

No. A-11013/6/2017-E3-DoC
Government of India
Ministry of Commerce & Industry
Department of Commerce
(E-III Section)

Vanijya Bhawan, New Delhi
Dated the 19 April, 2023

OFFICE MEMORANDUM

Subject: - Updation of Information pertaining to E-III Section on DoC's new website.

The undersigned is directed to forward a copy of sanctioned strength of DoC as on 01.03.2023 and to request that the Sanctioned Strength of DoC as on 01.03.2022 may be replaced by latest Sanctioned Strength as on 01.03.2023 at location on website: Suo-moto disclosures under RTI Act > Strength of posts in Department of Commerce.

2. It is requested that above mentioned charges may be carried out at the earliest.

C- 6 19/4/2023

(Prakash Nevatia)

Director

Ph. No.: 23039604

Encl.: As above

To,

NIC [Kind attention : Sh. Saleemuddin Khan, Technical Director), Vanijya Bhawan

Copy to:- O&M Section, Department of Commerce

No. A-11013/6/2017-E3-DoC
Government of India
Ministry of Commerce & Industry
Department of Commerce
(E-III Section)

Vanijya Bhawan, New Delhi
Dated the 19 April, 2023

OFFICE MEMORANDUM

Subject: - Sanctioned Strength (SS) of Officers and staff (Permanent and Temporary/ Gazetted/ Non-Gazetted) as on 01st March, 2023 in the Department of Commerce.

The undersigned is directed to forward herewith a statement showing the sanctioned strength of officers and staff (Permanent and Temporary) as on 01st March, 2023 in the Department of Commerce.

C- 17/4/2023
(Prakash Nevatia)
Director
Ph. No.: 23039604

Encl.: As above

To,

- i. The Central Pay & Accounts Office, Department of Commerce
- ii. The Director of Audit, Commerce, Work and Miscellaneous, AGCR Building, I. P. Estate, New Delhi – 110002
- iii. Finance Division, Department of Commerce
- iv. Cash I/ Cash II, E-I/ E-II/ B&A/ DGTR/ O&M Section
- v. Guard File.

STATEMENT- I

Statement showing sanctioned strength of Gazetted Posts (Permanent and Temporary) (in the Department of Commerce as on 1st March 2023.

Sl. No.	Name of Post	Pay Level as per 7th CPC	Permanent	Temporary	Total
1	Secretary	17	0	1	1
2	AS & FA	15	0	1	1
3	Additional Secretary	15	0	3	3
4	Principal Adviser (Cost) (ICoAS) (DGTR)	15	1	0	1
5	Economic Adviser (IES)	14	3	1	4
6	Advisor (Cost) (DGTR)	14	3	0	3

7	Joint Secretary	14	3	7	10
8	Additional Director General of Foreign Trade/ Development Commissioner / Trade Advisor (ITS) (DOC)	14	1	0	1
9	Additional Director General of Foreign Trade/ Development Commissioner / Trade Advisor (ITS) (DGTR)	14	4	0	4
10	Director / Deputy Secretary (Central Sectt. Service)	13/ 12	13	0	13
11	Director / Deputy Secretary (Central Staffing Scheme)	13 / 12	5	9	14
12	Additional Economic Advisor (IES) (DGTR)	13/12	1	0	1

13	Additional Economic Advisor (EP) / Director (IES) / Joint Director (IES)	13/12	2	2	4
14	Director / Joint Director (IES) (DGTR)	13/12	1	0	1
15	Director / Jt. Director (OL)	13/12	1	0	1
16	Joint Director General of Foreign Trade / Director / Deputy Secretary (ITS) (DOC)	13/12	5	0	5
17	Joint Director General of Foreign Trade / Director / Deputy Secretary (ITS) (DGTR)	13/12	6	0	6
18	Director / Joint Director (Legal) (DGTR)	13/12	1	0	1
19	Director / Joint Director (Cost) (DGTR)	13/ 12	6	0	6
20	PS to CIM & MoS	13/ 12	0	2	2

21	Deputy Director (Legal) / Law Officer (DGTR)	11	1	0	1
22	Deputy Director (Statistical Analysis) (ISS) (DGTR)	11	2	0	2
23	Deputy Director (Statistical Analysis)	11	1	0	1
24	Under Secretary (Central Secretariat Service)	11	37	0	37
25	Under Secretary (DGTR)	11	1	0	1
26	Under Secretary (IFS)	11	1	0	1
27	Deputy Director (Cost) (ICOAS) (DGTR)	11	0	2	2
28	Deputy Director (IES) (DOC)	11	3	0	3
29	Deputy Director (OL)	11	2	0	2

30	Deputy Director General of Foreign Trade / Under Secretary (Senior Time scale) (ITS) (DOC)	11	2	0	2
31	Assistant Director (IES) (DOC)	10	4	0	4
32	Assistant Director (Accounts)	10	1	0	1
33	Assistant Director (OL)	10	1	1	2
34	Section Officer (CSS) (DOC)	8 / 10	61	0	61
35	Section Officer (CSS) (DGTR)	8/10	2	0	2
36	Economic Officer	8	3	0	3
TOTAL			178	29	207

STATEMENT –II

Statement showing sanctioned strength of Non-Gazetted posts (Permanent and temporary / Gazetted/Non-Gazetted) in the Department of Commerce as on 1 st March, 2023					
Sl. No.	Name of Post	Pay Level	Permanent	Temporary	Total
1.	PSO/Sr.PPS	13/12	6	0	6
2.	PPS	11	30	0	30
3.	PS	8	31	0	31
4.	ASO	7	95	0	95
5.	Steno Grade'C'/PA	7	22	0	22
6.	Senior Translation Officer	7	3	0	3
7.	Junior Translation Officer	6	5	0	5
8.	Stenographer Gr.' D'/ Hindi Steno 'D'	4	25	0	25
9.	Senior Secretariat Assistant	4	10	0	10
10.	Junior Secretariat Assistant	2	10	0	10
11.	Record Keeper	2	1	0	1
12.	Computist	2	1	0	1
13.	watcher	2	1	0	1
14.	Staff Car Driver	2/4/5	8	0	8
22.	Despatch Rider	2	1	0	1
					Total = 249

STATEMENT-III

Statement showing sanctioned strength of MTS (Group C) Post (permanent and temporary) in the Department of Commerce as on 01.03.2023

Sl. No.	Name of Post	Pay Level	Permanent	Temporary	Total
1	Multi Tasking Staff	1/2/3/4	103	0	103