

OFFICE OF THE COMMISSIONER OF CUSTOMS (IMPORT)
JAWAHARLAL NEHRU CUSTOM HOUSE, SHEVA,
TAL. : URAN, DISTT. : RAIGAD, MAHARASHTRA

F. No.S/22-Gen-91/2004 (AM) Date : 15.09.2004

STANDING ORDER No.43/2004

Subject : Assigning the monitoring number to the Orders-in-Original passed by various Adjudicating Authorities reg.

Scrutiny of the various Orders-in-Original passed by the Additional / Joint / Deputy / Assistant Commissioner has revealed that such Orders-in-Original are not being assigned any Running Serial number and as a result of such there is likelihood of not knowing the number of such Orders. The Review Cell is not able to monitor whether all the Orders-in-Original passed by various Adjudicating Authorities have been received in the Cell or otherwise.

To ensure monitoring of the Orders-in-Original, it is impressed upon all the Adjudicating Authorities that while issuing the Orders-in-Original, they should ensure that proper serial number has already been assigned to it. Such serial numbers will be assigned by the Appraising Main. The Appraising Main will maintain a register in the format annexed herewith and assign the requisite serial number to the Orders-in-Original passed by various Adjudicating Authorities. For this purpose, separate register for the adjudication of Additional / Joint Commissioner and Deputy / Assistant Commissioner will be maintained and all adjudicating authorities should obtain a serial number of the Order-in-Original from the

The Review Section will closely co-ordinate with the Appraising Main and ascertain the details of the Adjudication Orders to ensure that all the Adjudication Orders passed by the various authorities are received by them for the purpose of review.

All officers should follow these instruction strictly without fail. .

(NAJIB SHAH)

Encl. : As above. COMMISSIONER OF CUSTOMS (IMPORT)

ANNEXURE

Sr. No.

File No.	Name of the Importer	Description	CIF value	Quantity	Designation of Adjudicating Authority	Order passed. Duty confirmed, Fine/Penalty imposed	Remark
2	3	4	5	6	7	8	9

Short Details of the security	Party tendering security	Rot. & Line No. Vessels Name & amount	Signature of the receiving clerk	Signature of the A..Cs.
2	3	4	5	6

Date of cancellation of bond	Date of receipt of security from Cash Deptt.	Date of return of the security to the party	Remarks
8	9	10	11

Name of the individual or firm executing the bond or guarantee	Name of the Surety	File No. With Bill of Entry Nos & Date	Nature of the obligation	Date by which the obligation under the Guarantees or bonds is to be discharged by the executor
2	3	4	5	6

Signature of the A.C. accepting the bond or the Guarantee	Date when the bond or Guarantee cancelled	Remarks
8	9	10

Date of receipt of Appeal Revision petition order	Appeal revision order No.	Name of appellant / petitioner	Custom House file No.	Date of issue of Refund Order	Signature of supervisory head	Remarks
2	3	4	5	6	7	8

Audit objection No. & date if any or other authority for issuing demands	Bill of Entry No. & Date	Cash / Deposit No. & date	Quantity & Description of goods	Value of goods	Name of Importer / Clearing Agent
2	3	4	5	6	7

Amount of less charge	Date of issue of demand	Clerks initial	Initial of Appraiser/ A.C.	Date of reminder sent	Date of confirmation of demand u/s 28 (c)
9	10	11	12	13	14

Initial of A.C. / S. A.
16

B/E particula rs	Name & designati on of the consigne es	Descripti on of goods value	Rate of duty	Amount of duty
2	3	4	5	6

Last date for receipt of Ex. Certifica te (4 months)	Date of issue of demand letter	Date of receipt of ex. Certifica te	Remarks
8	9	10	11

Date of issue of letter requesting for or voluntary payment / Date of Offer	Name of Importer / Clearing Agent	Bill of Entry particulars	Description of Goods	Reason for voluntary payment
2	3	4	5	6

Date of which file sent to accounts for collection	Particular of collection No. & Date	Asstt. Collectors initial	Remarks
8	9	10	11

Transit Bond Number	Name and address of the Importer	B/E No. and Date	Description	Quantity	CIF Value of goods
2	3	4	5	6	7

Bond amount	B. G. amount	Destination	Rewarehousing Certificate No. and date
9	10	11	12