



भारतसरकार Government of India

वाणिज्यएवंउद्योगमंत्रालय Ministry of Commerce and Industry

आंचलिकअपरमहानिदेशकविदेशव्यापारकाकार्यालय

Office of the Zonal Additional Director General of Foreign Trade

26, हैडोसरोड 26, Haddows Road

चौथी मंज़िल, शास्त्रीभवनअनेक्स 4th Floor, Shastri Bhavan Annexe

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Trade Notice No. 1/2021

Dated 04.01.2021

Subject: Schedule of Video Conferencing (VC) on daily basis

Trade and Industry is hereby informed that to promote ease of doing business and to provide an institutional mechanism for the redressal of exporters' grievances, a Video Conferencing (VC) facility for one hour between 2.30 pm to 3.30 pm on all working days has been arranged in the Office of Zonal Addl. DGFT, Chennai as per the following schedule:

Day	Subject	Officer-In-Charge
Monday	IEC and AU related	Ms. F.D.Initha Jt. DGFT and her Team
Tuesday	General Trade Issues	Dr. M.K. Shanmuga Sundaram, Addl. DGFT (In-Charge), assisted by Mr. A.V. Muralidharan, Director
Wednesday	EPCG/TMA/TED/DBK	Shri Varun Mehar Singh, Jt. DGFT and his team
Thursday	Advance Authorisation	Shri Varun Mehar Singh, Jt. DGFT and his team
Friday	All Chapter 3 Schemes	Shri Varun Mehar Singh, Jt. DGFT and his team

2. It is requested that exporters/importers and Trade and Industry/ Association/ Council members may avail the above mentioned facility in redressing their grievances related to this Office, if any.

3. Those exporters who wish to participate may send e-mail/submit the details in the online VC appointment link, to this Office **two days** in advance so that meeting ID/Password can be intimated to them. They should specify the issue to be discussed along with full identity and details of the participating firm / entity / person / Association and should be sent to the appointment link available in the website of Zonal Addl. DGFT, Chennai.

4. Mr. M. Backiyavelu, Asst. DGFT (backiyavelu.m@gov.in) shall coordinate the daily V.C. initiative in the Zonal Office.

(Dr. M.K. Shanmuga Sundaram)
Zonal Addl. Director General of Foreign Trade

Copy to

DGFT, New Delhi

Notice Board / Website

All officers concerned

PRO, Mr. M.Backiyavelu, Asst. DGFT