



भारत सरकार Govt. of India

वाणिज्य एवं उद्योग मंत्रालय M/o Commerce and Industry

अपर महानिदेशक विदेश व्यापार का कार्यालय

Office of the Additional Director General of Foreign Trade

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TRADE NOTICE NO. 4/2016 DT.12.9.2016

Subject: Weekly Open House in the o/o Zonal Addl.DGFT, Chennai

In continuation of the Trade Notice No..2/2016 dt.4.4.2016 and Trade Notice No.3/2016 dt. 20.6.2016, it is informed that the weekly open house meetings with exporters are being regularly held every Wednesday between 2.30 p.m. and 3.30 p.m. in the Zonal office of Additional DGFT, Chennai, Conference Hall , 4th floor, Shastri Bhawan Annexe, Haddows Road, Chennai 600 006, to resolve the issues relating to pending matters.

All applicant exporters and importers who wish to participate in the Weekly Open House are once again informed **that on first, third and fifth Wednesday (if any) in a month, issues relating to Chapter -3 and EDI shall be taken up and on second and fourth Wednesday, issues relating to Chapter 4, 5 and 7 shall be taken up for discussion.**

Those who wish to participate are requested to communicate their pending matters by Monday (5.00 P.M.) of every week so that the same could be addressed meaningfully in the Open House. Therefore, prior to the open house, a mail may be sent to chennai-dgft@nic.in giving details of pending issues/ issues proposed to be raised along with names of participants and their designation/position in the applicant firm, **latest by 5.00 p.m. of the preceding Monday.**

(S.K.SAMAL)
ZONAL ADDL.DGFT

TO

Members of Trade

COPY TO ALL OFFICERS/PRO/MRS.N.MAYADEVI, NIC/NOTICE BOARD/WEBSITE