



भारत सरकार **GOVERNMENT OF INDIA**  
वित्त मंत्रालय **MINISTRY OF FINANCE**  
राजस्व विभाग **DEPARTMENT OF REVENUE**

केन्द्रीय अप्रत्यक्ष कर और सीमा शुल्क बोर्ड  
**CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS**

सीमा शुल्क आयुक्त का कार्यालय  
**OFFICE OF THE COMMISSIONER OF CUSTOMS**

सीमा शुल्क गृह, विल्लिंग्टन आईलैंड, कोच्चिन  
**CUSTOM HOUSE, WILLINGDON ISLAND, COCHIN-682009**

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सार्वजनिक सूचना सं. **PUBLIC NOTICE NO. 34/2018**

विषय **Sub:** सी कार्गो मेनिफेस्ट एवम् ट्रांशिपमेंट (संशोधन) विनियमन, 2018 संब. **Sea Cargo Manifest and Transhipment (Amendment) Regulations, 2018 - Reg.**

Kind attention of importers, exporters, Steamer Agents, Consol Agents, Shipping Lines and all other stakeholders is drawn to the Trade Facility No.25/2018 dated 27.07.2018 issued by this Office in respect of the Sea Cargo Manifest and Transhipment Regulations, 2018 and also to the Sea Cargo Manifest and Transhipment (Amendment) Regulations, 2018 notified by the Central Board of Indirect Taxes and Customs vide Notification No.65/2018 - Customs (N.T) dated 30.07.2018.

2. Consequent to the aforementioned amendment notified by the Board, the Sea Cargo Manifest and Transhipment Regulations, 2018 **shall now come in to effect on 1<sup>st</sup> November 2018.**

3. Authorised Carriers engaged in the filing of Arrival/Departure Manifests are therefore **required to get themselves registered under the new Regulations before 1<sup>st</sup> November 2018** by applying in Form I (**Annexure I**) to the Commissioner of Customs along with the applicable documents as listed out in **Annexure II.**

4. All the stakeholders are required to take cognisance and comply with the new Regulations. Any difficulty in complying with the same may be intimated to the undersigned.

Sd/-

(सुमित कुमार **SUMIT KUMAR**)

सीमाशुल्क आयुक्त **COMMISSIONER OF CUSTOMS**

संलग्नक **Encl:** उपरोक्त अनुसार **As above**

F.No.S25/260/2017 I&B Cus.

दिनांक **Dated:**15.10.2018

// अनुप्रमाणित Attested //



(वी. उषा V. Usha)

सीमाशुल्क अधीक्षक (आई एवं बी) Supdt. of Customs (I&B)

निवेदित Submitted to:-

1. The Chief Commissioner of Central Tax, Central Excise and Customs, Thiruvananthapuram Zone, CR Building, I S Press Road, Kochi- 682018

प्रतिलिपि Copy to :

1. ✓ Commissioner's file/Addl Commissioners/ All D.Cs & A.Cs/ Development Commissioner (CSEZ)/ All Appraisers/ All Sections / Guard File and as per mailing list. All concerned officers are directed to note and comply with the instructions/changes
2. Official Language Unit
3. Cochin Steamer Agents Association, "Maritime House", Indira Gandhi Rd, Willingdon Island, Kochi, Kerala 682003
4. Notice Board

// अनुप्रमाणित Attested //



(वी. उषा V. Usha)

सीमाशुल्क अधीक्षक (आई एवं बी) Supdt. of Customs (I&B)

## **ANNEXURE I**

FORM – I

[See Regulation 3 (1)]

### **Application for Registration**

1. Name of applicant with details of Permanent Account Number (PAN):- (In case the applicant is a firm or a company, the name of each of the partners of the firm or the directors of the company as the case may be)
  
2. Contact details:  
  
    Phone number:  
  
    Email address:
  
3. Full address of the applicant:- (In case the applicant is a firm or a company, the full address of each of the partners of the firm or the directors of the company as the case may be)
  
4. The name(s) and address of the authorized person:- (In case the applicant is a firm or a company, the name(s) of its partner or partners or director or directors or duly authorized employees who will actually be engaged in the work of filing Arrival/ Departure manifest).
  
5. Educational qualification of each of the persons who will actually be engaged in the filing of Arrival/ Departure manifest: -

6. Details of cases booked under Customs Act against the applicant, if any: -

7. The enclosures: -

(a) Copy of contract, or

(b) Memorandum of understanding, or

(c) Agreement entered into with the foreign authorising agent.

I/We hereby declare that the contents of the above paragraphs are true to the best of my/our knowledge.

Date: -

Place:-

Signature of the applicant(s).

**ANNEXURE II**

**CHECK LIST OF DOCUMENTS REQUIRED FOR REGISTRATION UNDER SEA  
CARGO MANIFEST AND TRANSHIPMENT REGULATIONS, 2018**

1. Request Letter addressed to the Commissioner
- 2.a. Form I Application – See Notification 38/2018 -Cus  
Non Tariff dated 11.05.2018.
- b. Copy of Regd. Partnership Deed/Memorandum of  
Association + Certificate of Incorporation (wherever  
applicable)
3. ID Proof of Directors/Partners/Sole Proprietor  
(PAN+Aadhar)
4. Proof of Address (eg. Rental Agreement, etc.)  
of Office premises
5. Copy of PAN Card of the firm that is to be granted  
Licence
- 6.a. Notarised Power of Attorney (PoA) on behalf of the  
Authorized person (in Rs.500 stamp paper)
- b. Board Resolution for grant of PoA
7. ID Proof of the Local Authorised person
8. Police Clearance Certificate of the Authorised person
9. Steamer-Agency Agreement (where applicable)
10. Copy of GST registration with GSTN Registration  
Number (REG-06)
11. Copy of Previous Licence