

File No.01/02/24/AM-24/EG&TF  
Government of India  
Ministry of Commerce & Industry  
Department of Commerce  
Directorate General of Foreign Trade

Vanijya Bhawan, New Delhi  
Dated: 17<sup>th</sup> July 2023

**Trade Notice 15/2023-24**

To,

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

**Subject: Introduction of a Searchable Database for Ad-hoc Norms fixed under Para 4.07 of HBP- Regarding**

Reference the subject as mentioned attention is drawn to Para 4.12(vi) of the Handbook of Procedure (HBP) 2023, wherein it is stated that: *Norms ratified by any Norms Committee (NC) in the O/o DGFT on or after 01.04.2023 in respect of any Advance Authorisation obtained under paragraph 4.07 shall be valid for a period of 3 years from the date of ratification. However, the Norms ratified by any Norms Committee (NC) on or after 01.04.2015 in respect of any Advance Authorisation obtained under paragraph 4.07 of HBP, 2015-2020 shall also be valid further up to 31.03.2026.*

2. To facilitate the above, DGFT has implemented a user-friendly and searchable database of Ad-hoc Norms fixed under Para 4.07 of HBP. These norms can be applied in accordance with the existing FTP/HBP provisions without the need for Norms Committee approval. The database is hosted on the DGFT Website (<https://dgft.gov.in>) and allows for searches based on the following criteria: –

- i. Export Item Description/Technical Characteristics
- ii. ITC(HS) code of the Export Item(s)
- iii. Import Item Description/Technical Characteristics
- iv. ITC(HS) code of the Import Item(s)

3. To access the database, applicant may visit the DGFT Website and navigate to Services -> Advance Authorisation/DFIA -> Ad-hoc norms. If an ad-hoc norm is found to be suitable in terms of item description, specified wastages, and is valid as per the HBP provisions, applicants have the option to apply for an Advance Authorisation under the

"No-Norm Repeat" basis. In such cases, ratification by the Norm(s) Committee will not be required, subject to other provisions of FTP/HBP as applicable.

4. This trade facilitation measure has been introduced to simplify the advance authorisation and Norms Fixation process, aiming to enhance efficiency and reduce complexities for all stakeholders involved. For any further assistance you may utilize any of the following channels –

- i. Raise a ticket through the DGFT Helpdesk service under Services -> 'DGFT Helpdesk Service'.
- ii. Contact at the Toll-free Helpdesk number.
- iii. Send an email to the Helpdesk at [dgftedi@gov.in](mailto:dgftedi@gov.in)

This issues with the approval of the Competent Authority.

(Md. Moin Afaque)  
Deputy Director General of Foreign Trade

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