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Role, Functions, Organizational Structure, Strategic Initiatives & Priorities

Mandate

Development and Promotion of India's International trade and commerce through formulation of appropriate policy and implementation of various provisions thereof.

Vision and Mission

Make India a significant player in world trade by 2020. Obtain market access for our exports by negotiating multilateral, bilateral and regional trade agreements. Promote and diversify exports through Plan schemes, policies and strategies. Assume role of leadership in international trade organizations.

Functions

The Department formulates, implements and monitors the Foreign Trade Policy (FTP) which provides the basic framework of policy and strategy to be followed for promoting exports and trade. The Trade Policy is periodically reviewed to incorporate changes necessary to take care of emerging economic scenarios both in the domestic and international economy. Besides, the Department is also entrusted with responsibilities relating to multilateral and bilateral commercial relations, Special Economic Zones, state trading, export promotion and trade facilitation, and development and regulation of certain export

oriented industries and commodities. Work allocated to the Department, in accordance with the Allocation of Business Rules, 1961, is placed at Annexure 1.1.

The Department is headed by a Secretary who is assisted by an Additional Secretary & Financial Adviser, four Additional Secretaries, twelve Joint Secretaries and Joint Secretary level officers and a number of other senior officers.

The Department is functionally organized into the following eight Divisions:

1. Administration and General
2. Finance Division
3. Economic Division
4. Trade Policy Division
5. Foreign Trade Territorial Divisions
6. State Trading & Infrastructure Division
7. Supply Division
8. Plantation Division.

The various offices / organizations under the administrative control of the Department are: (A) three Attached Offices, (B) ten Subordinate Offices, (C) ten Autonomous Bodies, (D) five Public Sector Undertakings, (E) two Advisory Bodies, (F) fourteen Export Promotion Councils and (G) five Other Organizations. A complete list of these offices/ organizations along with the postal addresses is given at Annexure 1.2.

Strategic Initiatives and Priorities

The key strategic initiatives to achieve the aspirations have been formulated on the basis of the critical assessment of our strengths, weaknesses, opportunities and challenges facing the Indian economy and the export sector. These are based on a series of discussions within the Department and consultation with stake holders i.e. premier industry organizations and Export Promotion Councils and expected trends of growth in world economy and trade. The important initiatives include -

- Diversification of export product basket
- Diversification into non-traditional markets and conclusion of ongoing FTA negotiations and initiating new FTAs
- Strengthening export related infrastructure
- Enhancing credit flows for exports at lower cost
- Reducing Transaction Costs
- Diversification of Services exports
- Building up a Brand Image of India
- Support to Plantation Sector
- Protection to sensitive domestic industries

The broad organizational set up and major role and functions of the offices / organizations under the administrative control of the Department are discussed below:

(A) Attached Offices

(i) Directorate General of Foreign Trade (DGFT)

Directorate General of Foreign Trade (DGFT) organisation is an attached office of the

Ministry of Commerce and Industry and is headed by Director General of Foreign Trade. Right from its inception till 1991, when liberalization in the economic policies of the Government took place, this organization has been essentially involved in the regulation and promotion of foreign trade through regulation. Keeping in line with liberalization and globalization and the overall objective of increasing of exports, DGFT has since been assigned the role of “facilitator”. The shift was from prohibition and control of imports/ exports to promotion and facilitation of exports/imports, keeping in view the interests of the country.

Organisational Set-up

This Directorate, with headquarters at New Delhi, is headed by the Director General of Foreign Trade. It is responsible for implementing the Foreign Trade Policy with the main objective of promoting India’s exports. The DGFT also issues licenses to exporters and monitors their corresponding obligations through a network of 36 regional offices and an extension counter at Indore. The regional offices are located at the following places:-

S. No.	Regional Office	S. No.	Regional Office
1.	Ahmedabad	2.	Amritsar
3.	Bengaluru	4.	Bhopal
5.	Chandigarh	6.	Chennai
7.	Coimbatore	8.	Cuttack
9.	Dehradun	10.	Ernakulam (Kochi)
11.	Guwahati	12.	Hyderabad
13.	Jaipur	14.	Jammu
15.	Kanpur	16.	Kolkata
17.	Ludhiana	18.	Madurai

19.	Moradabad	20.	Mumbai
21.	Nagpur	22.	New Delhi
23.	Panaji (Goa)	24.	Panipat
25.	Patna	26.	Puducherry
27.	Pune	28.	Raipur
29.	Rajkot	30.	Shillong
31.	Srinagar	32.	Surat
33.	Thiruvananthapuram	34.	Varanasi
35.	Visakhapatnam	36.	Vadodara

All regional offices provide facilitation to exporters in regard to developments in international trade, i.e. WTO agreements, Rules of Origin and anti-dumping issues, etc. to help exporters in their import and export decisions in an internationally dynamic environment.

(ii) Directorate General of Supplies and Disposals (DGS&D)

The DGS&D, with headquarter at New Delhi, is headed by a Director General. It functions as the executive arm of the Supply Division of the Department of Commerce for conclusion of Rate Contracts for common user items, procurement of stores, consultancy etc. It has five Regional Supply Offices located at Chennai, Mumbai, New Delhi, Hyderabad and Kolkata. The functions of DGS&D are carried out through its functional wings & supporting service wings. The functional wings are the Supply Wing and the Quality Assurance wing. The supporting service wing includes Administration, Vigilance, Complaints and Public Relations, Planning and Co-ordination, Internal Work Study, Management Information Services, Litigation & M.I.C., etc.

The Supply Wing has commodity-wise Purchase Directorates such as Information

Technology, Electrical Stores, Mechanical Engineering, Automobiles, Steel & Cement, Structural Engineering, Hardware, Workshop & Machine Tools, Wool & Leather, Paper & Paper products, Oil & Chemicals. The handling of commodity wise work facilitates maintenance of a data bank on prices, vendors, specifications, market trends, etc. At present, DGS&D deals with 179 valid R/C (Rate Contract) items. Due to reduction in the quantum of inspection work in some sub-regional offices, Q.A. wing offices at Jabalpur, Patna, Cuttack, Bokaro and Tirupur Sub-centres have been closed down during the year. There are 24 outlying offices, out of which 20 Offices/ Sub-centers are Quality Assurance Wing (including Headquarters) spread all over the country.

DGS&D e-Procurement Project

The DGS&D has developed a comprehensive e-procurement package encompassing every aspect of its procurement activity. Implemented through NIC by a customised web-based application software, the package is nationally operated involving DGS&D HQrs, its four regional offices and twenty field offices. DGS&D's e-Procurement Application is accessed by around 3,000 Central Government users through exclusive user IDs and passwords for online placement of Supply Orders against Rate Contracts.

Packages have already been developed and implemented for Registration of Vendors, Store coding, Pre bid Meetings, Finalization of specifications (Technical Particulars), Issue of Tender Notice/ Tender enquiry, Bid submission/ Bid opening/ Evaluation of Bids for common generalized items, Award of Rate Contracts, Supply Order, Inspection Notes,

Dispatch Details by Vendors, Receipt Details by Consignees, Bill submission, etc.

The project has increased transparency, improved efficiency and instilled confidence among stake holders in the procurement processes and is expected to bring in significant savings to the exchequer by developing a fully net-worked environment where all the tendering and rate contracting work will be done online/electronically through a web enabled software.

(iii) Directorate General of Anti-Dumping & Allied Duties (DGAD)

The Directorate General of Anti-Dumping & Allied Duties was constituted in April, 1998 and is headed by the Designated Authority of the level of Additional Secretary/Joint Secretary to the Government of India who is assisted by an Adviser (Cost). In addition, there are fifteen Investigating and Costing Officers to conduct investigations. The Directorate is responsible for carrying out investigations and recommending, where

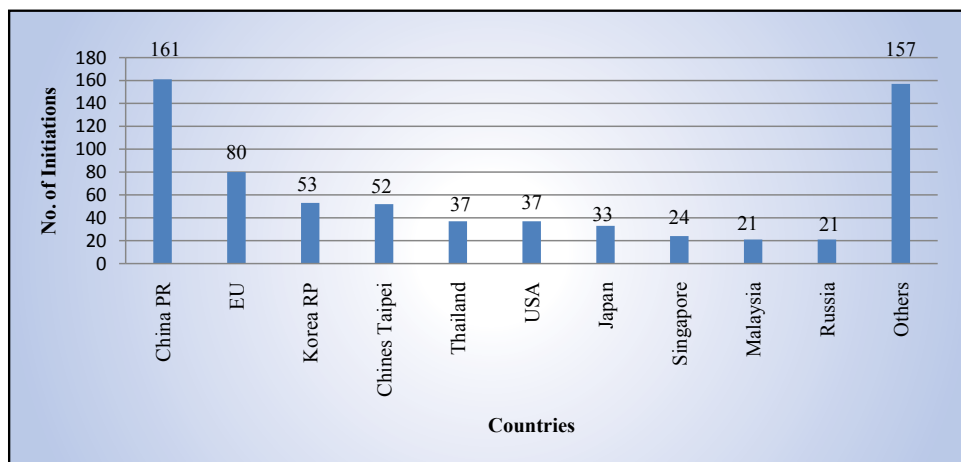
required, under the Customs Tariff Act, the amount of anti-dumping duty/countervailing duty on the identified articles as would be adequate to remove injury to the domestic industry.

From 1992 till 30.11.2013, DGAD initiated anti-dumping investigations into 295 cases. The countries prominently figuring in anti-dumping investigations are China, European Union, Taiwan, Korea, Japan, USA, Singapore, Russia, etc. The major product categories on which anti-dumping duty has been levied are chemicals and petrochemicals, pharmaceuticals, fibres/yarns, steel and other metals and consumer goods.

Till November, 2013, DGAD has initiated 676 investigations on imports from various countries. The details of such investigations are shown in graph given below :

DGAD has brought out publications on Anti-dumping Guidelines, Application Proforma, Exporter/Importer Questionnaires and a user-friendly booklet on Frequently Asked

No. of investigations initiated by DGAD as on 30.11.2013



Questions concerning anti-dumping and anti-subsidy measures and placed on the website of the Ministry of Commerce and Industry (<http://commerce.gov.in>). Also available on the website is compendium on Anti-dumping laws and all the DGAD notifications, i.e. Initiation notifications, Preliminary and Final Findings, Corrigendum, etc. pertaining to various anti-dumping cases initiated by DGAD and all trade notices issued by DGAD.

During the period from 01.04.2013 to 30.11.2013, DGAD had initiated 25 number of anti-dumping cases, issued Preliminary Findings in 01 case, Final Findings in 19 cases including Final Findings in 1 case remanded back by Customs, Excise and Service Tax Appellate Tribunal (CESTAT).

(B) Subordinate Offices

(i) Directorate General of Commercial Intelligence and Statistics (DGCI&S)

The Directorate General of Commercial Intelligence & Statistics (DGCI&S) is the premier organization of Govt. of India for collection, compilation and dissemination of India's trade statistics and commercial information. This Directorate, with its office located at Kolkata, is headed by the Director General. It is entrusted with the work of collecting, compiling and publishing / disseminating trade statistics and various types of commercial information required by the policy makers, researchers, importers, exporters, traders as well as overseas buyers.

Data Receipt in DGCI&S

DGCI&S receives the basic data in the form of DTRs (Daily Trade Returns) from different customs formations and Special Economic Zones (SEZs) as a part of the administrative data generated whenever any international merchandise trade takes place. The Customs Authority transmits these DTRs in three different modes, namely, Electronic Data Interchange (EDI), Non-EDI and Manual. The EDI data is transmitted on-line daily through Indian Customs EDI Gateway (ICEGATE). From the remaining Ports, the monthly merchandise trade data is transmitted through e-mail or CD or through manually typed/ handwritten paper schedules. From the SEZs, DTRs are transmitted electronically either through NSDL or through e-mail directly. However, from April, 2013 onwards DTRs from the SEZs are being received through NSDL daily on a trial basis. DGCI&S processes and compiles the raw data received using state-of-the-art technology.

Volume of Data & % contribution by Type of DTR 2010-11 to 2012-13

The number of records being processed in DGCI&S has been steadily increasing over the years. From 39 lakh records processed in 2000-01, the number has increased to 140 lakh in 2012-13. The number of records processed during the last 3 years, the distribution of records by type and the contribution of different types of transactions to the total value of trade is shown in the following 3 tables:-

Table 1.1
Number of Records Processed 2010-11 to 2012-13

Year	Export	Import	Total
2010-11	5518180	5328817	10846997
2011-12	6779121	6233440	13012561
2012-13	7459826	6558292	14018118

Table 1.2
Number of Records Processed (2010-11 to 2012-13) by type of record

Year	Export			Import			Export + Import		
	EDI	Non-EDI	Manual	EDI	Non-EDI	Manual	EDI	Non-EDI	Manual
2010-11	85.31	8.88	5.82	94.27	4.03	1.71	89.61	6.54	3.84
2011-12	87.22	8.62	4.16	93.41	5.91	0.69	90.18	7.32	2.50
2012-13	87.94	10.04	2.02	92.89	6.72	0.39	90.26	8.49	1.26

Table 1.3
Contribution (%) of Different Types of Transactions to the value of trade

Year	Export			Import			Export + Import		
	EDI	Non-EDI	Manual	EDI	Non-EDI	Manual	EDI	Non-EDI	Manual
2010-11	55.73	30.72	13.55	62.85	17.98	19.17	59.97	23.13	16.89
2011-12	58.19	34.25	7.55	66.32	24.32	9.36	63.19	28.14	8.66
2012-13	59.92	39.07	1.00	68.01	30.50	1.49	64.94	33.76	1.30

Foreign Trade Data Dissemination

The foreign trade data generated by the Directorate are disseminated through (i) Monthly Press Release brought out by the Department of Commerce in a fortnight's time from the end of a month, (ii) Foreign Trade Statistics of India (Principal Commodities & Countries), (iii) Monthly Statistics of Foreign Trade of India giving detailed item level trade, and (iv) Quarterly Statistics of Foreign Trade of India by Countries. It also brings out an Assessment Report on India's Foreign Trade by Air, every year.

DGCI&S has drastically reduced time lag in all its releases and have made the data

dissemination process more user friendly based on the suggestions of its major stakeholders. The Principal commodity-wise data is now available within one month and the item level data within a period of two months.

Improving Delivery and Accuracy of Foreign Trade Data

A presentation on issues relating to transmission of trade data from Customs to DGCI&S was made before a Committee of Secretaries meeting chaired by Cabinet Secretary on 29.01.2013. Some of the issues discussed were (i) delay in transmission of data from Customs to DGCI&S, (ii) use of

non-standard quality units in their reporting by exporters/ importers, (iii) incorrect reporting of ITC(HS) codes, [i.e. Indian Trade Clarification based on Harmonized System of Coding] in shipping bill/ bill of entry and (iv) the need for putting in place a mechanism for regular reconciliation with Customs to ensure complete coverage of trade data, etc. A committee had been constituted under the Chairmanship of DG, NIC to examine these issues. The Committee submitted its report on 08.03.2013. The recommendations made by the Committee are currently under implementation by Central Board of Excise & Customs (CBEC) and DG (Systems) in consultation with all the stakeholders.

Development of Web based Module for on-line Data dissemination

DGCI&S has now put in place a new web based module for on-line data dissemination "Foreign Trade Dissemination Portal (FTDP)" giving direct access to both the provisional and finalised data set. Some of the features of the data dissemination software are as follows:-

- Creation of user ID and password by the user after providing necessary details like name, organisation, address, e-mail ID, telephone numbers, type of data required, etc.
- Online payment with the help of internet banking facility.
- Generation of reports in MS Excel, Text and PDF format depending on the user's preference.
- Availability of more number of advanced classifications for generation of reports by the users.

- Provision for storing of user defined queries in the server for repeated use.
- Time series data for the last 5 years/ previous 12 months.

Publication of Ancillary Statistics & Indian Trade Journal

DGCI&S also compiles and publishes on regular basis the Inland Trade Statistics covering inter-state movements of goods by rail, river and air, Statistics on India's customs and excise revenue collections (according to the tariff heads), Shipping Statistics, Inland Coastal Trade Statistics and Selected Statistics of Foreign Trade of India. Indian Trade Journal, a weekly publication, is the premier publication of DGCI&S.

Pilot Studies

The Directorate has recently completed a pilot survey on trade in education services in the current financial year. A survey on wellness tourism has been taken up in the state of Kerala in collaboration with the Centre for Development Studies, Thiruvananthapuram. Both these surveys are being conducted under the technical guidance of an expert committee constituted by the Central Statistics Office in the Ministry of Statistics & Programme Implementation. The pilot to develop a methodology for creating a database on interstate movement of goods by road has been completed and the report published.

(ii) Office of Development Commissioner of Special Economic Zones (SEZs)

The main objectives of the SEZ Scheme are generation of additional economic activity, promotion of exports of goods and services,

promotion of investment from domestic and foreign sources, creation of employment opportunities along with the development of infrastructure facilities. All laws of India are applicable in SEZs unless specifically exempted as per the SEZ Act/ Rules. Each Zone is headed by a Development Commissioner and is administered as per the SEZ Act, 2005 and SEZ Rules, 2006. Units may be set up in the SEZ for manufacturing, trading or for service activity. The units in the SEZ have to be net foreign exchange earners but they are generally not subjected to any predetermined value addition or minimum export performance requirements. Sales in the Domestic Tariff Area from the SEZ units are treated as if the goods are being imported and are subject to payment of applicable customs duties.

(iii) Pay and Accounts Office (Supply)

The payment and accounting of Supply Division, including those of DGS&D, are performed by the Office of Chief Controller of Accounts (Supply Division) under the Departmentalized Accounting System. Payment to suppliers across the country is made through this organization at its headquarters in New Delhi and regional offices situated in Kolkata, Mumbai and Chennai. Internal Audit functions are also carried out in respect of 9 CDDO and 16 Non-CDDO situated at various places in the country.

(iv) Pay and Accounts Office (Commerce & Textiles)

The Pay and Accounts Office, common to both the Department of Commerce and the Ministry of Textiles, is responsible for the payment of claims, accounting of transactions

and other related matters through the four Departmental Pay & Accounts Offices in Delhi, two in Mumbai, two in Kolkata and two in Chennai. These Departmental Pay and Accounts Offices are controlled by the Principal Accounts Office at Delhi with the Chief Controller of Accounts (CCA) as the Head of the Department of the Accounts Wing.

(C) Autonomous Bodies

(i) Coffee Board

The Coffee Board is a statutory organisation constituted under Section (4) of the Coffee Act, 1942 and functions under the administrative control of the Ministry of Commerce and Industry, Government of India. The Board comprises 33 Members including the Chairperson, who is the Chief Executive and functions from Bangalore. The remaining 32 Members representing various interests are appointed as per provisions under Section 4(2) of the Coffee Act read with Rule 3 of the Coffee Rules, 1955. The Board is mainly focusing its activities in the areas of research, extension, development, quality upgradation, economic & market intelligence, external & internal promotion and labour welfare. The Board has a Central Coffee Research Institute at Balehonnur (Karnataka) and Regional Coffee Research Stations at Chettalli (Karnataka), Chundale (Kerala), Thandigudi (Tamil Nadu), R.V.Nagar (Andhra Pradesh) and Diphu (Assam), and a bio-technology centre at Mysore, apart from the extension offices located in coffee growing regions of Karnataka, Kerala, Tamil Nadu, Andhra Pradesh, Orissa and North Eastern Region.

(ii) Rubber Board

The Rubber Board is a statutory organisation constituted under Section (4) of the Rubber Act, 1947 and functions under the administrative control of Ministry of Commerce and Industry. The Board is headed by a Chairman appointed by the Central Government and has 27 members representing various interests of natural rubber industry. The Board's headquarters is located at Kottayam in Kerala. The Board is responsible for the development of the rubber industry in the country by way of assisting and encouraging research, development, extension and training activities related to rubber. It also maintains statistical data of rubber, takes steps to promote marketing of rubber and undertake labour welfare activities. The activities of the Board are exercised through nine departments viz. Rubber Production, Research, Processing & Product Development, Training, License & Excise Duty, Statistics and Planning, Market Promotion, Finance & Accounts and Administration. The Board has five Zonal Offices and 43 Regional Offices. It has a Central Rubber Research Institute in Kottayam and 10 regional research stations located in various rubber growing states of the country. It also has a Rubber Training Institute located at Kottayam.

(iii) Tea Board

Tea Board was set up as a statutory body on 1st April, 1954 as per Section (4) of the Tea Act, 1953. As an apex body, it looks after the overall development of the tea industry. The Board is headed by a Chairman and consists of 30 Members appointed by the Government of India representing various interests pertaining to tea industry. The Board's Head Office is

situated in Kolkata and there are two Zonal offices—one each in North Eastern Region at Jorhat in Assam and in Southern Region at Coonoor in Tamil Nadu. Besides, there are 15 regional offices spread over in all the major tea growing states and four metros. For the purpose of tea promotion, three overseas offices are located at London, Moscow and Dubai. During the year under report a separate directorate has been established to look after the developmental needs of the small tea sector in the country. Several Sub regional offices have been opened in all the important areas of small growers concentration to maintain a closer interface with the growers. The functions and responsibilities of Tea Board include increasing production and productivity, improving the quality of tea, market promotion, welfare measures for plantation workers and supporting Research and Development. Collection, collation and dissemination of statistical information to all stake holders is yet another important function of the Board. Being the regulatory body, the Board exerts control over the producers, manufacturers, exporters, tea brokers, auction organisers and warehouse keepers through various control orders notified under Tea Act.

(iv) Tobacco Board

The Tobacco Board was constituted as a statutory body on 1st January, 1976 under Section (4) of the Tobacco Board Act, 1975. The Board is headed by a Chairman with its headquarters at Guntur, Andhra Pradesh and is responsible for the development of the tobacco industry. While the primary function of the Board is export promotion of all varieties of tobacco and its allied products, its

functions extend to production, distribution (for domestic consumption and exports) and export promotion of Flue Cured Virginia (FCV) tobacco.

(v) Spices Board

The Spices Board was constituted as a statutory body on 26th February, 1987 under Section (3) of the Spices Board Act, 1986. The Board is headed by a Chairman appointed by Central Government and consists of 32 members. The Board's Head Office is at Kochi with Regional/Zonal/Field offices throughout India. It is responsible for the development of cardamom industry and export promotion of the 52 spices listed in the Schedule of the Spices Board Act, 1986. The primary functions of the Board include production development of small and large cardamom, development and promotion of export of spices. The Board is also implementing programmes for development of spices in North Eastern region, post-harvest improvement of spices and organic spices in the country. The activities of the Board include issue of certificate of registration as exporter of spices; undertaking programmes and projects for promotion of export of spices like setting up of spices parks, support of infrastructure improvement in spices processing, assisting and encouraging studies and research on medicinal properties of spices, development of new products, improvement of processing, grading and packaging of spices; and controlling & upgrading quality for export (including setting up of regional quality evaluation labs and training centres). With regard to cardamom, the Board's licenced auctioneers and dealers facilitate the domestic marketing through e-auctions. The research activities

on cardamom are also done by the Board through its Indian Cardamom Research Institute.

(vi) The Marine Products Export Development Authority (MPEDA)

The Marine Products Export Development Authority was set up as a Statutory Body in 1972 under an Act of Parliament (No.13 of 1972). The Authority, with its headquarters at Kochi and Field Offices in all the maritime States of India, is headed by a Chairman. The Authority is responsible for development of the marine industry with special focus on marine exports. Besides, it has Trade Promotional Offices in Tokyo (Japan) and New York (USA).

(vii) Agricultural and Processed Food Products Export Development Authority (APEDA)

The Agricultural and Processed Food Products Export Development Authority (APEDA) was established by the Government of India under the Agricultural and Processed Food Products Export Development Authority Act passed by the Parliament in December, 1985. The Authority, with its headquarters at New Delhi, is headed by a Chairperson. APEDA has been serving the agri-export community for 27 years and to reach out to the exporters in different parts of the country, in addition to 5 Regional Offices, APEDA has set up 13 Virtual Offices at Thiruvananthapuram (Kerala), Bhubaneshwar (Orissa), Srinagar (J&K), Chandigarh, Imphal (Manipur), Agartala (Tripura), Kohima (Nagaland), Chennai (Tamil Nadu), Raipur (Chhatisgarh), Ahmedabad (Gujarat), Bhopal (Madhya Pradesh), Lucknow (Uttar Pradesh) and Panaji (Goa). APEDA

has been entrusted with the responsibility of export promotion and development of 14 agricultural and processed food product groups listed in the Schedule to the APEDA Act. In addition to this, APEDA has been entrusted with the responsibility to monitor the import of sugar as well.

APEDA has been actively engaged in the development of markets besides upgradation of infrastructure and quality to promote the export of agro products. In its endeavour to promote agro exports, APEDA provides financial assistance to the registered exporters under its Schemes for Market Development, Infrastructure Development, Quality Development and Transport Assistance.

(viii) Export Inspection Council (EIC)

The Export Inspection Council was set up as a Statutory Body on 1st January, 1964 under Section 3 of the Export (Quality Control and Inspection) Act, 1963 to ensure sound development of export trade of India through quality control and inspection and for matters connected therewith. The Council, an official export-certification body of India, is located at New Delhi and is headed by a Chairman. The Council is assisted in its functions by the Export Inspection Agencies (EIAs), responsible for carrying out the work of quality control, inspection and certification of notified commodities for exports under the Export (Quality Control and Inspection) Act, 1963 located at Chennai, Delhi, Kochi, Kolkata and Mumbai, each having sub-offices under them (a network of 29 sub-offices) including laboratories at important ports and industrial centres in India to cater to the requirements of the exporters at these places. The network of its laboratories

comprises main food laboratories at Chennai, Kochi, Kolkata and Mumbai, having state-of-art equipment besides a number of field laboratories attached to various sub-offices for microbiological testing supports reliable third party certification by the organization.

(ix) Indian Institute of Foreign Trade (IIFT)

The Indian Institute of Foreign Trade was registered in May, 1963 under the Societies Registration Act, 1860. The Institute was established by the Government of India with the objective to strengthen the country's external trade sector through development of human resources and by generating, analyzing and disseminating data, conducting research and providing consultancy services. Since then, the Institute has been the pioneer in imparting training in foreign trade management in the country besides undertaking research and consultancy in various areas of international business. It is because of its all round achievements that the Institute was awarded the status of Deemed University in May, 2002 by University Grants Commission (UGC) and accredited in May, 2005 as 'A' grade institution by National Assessment and Accreditation Council (NAAC).

To commensurate its achievement and contribution towards development of knowledge and growth of international trade, IIFT celebrated its Golden Jubilee on 2nd May, 2013. Shri Pranab Mukherjee, President of India, graced the ceremony as Chief and unveiled the Sculpture "Wings of Wisdom" at IIFT premises. Minister for Commerce & Industry released the Commemorative Volume of Foreign Trade review at the function.

The Institute has emerged as a major centre of international business by aligning its teaching, research and training capabilities with its core vision over the years and by constantly striving to create academic excellence through its five academic divisions, namely, Graduate Studies Division (GSD), Research Division (RD), Management Development Programmes (MDPs) Division, International Collaboration and Capacity Development (ICCD) Division and International Project Division (IPD). Each Division caters to competency development in a specific area and contributes to the overall growth of the Institute.

(x) Indian Institute of Packaging (IIP)

The Indian Institute of Packaging is an autonomous body in the field of packaging technology which was set up on 14th May, 1966 as a society under Society Registration Act, 1860 in the year 1966 by the leading packaging and allied industries and the Ministry of Commerce, Government of India. The main objective of this Institute is to promote the export market by way of innovative package design and development and also to upgrade the packaging standards at national level. The head office of the Institute is situated at Mumbai and its branches are located at Delhi, Kolkata, Chennai and Hyderabad. Recently, the Govt. of Karnataka has offered a land of 4 acres to the Institute free of cost for the setting up a new centre at Bangalore. Accordingly, the Institute has taken all initiative to commence the construction of a building for the commencement of education and testing activities at IIP, Bangalore during the 12th Five Year Plan.

The main functions of the Institute are education in packaging and Research & Development in the field of packaging. Under educational activities, the Institute has been conducting a full time two years Post Graduate Diploma Programme in packaging technology since 1985 at Mumbai. Subsequently, similar programme has also started at Delhi, Kolkata and Hyderabad. About 180 students have taken admission into two years PGDP programme. As on date, more than 2200 students have successfully completed this programme and all of them are working in the leading FMG companies in India and abroad. In addition, under Research & Development, the Institute has got Research Laboratory for undertaking the applied research on packaging of specific food products to enhance the shelf life and also to evaluate the characteristics of various packaging materials for their performance properties. Besides, the laboratories are also engaged for the testing of packaging materials and packages. The Institute has got well equipped laboratories at head office Mumbai and other branches to carry out more than 360 types of quality tests for packaging materials and packages.

The Governing Body of the Institute has got 33 members comprising of 21 members from the industries representing all sectors of packaging materials, packaging machineries and user industries and the balance 12 members are nominated by the different Ministries and Commodity Boards of Government of India. The Director is the Principal Executive Officer of the Institute who is the overall in-charge of the organization. The Institute has got two major divisions, i.e. technical and non-technical. Technical divisions are having two departments, i.e. education and R&D.

(D) Public Sector Undertakings (PSUs)

(i) State Trading Corporation of India Limited (STC)

STC was set up on 18th May, 1956 primarily with a view to undertake trade with East European countries and to supplement the efforts of private trade and industry in developing exports from the country. Since then, STC has played an important role in country's economy. It has arranged imports of essential items of mass consumption (such as wheat, pulses, sugar, edible oils, etc.) into India and contributed significantly in developing exports of a large number of items from India. The core strength of STC lies in handling exports/ imports of bulk agro commodities. Over the years, STC has also diversified into exports of steel, iron ore, molasses and imports of bullion, hydrocarbons, minerals, metals, fertilizers, petro-chemicals, etc. This has helped STC achieve high level of performance in the recent years. STC is today able to structure and execute trade deals of any magnitude, as per the specific requirement of its customers.

Ever since liberalisation of trade policies since 1991, the Corporation carries out most of its business operations purely on commercial terms in the competitive global trading environment.

STC has a paid up equity capital of Rs.60 crore. As on 31.03.2013, the share of Government of India in STC's equity was 91.02%. However, the same has since been brought down to 90% by way of sale of 1.02% of Government of India's holding in STC's equity through stock exchanges. The balance 10% is held by mutual funds, financial institutions and

public. It has built a net worth of Rs.590 crore as on 31.03.2013 and has contributed a sum of over Rs.1200 crore till date to the public exchequer by way of payment of dividends and corporate taxes.

The Board of Directors of STC comprises of whole time Chairman-cum-Managing Director, five whole-time Directors, two ex-officio Directors from Department of Commerce and independent Directors appointed by the Government from time to time. Presently, STC has eight independent Directors on its Board.

STC has thirteen branch offices in India, the major ones being at Mumbai, Kolkata, Chennai, Ahmedabad, Bangalore and Hyderabad. The total manpower of the Corporation as on 31.03.2013 was 830. STC has own tank farms, warehouses, godowns at various locations of the country for storage of liquid/dry cargo.

(ii) MMTC Limited

The MMTC Limited was created in 1963 as an independent entity on separation from State Trading Corporation of India Ltd. primarily to deal in exports of minerals and ores and imports of non-ferrous metals. In 1970, MMTC took over imports of fertilizer raw materials and finished fertilizers. Over the years import and export of various other items like steel, diamonds, bullion, agro, hydrocarbon, etc. were progressively added to the portfolio of the company.

MMTC has been following the mantra of strategic diversification for progress with much success, exploiting opportunities to expand base and open up new business prospects. It endeavours constantly to explore emerging

opportunities by synergizing and blending them with its own core competencies, thereby creating new epicentres of growth and expanding its role as a trade organizer and facilitator. The company has participated in various value-multiplier initiatives to enhance its future sustainability through the JV and PPP route. MMTC has grown over the years to become one of the largest trading organizations in India.

Subsidiary Company

MMTC Transnational Pte Ltd., Singapore (MTPL) is a wholly owned subsidiary company of MMTC. MTPL continues to enjoy prestigious “Global Trader Programme” (GTP) status awarded to it by International Enterprise, Singapore since FY 2000.

To expand and give impetus to growing trade between India and Africa, MMTC has opened an office at Johannesburg, South Africa in January, 2011.

(iii) PEC Limited

PEC Ltd (formerly – The Project and Equipment Corporation of India Ltd.) was carved out of the STC in 1971-72 to take over the canalized business of STC’s (State Trading Corporation of India Ltd.) railway equipment division, to diversify into turn-key projects especially outside India and to aid and assist in promotion of exports of Indian engineering equipment. With effect from 23rd May, 1990, PEC Ltd. became a subsidiary of the then newly formed Holding Company, Bharat Business International Ltd. Thereafter, from 27th March, 1991, PEC Ltd. became an independent company directly owned by Government of India. The main functions of PEC Ltd. includes export of projects,

engineering equipment and manufactured goods, defence equipment & stores, import of industrial raw materials, bullion and agro commodities, consolidation of existing lines of business and simultaneously developing new products and new markets; diversification in export of non-engineering items eg. coal and coke, iron ore, edible oils, steel scraps, etc.; and structuring counter trade/ special trading arrangements for further exports.

Over the years, business of PEC Ltd. has diversified with industrial raw materials, commodities and bullion constituting major part of its turnover and profit. Some of the key initiatives have been consolidation of existing line of business and selective diversification into sustainable business areas improving operational efficiency and cost effectiveness.

PEC Ltd., over last four decades has expanded its role to become an international trading company and a provider of integrated trade facilitating services.

(iv) Export Credit Guarantee Corporation of India Limited (ECGC)

The Corporation was established in 1957 as the Export Risk Insurance Corporation of India Ltd. Keeping in view the wider role played by the Corporation, the name was changed to Export Credit Guarantee Corporation of India Ltd. (ECGC). ECGC is the premier organization in the country which offers credit risk insurance cover to exporters, banks, etc. The primary objective of the Corporation is to promote country’s exports by covering the risk of export on credit. It provides: (a) a range of insurance covers to Indian exporters against the risk of non-realization of export proceeds

due to commercial or political causes and (b) different types of guarantees to banks and other financial institutions to enable them to extend credit facilities to exporters on liberal basis.

(v) India Trade Promotion Organization (ITPO)

The Trade Fair Authority of India (TFAI) and the Trade Development Authority (TDA) were merged together in 1992, and the new organization was renamed as India Trade Promotion Organisation (ITPO). ITPO is the premier trade promotion agency of India and provides a broad spectrum of services to trade and industry and acts as a catalyst for growth of India's trade.

The main corporate objectives of ITPO are:

- To promote external and domestic trade of India in cost-effective manner by organising and participating in international trade fairs in India and abroad; organising buyer-seller meets and contact promotion programmes abroad; conducting overseas market surveys, exchanging and coordinating visits of business delegations and undertaking need-based research to facilitate trade in specific sectors/ markets;
- To support and assist small and medium enterprises to access markets – both in India and abroad;
- To disseminate trade information and facilitate E-commerce/ trade;
- To develop quality physical infrastructure, services and management so as to enable holding of trade promotion events such as conventions and trade exhibitions of international standards; and

- To enlist the involvement and support of the State Governments, other government trade promotion agencies, trade and industry associations in the promotion of India's external and domestic trade.

With its Headquarters at Pragati Maidan, New Delhi and regional offices at Bangalore, Chennai, Kolkata and Mumbai, ITPO ensures representative participation of trade and industry from different regions of the country in its events in India and abroad.

(E) Export Promotion Councils (EPCs)

Presently, there are fourteen Export Promotion Councils under the administrative control of the Department of Commerce. Names and addresses of these Councils are given in Annexure 1.2. These Councils are registered as non-profit organizations under the Companies Act/ Societies Registration Act. The Councils perform both advisory and executive functions. The role and functions of these Councils are guided by the Foreign Trade Policy, 2009-14. These Councils are also the registering authorities for exporters under the Foreign Trade Policy 2009-14.

(F) Advisory Bodies

(i) Board of Trade (BOT)

The Board of Trade (BOT) was reconstituted on 16.07.2009 under the Chairmanship of Commerce & Industry Minister vide order No.01/94/180/438/AM05/BOT/PC-V dated 16.07.2009. The Board of Trade, inter alia, advises the Government on policy measures connected with the Foreign Trade Policy in order to achieve the objectives of boosting India's trade.

The sixth meeting of the reconstituted Board of Trade was held on 27.08.2013 to discuss the following issues:

- a. Overview of global Trade;
- b. Policy measures to mitigate fallout of the adverse scenario;
- c. Procedural simplification: specific suggestion, if any; and
- d. Views on Strategy paper put out by Department of Commerce.

(ii) Inter-State Trade Council (ISTC)

The Inter State Trade Council has been set up to serve as a mechanism for institutionalized dialogue between the Union and the States in matter relating to trade facilitation and to create a framework for making States partners in India's export effort.

(G) Other Organizations

(i) Federation of Indian Export Organizations (FIEO)

The Federation of Indian Export Organizations set up in 1965, is an apex body of various export promotion organizations and institutions with its major regional offices at Delhi, Mumbai, Chennai and Kolkata. The main objective of FIEO is to render an integrated package of services to various organizations connected with export promotion. It provides the content, direction and thrust to India's global export effort. It also functions as a primary servicing agency to provide integrated assistance to its members comprising professional exporting firms holding recognition status granted by the government, consultancy firms and service providers. The Federation organizes seminars and arranges participation in

various exhibitions in India and abroad. It also brings out 'FIEO News', for creating awareness amongst its member exporters and importers.

(ii) Indian Diamond Institute (IDI)

The Indian Diamond Institute was established as a Society in the year 1978 at Surat, Gujarat, with the objective of enhancing the quality, design and global competitiveness of the Indian jewellery. The Institute is sponsored by the Department of Commerce and is a project of Gems and Jewellery Export Promotion Council (GJEPC). IDI has developed itself as a premier institute for imparting technical skills to the gems and jewellery industry.

The Institute conducts various diploma and other courses related to diamond & jewellery trade and industry. It also offers the three year diploma course on Diamond, Gem & Jewellery Design & Manufacture. Institute's Diamond Certification & Grading Laboratory has been recognized world over and its laboratory is also authorised by the DGFT, MOC&I, as per Chapter 4 of FTP 2009-14 for certification / grading of diamonds of 0.25 Ct and above. IDI has been accorded with recognition as a Scientific & Industrial Research Organisation (SIRO) under Department of Scientific & Industrial Research, Ministry of Science & Technology, Government of India. It has been also recognised as Anchor Institute (Gem & Jewellery) by Industries Commissionerate, Government of Gujarat.

(iii) Footwear Design & Development Institute (FDDI)

Footwear Design and Development Institute was established in the year 1986 as a Society under the Societies Registration Act, 1860

with an objective to train the professional manpower for footwear industry. The Institute is an ISO:9001 and ISO:14001 certified Institute, which conducts wide range of long term and short term programmes in the area of Retail Management, Fashion, Footwear Merchandising, Marketing, Creative Design, and Leather Goods & Accessories Design, etc. The Institute provides one stop solution to the footwear industry and is internationally acclaimed as one of the premier institutes in the area of footwear design, technology and management.

(iv) National Centre for Trade Information (NCTI)

The National Centre for Trade Information was incorporated on 31st March, 1995 as a company under Section 25 of Companies Act, 1956. The company started functioning w.e.f. March, 1996. It has a Board of Directors for administration of its affairs, which includes representatives from Ministry of Commerce & Industry, National Informatics Centre (NIC), Indian Institute of Foreign Trade (IIFT), and Directorate General of Commercial Intelligence & Statistics (DGCI&S). Other representatives are from India Trade Promotion Organisation (ITPO) and other Export Promotion Councils/ Apex Bodies.

ITPO and NIC are co-promoters of the company and have contributed a sum of Rs.4.00 crore (Rs.2.00 crore each) as Corpus Fund in the equity contribution of the company.

Major Activities of NCTI

- Trade data based research and analysis – 2/4/6/8 digit HS classification – India/ Target Country – 9/10 digit level.

- Focus Market: Focus Product – Export potential studies.
- Drawing/ evaluating wish lists/ offer lists under various PTA/ FTAs of India (existing and prospective).

Trade Data Analysis support to Department of Commerce

- India-ASEAN FTA.
- Identification of Tariff lines with high export potential to Eastern and Central European Countries.
- India-Canada FTA – Analysis of trade data and identification of Potential items for India's wish list.

Support to Trade and Industry

- Creation and maintenance of websites.
- Website content management.
- Market research/ studies/ surveys.
- Creation of databases – Importers/ Exporters (product category wise).
- Electronic Trading Opportunities (ETOs) or live trade enquiries – all markets all products.
- Uploading 52 issues of E-weekly 'Trade Point-India' annually on its website containing approximately 250 Trade Leads each week.
- Setting up Trade Information Centres.
- Trade Fair/ exhibitions support.

Web & Database Support Provided to ITPO

- Development & maintenance of all Fair Specific Websites Corporate, RTI websites of ITPO.

- Creation & maintenance of all fair specific websites updates on the Corporate, RTI websites of ITPO.
- Creation of Sector Specific Database & Participants Feedback Survey for ITPO.
- Collection and compilation of Sector Specific Database and Participants Feedback Survey for various fairs organized by ITPO:
 - ✓ Website design and development
 - ✓ Database creation
 - ✓ Visitor registration
 - ✓ Feedback surveys.

(v) Price Stabilization Fund Trust (PSFT)

The Price Stabilization Fund (PSF) Scheme was launched by Government of India in April 2003 against the backdrop of decline in international and domestic prices of tea, coffee, rubber and tobacco causing distress to primary growers. The growers of these commodities were particularly affected due to substantial reduction in unit value realization for these crops, at times falling below their cost of production. The objective of the scheme was to safeguard the interests of the growers of these commodities and provide financial relief when prices fall below a specified level. The scheme

was operationalized through the Price Stabilization Fund Trust. The PSF Scheme period got over on 30th September, 2013 and a revised scheme proposal – modified Price Stabilization Fund Trust (2013) is under consideration of the Government. As on 30th September, 2013, deposits in the PSF Corpus Fund were Rs.435.55 crore, out of which Rs.432.88 crore was contributed by GOI and Rs.2.67crore by growers by way of entry fee.

A Personal Accident Insurance Scheme (PAIS) was also under implementation by PSFT through Cholamandalam M/s. General Insurance Co. Ltd. for the period 2012-13, which covered the growers in the sectors of tea, coffee, rubber, tobacco and spices (chillies, cardamom, ginger, turmeric and pepper) having plantations upto 4 hectares only. The scheme also covers all plantation workers working on these plantations regardless of the size of holdings. The insurance cover is upto Rs.1.00 lakh per person. The premium of Rs.22.06/- is shared between the beneficiary and the PSF Trust in the ratio 50:50. During the year 2013-14, PAIS was operational only up to 30.09.2013. A revised PAI Scheme proposal is under the consideration of the Government.

Work Allocated to Department of Commerce in accordance with the Allocation of Business Rules, 1961

A. DEPARTMENT OF COMMERCE

The mandate of the Department of Commerce is regulation and development of India's international trade and commerce.

I. INTERNATIONAL TRADE

1. International Trade and Commercial Policy including tariff and non-tariff barriers.
2. International Agencies connected with Trade Policy (e.g. UNCTAD, ESCAP, ECA, ECLA, EEC, EFTA, GATT/WTO, ITC and CFC)**. All issues relating to the WTO including interpretation of WTO rules and its dispute settlement mechanism.
3. International Commodity Agreements other than agreements relating to wheat, sugar, jute and cotton.
4. Residual work of Tariff Commission.

II. FOREIGN TRADE (GOODS & SERVICES)

5. All matters relating to foreign trade.
6. Foreign Trade Policy and Control, excluding matters relating to-
 - (a) import of feature films;
 - (b) export of Indian films- both feature length and short; and
 - (c) import and distribution of cine-film (unexposed) and other goods required by the film industry.
7. Setting up of Agricultural Export Zone (AEZ) and 100% Export Oriented Units (EoUs) including policy and regulatory

framework and all other related matters.

8. Development, expansion of export production and regulation of foreign trade in relation to all commodities and products (excluding jute products and handicrafts).
9. Matters relating to Export Promotion Board, Board of Trade and International Trade Advisory Committee.
10. Matters relating to concerned Export Promotion Councils/ Export Promotion Organizations.
11. Coordination for export infrastructure.
12. Projects and programmes for stimulating and assisting the export efforts.

III. STATE TRADING

13. Policies of State Trading and performance of organisations established for the purpose.
14. Production, distribution (for domestic consumption and exports) and development of plantation crops, viz., tea, coffee, rubber, FCV tobacco*, spices (production development and export promotion of cardamom & pepper and export activities of all other spices). Export promotion of cashew and tobacco & their allied products.

* *Regulation and export promotion of Flue Cured Virginia (FCV) tobacco and export promotion of all other types of tobacco & its allied products.*

15. Processing and distribution for domestic consumption and exports of Instant Tea and Instant Coffee.

IV. SPECIAL ECONOMIC ZONES

16. All matters relating to development, operation and maintenance of special economic zones and units in special economic zones, including foreign trade policy, fiscal regime, investment policy, other economic policy and regulatory framework.

{Note: All fiscal concessions and policy issues having financial implications are decided with the concurrence of the Department of Expenditure/Revenue (Ministry of Finance) or failing such concurrence, with the approval of the Cabinet.}

V. CADRE MANAGEMENT OF SPECIFIC CENTRAL SERVICES

17. Cadre Management and all matters pertaining to training and manpower planning for the following services-
- (1) Indian Trade Service;
 - (2) Indian Supply Service;
 - (3) Indian Inspection Service.

VI. ATTACHED AND SUBORDINATE OFFICES

18. The following are attached and subordinate offices under this Department-

(A) ATTACHED OFFICES

- (1) Directorate General of Anti-Dumping and Allied Duties (DGAD).
- (2) Directorate General of Foreign Trade (DGFT).

- (3) Directorate General of Supplies and Disposals (DGS&D).

(B) SUBORDINATE OFFICES

- (1) Directorate General of Commercial Intelligence and Statistics (DGCI&S).
- (2) Office of Development Commissioner of Special Economic Zones-
 - (a) Cochin Special Economic Zone, Kochi.
 - (b) Falta Special Economic Zone, Kolkata.
 - (c) Kandla Special Economic Zone, Gujarat.
 - (d) MEPZ Special Economic Zone, Chennai.
 - (e) Noida Special Economic Zone, Noida.
 - (f) Santa Cruz Special Economic Zone, Mumbai.
 - (g) Visakhapatnam Special Economic Zone, Visakhapatnam.

VII. STATUTORY/AUTONOMOUS BODIES/ PUBLIC SECTOR UNDERTAKINGS / OTHER ORGANISATIONS

19. The following are Statutory/Autonomous Bodies, Public Sector Undertakings and Other Autonomous Organisations under the oversight of this Department-

(A) STATUTORY/AUTONOMOUS BODIES

- (1) Agricultural & Processed Food Products Export Development Authority (APEDA).
- (2) Coffee Board.
- (3) Export Inspection Council of India (EIC).

- (4) Rubber Board.
- (5) Spices Board.
- (6) Tea Board.
- (7) The Marine Products Export Development Authority (MPEDA).
- (8) Tobacco Board.

(B) PUBLIC SECTOR UNDERTAKINGS

- (1) ECGC (Export Credit Guarantee Corporation of India Limited).
- (2) ITPO (India Trade Promotion Organization).
- (3) MMTC Limited (formerly Minerals and Metals Trading Corporation of India Limited).
- (4) PEC Limited (formerly The Projects and Equipment Corporation of India Limited).
- (5) STC Limited (State Trading Corporation of India Ltd.).
- (6) STCL Limited (formerly Spices Trading Corporation Ltd.).

(C) OTHER AUTONOMOUS ORGANISATIONS

- (1) Footwear Design & Development Institute (FDDI).
- (2) Indian Diamond Institute (IDI).
- (3) Indian Institute of Foreign Trade (IIFT).
- (4) Indian Institute of Packaging (IIP).
- (5) National Centre for Trade Information (NCTI).
- (6) Price Stabilisation Fund Trust (PSFT).

VIII ACTS/ LEGISLATIONS

20. Acts/ Legislations directly pertaining to Department of Commerce -

- (1) Agricultural and Processed Food Products Export Development Authority (APEDA) Act, 1985.
- (2) Coffee Board Act, 1942.
- (3) Export (Quality Control and Inspection) Act, 1963.
- (4) Foreign Trade (Development and Regulation) Act, 1992.
- (5) Rubber Board Act, 1947.
- (6) Spices Board Act, 1986.
- (7) Tea Board Act, 1953.
- (8) The Marine Products Export Development Authority (MPEDA) Act, 1972.
- (9) The Special Economic Zones Act, 2005.
- (10) Tobacco Board Act, 1975.

** The full form of abbreviations used at Sl.No. A.I.2 hereinabove is as under:-

- UNCTAD - United Nations Conference on Trade and Development.
- ESCAP - Economic and Social Commission for Asia and the Pacific.
- ECA - Export Credit Agencies.
- ECLA - Economic Commission for Latin America.
- EEC - European Economic Community.
- EFTA - European Free Trade Association.
- GATT - General Agreement on Tariffs and Trade.
- WTO - World Trade Organisation.
- ITC - International Trade Centre
- CFC - Controlled Foreign Corporation.

Attached Offices/ Subordinate Offices/ Autonomous Bodies/ Public Sector Undertakings/ Export Promotion Councils/Other Organizations under the Department of Commerce

Attached Offices

1. Directorate General of Foreign Trade, Udyog Bhavan, New Delhi – 110107.
2. Directorate General of Supplies & Disposals, Jeevan Tara Building, Parliament Street, New Delhi - 110001.
3. Directorate General of Anti-Dumping & Allied Duties, Udyog Bhavan, New Delhi – 110107.

Subordinate Offices

1. Directorate General of Commercial Intelligence and Statistics, No. 1, Council House Street, Kolkata – 700001, West Bengal.
2. Cochin Special Economic Zone, Administrative Building, Kakkanad, Kochi – 600030, Kerala.
3. Falta Special Economic Zone, IInd MSO Building, 4th Floor, R.No. 44, Nizam Palace Complex, 234/4, AIC Bose Road, Kolkata – 700020, West Bengal.
4. MEPZ Special Economic Zone, National Highway 45, Administrative Office Building, Tambaram, Chennai – 600045, Tamil Nadu.
5. Kandla Special Economic Zone, Gandhidham, Kutch-370230, Gujarat.
6. SEEPZ Special Economic Zone, Andheri (East), Mumbai – 400096, Maharashtra.

7. Visakhapatnam Special Economic Zone, Administrative Building, Duvvada, Visakhapatnam – 530046, Andhra Pradesh.
8. Noida Special Economic Zone, Noida Dabri Road, Phase-II, Noida – 201305, Distt. Gautam Budh Nagar, Uttar Pradesh.
9. Pay and Accounts Office (Commerce), Udyog Bhavan, New Delhi - 110107.
10. Pay and Accounts Office (Supply Division), 16-A, Akbar Road Hutments, New Delhi – 110011.

Autonomous Bodies

1. Coffee Board, 1, Dr. B.R. Ambedkar Veedhi, Bangalore – 560001, Karnataka.
2. Rubber Board, Sub-Jail Road, P.B. No.1122, Kottayam – 686002, Kerala.
3. Tea Board, 14, BTM Sarani, Brabourne Road, P.B. No.2172, Kolkata – 700001, West Bengal.
4. Tobacco Board, P.B.No.322, Guntur – 522004, Andhra Pradesh.
5. Spices Board, Sugandha Bhavan, N.H. Bypass, PB-2277, Palarivattom P.O. Kochi – 682025, Kerala.
6. Marine Products Export Development Authority, MPEDA House, Panampilly Avenue, Kochi – 682036, Kerala.

7. Agricultural & Processed Food Products Export Development Authority, NCUI Building, Siri Institutional Area, August Kranti Marg, New Delhi – 110016.
8. Export Inspection Council of India, 3rd Floor, NDYMCA Cultural Centre Building, 1, Jai Singh Road, New Delhi-110001.
9. Indian Institute of Foreign Trade, B-21, Institutional Area, South of IIT, New Delhi – 110016.
10. Indian Institute of Packaging, B-2, MIDC Area, P.B.No. 9432, Andheri (East), Mumbai – 400096, Maharashtra.

Public Sector Undertakings

1. State Trading Corporation of India, Jawahar Vyapar Bhavan, Tolstoy Marg, New Delhi - 110001.

Subsidiary of STC

1. STCL Ltd., No. 7A, "STC Trade Centre", 3rd Floor, Nandini Layout, Bengaluru – 560096, Karnataka.
2. MMTC Ltd., Scope Complex, 7, Institutional Area, Lodhi Road, New Delhi - 110003.
3. PEC Ltd., "Hansalaya", 15, Barakhamba Road, New Delhi - 110001.
4. Export Credit Guarantee Corporation of India Ltd., 10th Floor, Express Towers, P.B. No. 373, Nariman Point, Mumbai - 400021, Maharashtra.
5. India Trade Promotion Organization, Pragati Maidan, Mathura Road, New Delhi – 110001.

Export Promotion Councils

1. Chemexcil, Jhansi Castle, 4th Floor, 7, Cooperage Road, Mumbai – 400039, Maharashtra.
2. CAPEXIL, "Vanijya Bhawan", International Trade Facilitation Centre, 1/1 Wood Street, 3rd Floor, Kolkata – 700016, West Bengal.
3. Cashew Export Promotion Council of India, Cashew Bhavan, Mundakkal, Kollam – 691001, Kerala.
4. Council for Leather Exports, No.1, CMDA Tower II, III floor, Gandhi Irwin Road, Egmore, Chennai - 600 008, Tamil Nadu.
5. EEPCC "Vanijya Bhawan", International Trade Facilitation Centre, 1st Floor, 1/1 Wood Street, Kolkata – 700016, West Bengal.
6. Gems & Jewellery Export Promotion Council, Office No. AW 1010, Tower A, G Block, Bharat Diamond Bourse, Next to ICICI Bank, Bandra-Kurla Complex, Bandra – East, Mumbai – 400051, Maharashtra.
7. Project Exports Promotion Council of India (PEPC), 123, 1st Floor, Behind Shankar Road Market, New Rajinder Nagar, New Delhi – 110060.
8. Plastics Export Promotion Council, Crystal Tower, Ground Floor, Gundiwali Road No.3, Opp. Sir M.V. Road, Andheri (East), Mumbai – 400069, Maharashtra.
9. Shellac Export Promotion Council, "Vanijya Bhawan", International Trade Facilitation Centre, 1/1 Wood Street, 2nd Floor, Kolkata – 700016, West Bengal.

10. Export Promotion Council for EOUs & SEZ Units, 8-G, 8th Floor, Hansalaya Building, 15, Barakhamba Road, New Delhi-110001.
11. Pharmexcil, 101, Aditya Trade Centre, Ameerpeth, Hyderabad-500 038, Andhra Pradesh.
12. Indian Oil Seeds & Produce Export Promotion Council, 78-79, Bajaj Bhawan, Nariman Point, Mumbai – 400 021, Maharashtra.
13. Services Export Promotion Council, 509-518, 5th Floor, Apparel House, Institutional Area, Sector-44, Gurgaon – 122003, Haryana.
14. Sport Goods Export Promotion Council, 1-E/6, Swami Ram Tirth Nagar, Jhandewalan Extension, New Delhi-110055.

Other Organizations

1. Federation of Indian Export Organizations, Niryat Bhawan, Rao Tula Ram Marg, Opp. Army Hospital (Research & Referral), New Delhi-110057.
2. Indian Diamond Institute, Katargam, GIDC, Sumul Dairy Road, P.B. No. 508, Surat-395008, Gujarat.
3. Footwear Design & Development Institute, A-10/A, Sector-24, Noida – 201301, Gautam Budh Nagar, Uttar Pradesh.
4. National Centre for Trade Information, NCTI Complex, Pragati Maidan, New Delhi - 110001.
5. Price Stabilisation Fund Trust, Room No.2003, 20th Floor, Jawahar Vyapar Bhawan, Tolstoy Marg, Connaught Place, New Delhi - 110001.

ORGANISATION CHART *

**Minister of State (Independent Charge) for Commerce & Industry (Ms. Nirmala Sitharaman)
Commerce Secretary (Shri Shri Rajeev Kher)**

Additional Secretary & Financial Advisor (BPP)	Additional Secretary (MP)	Additional Secretary (DSD)	Additional Secretary (JSD)	Additional Secretary (RRR)
Finance, Budget & Accounts, Trade Finance.	Infrastructure, Centre State Interaction on Exports including States Cell, Foreign Trade (State Trading), Foreign Trade (Mineral & Ores), Special Economic Zone, Export Oriented Units/ Foreign Overseas Investment, Foreign Investment Promotion Board (Export Promotion), and Supervisory charge of FT (LAC) & FT (NAFTA/AM)	Monitoring and Review of Export Strategy, Administration & Establishment, FT (Africa) and FT (WANA). Addl: CMD (MMTC).	Trade Policy Division including RMTR and UNCTAD, Regional Comprehensive Economic Partnership(RCEP)negotiations, EP (Services Export), New Convention Centre Projects, ITPO, Trade with CIS, Addl. Charge:- DGAD	Plantations, National Steering Committee on Organic Products, Chairman EIC; IBEF, Indian Institute of Packaging (IIP)

DGS&D, EP (G&J) & Kimberley Process	JS (AM)	JS (SC)	JS (RC)	JS (AKT)	JS (SP)	JS (RA)	JS (SPM)	JS (DR)	EA (SD)	EA (RD)
FT (Australia and New Zealand), Anti Dumping and Subsidies, Board of Safeguards, IIFT, EP (ECS), EP (LSG), Infrastructure, ASIDE Scheme, States Cell, Main-streaming of States in International Trade and Export Promotion in the North-East	FT(SA/ SAARC/ Iran), E&MDA, MAI, ECGC, Exim Bank, EP (OP) & Vigilance Section	TPD (NAMA, Textiles, Disputes Settlement and Rules, Trade Facilitation, Customs valuation, Import Licensing Procedures, RMTR and CRTA, APTA, BIMSTEC, GSP, Accession, CTD and Aid for Trade Initiative, Trade & Transfer of Technology, Trade Debt and Finance, Electronic Commerce). UNCTAD (including GSTP), Small Economies and LDCs, Investment (including TRIMS) and Competition, Government Procurement, IBSA, BRICS and RCEP Negotiations. CHEMEXIL and Administration of EP (CAP). India-EU BTIA and India-EFTA Negotiations	FT (ASEAN), ESCAP, EP (Engg.) including Export of Defence and High Technology Products. Addl. Charge: FT (CIS), Trade Finance Division/Public Grievances, Supply Division, Offset Policy and GSI India	FT (NEA), EP (Agri), Biotechnology, MPEDA, EP(MP) and Export Inspection, E-I, E-II, E-III, E-IV, General Admn., Protocol, TA/TC, Cash-I, Cash II.	TPD (Agriculture, Safeguards, SPS, TBT, TNC and General Council, Centre for WTO Studies, NCTI, Environment and Labour, STEs, BIPA, Ministerial Conference), TPD (Coordination and Administration), TPD (Services) and TRIPS, EP Pharmaceuticals (Pharmexil), EP (Services)	SEZ, EOU, FOI, FT (NAFTA/AM), FIEO, EP Textiles, PLEXCONCIL	FT (Coordination), Hindi Division and RTI Cell - Independent Charge, O&M./ IWSU/C&MT Sections)	FT (Europe), FT (LAC), CAPEXIL and SHEFEXIL	EPL-I	EPL-II

[*Source : docnic - Officers' Contact Details & Work Allocation.]