

GOVERNMENT OF INDIA
MINISTRY OF COMMERCE & INDUSTRY
DEPARTMENT OF COMMERCE
DIRECTORATE GENERAL OF FOREIGN TRADE
UDYOG BHAVAN, NEW DELHI
(O&M SECTION)

Date: 18/11/2003

O & M INSTRUCTION No. 14 /2003

Subject: **Time-limit and reduced levels for disposal of receipts/applications and other items of work.**

Attention is invited to OMI No. 14/2002 dated 16.12.2002 on the above subject whereby the channels of submission and time-limits for disposal of work pertaining to sections were prescribed.

2. With a view to reduce the time-lag in the disposal of cases of export licensing that particularly concerns requests for minor amendments etc., it has been decided that, in the following cases, the decision on file may be taken at the following level: -

i) The request for minor amendments such as change of port of destination, change or addition of names of buyers/enhancement of FOB value of export licence where comments/views of concerned Administrative Ministry are not required may be considered and decided on file at JDG's level.

ii) Cases in which approval of the concerned Ministry/Department has been received recommending the grant of permission for licence or revalidation of export licence in clear and unambiguous terms, the permission letter may be issued with the approval by JDG on file on the basis of recommendation of concerned Department/Ministry so received. Subsequently, such cases may be brought out before the EFC for ex-post facto approval.

3. This issues with the approval of Director General of Foreign Trade.

Sd/-
(V. K. Gupta)
Joint Director General of Foreign Trade

To
1. All Offices / Sections at Hqrs
2. All Zonal / Regional offices

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