office Indore. DC, Indore SEZ will also act as head of RA, Indore
10	Nagpur	Districts of Maharashtra – (i)Akola, (ii)Amravati, (iii)Buldhana, (iv)Bhandara, (v)Chandrapur, (vi)Gadchiroli, (vii)Gondiya, (viii)Hingoli, (ix)Nagpur, (x)Wardha, (xi)Washim and (xii) Yavatmal. Districts of Madhya Pradesh – (i)Balaghat, (ii)Betul, (iii)Chhindwa and Chattishgarh	RA Raipur merged to RA Nagpur DC, Mihan SEZ will also act as head of RA Nagpur
11	Surat	Districts of Gujarat (i)Surat, (ii) Valsad and (iii) Dangs	DC, Surat SEZ will also act as head of RA Surat
12	Rajkot	(i) Saurashtra Districts of Gujarat (excluding Kutch) (ii) Diu in the Union Territory of Daman and Diu.	DC, Jamnagar SEZ will also act as head of RA Rajkot
13	Ahmedabad	Gujarat State excluding the areas which are under the jurisdiction of Rajkot,	DC, Dahez SEZ will also act as head of RA

	Baroda, Surat and Development Commissioner KFTZ.	Ahmedabad
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3. All new applications (MEIS, SEIS, AA, EPCG, IEC, etc.) by the exporters of old RA will be filed in the merged RA as per column no 2 above with effect from **16.9.2019**.

4. Local servers and files/records equipment etc will be transferred in the merged RA by **1.11.2019**. The Zonal DGFT Office and Regional Authority offices shall, within a fortnight, ensure listing of all records, files and equipments (infrastructure) for smooth transfer and takeover by the RAs in which their present jurisdiction is being subsumed. Weekly progress in this regard may be sent to nitish.suri@nic.in by 11 am every Monday. A proposal may also be sent by Zonal ADGFT about the redeployment of staff from the old RAs.


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To

1. PS to Commerce Secretary
2. All officers /Sections of DGFT
3. Zonal offices/ Regional offices of DGFT
4. Guard file.