

GOVERNMENT OF MEGHALAYA
COMMERCE & INDUSTRIES DEPARTMENT

NOTIFICATION

Dated Shillong, the 11th February, 2025.

No.IND.55/2022/337: To promote Districts as Export Hubs by District Export Promotion Committees (DEPC) through respective District Export Action Plans (DEAP) for driving overall economic growth, attracting investments, and supporting sustainable development, the following instructions as hereby notified by the Commerce & Industries Department, Government of Meghalaya:

Mandate the formation of District Export Promotion Committees for all districts of Meghalaya for formulating plans in the form of District Export Action Plans which will outline the district's export potential, key products, infrastructure, and strategies leveraging its unique advantages.

District Export Promotion Committees are to be formed in every district of Meghalaya which will ensure the following:

I. Formulation of District Export Action Plans

- Identification of sectors/products with high global demand and having potential to significantly contribute share to State's exports.
- Formulation of District Export Actions Plans with time bound and quantifiable targets for enhancing Districts as Export Hubs.
- Provide support for export promotion and address the bottlenecks for export growth in the districts. The District Export Action Plans are to be prepared as per the template provided by DGFT (refer Annexure I).

II. Periodic Review and Updates

- Review meeting to be scheduled every quarter to track progress, evaluate market demand, and make necessary adjustments to the DEAPs.
- The District Export Action Plans are to be updated on a real-time basis on the Invest Meghalaya Portal.

III. Implementation and Coordination

- Conduct regular workshops with Export Promotion Councils, Industry Associations and GST Authorities to raise awareness about the District of Origin in export documentation, including shipping bills and GST returns.
- Conduct pilot surveys (minimum sample size to be 50) in all districts to ensure exporters accurately report the District of Origin and District of Procurement. Feedback has to be sought from exporters.

- Coordination with Goods & Services Tax Network to create a clear process for exporters to report the District of Origin in their GST filings.
- Track submission of export documents through state governments to ensure compliance with new requirements. Audits or surveys are to be conducted to verify correct reporting of the District of Origin.
- To develop and disseminate comprehensive guidelines and training materials to educate exporters on the importance of accurately reporting the District of Origin and the distinction from the District of Procurement through webinars, workshops, and detailed documentation.

Now, therefore, the District Export Promotion Committees in each district is to be constituted as below:

Sr. No.	Office/Department	Role in the DEPC
1.	Deputy Commissioners, District Investment Committees	Chairperson
2.	Additional Deputy Commissioners, District Investment Committees	Co-Chairperson
3.	General Manager/In-Charge Nodal Officer, District Investment Committees	Convener
4.	Principal District Agricultural Officer	Member
5.	President/Nodal Officer of District Industries Associations, Export Promotion Committees, Trade Associations, and other relevant organisations	Member

This notification will take effect from the date of its published.

Sd/- Sanjay Goyal, IAS.,
 Commissioner & Secretary to the Government of Meghalaya
 Commerce & Industries Department

Memo.No.IND.55/2022/337-A

Dated Shillong, the 11th February, 2025.

Copy to:-

1. The Commissioner & Secretary, Planning, Investment Promotion & Sustainable Development Department for kind information.
2. The Commissioner & Secretary, Government of Meghalaya, Commerce & Industries Department for kind information.
3. The Deputy Commissioners of East Khasi Hills/West Garo Hills/West Jaintia Hills/Ri-Bhoi/West Khasi Hills/East Garo Hills/South West Garo Hills/South Garo Hills/Eastern West Khasi Hills/East Jaintia Hills/North Garo Hills/South West Khasi Hills for information and necessary action.
4. The Director, Commerce & Industries, Meghalaya, Shillong for information and necessary action.
5. The Deputy Secretary, Government of Meghalaya, Planning, Investment Promotion & Sustainable Development Department for information and necessary action.

(Smti. D.M. , MCS.,)

Joint Secretary to the Government of Meghalaya
Commerce & Industries Department

Annexure I

District Export Action Plans are to have the following components:

- (i) **District Profile:** General characteristics, topography, climate conditions and demographic details.
- (ii) **Product Identification:** Identification of products and services with export potential, including their HS codes and whether they are GI tagged.
- (iii) **Production Details:** Status of industries, production data and details of existing enterprises.
- (iv) **Infrastructure and Logistics:** Current infrastructure, logistics and required improvements.
- (v) **Support and Incentives:** Information on government incentives and support required by local industries.
- (vi) **Export Data:** District-level export data and potential markets for identified products.