

**Government of India
Ministry of Commerce and Industry
Directorate General of Foreign Trade**

**Udyog Bhawan, New Delhi
Dated the 29th July, 2021**

O&M Instruction No. 01 /2021

It has been decided to create a nodal unit in the DGFT Hqrs., to be known as **Export Monitoring Desk**, to monitor the performance of exports, commodity/country wise.

2. The allocation of items of work in **Export Monitoring Desk** would be as under:
 - a) To track and analyze the export performance data, commodity and country wise, on a monthly basis;
 - b) To generate country wise/commodity wise export performance reports for countries on a monthly basis;
 - c) To send export performance reports country wise/commodity wise for follow up by the concerned Divisions/ Missions/ EPCs, monthly and as and when required;
 - d) To compile, collate and coordinate such other information, as may be needed, from time to time, to monitor the export performance.
3. The **Export Monitoring Desk** would function under the overall supervision of Statistical Adviser.
4. The Desk would be headed by Deputy Director and assisted by Assistant Director/ Senior Statistical Officers.



(Arunoday Goswami)

Joint Director General of Foreign Trade

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To

1. PSO/ Sr. PS to CS
2. Sr. PS to DGFT
3. Statistical Adviser, DGFT
4. All Addl. DGs in DGFT Hqrs.
5. All officers/Sections in DGFT Hqrs.

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