

GOVERNMENT OF INDIA  
MINISTRY OF COMMERCE & INDUSTRY  
DIRECTORATE GENERAL OF FOREIGN TRADE  
Vanijya Bhawan, New Delhi – 110011

Date: 11.02.2025

**Trade Notice No. 29/ 2024-25**

To,

1. All the Members of Trade and Industry
2. All DGFT Regional Authorities (RAs)
3. All Export Promotion Councils/ Commodity Boards

**Subject: Mandatory online submission and online payments against Show Cause Notices and other proceedings under provisions of the FTD&R Act - reg**

In line with the Government's objective to promote ease of doing business and facilitate a paperless trade environment, DGFT has taken several steps over the years including the introduction of paperless digital submission mechanisms for applications for various authorisations and processes associated with the lifecycle of Duty Exemption/Remission Authorisations.

2. Further to these initiatives, it is informed that the process of Enforcement-cum-Adjudication and other associated actions under the FTD&R Act 1992 as amended has also been further digitised. In light of this, the following processes are to be followed by all members of the trade:

- i. **Mandatory Online Submission of Documents:** Replies to Show Cause Notices and other information requests during proceedings under the FTDR Act such as the process of Adjudication, Appeal and Review may be compulsorily

made online through the DGFT portal. Paper-based submissions will no longer be entertained.

- ii. **Mandatory Online Payment of Fees:** Payment of penalties levied by orders under the FTDR Act shall be mandatorily made against the corresponding online ECA/Appeal or Review file as applicable. The use of the Miscellaneous payments feature may be avoided to ensure proper accounting of penalties paid and to avoid unintended future action.

3. Applicants may refer ECA related help manuals available on the DGFT website -- > Learn -- > Application Help & FAQs to comply with the above requirements of digital submissions.

This Trade Notice is issued with the approval of the competent authority.



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