

No. A-22020/2/2019-DGTR
Ministry of Commerce & Industry
Department of Commerce
Directorate General of Trade Remedies

4th floor, Jeevan Tara Building,
Sansad Marg, New Delhi
Dated: 23rd September, 2019

TRADE NOTICE No.02 /2019

DGTR has established a **Help Desk & Facilitation Centre** under the supervision of Principal Advisor Cost which has started functioning in Room No. 17A, DGTR next to Reception of DGTR.

2. The Help Desk & Facilitation Centre is an institutional arrangement to facilitate optimal utilization by different stakeholders of available trade remedial measures aimed at curbing 'unfair trade'.

3. The following functions have been assigned to the Help Desk & Facilitation Centre:


- (i) To disseminate information to Domestic Industry regarding various Trade Remedies/ procedures, forms and applications and provide guidance regarding the most suitable trade remedial measure;
- (ii) To hand-hold the domestic industry, especially those belonging to MSME sector, in filing fully documented trade remedial petition / application, and resolving their Case specific / investigation specific queries by referring them to Investigation Team / Senior Officers;
- (iii) To guide the MSME units, with the support of concerned Administrative Ministry / Department, in removing 'data gaps' encountered in the process of filing a trade remedial application;
- (iv) To disseminate information regarding other Non-Tariff Measures available to the Domestic Industry and advising them about how they could avail the same with support of the concerned Administrative Ministry / Departments;
- (v) To provide information regarding estimated time lines for completion of various procedures and for disposal of cases;
- (vi) To guide the Indian exporters facing Trade Remedial Investigations in other countries regarding the support that could be extended to them by the Trade Defence Wing of DGTR.

4. The Help Desk & Facilitation Centre shall function between 10:00am to 5:00pm on all working days. The Help Desk & Facilitation Centre can be contacted on the **Toll Free No. 1800111808** and by email on - helpdesk.dgtr@gov.in . Names and contact details of members of the Help Desk & Facilitation Centre is available on DGTR web site.

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5. It may be noted that, as on date, no fee is prescribed for filing or processing of any trade remedial petition with DGTR. Facility for filing Anti-Dumping petitions electronically, even from any remote location through **ARTIS** as per the link available at DGTR web-site, is also available.


23.9.19

(Sunil Kumar)

Additional Secretary and Designated Authority

To,
All Concerned

A-22020/2/2019-DGTR(Pt)

Ministry of Commerce and Industry
Department of Commerce
Directorate General of Trade Remedies


4th Floor Jeevan Tara Building
New Delhi
23rd September, 2019

Help Desk & Facilitation Centre of DGTR

As per DGTR's Trade Notice No. 12/2019 dated 23rd September, 2019, DGTR has established a **Help Desk & Facilitation Centre** under the supervision of Principal Adviser (Cost). The Centre has started functioning in Room No. 17A of DGTR.

2. The members of the **Help Desk & Facilitation Centre** are as follows:

- (a) Shri I.P.Singh, Principal Adviser (Cost);
- (b) Shri N.I. Chowdhury, Director (Cost);
- (c) Dr. Ishita G. Tripathy, Director;
- (d) Smt. Rita Mahna, Director (FT);
- (e) Ms. Devanshi Agarwal, AD(Cost);
- (f) Shri Vivek Jayaswal, Section Officer;
- (g) Shri S.K.Shukla, Assistant Commissioner;
- (h) A full-time Legal Intern


(Rita Mahna)
Director (Admin)