



सीमाशुल्क आयुक्त का कार्यालय (न्हावा शेवा)V
OFFICE OF THE COMMISSIONER OF CUSTOMS (NS-V),
जवाहरलाल नेहरू सीमाशुल्क भवन, न्हावा शेवा
JAWAHARLAL NEHRU CUSTOMS HOUSE, NHAVA SHEVA
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Sub: Procedure for submission of documents in the case of sample described as trade names-reg.

Attention of the Importers, Exporters, General Trade, Port Terminal Operator, Shipping Lines / Shipping Agents, CFSs coming under the jurisdiction of JNCH, Nhava Sheva and all other stakeholders is invited to the fact that samples of goods along with test memo are being forwarded to DYCC Lab, JNCH for testing. However, many a times such samples are received in the DYCC Lab either without proper description or with Trade name. In such a situation, it is difficult to analyse a sample without knowing its exact description. In order to facilitate the effective and timely chemical examination and to standardize and streamline the submission of documents—especially sample specifications—when samples are described using Trade names, ensuring clarity, traceability, and regulatory compliance, submission of the following documents along with test memo & sample to JNCH Laboratory/DYCC is essential.

- The Importers/Exporters to provide scientific/technical literature containing exact chemical composition of the product, its physiochemical properties and analytical data (Spectroscopic and chromatographic data).
- The Importers/Exporters to provide method of testing and a certified reference material (wherever applicable).
- If making claims or comparisons, additional supporting evidence (e.g., advertising material, certification, test results) must be furnished.
- Wherever Trade names are used to identify samples, the generic name (if applicable) and manufacturer/brand owner must be stated.

In view of the above it is requested to Importers, Exporters, CHAs, General Trade to provide afore-mentioned documents to examining officer (Superintendent/ Appraiser/ Examiner) at the time of online entry of consignment at CFSs, Nhava Sheva. Subsequently, the test memo and sample along with above documents are to be forwarded to the sample cell.

Difficulties faced, if any, may be brought immediately to the notice of the undersigned.

Anil Ramteke

(ANIL RAMTEKE)

Commissioner of Customs, NS-V
JNCH, NHAVA SHEVA

Copy to:

1. The Chief Commissioner of Customs, Mumbai Zone-II, JNCH.
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