

**Government of West Bengal**  
**Department of Industry, Commerce & Enterprises**  
**Commerce Branch**  
**4, Abanindranath Tagore Sarani, Kolkata – 700 016**

No.29- CI/O/COM/GEN-XPT/03/2017

Dated: 24<sup>th</sup> December, 2020

**NOTIFICATION**

In addition to the earlier steps and initiatives already been taken by the Government of West Bengal in regard to promotion of exports from the state, the State Government is now pleased to decide to constitute a District Export Promotion Committee (DEPC) for every district comprising of the following officials as mentioned below:

Sl. No.	Official / Department	Role
1.	District Magistrate	Chairperson
2.	Representative of DGFT	Invitee Member
3.	GM- District Industries Centre ( DIC)	Convenor
4.	DI, West Bengal	Member
5.	Lead Bank Manager	Member
6.	Representative - Sector Specific Export Promotion Council as decided for individual district depending on export products	Member
7.	Representative from District level Trade/ Commerce Associations	Member
8.	Representative of Technical Education and Training Department	Member
9.	Representative of BIS and Legal Metrology	Member
10.	Representative of Agriculture, Fisheries, Horticulture Department in each district as required for products chosen for export promotion	Invitee Member
11.	Other State Government Representatives (as per requirement)	Member

*N.B.: Invitee members will be requested to be present as and when needed.*

The District Export Promotion Committee (DEPC) will function on the basis of following terms of reference:

Sl. No.	Terms of Reference
1.	Benchmarking baseline export performance of district – Present Export Performance
2.	Identification of potential export products from the district
3.	Creation of district export action plan
4.	Resolution, escalation and monitoring of issues in exports from the district for identified potential products through regular meetings
5.	Identifying training and development needs of district industries and coordination for training with other departments
6.	Dissemination of Information through trainings, seminars, guest lectures, practical training, exchange visits with other districts of excellence
7.	Act as one point facilitator for export promotion at district level

Besides, the following will be implemented in this regard-

- a) The MSME Facilitation Centres (MFCs) as Nodal Body for export promotion will function at district level.
- b) The nodal body would act as secretariat for the DEPC under the District Magistrate.
- c) The MFCs headed by GM DICs, will provide the necessary secretariat support for the DEPC.
- d) The GM, DIC will be the Nodal Officer for all district level export related work.

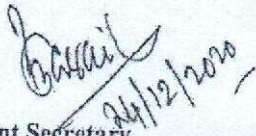


No. 29/1(27) CI/O/COM/GEN-XPT/03/2017

Dated: 24<sup>th</sup> December, 2020

Copy forwarded for information and necessary action to the:

- 1) Additional Chief Secretary, Micro, Small and Medium Enterprises & Textiles Department, Govt. of West Bengal.
- 2) Export Commissioner, West Bengal & Managing Director, West Bengal Industrial Development Corporation Limited.
- 3) Director, DGFT. This has reference to your email dated 24.12.2020.
- 4-25) District Magistrate \_\_\_\_\_, District.
- 26) Sr. P.S. to the Chief Secretary, GoWB.
- 27) Guard file.

  
Joint Secretary  
to the Government of West Bengal