

No. A-11014/1/2018-HRD-1
Government of India
Ministry of Commerce & Industry
Department of Commerce
Directorate General of Foreign Trade

Udyog Bhawan, New Delhi

Dated: 20th December, 2021

OFFICE MEMORANDUM

Subject: - Inviting comments on the proposed Draft Recruitment Rules for the post of Foreign Trade Development Officer (FTDO) (Non-CSS) in DGFT-regarding.

The DGFT (Hqrs) is in the process of revision and updating the Recruitment Rules for the post of Foreign Trade Development Officer (Group –'B' Gazetted) (Non-CSS) subsequent to 7th CPC. Accordingly, the Draft for revision of Recruitment Rules for the post of Foreign Trade Development Officer (Group –'B' Gazetted) (Non-CSS), have been uploaded on the website of DGFT for information of all stakeholders. Comments/objections, if any, on the draft Recruitment Rules may be sent by Email to mohapatra.sk@nic.in and bl.meena75@nic.in within 30 days of issue of this O.M.

2. All Zonal offices/RAs of DGFT are requested to upload the draft RRs on their respective websites for wider dissemination and bring this to the notice of officials posted with them.

Encl: As above



(S. K. Mohapatra)

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To

1. Concerned Officers.
2. Zonal Offices/RAs of DGFT.

The GAZETTE OF INDIA: EXTRAORDINARY [Part II — SEC 3(i)]
GOVERNMENT OF INDIA
MINISTRY OF COMMERCE AND INDUSTRY
(Department of Commerce)
(Directorate General of Foreign Trade)

NOTIFICATION

New Delhi, the 2021

G.S.R..... - In exercise of the powers conferred by the proviso to Article 309 of the Constitution and in supersession of the Directorate General of Foreign Trade (Controller of Imports and Exports and Enforcement Officers) Recruitment Rules, 1994, the President hereby makes the following rules regulating the method of recruitment to the posts of Foreign Trade Development Officer (FTDO) in the Directorate General of Foreign Trade, Ministry of Commerce, namely:-

1. Short title and commencement:-

- (1) These Rules may be called the Directorate General of Foreign Trade (Foreign Trade Development Officer) Recruitment Rules, 2021.
- (2) They shall come into force on the date of their publication in the Official Gazette.

2. Number of posts, classification and Pay Matrix Level:-

The number of the said posts, its classification and the **Pay Matrix Level** attached thereto shall be specified in the Column 2 to 4 of the said schedule annexed to these rules.

3. Method of recruitment, age limit and qualifications etc.:-

The method of recruitment, age-limit, qualifications and other matters relating to the said posts shall be as specified in Columns 5 to 14 of the Scheduled aforesaid.

4. Disqualification. No person -

- (i) Who has entered into or contracted a marriage with a person having spouse living, or
- (ii) Who having a spouse living, has entered into or contracted a marriage with any persons;

Shall be eligible for appointment to any of the said posts, provided that the Central Government may, if satisfied that marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing; exempt any person from the operation of this rule.

5. Power to relax:-

Where the Central Government is of the opinion that it is necessary or expedient so to do, it may by order, for reasons to be recorded in writing, and in consultation with the

Union Public Service Commission relax any of the provisions of these rules with respect to any class or category of persons.

6. Saving:-

Nothing in these rules shall affect reservations, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, the Scheduled Tribes and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

SCHEDULE

Srl No.	Column	Proposed Provisions
1.	Name of post	Foreign Trade Development Officer
2.	Number of posts	82
3.	Classification	General Central Services Group-'B' Gazetted (Non-Ministerial).
4.	Scale of Pay	Level-7 of Pay Matrix (Rs. 44900 - 142400/-)
5.	Whether selection or Non-selection Post	Selection.
6.	Age limit for Direct Recruits	Not applicable
7.	Whether benefit of added years of service admissible.	Not applicable
8.	Educational and other qualification required for Direct Recruits.	Not applicable
9.	Whether age and Educational Qualification prescribed for Direct Recruits will apply in the case of Promotees.	Not applicable
10.	Period of Probation if any.	2 years for Promotees
11.	Method of Recruitment whether by Direct Recruitment or by Promotion or by Deputation/Transfer and % of the vacancy to be filled by various methods.	Promotion failing which by transfer on Deputation.

12.	<p>In case of Recruitment by Promotion/Deputation/ Transfer, Grades from which promotion/ Deputation/ Transfer to be made.</p>	<p>Promotion:-</p> <p>(i) Section Head with 5 years regular service in the Grade.</p> <p><u>NOTE: (I)</u> The eligibility List for Promotion shall be prepared with reference to the date of completion of the prescribed qualifying services in the respective grade/ post.</p> <p><u>NOTE: (II)</u> Where juniors who have completed their qualifying/eligibility service are being considered for promotion, their seniors would also be considered provided they are not short of the requisite qualifying/ eligibility service by more than half of such qualifying / eligibility service or two years, whichever is less, and have successfully completed their probation period for promotion to the next higher grade alongwith their juniors who have already completed such qualifying / eligibility service.</p> <p><u>TRANSFER ON DEPUTATION:-</u> Officer under the Central Government:- (a)(i) holding Analogous Posts on regular basis OR</p> <p>(ii) With 5 years Regular Service in Posts in the Level-6 of Pay Matrix (Rs. 35400 -6 112400/-) OR equivalent; OR</p> <p>(iii) Possessing the following Educational Qualification and Experience:-</p> <p><u>Essential:</u></p> <p>(i) Degree with Economics/ Commerce/ Mathematics as one of the subject from a recognized University or equivalent.</p> <p>(ii) 3 years' experience in work connected with Import & Export/ Customs and Central Excise/ Revenue Intelligence.</p> <p>The departmental officers in the feeder category who are in the direct line of promotion shall not be eligible for consideration for appointment on deputation.</p>
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		Similarly, deputationists shall not be eligible for consideration for appointment by promotion (Period of deputation including period of deputation in another Ex-cadre posts held immediately preceding this appointment in the same or some other organisation/ department of the central Government shall ordinarily not to exceed 3 (Three) years. The maximum age limit for appointment by transfer on deputation shall be, not exceeding 56 years, as on the closing date of receipt of applications.															
13.	If a Departmental Promotion Committee exists what is its composition.	<p>Group- 'B' Departmental Promotion Committee (for considering promotion/ confirmation):-</p> <table> <tr> <td>1.</td><td>Additional Director General of Foreign Trade (Admn)</td><td>Chairman</td></tr> <tr> <td>2.</td><td>Director/ Deputy Secretary (Administration), DoC</td><td>Member</td></tr> <tr> <td>3.</td><td>Joint Director General of Foreign Trade (Administration) Office of DGFT</td><td>Member</td></tr> <tr> <td>4.</td><td>Dy. Director General of Foreign Trade, Office of DGFT</td><td>Member</td></tr> <tr> <td>5.</td><td>Dy. Director General of Foreign Trade (Admn), Office of DGFT</td><td>Member</td></tr> </table>	1.	Additional Director General of Foreign Trade (Admn)	Chairman	2.	Director/ Deputy Secretary (Administration), DoC	Member	3.	Joint Director General of Foreign Trade (Administration) Office of DGFT	Member	4.	Dy. Director General of Foreign Trade, Office of DGFT	Member	5.	Dy. Director General of Foreign Trade (Admn), Office of DGFT	Member
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14.	Circumstances in which Union Public Service Commission to be consulted in making Recruitment.	Consultation with Union Public Service Commission not Necessary.															

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(S.K. MOHAPATRA), DY. DIRECTOR GENERAL OF FOREIGN TRADE