

File No. 01/69/601/04/2014/RTI
Government of India
Ministry of Commerce & Industry
Directorate General of Foreign Trade
(RTI Cell)

Udyog Bhawan, New Delhi-110011
Dated: 2nd February, 2015

OFFICE MEMORANDUM

Subject: Integration of DGFT with RTI online system.

The Directorate General of Foreign Trade has been integrated with the RTI Online System of the Department of Personal and Training with effect from **2nd February, 2015**. This enables a citizen to seek information from DGFT and its Regional Authorities under relevant provisions of the RTI Act 2005, in an online mode by accessing the RTI online system through URL <https://rtionline.gov.in/>.

2. All the CPIOs and the Appellate Authorities in the DGFT Hqrs. and the Regional Authorities all over the country have been provided with User ID and Password to access the RTI Online System through the URL <https://rtionline.gov.in/RTIMIS>. All the RTI applications received online would, henceforth, be disposed of online. The applications received in the physical form would also be uploaded on to the online system. While the reply to such applications would be sent in physical form, a scanned copy of the reply would have to be uploaded on the online system.

3. All the CPIOs and Appellate Authorities can monitor the number of applications received, disposed and pending at any point of time on the online system. The online system would also generate alerts as the deadline for mandatory 30 days draws near.

4. While a 'user manual' is provided in the online system, the officers can contact RTI-PMU Cell of DOPT (Ph. 011-24648977/78) or the RTI Cell of DGFT in case of any difficulty with the RTI online system.



(Arunoday Goswami)

Joint Director General of Foreign Trade

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To

All CPIOs/Appellate Authorities in DGFT Hqrs.

All CPIOs and Appellate Authorities in the Zonal Offices/Regional Authorities

Copy to:

1. PPS to DGFT
2. PPS to Addl. DGFT (DKS)/ Addl. DGFT (LBS)/ Addl. DGFT (KCR)/ Addl. DGFT (JS)
3. Head of all Zonal Offices/Regional Authorities
4. EDI Cell, DGFT for uploading the circular on the website on DGFT