भारत सरकार **GOVERNMENT OF INDIA**
वित्त मंत्रालय **MINISTRY OF FINANCE**
राजस्व *विभाग* **DEPARTMENT OF REVENUE**
सीमा शुल्क आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER OF CUSTOMS
सीमा शुल्क गृह, विल्लिंग्टन आईलेंड, कोच्चिन-682009
CUSTOM HOUSE, WILLINGDON ISLAND, COCHIN-682009

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F.No.S25/47/2018-I&B.Cus   **Dated: 06.03.2018**

<u>PUBLIC NOTICE NO. 11/2018</u>

Sub: Simplification of Customs Procedures in respect of Verification of ship's documents and other miscellaneous matters -reg.

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Representations have been received from the trade and Steamer Agents for simplification of procedures in respect of verification of Ship's documents at the time of issuance of Port Clearance and other related matters, which were discussed in the Permanent Trade Facilitation meetings. Accordingly, in order to simplify the procedure the following guidelines are prescribed:

<u>Attestation of Original Ship documents</u>

It has been pointed out that the Original Ship documents are being brought from the Vessel to the Import & Bond Section for verification before issue of Port Clearance of the Vessels. It was brought to notice that there is a risk of missing/ losing of such important documents while bringing them all the way from ICTT Vallarpadam to Willingdon Island. As the Officer on Board the Vessel does verify all the documents including the ship's documents, verification at the time of issuance of Port Clearance by another officer at Custom House is duplication of work.

It has henceforth been decided that the Officer on Board shall verify the ship documents and certify that he has verified the documents. The certificate

will be given to the Steamer Agents for onward submission to the Import and Bond Section along with the documents being submitted for Port Clearance which will avoid the duplication of work.

Entry of Sailing Report

Sailing Reports are presently being entered in the ICES by Control Room Officer/Officer (EDC) for vessels berthing at ICTT, Ernakulam Wharf, Mattancherry Wharf & Stream. Representations have been received to allow the officer posted at ICTT to enter the Sailing Report in ICES in respect of vessels berthed at ICTT.

The request has been considered and henceforth the Officer posted at CEPC shall enter the sailing report in the ICES with immediate effect in respect of vessels berthing at ICTT.

Inclusion of Vessel' Name in ICD Shipping Bills

Shipping lines operating in ICDs/Gateway ports file EGM online. All ICDs and Gateway ports were instructed to ensure that shipping lines file supplementary EGM online for the consignments.

There was a practice to include the details of the Vessel Name on the physical copy of Shipping Bills originating at ICDs. There is no requirement of entering the details of Vessel Name on the physical copy of Shipping Bills subsequent to filing of supplementary EGM in the ICES by Shipping Lines.

Request for forwarding of Import General Manifests by mail

It has been noticed that Steamer Agents after filing the Import General Manifests (IGM) online, request the Customs to send the copy of the same by mail. On enquiry, no satisfactory reason has been presented for such kind of request. It is also confirmed that this practice is neither prevalent anywhere nor is there any executive instructions issued in this regard. Officer concerned has been directed not to entertain such requests.

Difficulties, if any, on implementation of the above may be brought to the notice of the undersigned may be informed to the undersigned.

SUMIT KUMAR 06\05\18
COMMISSIONER OF CUSTOMS

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1. The Chief Commissioner's office, Cochin
2. Commissioner's file/ADC/All DC's & ACs/Development Commissioner(CSEZ)
3. Supdt. (Genl.) for circulation among Supdts/Pos
4. All sections
5. EDI Section for uploading on website
6. The Chairman, CPT
7. All CFSs
8. The CCBA/CSAA
9. Guard file
10. Notice Board