

SEC.4. (1) (b) (i) The particulars of its organization, function and duties

Background :

The Parliament in its 14th year of the Republic enacted the Textiles Committee Act, 1963 (41 of 1963), which received the President's assent on 3rd December 1963 and was published in the Gazette of India on December 4, 1963. The Textiles Committee, as an organization, started functioning from 22nd August 1964. By virtue of Section 3 of the Act, the Textiles Committee is a statutory body with perpetual succession. The Textiles Committee is under the administrative control of the Ministry of Textiles, Government of India.

The Textiles Committee follows the pay and allowances as admissible to the Central Government employees. It has also adopted the Pension Rules as applicable to Central Government employees. It follows the Central Government Rules in respect of TA/DA, Leave, Leave Travel Concession, etc. For the sake of administrative convenience, the Committee has adopted the Central Civil Services (Conduct) Rules and the Central Civil Services (Classification, Control and Appeal) Rules.

Functions :

The Textiles Committee's main objective is to ensure the quality of textiles and textile machinery both for internal consumption and export purposes. The Textiles Committee, as corollary to its main objective of ensuring the quality of textiles and textile machinery has been entrusted with the following functions, under Section 4 of the Act:

- i. To undertake, assist and encourage, scientific, technological and economic research.
- ii. To establish standard specifications for textiles, textile machinery and the packing materials.
- iii. To establish laboratories for the testing of textiles and textile machinery.
- iv. To provide training in the techniques of quality control.
- v. To provide for the inspection and examination of textiles and textile machinery.
- vi. To promote export of textiles
- vii. To collect statistics and
- viii. To advise the Central Government on all matters relating to textiles and textile machinery, etc.

Organizational set-up :

The Committee is under the administrative control of the Ministry of Textiles, Government of India. The Textiles Committee is managed by a **Committee comprising of 29 members** as laid down under Section 3 (3) of the Act and Rule 3 of the Textiles Committee Rules, 1965. It comprises a Chairman from the Industry, a Vice-chairman - Textile Commissioner (ex-officio), and a Secretary, who is the Chief Executive of the organization as the Member Secretary. There are 12 other ex-officio members representing various Textile Federations, Export Promotion Councils etc., and 14 other members representing almost all interests of the textile sector. The composition of the Committee is at pages 4 to 9.

Head Offices and Regional Offices :

The Committee's **headquarters is at Mumbai**. There are **28 other offices** in major textile manufacturing/exporting centres, of them **17 have textile testing laboratories, including 9 eco parameters testing laboratories**. As such, it has a well spread infrastructure to service the textile industry effectively.

The offices at Mumbai, Kolkata, Ahmedabad, Indore, Jaipur and Kochi (Kerala) are housed in Committee's own premises. The rest of the offices are in rented accommodations.

Functional Divisions:

The functions of the Textiles Committee are handled by the following Divisions:-

1. **Export Promotion & Quality Assurance Division**
2. **Laboratories Division**
3. **Market Research Division**
4. **TQM & HRD Division**
5. **Cluster Development Division**
6. **Personnel Division**
7. **Accounts Division**
8. **House Keeping & Official Language Division**
9. **Vigilance/Legal Division;**
10. **Public Relation Division**

Division-wise Functions:

**1. Export Promotion and Quality Assurance Division:
(Formerly Textile Inspectorate Division)**

This Division attends to the following functions:

- (a) Conducting technical studies in the textile industry, under Section 4(2)(a) of the Act.
- (b) Promotion of export of textiles, under Section 4(2)(b) of the Act
- (c) Establishing, adopting and recommending standard specifications for textiles and packing materials, under Section 4(2)(c) of the Act
- (d) Specifying the type of quality control or inspection for application to textiles, under Section 4(2)(d) of the Act; and,
- (e) Providing for inspection and examination of textiles and packing materials under Section 4(2)(e) of the Act.

Under Section 4(2)(j) of the Act:

- (a) Assigning 8 digits ITC HS Code for SpecialityFibres under National Fibre Policy.
- (b) Providing opinion on Technical Regulations.

Under Section 4(2)(j) of the Act :

- (a) Formulation and implementation of Handloom Mark Scheme.
- (b) Formulation and implementation of Star Rating of Ginning & Pressing Factories.

2 Laboratories Division:

The Laboratory Division attends to the following functions : -

- (a) Undertaking, assisting and encouraging scientific and technological research in textile industry, under Section 4(2) (a) of the Act.
- (b) Rendering assistance in establishing or adopting or recommending specification for textiles, under Section 4(2) (c) of the Act.
- (c) Establishing laboratory and test houses for the testing of textiles, under Section (2) (b) of the Act.
- (d) Providing for testing textiles and textile machinery in laboratories and test houses, under Section 4(2)(g) of the Act;

3 Market Research Division:

The department has rich experience in organising research and studies on textile trade and marketing. The division is manned by reputed researchers & statistician having expertise in research on textile trade, globalisation, Intellectual Property Rights (IPR), Trade Facilitation like

Tariff, Non- Tariff Barriers (NTBs), Regional Trade Agreement(RTA) ,Issues on World Trade Organisation (WTO),etc.

One of the major research project carried out on domestic consumption/demand pattern of textiles called “National Household Survey: Market for Textile and Clothing (MTC). The report published annually studies the demand pattern of textiles on the basis of key variables like per capita consumption, aggregate demand trends and sectoral and regional preferences, market size on the basis of the fibres, yarns and products, etc. This is the only report of its kind available in the country.

Besides the department is also undertaking research and studies on the following :

- Creation of sectoral databases of the sector & Conducting Market basket studies
- Studies on preference patterns and market forecasting
- Research on issues pertaining to globalisation and World Trade Organisation(WTO)
- Sector specific and product level Competitiveness analyses in international market at 8 & 10 digit H S line basis,
- Market Potential studies both in domestic and international market
- Trade Related Capacity Building (TRCB)
- Trade Facilitation like Tariff, Non- Tariff Barriers (NTBs), Regional Trade Agreement(RTA) ,Issues on World Trade Organisation (WTO),etc
- Industry specific studies, census and surveys
- Intellectual Property Rights (IPR) Protection through Geographical Indication (GI), Trade Mark, etc.
- Post GI Initiatives for Brand Promotion and Containment of Infringement.

Some of the Achievements of the Market research Department :

- Successfully implemented the UNCTAD Project “Strategies & Preparedness on Trade & Globalisation for Textiles & Clothing Sector” across the country.
- Organised more than 85 Trade Related Capacity Building (TRCB) Workshops/conference across the country during last four year.
- Facilitated IPR protection of more than 23 unique textile products through Geographical Indication (GI)
- Completed Market Potential Study of Lucknow Chikan Craft in South Africa
- Census on Textiles Engineering Industries of India completed successfully
- Study on Technical Manpower & Training Infrastructure in Indian Apparel Industry.
- Census of Cotton Ginning and Pressing Units in India.

4. TQM & HRD Division :

This Division handles the work relating to -

Providing for training in the techniques of quality control, under Section 4(2) (da) of the Act;

Under Section 4(2)(j) of the Act:

- (a) Imparting training under the ISO 9000 Quality System Standards and ISO 14000 Environment Standards;
- (b) Consultancy services in implementation of ISO 9000 Quality System Standards, ISO 14000 Environment Standards, SA 8000, OHSAS 18001. Preparation of audio-visual aids, model manuals, etc. and,
- (c) Conducting Awareness Programmes on total quality management.

5. Cluster Development Division:

The Cluster Development Division is one of the functional divisions of the Textiles Committee at its Headquarters in Mumbai. The division is implementing Cluster Development Programme for the Capacity Building of Textile SMEs under the Integrated Handloom Cluster Development Schemes (IHCDS) as an implementing Agency from the year 2005-06.

6 Personal Division:

This Division looks after all the personnel and other establishment related matters, meetings of the Committee, etc. The some of the functions are as under :

- a) Maintain bio-data of all the employees
- b) Sponsors officer/staff for various training programmes in order to improve their skills.
- c) Preparation of proposals for promotion and conduct DPCs at regular interval.
- d) Maintain seniority list, reservation rosters etc.
- e) Maintain personal files, service records, APAR etc. of the employees.
- f) Performs activities relating to Pension and other retirement benefits of staff.
- g) Examines complaints related to staff
- h) Attends public grievances for their redressal.

7 Accounts Division:

This Division attends to the following functions and duties:

- (a) Budgeting and Financial Planning.
- (b) Drawing and Disbursement of salary and various other payments.
- (c) Maintenance of various books of Accounts and preparation of final Accounts as per Section 13 (1) of the Textiles Committee Act;
- (d) Coordination with Regulatory CAG Audit as per section 13 (2) & (3) of the Textiles Committee Act.
- (e) Managing the Textiles Fund as per the Section 7 of the Act.
- (f) Assessment, Levy & Collection of Cess Duty as per Section 5A of the Act.
- (g) Dealing with Legal Challenges arising in respect of Levy & Collection of the Textiles Committee Cess duty.
- (h) Managing Funds and Investments under GPF/CPF Trust.
- (i) Managing Funds under various projects and schemes.
- (j) Compilation and submission of various statements/ reports and information to the respective authorities, from time to time.

8 Housekeeping & Official Language Division:

Housekeeping Division handles acquisition and maintenance of office and residential accommodations, purchase and supply of furniture, fixture, stationary etc., disposal of obsolete items, etc. Hindi Language Division handles the implementation of Hindi in the day-to-day working in the office as envisaged under the Official Language Act.

9 Vigilance / Legal Division:

This division handles matters relating to conduct and discipline of the employees of the committee.

10. Public Relation Division:

This Division coordinates the Cluster Development Programme. This division also handles work relating to:

- (a) Training of Industry Personnel
- (b) Training of Committee's Officials
- (c) Conducting awareness / sensitization programmes for industry personnel