GOVERNMENT OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
(DEPARTMENT OF COMMERCE)
DIRECTORATE GENERAL OF FOREIGN TRADE
UDYOG BHAWAN, NEW DELHI

O & M INSTRUCTION NO. 3/2019

DATED: 23rd May, 2019

Subject: Delegation of Financial Powers to the Regional Authorities of Directorate General of Foreign Trade.

In supersession of all earlier O&M Instructions issued by the Directorate General of Foreign Trade on the above subject (including the OM 2/2019 dated 22/03/2019), the revised delegation of financial powers for implementation of various provisions of Foreign Trade Policy and Handbook of Procedure 2015-20 (updated as on 5th December, 2017) at the respective levels in the Regional Authorities and Zonal Offices will be as under, with immediate effect and until further orders:-

Serial No.	Category	Para of Hand Book of Procedure as amended up to 05.12.2017	FTDO/ Assistant DGFT	Deputy DGFT	Joint DGFT	Additional DGFT
1	2	3	4	5	6	7
CHAPTER – 2 (IEC)						
1A	Issuance and Modification	2.08 & 2.14	Full power			
1B	Cancellation/ Surrender of IEC Number	2.13	Full powers to Head of the Office/JDG (in case of office headed by Addl. DGFT)			
CHAPTER – 2 (Import/Export License/Certificate/Authorisation for Non-SCOMET items)						
2	Revalidation of Import/Export Licences/Authorizations /Permissions	2.20(a) &(b)		Full Powers		

3	Revalidation of freely transferrable authorisations/duty credit scrips.	2.20(c)&2.21	Full powers with Head of Office			
Chapter 2 (Other Provisions)						
4.	Duplicate copies of Export – Import Licences/Certificate/ Authorization/ Permission/ CCP/IEC.	2.23		Full power		
5.	Issuance of Identity Cards	2.100	Full power			
6	Transfer of imported goods with actual user condition (Non Negative list of Items)	2.49			Full power	
7	Issue of the Free Sale and Commerce Certificate	2.37		Full Power		
CHAPTER – 3						
9	Grant of Status Certificate	3.19	Full power to Head of Office			
9A	Issuance of Duty Credit Scrips (MEIS) under chapter 3 of FTP. For applications of MEIS with ITCHS codes as per the Annexure to Public Notice 62 dated 16.02.2018, as amended from time to time.	3.01	FTDO- Upto Rs. 50 lakh Asstt. DGFT- Above Rs. 50 lakh and upto Rs. 2 crore	Upto Rs. 2 crore	Upto Rs. 20 crore	Above Rs. 20 crore
9B	Issuance of Duty Credit Scrips (MEIS) under chapter 3 of FTP and other Chapter 3 applications for duty credit scrips under FTP 2009-14 or earlier For applications of MEIS with ITCHS codes except for the	3.01	FTDO- Upto Rs. 50 lakh Asstt. DGFT- Above Rs. 50 lakh and upto Rs. 2 crore	Upto Rs. 5 crore	Upto Rs. 20 crore	Above Rs. 20 crore

	ITCHS codes specified in Annexure to Public Notice 62 dated 16.02.2018.					
26	Issuance of Duty Credit Scrips (SEIS) under chapter 3 of FTP or SFIS from the FTP 2009-14 or earlier.	3.04	FTDO-Nil Asstt. DGFT – Upto Rs. 25 lakh	Upto Rs. 2 crore	Upto Rs. 20 crore	Above Rs. 20 crore
CHAPTER 4 **Advance Authorization including Advance Authorization for annual requirement /DFIA/ARO/Invalidation Letter under Duty Exemption Scheme :- (Paras 4.04,4.30,4.31,4.38,4.39,4.41,4.42,4.45,4.47,4.49,4.54,4.59,4.64,4.85,4.87 & 4.94 of HBP)**						
10 A	Issuance of Authorization /ARO/Invalidation letter for export items falling in **chapter 1 to 24** of ITC(HS) Classification		**FTDO** - Nil **Asstt. DGFT** Upto CIF value of Rs. 1 crore	Up to CIF value of Rs. 5 Crore	Upto CIF value of Rs. 100 Crore	Full power
10 B	Issuance of Authorization /ARO/Invalidation letter for export items falling in **chapter 25 to 99** of ITC(HS) Classification		**FTDO-** Upto CIF value of 1 Crore **Asstt. DGFT-** Upto CIF value of 2 Crore	Upto CIF value of Rs. 10 Crore	Upto CIF value of Rs. 100 Crore	Full power
10 C	Acceptance of BG/LUT	4.36		Upto Rs. 5 Crore	Upto Rs. 1000 Crore	Full Powers
10 D	Clubbing of Authorization	4.38			Upto Rs. 1000 Crore	Full powers
10 E	Enhancement /Reduction in the value of Authorization	4.39	As per powers given to issue Authorization (Under 10A and 10B)			
10 F	Revalidation of Authorization (1st Extension)	4.41		Upto Rs. 1 Crore	Full power	

10 G	Extension of export obligation period (1st Extension & 2nd Extension)	4.42		Upto Rs. 1 Crore	Full power	
10 H	Redemption /No Bond Certificate	4.47		Upto Rs. 5 Crore	Upto CIF value of 1000 Crore	Full power
10 I	Regularization of default in case of Non-fulfilment of E.O.	4.49			Upto CIF value of Rs. 1000 Crore	Full power
Diamond, Gem and Jewellery Export Promotion Schemes						
10 J	Replenishment Authorization	4.59, 4.63 and 4.64	Upto Rs. 2 Crore	Upto Rs. 5 Crore	Full power	
10(K)	Export Against Advance Authorization	4.85	As per powers delegated for issuance of Advance Authorization.			
CHAPTER 5						
11A	(i) Issuance of EPCG Authorization	5.01	Upto duty saved value of Rs. 50 lakh	Up to duty saved value of Rs. 5 Crore	Up to duty saved value of Rs. 100 Crore	Full powers
	Issuance of Invalidation Letter	5.07	Full Power			
11.B	Re-export/Repair/Replacement of Capital Goods under EPCG Scheme	5.25			Full power	
11 C	(i) Extension of EO period (ii) Block wise Condonation	5.17 5.14 5.22		Up to duty saved value of Rs. 5	Up to duty saved value of Rs. 100 Crore	Full powers

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	(iii) Redemption of EPCG Authorizations			Crore		
11 D	Clubbing of Authorization	5.27			Upto duty saved value of Rs. 100 Crore	Full Power
CHAPTER 7						
12	"Deemed Exports" benefits.	7.01		Upto Rs. 1 Crore	Full power	

NOTE

1. **In respect of the Advance authorizations issued as per the earlier OM dated 12.11.2008 on delegation of financial powers (Where full powers were granted at the Joint DGFT level), consequent actions in those cases like acceptance of BG/LUT (10 C above), Clubbing (10 D above), Redemption (10 H above) and regularizations (10 I above) will continue to be done at the JDG level only.**

2. For the sake of convenience, the delegated powers have been prescribed in the same order of Paragraphs/Chapters as appearing in Foreign Trade Policy/Hand Book of Procedures.

3. Notwithstanding anything contained herein before, the aforesaid powers will be exercised at various levels within the framework of the Foreign Trade Policy/Hand Book of Procedures in force from time to time.

4. No Regional Authority is empowered to further delegate the powers to any of the subordinate authorities.

5. In the offices of Jt. DGFT, head by Dy. DGFT, Dy. DGFT would be empowered to exercise powers vested in Jt. DGFT. Similarly in the offices of Dy. DGFT, headed by Asstt. DGFT, Asstt. DGFT would be empowered to exercise powers vested in Dy. DGFT. In the offices of Addl. DGFT where no Joint DGFT is posted, Dy. DGFT would

exercise powers of Joint DGFT to the extent delegated by Addl. DGFT. In the offices of Addl. DGFT, headed by Joint DGFT, Jt. DGFT would exercise powers of Addl. DGFT.

6. In the offices headed by Addl. DGFT, Addl. DGFT would be empowered to exercise all delegated powers.

7. Powers delegated to any subordinate authorities can be exercised by the higher authority.

8. If any provision of Policy/ Procedures for which the delegation of powers remains unprescribed, the powers will vest in DGFT.

9. Authorizations will ordinarily be signed and issued by FTDO/Asstt. DGFT, but in their absence, the authorizations shall be signed and issued by officers above them.

10. Only one Deficiency Letter (DL) may be issued conveying all the deficiency in the application in one go which may be decided at the level of FTDO/ Asstt. DGFT. Second or subsequent DL can be issued only with the approval of Dy. DGFT or Jt. DGFT/Addl. DGFT, as the cases may be. Licenses will be issued after approval of the officer (Dy. DGFT/Jt. DGFT/Addl. DGFT) at whose level second or subsequent DL was issued.

11. The powers have been delegated for the purpose of issuing sanctions/ licenses/authorizations as per the entitlement of the applicants. If any application is required to be rejected for good and sufficient reasons, it should be done, as per the delegated powers, only with the approval of the next higher authority in each office.

12. All licenses/authorizations will be subjected to review mechanism under which Dy. DGFTs shall review 5% of the total cases decided by Asstt. DGFT and FTDO on random basis. Jt. DGFT shall review 1% of the total cases under their charge of the Divisions/Sections. Head of the Office will be responsible for overall working of the office and will periodically test check the cases.

13. Asstt. DGFTs/FTDOs are empowered to issue GSP certificates.

14. In case of Development Commissioners of SEZs who are authorized to issue various types of licenses/Permissions/Certificates under the Foreign Trade Policy, the powers of Jt. DGFT/Dy. DGFT and Asstt. DGFT/FTDO would be delegated to the Joint Development Commissioner & Dy. Development Commissioner respectively.

15. In case of AA, authorizations have been issued as per previous OM, consequent action like acceptance of BG/LUT, clubbing redemption and regulation (Categories at 10OC, 10D, 10H &10I) will continue to close at the level of JDG only and files for that matter would not be transferred to other offices headed by Addl. DGFt's, for this purpose.

This issues with approval of the competent authority.

(Arunoday Goswami)
Joint Director General Foreign Trade

To
1. All Officers/Sections at Hqrs.
2. All Zonal/Regional Offices.
3. All Members of Review Committee.

(Issued from File No.01/69/12/49/2018-O&M)

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