

Introduction

Trade & Commerce Department was established in the year 1987. Though young and small it is one of the most important department under the Government of Mizoram. Since its inception, the department has taken the initiative of promoting and regulating trade in the State. Promotion and regulation of local trade, promotion of inter-state and border trade are the chief responsibilities of this department. The main goal of the Department is to develop and to ensure security to the people by promoting trade & commerce throughout the State.

Under the Peace Accord of 1986, the Trade & Commerce Department is bestowed with the obligation of promoting border trade and inter-state trade with the neighbouring Countries and States. The Department is fully committed to implement border trade and transform Mizoram into a major player in India's Look East Policy. The responsibility of constructing markets, market sheds and road-side markets for quick disposal of agriculture and allied products in different locations of the State is in the hand of Trade & Commerce Department.

This booklet contains the vision and mission of the Department, the various activities and working of the department, the channel for the application of permits for movement of agricultural products to or beyond Mizoram, allotment of market seats for selling of agricultural produces and mechanism for redressal of citizen's grievances and the organizational setup.

Vision

Prosperity of the State through the promotion, regulation and development of trade and commerce.

Mission

1. Regulation of trade
2. Construction of markets for selling of agricultural and allied products
3. Generation of more employment opportunities in the markets
4. Construction of Border trade centre and Border Trade Township
5. Promotion of International, Inter-State and Local Trade

Objectives

1. Develop border trade
2. Promotion of inter-state trade
3. Providing infrastructural facilities in the market
4. Promotion of Local Trade
5. Promotion of entrepreneurship

Activities and Responsibilities of the Department

The Department of Trade and Commerce continuously strive to undertake the various activities and responsibilities that would be of maximum benefit to the people.

As per the Allocation of Business Rules of the Government of Mizoram (GAD Notification dated 3.11.2004) the following business are assigned to the Department:-

1. Promotion and regulation of trade & commerce subject to provision of entry 33 list in the 7th schedule to the Constitution
2. Trading by Non-Tribals (Regulation) Act 1974 and the rules thereunder
3. Border trade
4. Agriculture marketing including sericulture products
5. Regulated markets
6. Establishment of market yards and trade centre
7. Inter-state trade
8. The trade-mark Act 1999

9. Collection of toll tax on movement across the bridge over the Tiau river on the Indo-Myanmar border.

I. Agriculture Marketing

The primary activity of the Department is improvement of marketing aspects of agricultural products by providing physical market infrastructure to protect the general interest of the farmers. The Trade & Commerce Department now manages 224 markets directly or indirectly within the State.

- Construction of Market and providing of market seats to the sellers for selling of agricultural and allied produces
- Provision of employment to a certain number of people particularly to women and weaker section of the society
- Construction of road-side markets for quick disposal of agricultural products
- Construction of garbage bins for dumping of market wastes
- Construction of go-down for preservation of perishable commodities
- Issue of permits for movement of agricultural and allied products to / from the State (inter - State trade)
- Protection of the Citizens from unscrupulous traders and illegal trade practices in the department manages markets .

Construction of check-gates at the Inter-state boundary to check movement of agricultural produces beyond and into the State. The department presently manages three check-gates at Vairengte (Kolasib District), Kanhmun (Mamit District) and Bairabi (Kolasib District).

Proper management of the Department's markets as per the terms & conditions notified from time to time.

II. Border Trade/ASIDE/(EDF-NER)

With a view to improving the economic condition of the State through promotion of trade and commercial activities, the function of development of border trade with the neighbouring countries is entrusted to Trade & Commerce Department.

Thus, with the allocation of fund under the Assistance to States for Infrastructural Development for Exports (ASIDE) Scheme and Export Development Fund, North Eastern Region (EDF-NER) certain number of projects have been taken up by the department. But now the scheme for the development of Border Trade, ASIDE has delinked.

III. Citizens or Clients / Stakeholders involved with the Department

The Trade & Commerce Department is the Nodal Agency for the promotion and regulation of trade and commerce in the State. In this process the Department consults and collaborates with the following stakeholders :

1. Citizen's residing in Mizoram - Bonafide Citizen who have Voter's Identity Card and who belongs to scheduled tribes category
2. Government of Mizoram - For fixation of permit fees for movement of agricultural and allied products and enforcement of regulation of trade
3. Government Departments - To foster cooperation and collaborations with various Government Departments for the promotion and development of Local and Inter-state trade
4. NGO's - Safeguarding of trade and its related activities from illegal trading Practices
5. Local / Village Council - Prevention of black marketing and proclamation of trade related Government's notification into the local and village council area

IV. Services offered for the Citizens

The Trade and Commerce Department provided important services to the people of Mizoram for carrying in and out of agricultural and allied products and allotment of seats and garbage disposal.

Sl No.	Services	Responsible Officers	Contact	Process	Document Required	Time Frame	Rates/Fees/Rental
1	Issue of permits for import/export of agricultural and allied products	1.MO II, Directorate 2.AMI, i/c DMO Kolasib 3. DMO ,Lunglei 4. DMO, Champhai	8415851713 9862559349 9862329543 8974989259	Through marketing section Directorate of T&C , DMO Office Kolasib, DMO Office Lunglei, DMO Office Champhai.	Application form (Rs 10) available with Directorate T&C , DMO Lunglei, Kolasib and Champhai . Voter's ID Xerox attested copy	Permit is issued at all working days for 3 months validity	As per the Government Notification (see appendix)
2	Allotment of seats for the sellers in the district markets	1.Director T&C, Aizawl District 2.DMO Champhai 3.DMO Lunglei 4. AMI, i/c DMO Kolasib	0389-2333058 8974989259 9862329543 9862559349	Application written or typed in plain paper addressing any of the responsible officer must be submitted according to the location of the market seats apply	Voter's ID attested Xerox copy	Market seats / shops are allotted for 3/5 years respectively	Rates of Fees and rentals are varied according to the items of trade selected and location of shops rented. Fees are collected daily and rentals are collected monthly.
3	Auctioning of Market Fee Collection	Director , Trade & Commerce	0389-2333 058	10% of the reserved price as earnest money at call		Auction is held twice annually for 6 months period in the	Highest bidder who is selected is required

				deposit should be submitted within a time framed after the auction notice is publicized in a local daily newspaper		month of March and September	to submit 20% of his/her bidding amount as security
4	Disposal of Garbages	Director Trade & Commerce	0389 - 2333058	1.Earnest money at call deposit Rs 5000 should be submitted within a prescribed period after Sealed Tender Notice is publicized in a local newspaper 2.DPAB will confer the permit to the lowest bidder	1.Tender Form available with Marketing Section at Rs 10. 2.Photo ID Xerox attested 3.Residential Certificate 4.House Tax payment Certificate	One term period is 6 months and after the expiration of 6 months fresh Tender Notice will be notified. Tender is notified twice annually.	Selected contractor will have to submit 6% of his/her bidding amount as security
5	Recommendation of private entrepreneurs/firms for grant of EDF-NER Fund to APEDA, Ministry of Commerce & Industry	Export Commissioner of Mizoram	0389-2325673 Email-zothana@hotmail.com	Preparation and submission of Detailed Project report (DPR)addressing Export Commissioner, Mizoram as per the latest EDF-NER guidelines	5 copies of DPR must be submitted addressed to the Export Commissioner	After obtaining Government approval DPR alongwith the recommendation of Export Commissioner will be submitted to APEDA	

V. Right to Information Act

The Right to Information Act 2005 has been implemented by the Department as per Rules & Regulations contained in the Act. The following officers are designated as State Public Information Officer (SPIO) and State Assistant Public Information Officers (SAPIO) as per Government of Mizoram Notification No.F.14011/1/2014-TC dated 29.1.2015:-

Sl No.	Officers	Designation	Contacts	Office/Jurisdiction
1	H.D.Lalrintluanga Jt. Director	SPIO	2335386 (O)/ 9436157691	Directorate, Trade & Commerce Aizawl District
2	B.Zoramchhana DMO, Champhai	SAPIO	8974989259	Champhai District
3	Lalthangkima DMO, Lunglei	SAPIO	9862329543	Lunglei District
4	Lucy Lalremruati AMI, Kolasib	SAPIO	9862559349	Kolasib District
5	Lalramtiana AMI, Serchhip	SAPIO	9862383426	Serchhip District

Any person dissatisfied with the decision/action of the SPIO/SAPIO may prefer an appeal to the Appellate Authority viz. Dr. C.Lalzirliana, Directorate, Trade & Commerce Department (Contact: 2333058 (O)/ 9436354754 (M))

VI. Grievance Redressal Mechanism

As the Department do not have separate Grievance Redressal Cell or Public Grievance Officer anyone who has a grievances or complaints against the services rendered by the Department may freely submit his/her complaints directly to the concerned authority mentioned below through hand-written or computer-typed letter and by clearly indicating the ground in support of his or her grievances. All complaints/queries may be replied to the aggrieved party with the decision and clarification of the concerned authority within 30 days.

Sl No.	Officers	Contacts
1	Dr. C.Lalzirliana Director	2333058(O) 9436354754
2	H.D. Lalrintluanga Jt. Director	2335386 (O) 9436157691
3	B. Zoramchhana DMO, Champhai	8974989259
4	C. Lalthangkima DMO, Lunglei	9862329543
5	Lucy Lalremruati AMI, Kolasib	9862559349
6	Lalramtiana AMI, Serchhip	9862383426

Citizens can also lodge their complains/queries through the 'Fakselna Box' maintain by the Department or through the Department's website www.tradecommerce09@gmail.com or through the Department Fax No - 2335211. All the complains/queries will be dealt with by the Department at the earliest possible .

VII. Expectations from the Citizens

Citizens are expected to abide by the Rules and Regulations framed by the Government / Trade&Commerce Department from time to time.

1. Citizens shall obtain movement permit for agricultural Products only through the proper channel ie from the Directorate of Trade&Commerce and DMO,Lunglei ,DMO, Champhai and DMO,Kolasib.
2. No permit holder shall sell items mentioned other than the item mentioned in the permit and outside the area of operation in the permit.
3. Citizens shall not transfer their permits to any other person.
4. Citizens shall not indulge in illegal trade practices or smuggling which can be detrimental to the smooth flow of the economy
5. Charging or selling agricultural produces and garments at exorbitant rates shall not be promoted.
6. Market Seats allotted by the Department shall not be rented or sell to any third party.
7. Maintenance of cleanliness shall be strictly observed and promoted.
8. Citizens are expected to abide by the rules and regulations of trade related acts and rules
9. To assist the Government in the promotion and development of trade and commerce

VIII. Review Of The Citizen's Charter

Citizen's Charter will be reviewed periodically in accordance with the new roles assigned or taken up by the Department from time to time. The updated version of the Citizen's Charter will be uploaded at the department's website i.e. [www.tradecommerce09@gmail.com](mailto:tradecommerce09@gmail.com) for ready reference.

Office Address and Contacts

1. Directorate of Trade & Commerce
Peter's Street, Mission Veng
Aizawl, Mizoram – 796001
Phone: (0389) 2333058
Fax : (0389) 2335211
E-mail : tradecommerce09@gmail.com

2. District Marketing Office, Lunglei
C. Lalthangkima, Marketing Officer
Phone : 9862329543

3. District Marketing Office, Champhai
B. Zoramchhana, Marketing Officer
Phone : (03831) 234066 (O)/8974989259

4. District Marketing Office, Kolasib
Lucy Lalremruati, Asst. Marketing Inspector
Phone : 9862559349