

No.K-46014/7/2017-States Cell
Government of India
Ministry of Commerce & Industry
Department of Commerce

Udyog Bhawan, New Delhi.

Dated : 21st April, 2025

OFFICE MEMORANDUM

Subject : Nodal Officers in Department of Commerce for development of partnership with States/UTs to boost India's exports - Assignment of charge reg.

In partial modification of Office Memorandum of even number dated 04-09-2024 the undersigned is directed to say that Commerce Secretary has approved the following assignment of charge of Nodal Officers for States/UTs for development of partnership with States / UTs for boosting India's exports :-

S. No.	Addl. Secretary/ Jt. Secretary/ Addl. DGFT/ EA	States	UTs
1	Shri Rajesh Aggarwal, Special Secretary	Uttar Pradesh, Madhya Pradesh	
2	Shri Ajay Bhadoo, Additional Secretary	Gujarat, Maharashtra	Dadra & Nagar Haveli, Daman & Diu
3	Shri Amitabh Kumar, Additional Secretary	Goa	Jammu & Kashmir and Ladakh
4	Shri Darpan Jain, Joint Secretary	Karnataka and Tamil Nadu	Puducherry
5	Shri Manish Chadha, Joint Secretary	Chhattisgarh,	
6	Shri Siddharth Mahajan, Joint Secretary	Rajasthan	
7	Shri Vimal Anand, Joint Secretary	West Bengal	Andaman Nicobar
8	Shri Nitin Kumar Yadav, Joint Secretary	Haryana and Punjab	Chandigarh
9	Ms. Aishvarya Singh, Joint Secretary	Assam, Meghalaya, Sikkim	
10	Shri Yashvir Singh, Economic Adviser	Odisha,	
11	Shri C. Vanlalramsanga, Economic Adviser	Manipur, Mizoram and Tripura	
12	Ms. Renu Lata, Economic Adviser	Himachal Pradesh Uttarakhand.	
13	Ms. Priya Nair Economic Adviser	Arunachal Pradesh, and Nagaland	
14	Smt. Kesang Yangzom Sherpa, Joint Secretary	Kerala	Lakshadweep
15	Shri Mohit Yadav, Joint Secretary		Delhi

16	Ms. Petal Dhillon, Joint Secretary	Andhra Pradesh, Telangana	
17	Shri Saket Kumar, Joint Secretary	Bihar, Jharkhand,	

2. The above nodal officers will pursue with States/UTs for boosting exports as follows:-

- i. To be the single contact point for all matters related to the State / UT concerning the Department of Commerce.
- ii. Pursue and assist in formulation/implementation of 'Export Strategy' by the State Government / UT, which should, inter-alia, include an action plan containing:-
 - State's / UT's policy initiatives for promotion of standards, certification, and trace back to meet international norms, including setting up of testing facilities.
 - Strategy and policy initiatives by the State Government / UT to improve its export logistics.
 - Strategy and policy initiatives for promotion of services export by the State Government / UT.
 - Policy initiative to promote value addition in the exports of goods from the State / UT.
 - Policy initiative to promote organic cultivation and certification.
 - Address infrastructure constraints to facilitate faster movement of goods.
 - Streamline taxation refund issues such as GST/VAT/State level cess.
- iii. Review and pursue preparation and implementation of the Agriculture Export Policy, State Action Plans and the District as Export Hubs Initiative with the State Government.
- iv. Provide guidance to the Regional Authority of DGFT in their State/UT and function as local support to their State Government / UT in all matters related to Trade and Commerce.
- v. Participate in meetings of bodies constituted by the State/ UT to promote exports in the State/ State Level Export Promotion Committee (SLEPC) meetings as a representative of the Department.
- vi. Be a part of the delegation accompanying the Hon'ble Commerce Minister and Commerce Secretary during the visit to the State/ UT.
- vii. Facilitate/coordinate various initiatives in the State/ UT through various Ministries/organizations concerning the export sectors of the State/ UT.
- viii. Interact with the concerned officials of the State/ UT to identify gaps in infrastructure, examine and recommend proposals and monitor the progress of export infrastructure projects in the State, including all ongoing projects funded by the Dept. of Commerce through TIES.

ix. Pursue completion/follow-up of projects under the erstwhile ASIDE Scheme and the Trade Infrastructure for Export Scheme (TIES).

x. Participation in meetings with the Exporters/Export Organizations in the State / UT.

xi. Represent the Department of Commerce in all meetings with the State Government Ministers/ Officials.

3. Nodal Officers should also ensure regular bi-monthly meetings of the Export Commissioners and other State Government officials with exporters from their respective State / UT and participate in such meetings. The meetings can be scheduled on a pre-determined day of the month.

4. This issues with the approval of the competent authority.

Raj Kumar
21/04/2025

(Raj Kumar)
Section Officer
Tele : 23038546

To,

1. AS&FA / DGFT/ Additional Secretaries/Joint Secretaries of Department of Commerce/DG, Addl. DGFTs
2. All Chief Secretaries of the State Government / Chief Administrators of UTs.
3. All Principal Secretaries of the State Governments/ UT Administrators.
4. Export Commissioners with a request to intimate the dates of any meetings at State level or interaction organized with exporters of the State / UT in advance to the concerned Nodal officer for the State / UT.

Copy to : PS to CIM / PS to MoS (C&I)/ PPS to CS