

MINUTES OF THE MEETING

**OFFICE OF THE Pr. COMMISSIONER OF CUSTOMS (GENERAL)
JAWAHARLAL NEHRU CUSTOM HOUSE, NHAVA SHEVA
DIST- RAIGAD, MAHARASHTRA – 400 707
TEL NO: 27242102 FAX: 27241828.**

F.No. S/12-Gen-23/ 2015-16 AM(X)

Date: 05.05.2015

MINUTES OF THE MEETING

Sub: Implementation of Document Management System at Nhava Sheva-(I,II,III,IV&V)

Commissionerate, Mumbai Customs Zone-II.

Minutes of the Discussions held on 05th May 2015 at 1130 Hrs regarding Inauguration of Document Management System(DMS) at Nahva Sheva are given below:-

A Meeting was held under the chairmanship of Sh. Alok Agrawal, JC, in his chamber on 05.05.2015 to discuss implementation of Document Management System at Nhava Sheva-(I,II,III,IV&V) Commissionerate, Mumbai Customs Zone-II. The Followings were present at the meeting.

Sl. No,	Name	Designation
1	Sh. Gaurav Singh,	DC/CFS(Management),
2	Sh. Vishwanath,	DC, Docks,
3	Sh. Piyush Kamal	DC/EDI
4	Sh. Siddalingesh	DC, AM(X)
5	Sh. Deepak Kadam,	Manager, Newgen Software Technologies Limited

2. At the outset, Sh. Alok Agrawal, Joint Commissioner reviewed the preparedness for inauguration of the DMS in light of the Standing Order no. 16/2015 dtd 29.04.2015 and Facility Notice no. 35/2015 dtd 29.04.2015 already issued on the said matter.

3. Sh. Alok Agrawal, Joint Commissioner directed Sh. Deepak Kadam, Manager, Newgen Software Technologies Limited to make suitable arrangements for the sale of coupons and ensure that no hardship is caused to the trade. Sh. Gaurav Singh, DC/CFS (Management) and Sh. Deepak Kadam, Manager, Newgen Software Technologies Limited informed that initially the coupons will be made available at the following 5 locations:

1. EDI Service Center
2. Ashte CFS
3. Hind Logistics CFS
4. Punjab Conware CFS
5. JWR CFS

4. It was informed by Sh. Deepak Kadam, Manager, Newgen Software Technologies Limited that due to logistics issue, the DMS would be made operational at Ashte CFS w.e.f 15.05.2015.

5. Sh. Alok Agrawal, Joint Commissioner suggested Sh. Deepak Kadam, Manager, Newgen Software Technologies Limited to explore the facility of Online payment for coupons and to

ensure suitable manpower deployment at all the CFS for initial few days so to ensure smooth implementation of DMS. Sh. Deepak Kadam, Manager, Newgen Software Technologies Limited also agreed to the deployment of adequate manpower to handle the piled up work load for initial few days.

6. Sh. Alok Agrawal, Joint Commissioner informed that the DMS will be inaugurated by the Hon'ble Chief Commissioner of Customs, JNCH, Mumbai Zone – II on 07.05.2015 and directed Sh. Deepak Kadam, Manager, Newgen Software Technologies Limited to make suitable arrangements in the Conference Hall, 6th floor accordingly and also to arrange for 10 test dockets from DC in charge of Punjab Conware.

7. Sh. Alok Agrawal, Joint Commissioner directed Sh. Siddalingesh, DC, AM(X) to draw up the agenda for the inaugural function scheduled on 07.05.2015 and invite the PTFC members, CFS for the inaugural function.

Sd/- 05.05.2015

(SIDDALINGESH)

Deputy Commissioner of Customs

Copy to:

1. Office of the Chief Commissioner of Customs, Mumbai Customs, Zone-II.
2. EDI Section for uploading on Website of Mumbai Customs, Zone-II.
3. M/s Newgen Software Technology Ltd., Mumbai
4. Guard file.
5. Notice Board.