

FT(East Europe) Section

1.	Formation of Trade & Payment Agreement	Commerce Minister	SO/US/DS/JS/CS/CM
2.	Implementation and Review of Trade & Payment Agreement	Commerce Secretary	SO/US/DS/JS/CS
3.	Conclusion of Long-term Trade Plans, implementation and review.	Commerce Secretary	SO/US/DS/JS/CS
4.	Conclusion of Annual Trade Plans	Commerce Secretary	SO/US/DS/JS/CS
5.	Mid-term review of Annual Trade Plans	Commerce Secretary	SO/US/DS/JS/CS
6.	Questions regarding balancing of Trade	Commerce Secretary	SO/US/DS/JS/CS
7.	Technical credit	Commerce Secretary	SO/DS/JS/CS
8.	Third country supplies	Commerce Secretary	SO/US/DS/JS/CS
9.	Review and monitoring of trade with East European countries including trade data	Joint Secretary	SO/US/DS/JS
10.	Joint commissions/Joint Committees set up between India and East European countries	Commerce Secretary	SO/US/DS/JS/CS
11.	Development in CMEA(council for Mutual Economic Assistance) and other international forums with regard to Trade with Socialist Countries of EAST EUROPE	Joint Secretary	SO/US/DS/JS
12.	Budget grant-operation and accounting of special technical credits offered to East European Countries	Commerce Secretary	SO/DS/JS/CS
13.	Liaison with Finance Division, Dept. of Economic Affairs and RBI regarding Technical Credit	Joint Secretary	SO/DS/JS
14.	VIP References	Commerce Minister	SO/US/JS/CS/CM
15.	Visits of Indian delegation abroad	Commerce Minister	SO/DS/JS/AS&FA/ CS/CM
16.	References concerning import/export policy	Commerce Secretary	SO/US/DS/JS/CS
17.	Parliament Questions	Commerce Minister	SO/US/DS/JS/CM
18.	Other parliamentary matters	Joint Secretary	SO/US/DS/JS
19.	References to other Ministries on important matters	Deputy Secretary/ Joint Secretary	SO/US/DS or JS
20.	Maintaining Liaison with other Department/ Sections	Deputy Secretary/ Joint Secretary	SO/US/DS or JS
21.	Visit of foreign delegations	Commerce Minister	US/DS/JS/CS/CM
22.	Coordination in respect of East European Countries	Deputy Secretary/ Joint Secretary	SO/US/DS or JS
23.	References to the Cabinet	Commerce Minister	SO/US/DS/JS/CS/ CM
24.	Cabinet Report ***/monthly	Joint Secretary	SO/US/DS/JS
25.	M&E Reports	Deputy Secretary	SO/US/DS
26.	Report to O&M, Coordination Section etc.	Under Secretary	SO/US *****