CIRCULAR No. 1

Sub: Export Lead – Sending information obtained during visit abroad to Export Promotion Cell

Export Promotion Cell under DDP, MoD had been formed to co-ordinate and follow-up on export related activities including enquiries received from various countries and facilitate private sector and public sector companies for export promotion.

2. It has been decided that officers of DDP visiting foreign countries as part of delegation should send export lead information generated or discussed during the visits with all necessary contacts to Export Promotion Cell within 15 days of the completion of the visit. The information received from the officers would be further passed on to the Indian Exporters for further action. The information is to be sent at the email address epc@ddpmod.gov.in

3. This has the approval of competent authority.

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DDG/Export
Tel:23019588

To:
All officers of DDP

Copy to:
1. Sr. PPS to Secy (DP)
2. Sr.PPS to AS (DP)