

# Foreign Trade Policy and Procedure



The Foreign Trade Policy, 2015-20 came into force with effect from **01.04.2015**



FTP has been formulated **for 5 years** at a time and reviewed annually.

It is also called as EXIM Policy

Focus of FTP is to accelerate exports



## Objectives of FTP –

- To provide a stable policy for foreign trade in merchandise and services
- To make rules and procedures for import and export
- Encourage initiatives such as –
  - a) Make in India;
  - b) Digital India;
  - c) Skills India.
- To create Export Promotion Mission for India
- To promote the diversification of India's export
- To create an architecture for India's global trade engagement



## Foreign Trade Policy envisages –

- Employment creation
- Zero defects and improve in quality and standards
- A stable agricultural trade policy
- A focus on higher value addition and technology infusion
- Lower tariffs on inputs and raw materials
- Development of trade infrastructure.

## Exports and Imports – 'Free', unless regulated –

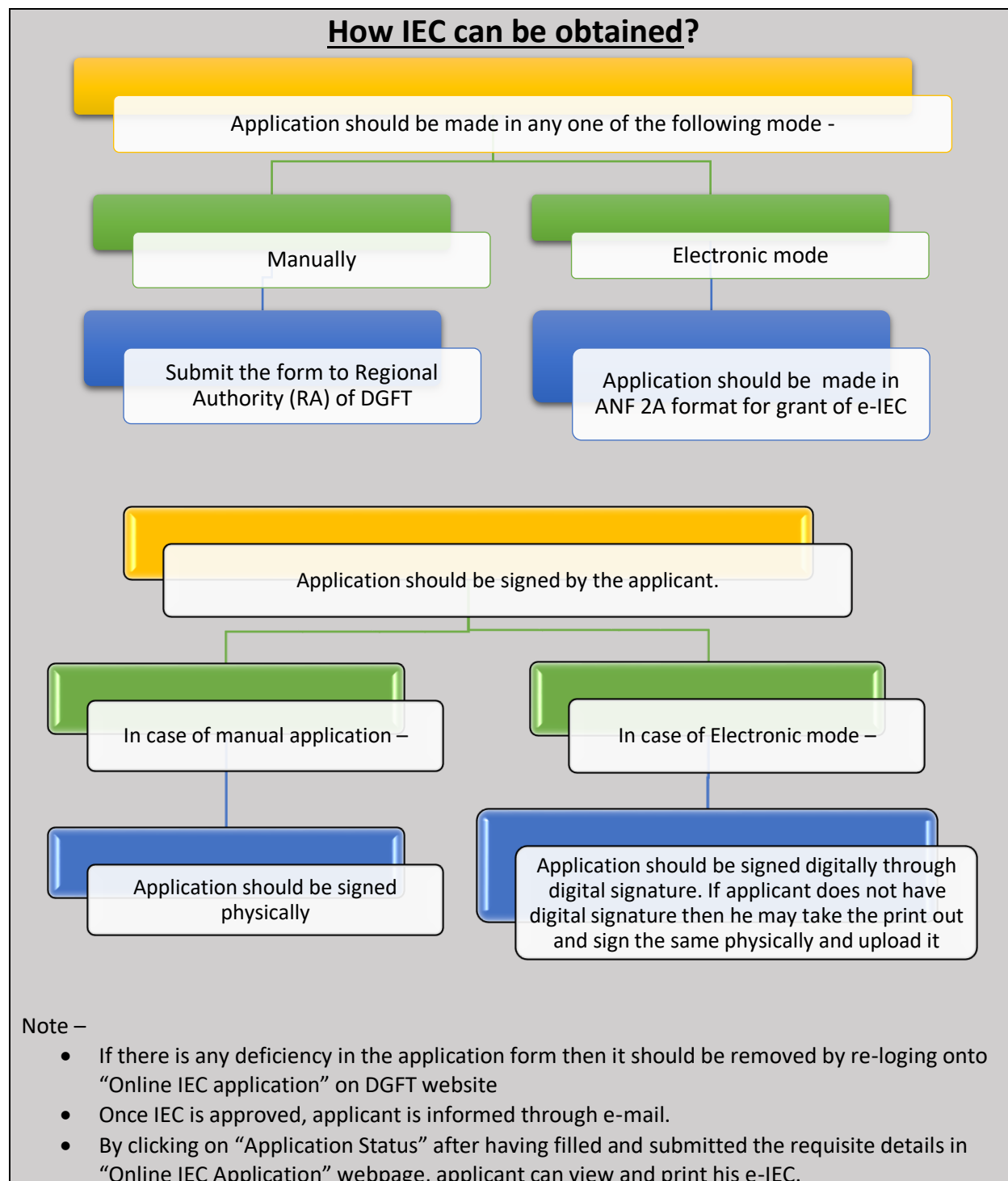
- 1) Exports and Imports shall be 'Free'
- 2) However, exports and imports are not free if it is regulated by way of –
  - a) Prohibition;
  - b) Restriction; or
  - c) Exclusive trading through State Trading Enterprises

## Importer-Exporter Code (IEC) –

An IEC is a **10-digit number** allotted to a person  
 It is **mandatory** for person doing export and import  
 Facility for IEC is available in **physical form or in electronic form**



### How IEC can be obtained?



**Note –**

- If there is any deficiency in the application form then it should be removed by re-logging onto “Online IEC application” on DGFT website
- Once IEC is approved, applicant is informed through e-mail.
- By clicking on “Application Status” after having filled and submitted the requisite details in “Online IEC Application” webpage, applicant can view and print his e-IEC.

Details required for taking IEC –

Type or person	Documents required
Details of Entity	PAN Address Proof LLPIN /CIN/ Registration Certification Number Bank account details of the entity Cancelled Cheque
Details of the Proprietor/ Partners/ Directors/ Secretary or Chief Executive of the Society/ Managing Trustee of the entity	PAN DIN/DPIN
Details of the signatory applicant	Identity proof PAN Digital photograph



Only one IEC is permitted against on Permanent Account Number (PAN).  
If any PAN card holder has more than one IEC, the extra IECs shall be disabled.



**No import / export can be made without obtaining an IEC number**



**However, following persons can make import / export without any approval –**

- Departments of Central or State Government
- Persons importing or exporting goods for personal use
- Persons importing/exporting goods from/to –
  - a) Nepal, Myanmar through Indo-Myanmar border areas and
  - b) China through Gunji, Namgaya Shipkila and Nathula ports, provided CIF value of a single consignment does not exceed Indian Rs.25,000. In case of Nathula port, the applicable value ceiling will be Rs. 1,00,000/-
- Importers covered by clause 3(1) [except sub- clauses (e) and (l)] and exporters covered by clause 3(2) [except sub-clauses (i) and (k)] of Foreign Trade (Exemption from application of Rules in certain cases) Order, 1993.

**Following permanent IEC numbers shall be used by non – commercial Public Sector Undertaking (PSUs) and categories or importers/exporters – (Read only)**

Sr. No.	Existing Permanent IEC	Categories of Importer / Exporter
1	0100000011	All Ministries / Departments of Central Government and agencies wholly or partially owned by them.
2	0100000029	All Ministries / Departments of any State Government and agencies wholly or partially owned by them.

3	010000037	Diplomatic personnel, Consular officers in India and officials of UNO and its specialized agencies.
4	010000045	Indians returning from / going abroad and claiming benefit under Baggage Rules.
5	010000053	Persons /Institutions /Hospitals importing or exporting goods for personal use, not connected with trade or manufacture or agriculture.
6	010000061	Persons importing/exporting goods from /to Nepal
7	010000070	Persons importing / exporting goods from / to Myanmar through Indo- Myanmar border areas
8	010000088	Ford Foundation.
9	010000096	Importers importing goods for display or use in fairs/ exhibitions or similar events under provisions of ATA carnet. This IEC number can also be used by importers importing for exhibitions/fairs as per <b>Paragraph 2.63</b> of Handbook of Procedures of ATA carnet.
10	010000100	Director, National Blood Group
11	010000126	Individuals /Charitable Institution/ Registered NGOs importing goods, which have been exempted from Customs duty under Notification issued by Ministry of Finance for bonafide use by victims affected by natural calamity.
12	010000134	Persons importing/exporting permissible goods as notified from time to time, ,from /to China through Gunji, Namgaya Shipkila and Nathula ports, subject to value ceilings of single consignment as given in <b>Paragraph 2.07 (a)</b> above
13	010000169	Non-commercial imports and exports by entities who have been authorized by Reserve Bank of India.

### Mandatory Documents for Export/Import of Goods From/Into India –

Import / Export	Documents required
Export of goods from India	<ul style="list-style-type: none"> <li>• Bill of lading / Airway Bill</li> <li>• Commercial invoice cum packing list</li> <li>• Shipping Bill / Bill of Export</li> </ul>
Import of goods into India	<ul style="list-style-type: none"> <li>• Bill of lading / Airway Bill</li> <li>• Commercial invoice cum packing list</li> <li>• Bill of Entry</li> </ul>

**Note –**

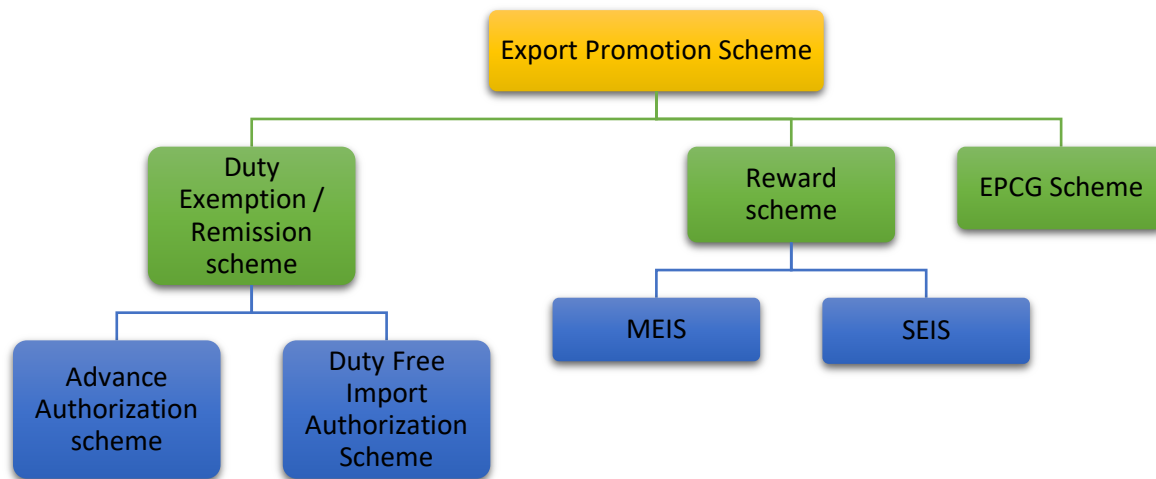
**Authorities have power to ask for additional documents, if required.**

### Principles of Restrictions –

DGFT may impose restrictions on export and import, necessary for –

- Protection of public morals
- Protection of human, animal or plant life or health
- Protection of patents, trademarks and copyrights
- Prevention of use of prison labour
- Protection of national treasures of artistic, historic or archaeological value

- Conservation of exhaustible natural resources
- Protection of trade of fissionable material or material from which they are derived
- Prevention of traffic in arms, ammunition and implements of war.



## Exports from India Schemes –

The objective of the Export from India Schemes is to provide rewards to exporters and to provide exporters a level playing field.

Two schemes for exports of Merchandise and Services:

### Merchandise Exports from India Scheme (MEIS)

### Service Exports from India Scheme (SEIS)

#### Rewards under Exports from India Schemes –

**Duty Credit Scrips** shall be granted as rewards under MEIS and SEIS. The Duty Credit Scrips can be used for –

- Payment of Customs Duties for import of inputs or goods;
- Payment of excise duties on domestic procurement of inputs or goods, including capital goods
- Payment of service tax on procurement of services
- Payment of Customs Duty and fee as per Foreign Trade Policy

### Merchandise Exports from India Scheme (MEIS) –

- Exports of notified goods/products with ITC[HS] code, to notified markets shall be rewarded under MEIS.
- Rewards shall be calculated on the basis of realised FOB value of exports or on FOB value of exports as given in the Shipping Bills, whichever is less.

### Export of goods through courier or foreign post offices using e-Commerce –

- Exports of goods through courier or foreign post office using e-commerce of FOB value up to Rs. 25000 per consignment shall be entitled for rewards under MEIS.
- If the value of exports using e-commerce platform is more than Rs 25,000 per consignment then MEIS reward would be limited to FOB value of Rs.25,000 only.
- Goods can be exported in manual mode through Foreign Post Offices at New Delhi, Mumbai and Chennai.

### **Ineligible categories under MEIS –**

The following exports categories /sectors shall be ineligible for Duty Credit Scrip entitlement under MEIS

- EOU/EHTPs/BTPs/ STPs who are availing direct tax benefits/exemption.
- Supplies made from DTA units to SEZ units
- Export of imported goods covered;
- Exports through trans-shipment;
- Deemed Exports;
- SEZ/EOU/EHTP/BPT/FTWZ products exported through DTA units;
- Service Export.
- Red sanders and beach sand.
- Export products which are subject to Minimum export price or export duty
- Diamond Gold, Silver, Platinum, other precious metal in any form including plain and studded jewellery and other precious and semi-precious stones.
- Ores and concentrates of all types and in all formations.
- Cereals of all types.
- Sugar of all types and all forms
- Crude/petroleum oil and crude/primary and base products of all types and all formulations.
- Export of milk and milk products.
- Export of Meat and Meat Products.
- Products wherein precious metal/diamond are used or Articles which are studded with precious stones.
- Exports made by units in Free Trade and Warehousing Zone (FTWZ).

### **Service Exports from India Scheme (SEIS) –**

The objective of Service Exports from India Scheme (SEIS) is to encourage export of notified Services from India.

#### **A) Eligibility –**

- 1) Service Providers of notified services, located in India, shall be rewarded under SEIS
- 2) Following Services shall be eligible –
  - a) Cross border trade – Supply of a ‘service’ from India to any other country;
  - b) Consumption abroad – Supply of a ‘service’ from India to service consumer(s) of any other country;
- 3) **Other conditions –**
  - a) **Service provider** should have minimum net free foreign exchange earnings of **US\$15,000 in** preceding financial year

- b) In case service provider is **Individual Service Providers and sole proprietorship** then in that case it should have minimum net free foreign exchange **earnings of US\$10,000** in preceding financial year
- c) Net Foreign exchange earnings = Gross Earnings of Foreign Exchange - Total expenses / payment / remittances of Foreign Exchange
- d) Service provider should have an active IEC

**B) Ineligible categories under SEIS –**

- 1) Foreign exchange remittances other than those earned for rendering of notified services would not be counted for entitlement.  
Thus, other sources of foreign exchange earnings such as equity or debt participation, donations, receipts of repayment of loans etc. and any other inflow of foreign exchange, unrelated to rendering of service, would be ineligible.
- 2) Following shall not be taken into account for calculation of entitlement under the scheme –
  - a) Foreign Exchange remittances related to Financial Services Sector –
    - Raising of all types of foreign currency Loans;
    - Export proceeds realization of clients;
    - Issuance of Foreign Equity through ADRs/GDRs or other similar instruments;
    - Issuance of foreign currency Bonds;
    - Sale of securities and other financial instruments;
    - Other receivables not connected with services rendered by financial institutions; and
    - Earned through contract/regular employment abroad (e.g. labour remittances);
  - b) Payments for services received from EEFC Account;
  - c) Foreign exchange turnover by Healthcare Institutions like equity participation, donations etc.
  - d) Foreign exchange turnover by Educational Institutions like equity participation, donations etc.
  - e) Export turnover relating to services of units operating under SEZ/EOU/EHTP/STPI/BTP Schemes or supplies of services made to such units;
  - f) Clubbing of turnover of services rendered by SEZ/EOU /EHTP/STPI/BTP units with turnover of DTA Service Providers;
  - g) Exports of Goods.
  - h) Foreign Exchange earnings for services provided by Airlines, Shipping lines service providers plying from any foreign country X to any foreign country Y routes not touching India at all. (
  - i) Service providers in Telecom Sector.

**Status Holder –**

**Meaning of Status Holder –**

- Status holder means those exporters who have excelled in international trade.
- Status holder are those exporters who have successfully contributed to country's foreign trade.
- Status is given to exporters as 1 star, 2 star, 3 star, 4 star and 5 star.



**Application for status holder –**

- ✓ An application for obtaining status certificate is made to the concerned Development Commissioner
- ✓ Application should be made in Form ANC 3C
- ✓ For obtaining status, export performance is necessary in at least 2 out of 3 years.

**Status Category –**

Status	Export Performance FOB / FOR (in US \$ million)
One star export house	3
Two-star export house	25
Three-star export house	100
Four-star export house	500
Five-star export house	2000



**Double Weightage –**

Following categories are granted double weightage for calculation of exports performance for grant of status

- Micro, small and medium enterprise (MSME) as per MSMED Act, 2006.
- Manufacturing units having ISO / BIS
- Units located in North Eastern States including Sikkim and Jammu & Kashmir
- Units located in Agri Export Zones.

**Note –**

- a) **Double Weightage shall be available for grant of One Star Export House Status category only.**
- b) **A shipment can get double weightage only once**



**Other conditions for grant of status –**

- Export performance of one IEC holder shall not be permitted to be transferred to another IEC holder.
- Exports made on re-export basis shall not be counted for recognition.
- Export of items under authorization, including Special **Chemicals**, Organisms, Materials, **Equipment** and Technologies (SCOMET) items, would be included for calculation of export performance.



**Benefits available to Status Holder –**

- 1) Permission and Customs clearances for both imports and exports on **self-declaration basis**
- 2) Fixation of Input-Output norms **within 60 days**
- 3) **Exemption from compulsory negotiation of documents through banks.**
- 4) **100% retention** of foreign exchange in **EEFC account**
- 5) Exemption from furnishing of Bank Guarantee in Schemes under this policy



- 6) Two star and above export houses are permitted **to establish Export Warehouses** as per guidelines
- 7) Preferential treatment and priority in handling of their consignments by the concerned authorities
- 8) Manufacturers who are also status holders (above than two star) will be entitled to self-certify their manufactured goods as originating from India
- 9) Entitled to export freely exportable items on free of cost basis for export promotion subject to an annual limit of rupees 10 lakhs or 2% of annual export realization during preceding 3 licensing years, whichever is higher.

### Advance Authorisation Scheme –

#### A) Meaning of Advanced Authorization scheme –

- 1) Advanced Authorization is issued to allow duty free import of inputs, which is physically incorporated in export product
- 2) Advanced Authorization is issued on the basis of –
  - a) Standard Input – Output Norms (SION); or
  - b) Self-declaration

#### B) Eligibility –

Scheme is issued –

- 1) to manufacture exporter; or
- 2) to merchant exporter tied to supporting manufacture.
- 3) for pharmaceutical products, issued to manufacturer exporter only
- 4) Advance Authorization shall be issued for –
  - a) Physical export;
  - b) Export to SEZ
  - c) Intermediate supply
  - d) Supply of 'stores' on board of foreign going vessel or aircraft as per FTP

#### C) Annual requirements –

Advanced Authorization for annual requirement shall only be issued for items notified in SION Conditions –

- 1) Exporters should have past export performance of at least preceding 2 years.
- 2) Entitlement in terms of CIF value of imports shall be –
  - a) Up to 300% of the FOB value of physical export and / or FOR value of deemed export in preceding financial year; or
  - b) 1 crore rupees,  
**whichever is higher.**

#### D) Value addition –

Cases	% of value addition
Normal cases	15% of CIF value of raw material imported.
In case of tea	50% of CIF value of raw material imported.

**Note –**

**Minimum value addition for Gems and Jewellery and tea are different from above specified percentage**

**Formula to calculate Value addition –**

Value Additions=(A-B)\*100/B

A=FOB value of export realized

B= CIF value of inputs covered by Authorisation, plus value of any other input used on which benefit of DBK is claimed.

**Note – Free of Cost Supply by Foreign Buyer –**

- 1) Advance Authorisation shall also be available where some or all inputs are supplied free of cost to exporter by foreign buyer.
- 2) In such cases, notional value of free of cost input shall be added in the CIF value of import and FOB value of export for the purpose of computation of value addition.

**E) Duty Exempted under AA –**

Importer under Advance Authorization are exempted from payment of –

- a) Basic Customs Duty,
- b) Additional Custom Duty,
- c) Anti-dumping Duty,
- d) Safeguard Duty and
- e) Education Cess.

**F) Validity period for import –**

Validity period for import of Advance Authorization shall be **12 months** from date of issue of authorization

**Export obligation –**

- The exporter of goods, who has procured inputs under AA scheme without payment of input duties, must fulfil “**export obligation**”.
- Export obligation should be fulfilled by way of export of finished products made out such inputs with minimum addition.
- Period within which EO shall be completed =
  - a) In normal cases – 18 months from the date of authorization.
  - b) In case of defence, military store, aerospace and nuclear energy – 24 months from the date of authorization.

**Duty Free Import Authorisation Scheme (DFIA) –**

**1) About DFIA –**

DFIA is issued to allow duty free import of inputs

**2) Duties exempted –**

- a) Basic Custom Duty
- b) Additional Custom Duty or excise duty which are not exempted are adjusted as CENVAT Credit as per rule

**3) Eligibility –**

- a) DFIA shall be issued on post export basis
- b) Only those products are eligible for which Standard Input Output norms have been notified

- c) Application should be filed with concerned **Regional Authority**.
- d) DFIA is allowed for goods, which can be freely imported. It is not allowed for prohibited goods.

**4) Value addition –**

Minimum **20%** value addition is required, except in case of Gem and Jewellery sector.

**5) Validity and transferability –**

- a) Regional authority shall issue transferable DFIA with a validity of 12 months
- b) Export should be completed within **12 months** from permission
- c) Exports under DFIA shall be made from **single port**.

**Schemes for Exporters of Gems And Jewellery –**

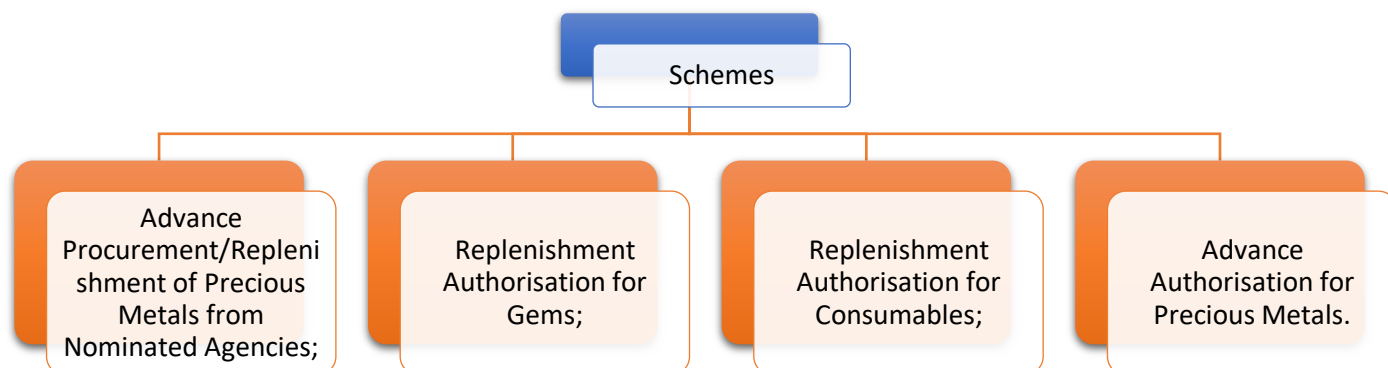
**A) Import of Input –**

Exporters of gems and Jewellery can import duty free input for manufacture of export product.

**B) Items of Export –**

Duty free import will be allowed if following items are exported –

- 1) Gold jewellery containing gold of 8 carats and above;
- 2) Silver jewellery containing more than 50% silver by weight;
- 3) Platinum jewellery containing more than 50% platinum by weight.



**Note –**

**Duty Free Import Authorisation scheme shall not be available for Gems and Jewellery sector.**

**Export Promotion Capital Goods (EPCG) Scheme –**

**About EPCG scheme –**

**EPCG allows import of capital goods for** producing quality goods and services to improve India's export competitiveness.

**Coverage of the scheme –**

- 1) Scheme covers manufacturer exporter, merchant exporter and service provider.
- 2) Manufacturer exporter means a person who exports goods manufactured by him or intends to export such goods.
- 3) Merchant exporter means a person engaged in trading activity and exporting or intending to export such goods.

- 4) Service provider means a person :
  - a) Supply of a service from India to other country
  - b) Supply of a service from India to the service consumer of any other country in India
  - c) Supply of a service from India through commercial or physical presence in the territory of any other country
  - d) Supply of a service in India relating to exports paid in free foreign exchange or in Indian Rupees which are otherwise considered as having being paid for in free foreign exchange by RBI
- 5) Export Promotion Capital Goods (EPCG) Scheme also covers a service provider who is designated or certified as a Common Service Provider (CSP) by the DGFT.



#### Imports allowed under EPCG Scheme –

- 1) Capital goods for pre-production, production and post-production activities.
- 2) Capital goods for purpose of the EPCG scheme shall include :
  - a) Spares, tools, jigs, fixtures, dyes, moulds, tools and refractories for lining and spare refractories
  - b) Computer software system
- 3) Import of capital goods for project Import is permitted under EPCG Scheme Import of items which are restricted for import shall be permitted with approval of Exim Facilitation Committee.
- 4) Authorization under EPCG Scheme shall not be issued for import of any Capital Goods for Export of electrical energy.



#### Export Obligation under EPCG Scheme –

- 1) Import of capital goods is subject to **actual user condition** until export obligation is completed.
- 2) The authorization holder shall fulfill export obligation.
- 3) Export should be physical export. However in some cases, deemed exports are counted toward export obligation.
- 4) Import under EPCG scheme shall be subject to an export obligation equivalent to **six times** of duty saved on capital goods, to be fulfilled in **6 years** from date of issue of authorization.
- 5) Authorization is valid for **18 months** from the date of issue of authorization.
- 6) Revalidation of EPCG Authorization is not permitted.
- 7) Royalty payment received by the authorization holder in freely convertible currency and foreign exchange received for R&D services are counted for discharge under EPCG.

### **Export Oriented Units (EOUs), Electronics Hardware Technology Parks (EHTPs), Software Technology Parks (STPs) and Bio-Technology Parks (BTPs) –**

#### About EOUs, EHTPs, STPs and BTPs –

- 1) Units which export their entire production of goods and service including –
  - a) repair,
  - b) remaking, reconditioning,
  - c) re-engineering and
  - d) rendering of services

Except permissible sales in DTA may be set up under EOU scheme, EHTP Schemes, STP Scheme or BTP Scheme.

- 2) Trading units are not covered under these schemes
- 3) Objectives of above schemes are –
  - a) To promote exports
  - b) To enhance foreign exchange earnings
  - c) Attract investment for export production
  - d) Employment generation

#### **Eligibility –**

- 1) An EOU / EHTP / STP / BTP unit may export all kinds of goods and services except items that are prohibited in ITC (HS)
- 2) Procurement and supply of export promotional material like, brochure, literature, pamphlets, hoardings, posters etc. up to maximum value limit of **1.5% of FOB** value of previous year exports is allowed.
- 3) EOU/EHTP/STP/BTP units may import or procure from DTA, without payment of duty, certain specified goods for creating a central facility.
- 4) Second hand capital good, without any age limit, may also be imported duty free.
- 5) An EOU engaged in agriculture, animal husbandry, aquaculture, floriculture, horticulture, pisciculture, viticulture, poultry or sericulture may be permitted to remove specified goods in connection with its activities for use outside bonded area.
- 6) Procurement and export of spares or components, up to **5% of FOB** value of exports, may be allowed to same consignee or buyer of the export article, subject to condition that it shall not count for Net Foreign Exchange earnings (NFE) and direct tax benefits.
- 7) An EOU / EHTP / STP / BTP units may, on the basis of a firm, contract between parties, source capital goods from a domestic or foreign leasing company without payment of customs / excise duty.
- 8) EOU unit is required to achieve positive Net Foreign Exchange earnings (NFE) cumulatively for a period of **5 years** from commencement of production. NFE is computed as –  
**Positive NFE = A – B > 0,**  
Where,
  - a) A = FOB value of exports and other specified supplies
  - b) B = sum total of the CIF value of all imported capital goods / inputs and value of all payments in foreign exchange by way of commission, royalties, fees, dividends and any other charges, goods obtained from EOU and Bonded warehouse, other specified expenditures.
- 9) Only projects having a minimum investment of Rs.1 Crore in plant and machinery shall be considered for establishment of EOUs. This limit is not applicable to existing units.
- 10) BOA may allow establishment of EOUs with a lower investment criteria.
- 11) Application for setting up of units under EOU scheme shall be approved or rejected by the **Units Approval committee within 15 days.**

#### **Benefits available to EOU –**

EOU shall be entitled for –

- a) Reimbursement of **Central Sales Tax**

- b) Exemption from payment of **Central Excise duty** on all goods
- c) Reimbursement of duty paid on fuel procured from domestic oil companies / depots of domestic oil public sector undertakings.
- d) CENVAT Credit on service tax paid
- e) Exemption from industrial licensing for manufacturing of items reserved for SSI Sector
- f) Units will be allowed to retain **100% of its export earning in EEFC account**
- g) Export proceeds will be realized within **9 months**

#### **How unit can exit from EOU Scheme?**

- 1) With approval of DC, an EOU may opt out of scheme. Exit shall be subject to payment of Excise and Customs Duty
- 2) If the unit has not achieved obligations, it shall be liable to penalty at the time of exit.
- 3) Unit shall intimate DC and Customs and Central Excise authorities in writing, shall assess duty liability arising out of de-bonding, and after the payment of duty so assessed it shall obtain **“No Dues Certificate”** from the customs and central excise authorities.
- 4) An EOU / EHTP / STP / BTP unit may also be permitted by DC to exit from the scheme at any time on payment of duty, on capital goods under the prevailing EPCG Scheme for DTA Units, subject to fulfillment of positive NFE criteria.
- 5) Where a DTA unit imported capital goods under EPCG Scheme and after completely fulfilling export obligation gets converted into EOU, unit would not be charged customs duty on capital goods at the time of removal of such capital goods in DTA when de-bonding.
- 6) EOU / EHTP / STP / BTP unit may also be permitted by DC to exit under Advance Authorization as a onetime option.

#### **Free Trade Warehouse Zone (FTWZ) –**

##### **About FTWZ –**

- The objective is to create trade-related infrastructure to facilitate the import and export of goods and services with freedom to carry out trade transactions in free currency.
- These Zones would be established in areas connected to seaports, airports, or dry ports to offer easy access by rail and road
- FTWZ shall be a **special category of Special Economic Zones** with a focus on trading and warehousing
- **100% FDI** is allowed in development of FTWZ

##### **Benefits to FTWZ –**

- Duty free import of all goods (except prohibited items, arms and ammunitions, hazardous wastes) for warehousing
- Such goods shall be permitted to be re-sold or re-exported. Re-exported shall be permitted without any restrictions
- These goods shall also be permitted to be sold in the DTA on payment of customs duties as applicable
- Packing or re-packing without processing, and labeling as per customer or marketing requirements could be undertaken within the FTWZ
- The **maximum period** that goods shall be permitted to be warehoused within the FTWZ will be **two years**, after which they shall necessarily have to be reexported or sold in the DTA
- Exemption from **service tax**
- **Benefits which are applicable to SEZ are similarly applicable to FTWZ**

### **Quality Complaints and Trade Disputes –**

- **A mechanism is created to deal with the complaints under FTP.**
- **Complaints will be handled by** ‘Committee on Quality Complaints and Trade Disputes’ (CQCTD)
- CQCTD will be constituted in the 22 offices of the Regional Authority(RA’s) of DGFT.

#### **Following types of complaint will be considered –**

- Complaints received from foreign buyers;
- Complaints of importers against foreign suppliers
- Complaints of unethical trades



#### **Composition of the CQCTD –**

##### **Committee consists of following members –**

- Additional DGFT/Joint DGFT/ (H.O.O): Chairperson
- Representative of Bureau of India Standard (BIS): Member
- Representative of Agricultural and Processed Food Products Export Development Authority: Member
- Representative of the Branch Manager of the concerned Bank: Member
- Representative of Federation of Indian Exporter Organisation/and OR Export Promotion Council: Member
- Representative of Export Inspection Agency: Member
- Nominee of Director of Industries of State Government: Member
- Nominee of Development Commissioner of MSME: Member
- Officer as nominated by Chairperson: Member Secretary
- Any other agency, as co-opted by Chairperson: Member.



#### **Functions of CQCTD –**

- 1) responsible for enquiring and investigating into all complaints.
- 2) Take effective steps to redress and resolve the grievances of the importers, exporters and overseas buyers
- 3) Grievances shall be solved within 3 months
- 4) CQCTD can take help of Export Promotion Councils or any other agency, if required.