

**Government of India**  
**Ministry of Commerce & Industry**  
**Department of Commerce**  
**Office of the Additional Director General of Foreign Trade**  
**26, Haddows Road, 4<sup>th</sup> & 5<sup>th</sup> Floor, Shastri Bhavan Annexe,**  
**Chennai – 600006**

4.4.2016.

Trade Notice 2/2016

**Subject: Weekly Open House in terms of DGFT Trade Notice 22/2015 dt 31-3-2016**

In terms of the DGFT Headquarters Trade Notice No 22/2015 dt 31-3-2016, the weekly Open House in the Office of the Addl DGFT, Chennai/ RLA Chennai will be held every Wednesday between 2.30 p.m to 3.30 p.m in the conference Hall, 4<sup>th</sup> floor Shastri Bhavan Annexe, Haddows Road, Chennai -600 006.

Applicants, who wish to participate in the Open House meetings may send complete details of the pending issues /applications along with the names of the participants and their designation/position in the applicant firm, to the following **email address** latest by Tuesday evening, so that the issues can be taken up in the Open House to be held the following Wednesday.

**Contact Email ID: sthngam@nic.in with CC to chennai-dgft@nic.in**

Members of the trade are requested to give their co-operation for the smooth functioning of the weekly Open House Meetings.

  
(J.V. Patil)

**Joint Director General of Foreign Trade**

**Copy to:**

**Smt S. Thangam –to co-ordinate the weekly Open House Meetings**

**All officers**

**PRO**

**Notice board / website**

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