

**Government of India**  
**Ministry of Commerce & Industry**  
**Directorate General of Foreign Trade**  
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Udyog Bhawan, New Delhi  
Dated the 29<sup>th</sup> October, 2019

**O & M Instruction No. 9 /2019**

**Subject: Communication of information to the Press**

The Manual of Office Procedure provides that the official information to the press and other news media, i.e. radio and television, shall normally be communicated through the Press Information Bureau. Only, Ministers, Secretaries and other officers specifically authorized in this behalf may give information or be accessible to the representatives of the press. Any other official, if approached by a representative of the press, will direct them to the Press Information Bureau or the officer authorized or shall seek the permission of the Secretary of the department before meeting the press.

2. The above instructions should be scrupulously adhered to with regard to communication of any information to the press.
3. This issues with the approval of Competent Authority.



(Arunoday Goswami)

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To

1. PSO to Commerce Secretary
2. PPS to DG
3. PPS to all Addl. DGFTs
4. All Sections/Officers in DGFT Headquarters
5. All Zonal/ Regional Offices

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