

**OFFICE OF THE COMMISSIONER OF CUSTOMS (IMPORT)**  
**JAWAHARLAL NEHRU CUSTOM HOUSE, NHAVA SHEVA**  
**DIST:RAIGAD, POST:URAN, MAHARASHTRA-400 707.**

F.No.EDI-34/2008 JNCH

Date 21.07.2009

**STANDING ORDER NO. 34/2009**

There have been several instances where the CHA/Exporter approaches the EDI Section, JNCH, seeking re-transmission of DEPB-S/Bs. The issue has been examined. It is found that when a negative acknowledgement is received in respect of any S/B from DGFT, the system automatically includes such S/B for re-transmission in the next days message file. Therefore, in the normal course, the system automatically takes all such S/Bs for re-transmission without manual intervention. However, due to the aberration/fault in carrying out the End of Day (EOD) operation, the transmission itself could be a failure for all S/Bs of a particular day. All such S/B which were not transmitted due to the failure/aberration in End of Day (EOD) operations, would have remained un-transmitted and require re-transmission of the same again. It had come to the light that on account of such failure/aberration in EOD operations, a large no. of exporters/CHA are compelled to approach the EDI section, individually seeking re-transmission.

2. It is, therefore, absolutely essential to ensure that the process of EOD operation is carried out without any interruption / irregularity / aberration, with utmost care and vigil. Once the EOD operations are carried out properly, in the normal course almost all the DEPB S/Bs would have been properly transmitted. Instances of non-transmission of S/Bs might still occur even after the EOD operations were carried on properly. In such cases, the reasons for non-transmission could be beyond the control of the officers in EDI section. While the matter regarding such transmission problem is being referred to DG(Systems), it is felt absolutely necessary to ensure that there is no failure or aberration in initial transmission itself.

3. In view of the foregoing facts and circumstances the following procedure is prescribed for strict compliance by the officers performing the EOD/BOD operations besides the standard operation procedures for the same:-

(i) Start File Capture Option at the commencement of BOD operation so that the process BOD operation is captured and it should be saved in a shareable folder.

(ii) EOD/BOD Sheets should be signed by the officers performing the EOD/BOD operation.

(iii) AO(EDI) will review the saved folders with the help of NIC officers. Any deviation / error in the process should be immediately brought to the notice of System Manager, besides repeating that days operations for message regeneration/re-transmission, to avoid the requests from individual exporters/CHAs seeking such re-transmission.

4. Failure in following the above instructions would be viewed seriously.

(A.K.DAS)  
COMMISSIONER OF CUSTOMS (IMPORT)

To,  
All the concerned

Copy to :

1. The Chief Commissioner of Customs, Mumbai Zone-II, JNCH.
2. The Commissioner of Customs (Export), JNCH.
3. The Addl. Commissioner of Customs (EDI), JNCH
4. The Asstt. Commissioner of Customs (EDI), JNCH
5. AO/EDI, JNCH.