

	<p><b>मुख्य सीमाशुल्क आयुक्त कार्यालय, मुंबई अंचल-II</b>  <b>Office of the Commissioner of Customs (NS-I), Mumbai</b>  <b>Customs Zone-II</b></p> <p><b>जवाहरलाल नेहरू सीमाशुल्क भवन</b>  <b>JAWAHARLAL NEHRU CUSTOM HOUSE</b></p> <p><b>पोस्ट : शेवा, तालुका : उरण, जिला रायगढ़, महाराष्ट्र-400707</b>  <b>Post: Sheva, Tal:Uran, Dist:Raigad, Maharashtra -400</b>  <b>707</b></p>
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Date:26-08-2024

AIN - 20240878NX000000B125

**Standing Order No. 08/2024****Sub: Use of ICETABs for efficient examination and clearance process-reg.**

Attention is invited to Board's Circular No. 10/2024-Customs dated 20.08.2024 issued vide F. No. 450/128/2024-Cus IV on the above-mentioned subject.

2. In view of the objective of trade facilitation, transparency and efficiency in Customs processes, CBIC has decided use of ICETAB for speedy examination of import consignments. In brief, ICETAB is a mobile tablet device for use by Customs Officers for facilitating quick upload of the examination report on the go in real time basis and making the examination process transparent and faster. ICETAB contains an exclusive Mobile Application to enable examining officers to-

- a. view RMS Instructions, Examination Order and Bill of Entry (BE) details along with other supporting documents;
- b. capture upto four images of cargo examination for integration with the Bill of Entry
- c. submit examination report immediately on completion of the cargo examination thus reducing the time taken in examination process and making the process seamless and paperless.

3. Customs cargo clearance is based on Risk Management System where on the basis of risk associated, few consignments are intervened for assessment and examination. After assessment procedure is complete, the assessed copy of Bill of Entry is electronically made available to importer/ Customs Broker for duty payment and prepare the cargo ready for examination by Customs officer. In absence of holistic mobility coverage, Examining officers were relying on printed copy of assessed BE for examination as it contains Examination Order and other instructions. With this launch of new version of ICETAB from 23.08.2024, the examination order will be seamlessly available to Examining officer on ICETAB. Accordingly, there will be no requirement for any paper documents for the purpose of carrying out examination.

4. Examining officer, on the basis of instructions already made available through ICETAB, will have to take and upload four images of the cargo being examined. The images should cover key aspects of examination. These images will also be integrated in e-Sanchit repository for subsequent viewing. The examining officers should also upload the examination report

immediately using the ICETAB.

5. Also, attention is invited to Advisory No. 15/2024 dated 21.08.2024 issued by the DG Systems for the use of new ICETABs for filing examination report in INS role for Import Clearance.

6. ICES has designed an application for ICETAB devices which will provide mobile access to the ICES application. At present, the application on the ICETAB devices will allow the import docks examining officers to submit their examination report in ICES, on the ICETAB. However, more facilities would be enabled on the ICETAB in due course. With the mobile version of application, the examining officer can view RMS Instructions, Examination Order and Bill of Entry along with other supporting eSanchit documents. The officer is required to take and **upload upto four images** of the cargo while submitting the Examination report in INS Role. The images can be **uploaded only once**. Hence, once all photographs (upto four) have been taken, the officer can preview the photos and can upload the photos. The photos and the examination report would get uploaded and the BE would get pushed to the docks appraiser. For reference, Advisory No. 15/2024 dated 21.08.2024 has been attached with this standing order.

7. All the Officers having INS role posted in Import Docks, JNCH are hereby directed to approach EDI section for issuance of ICETABs and get VPN access enable in their issued device, immediately.

8. In cases of exigencies where the report cannot be given using ICETAB, prior permission of concerned Assistant/Deputy Commissioner of Customs (Docks) is required and same may be recorded in the examination report as well. The Pr. Commissioner of Customs/ Commissioner of Customs having jurisdiction over the import docks, on weekly basis, review the use of ICETABs and resolve any technical difficulty immediately in consultation with DG Systems. The CCSP Cell, JNCH under the charge of Commissioner of Customs (NS-Gen), JNCH shall ensure network connectivity for efficient functioning of ICETABs.

9. Any difficulty in the implementation of the above-said directions may be brought to the notice of the undersigned.

**Signed by Dhirendra Singh  
Garbyal**

**Date: 26-08-2024 14:02:04**

(D. S. Garbyal)  
Commissioner of Customs (NS-I),  
JNCH, Nhava Sheva.

Copy to:

1. The Chief Commissioner of Customs, Mumbai Zone-II, Nhava Sheva.
2. The Commissioners of Customs. NS-I, NS-II, NS-III, NS-V, NS-G and NS-Audit, Nhava Sheva.
3. Additional/Joint/Dy./Asstt. Commissioners of Customs, Nhava Sheva.
4. Sections/Groups/Docks/RMSFC, Nhava Sheva through JNCH website.
5. AC/DC, EDI for uploading on JNCH website.
6. Office copy.



## Directorate General of Systems and Data Management

CENTRAL BOARD OF INDIRECT TAXES & CUSTOMS

Dept. of Revenue, Ministry of Finance, Government of India

Date: 21.08.2024

Advisory no: 15/2024

Category: ICETAB

Issued by: DGoS, ICES

**Subject: New ICETABs for filing Examination report in INS Role for Import clearance - Reg.**

Please refer to DG Systems & Data Management letter dated 11.06.2024 regarding Enrolment-guide for new ICETABs/Tablets provided by M/s. BEL under IT Infrastructure Contract (Advisory no. 1/2024Infranet) and the ICETAB Enrolment Guide for CBIC officers.

2. ICES has designed an application for ICETAB devices which will provide mobile access to the ICES application. At present, the application on the ICETAB devices will allow the import shed examining officers to submit their examination report in ICES, on the ICETAB. However, more facilities would be enabled on the ICETAB in due course. With the mobile version of application, the examining officer can view RMS Instructions, Examination Order and Bill of Entry along with other supporting eSanchit documents. The officer is required to take and upload upto four images of the cargo while submitting the Examination report in INS Role. **The images can be uploaded only once.** Hence, once all photographs (upto four) have been taken, the officer can preview the photos and can upload the photos. The photos and the examination report would get uploaded and the BE would get pushed to the shed appraiser.

3. For reference, screenshots are attached with this advisory.

4. All stakeholders under your jurisdiction may be instructed suitably and officers may also be sensitized of these changes. All officers may also be advised to get VPN access enabled for their devices as per the aforesaid advisory of Infranet. Officer facing any difficulties or issues may email to [Saksham.seva@icegate.gov.in](mailto:Saksham.seva@icegate.gov.in). Traders facing any difficulties or issues may email to [icegatehelpdesk@icegate.gov.in](mailto:icegatehelpdesk@icegate.gov.in)

**Assistant Director, ICES**

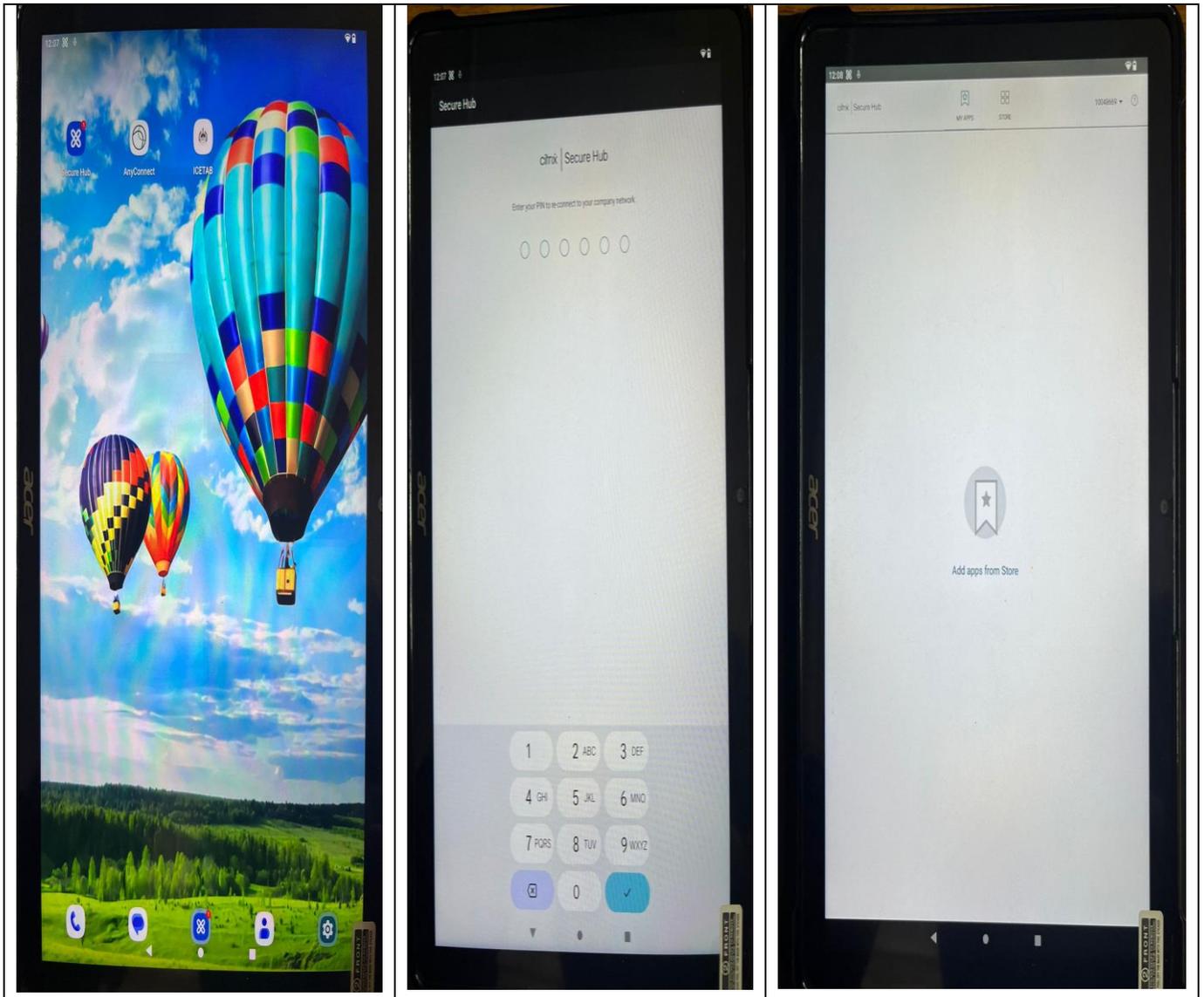


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Dept. of Revenue, Ministry of Finance, Government of India

1. Click on the Secure Hub icon and enter the secure pin to login the Citrix app.



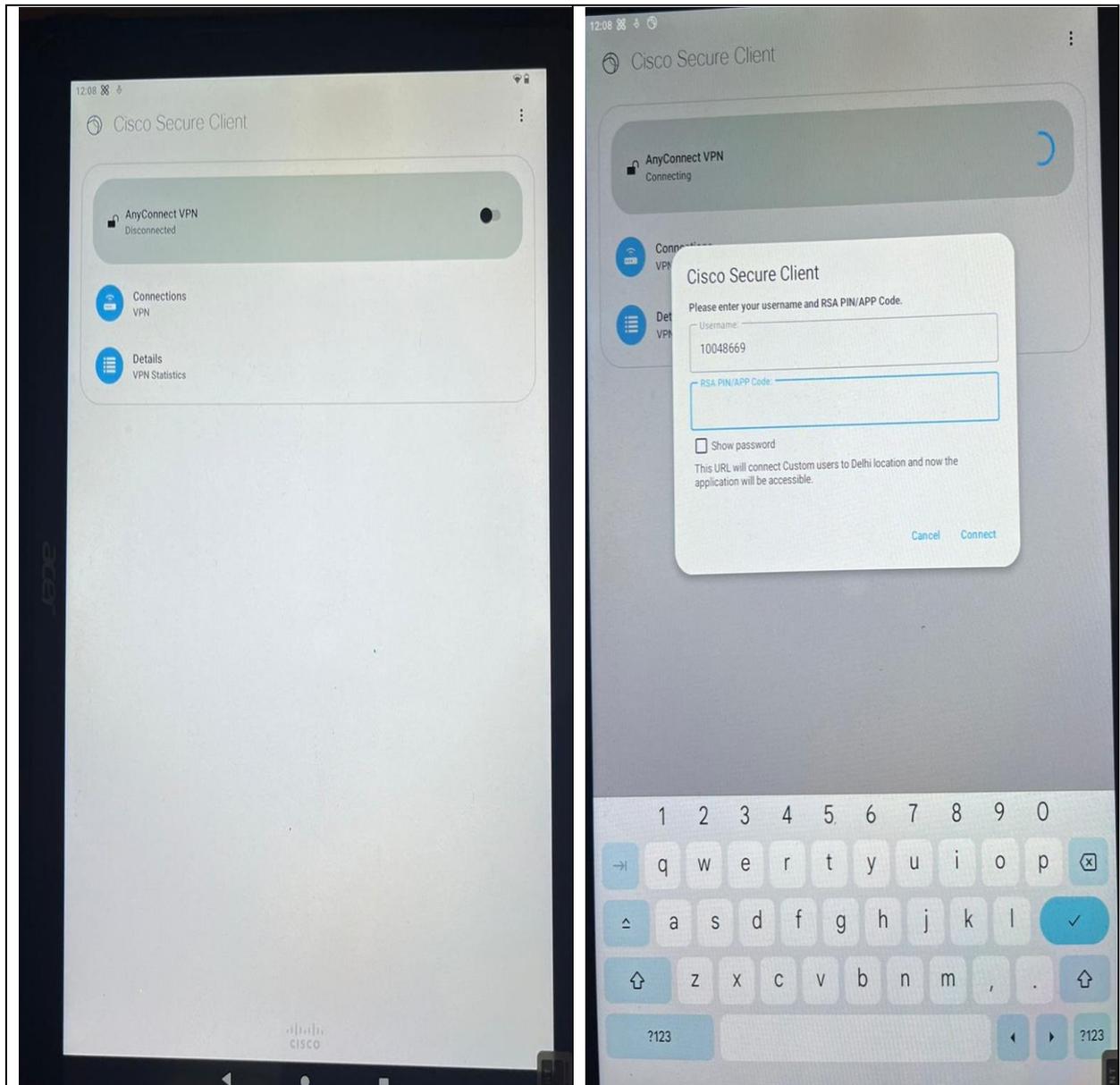


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CENTRAL BOARD OF INDIRECT TAXES & CUSTOMS

Dept. of Revenue, Ministry of Finance, Government of India

2. To connect the VPN, click on the AnyConnect App & enter the RSA token link to the SSOid of the Officer.



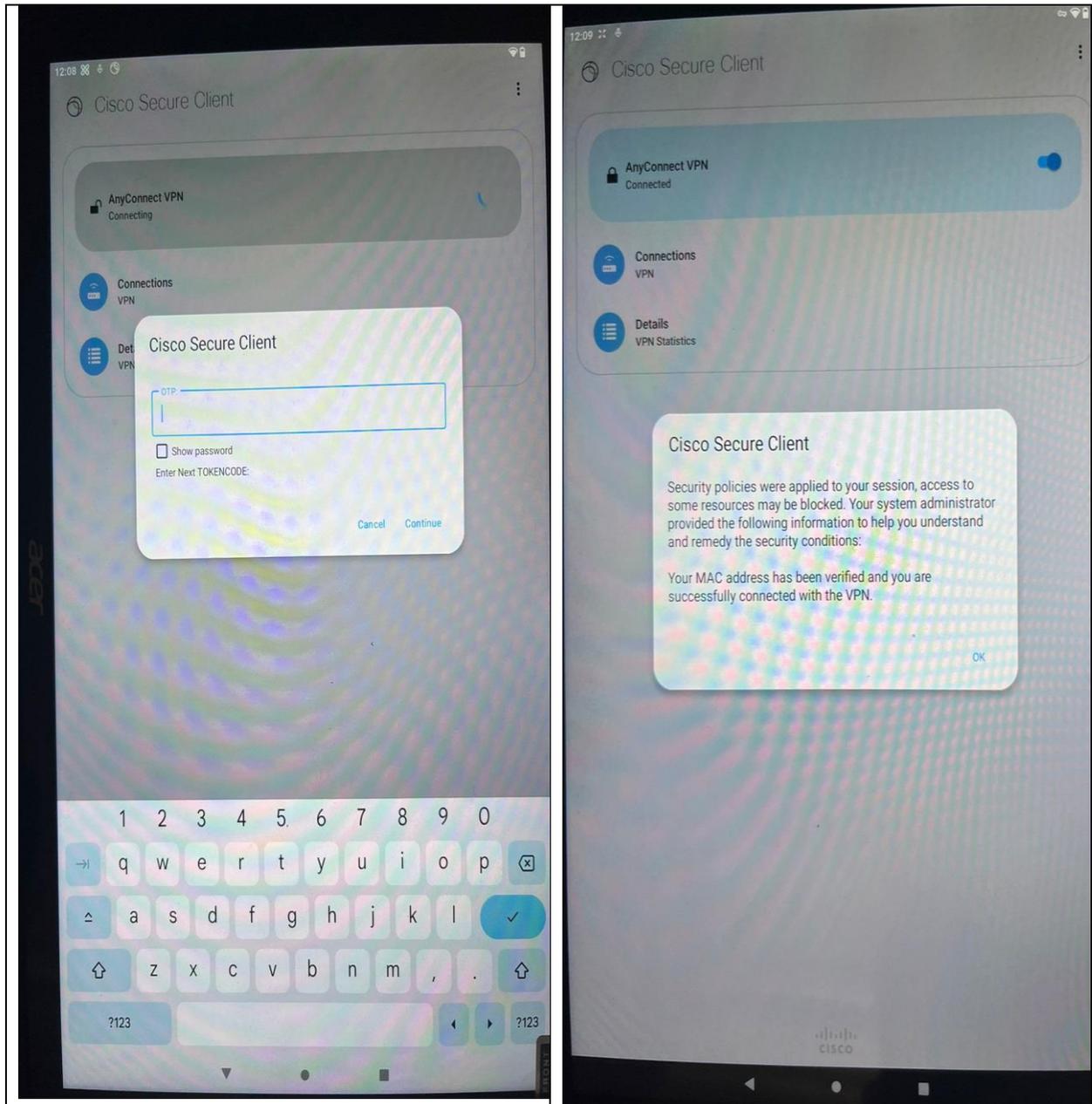


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CENTRAL BOARD OF INDIRECT TAXES & CUSTOMS

Dept. of Revenue, Ministry of Finance, Government of India

3. After Entering the RSA token, an OTP will be received on the registered mobile no of the officer, enter the OTP and connect to the VPN.



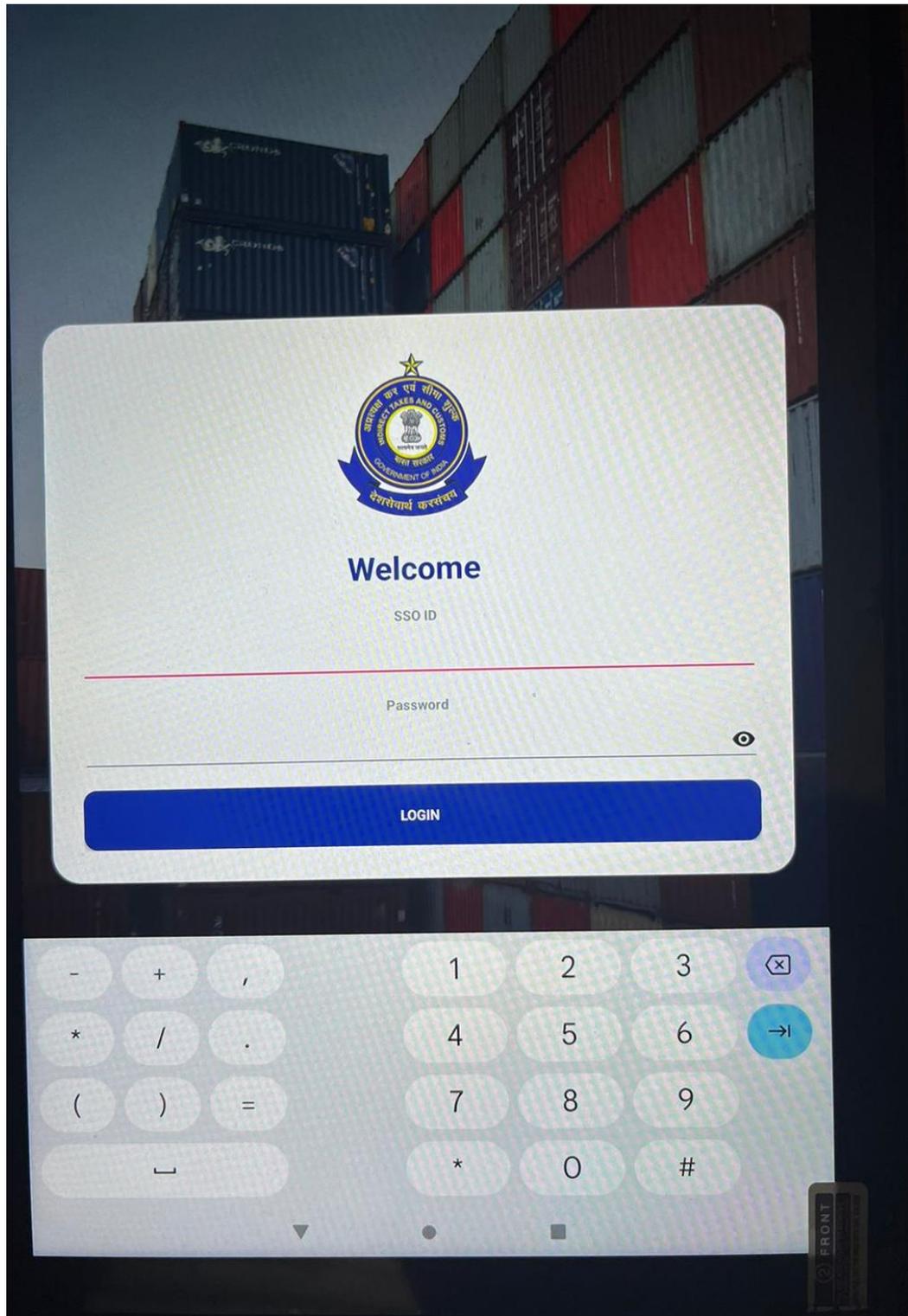


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Dept. of Revenue, Ministry of Finance, Government of India

4. Click on the ICETAB app, Enter the SSO id & password and click on “login” button,



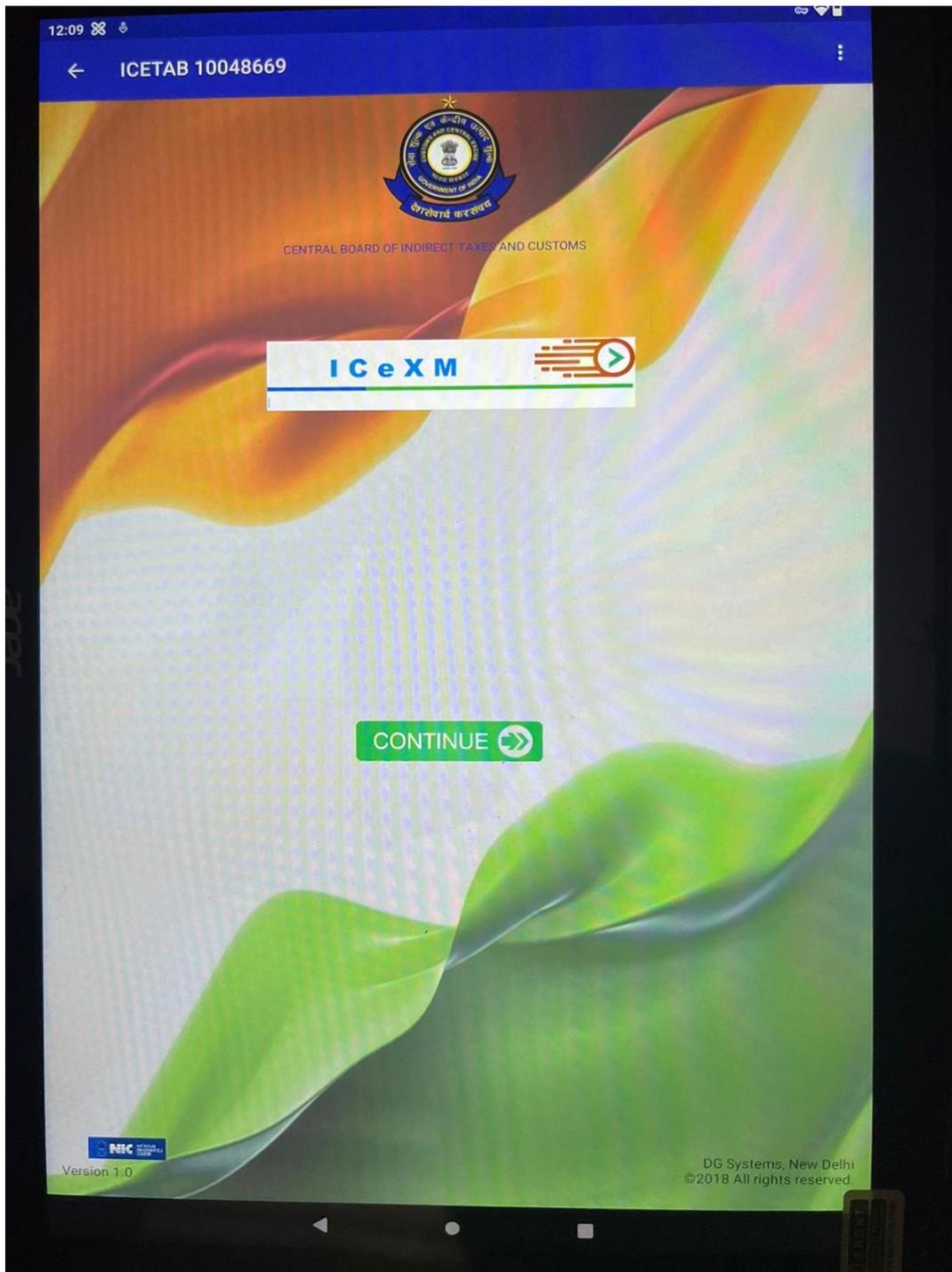


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Dept. of Revenue, Ministry of Finance, Government of India

### 5. Click on “continue” button





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CENTRAL BOARD OF INDIRECT TAXES & CUSTOMS

Dept. of Revenue, Ministry of Finance, Government of India

6. Select the “INS” role.

12:09

← ICETAB

10048669  
Amit Kumar  
Superintendent  
INMAA1

Roles In ICETAB-ICES  
Click on Column(Role) or in the bar to Get Application Options  
Scroll the bellow View to see List of Roles

ssoid	Role	cfs	site
10048669	INS	NA	INMAA1

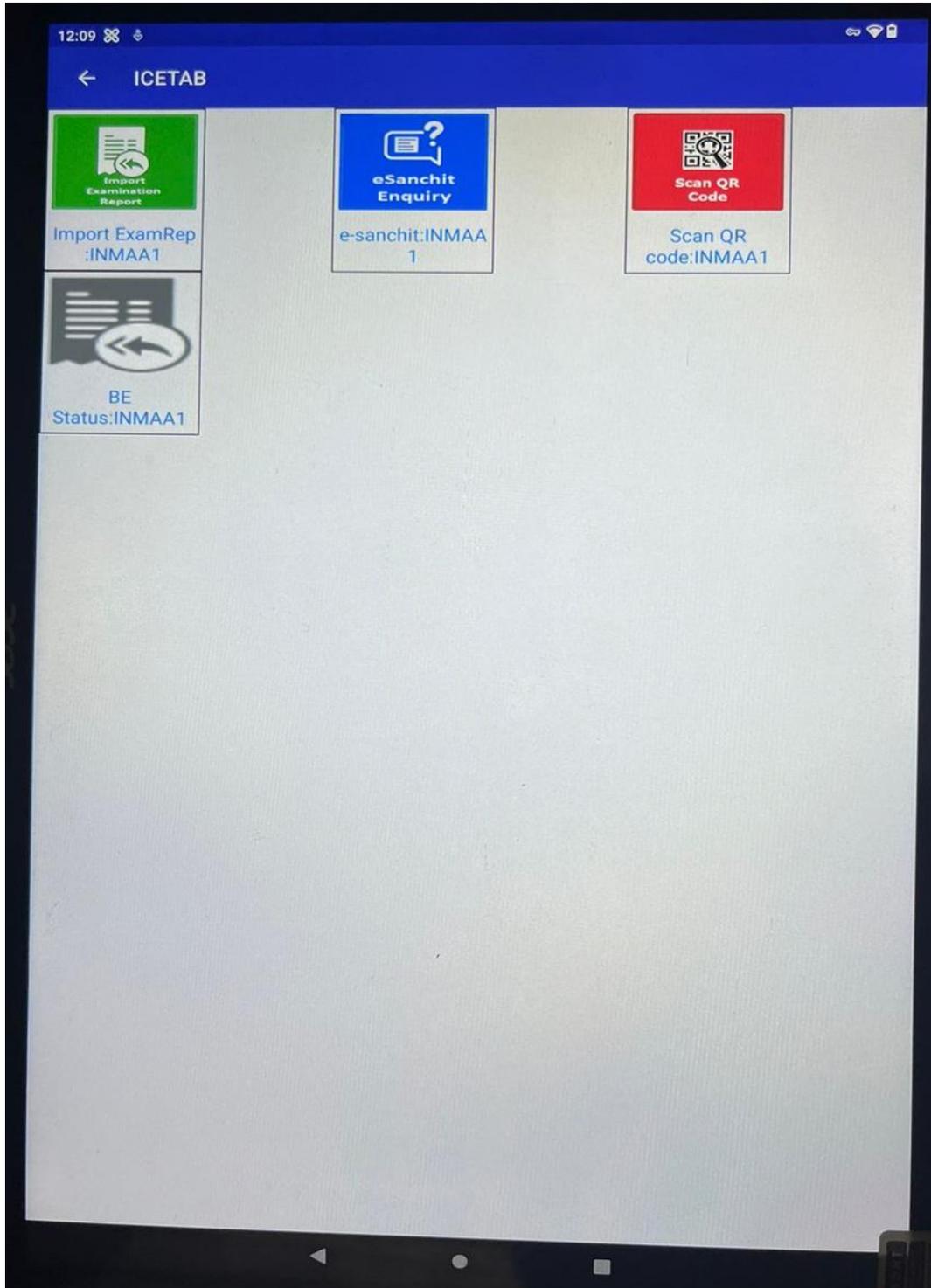


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Dept. of Revenue, Ministry of Finance, Government of India

7. Select the “*Import ExamRep*” icon.





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Dept. of Revenue, Ministry of Finance, Government of India

8. Enter the Bill of Entry no. and date and click on “*proceed*”.

The screenshot shows the mobile application interface for the Indian Customs EDI System. At the top, there is a header with the Central Board of Indirect Taxes & Customs logo and the Indian Customs EDI System logo. Below the header, the screen displays the title "Examination Order". There are three input fields: "Doc No" with a document icon, "dd-Mon-yyyy" with a calendar icon, and "INMAA1". A blue "PROCEED" button is located below the input fields. At the bottom of the screen, a numeric keypad is visible, suggesting that the user is entering a number into one of the fields.



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9. The RMS inst. , Examination order, and supporting documents buttons will appear on screen.

12:13

Central Board Of Indirect Taxes & Customs  
Department Of Revenue, Ministry of Finance, Government of India

Indian Customs EDI System  
14C (Indian Customs Compendium on Codes & Compliance)

### Examination Order

2016105 29-Jan-2024 INMAA1

PROCEED

RMS INSTRC EXAM ORDER SUPPORT DOCS

Over and above the RMS instruction, this Bill of Entry is selected for examination in the manner specified below to rule out risk of substituted cargo in light of amendment(s) of MAWB/MBL No or HBL/HAWB details.  
Open and examine the cargo, as follows :-

Check marks and numbers of all the packages in the bill of entry. Select 1p% packages (maximum 20 packages) from the shipment and have them opened in your presence. Examine 15% of the goods available in these selected packages vis a vis declaration and related documents.  
In case of misdeclared/substituted cargo, examine 100% contents of all the packages in shipment.

By SYSTEM  
at 31/01/2024 03:19 P.M.  
Targeter's/Intervenor's Instructions  
NIL

Examination Instructions Text

OGD/CCR Instructions

EXAMINATION REPORT WITHOUT IMAGE EXAMINATION REPORT WITH IMAGE

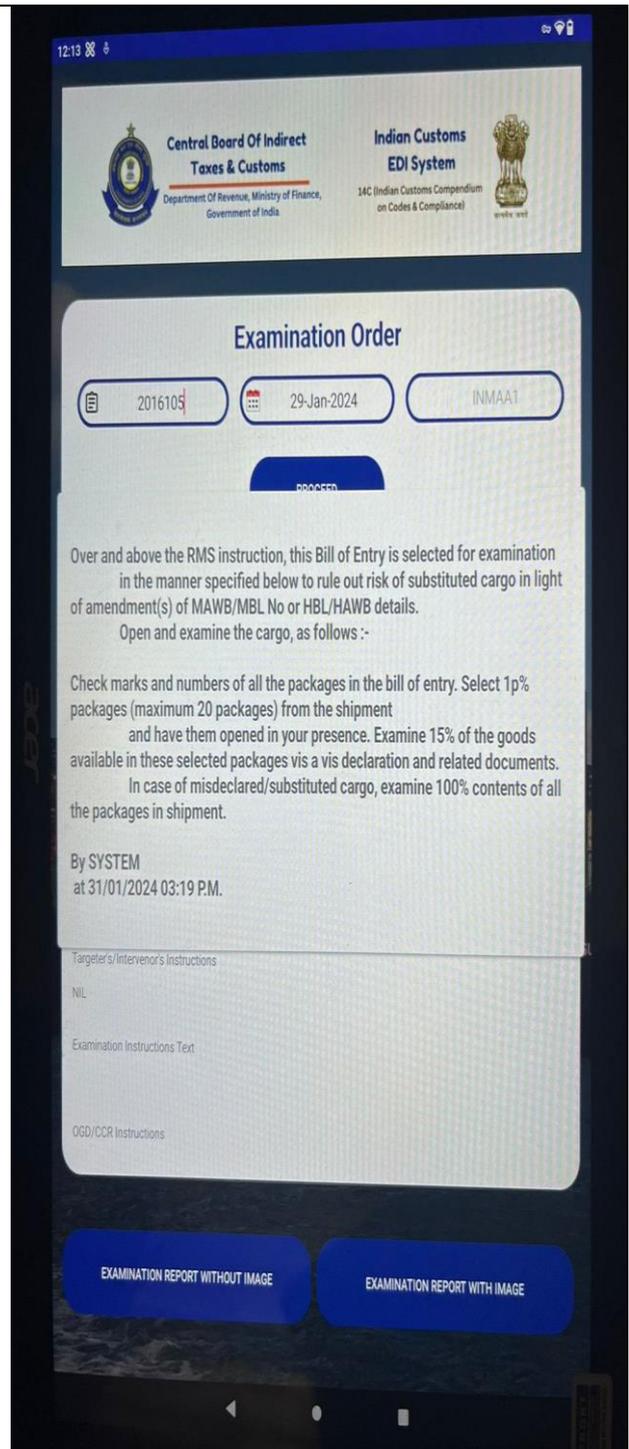
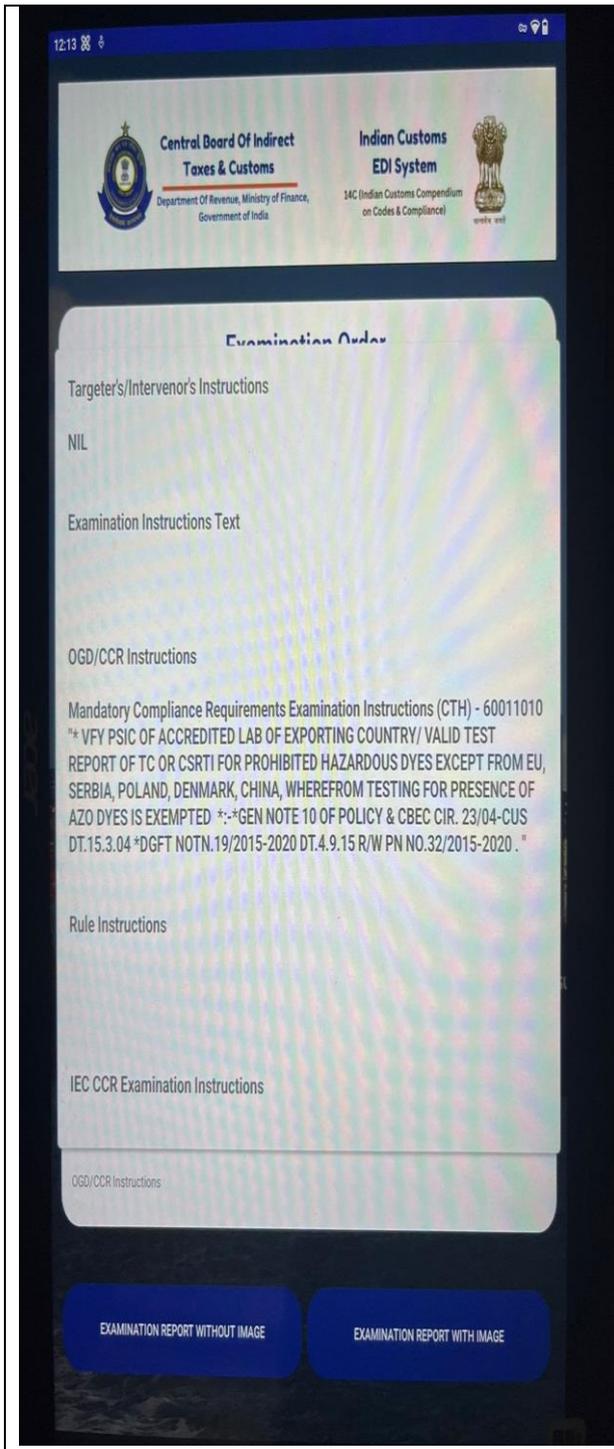


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CENTRAL BOARD OF INDIRECT TAXES & CUSTOMS

Dept. of Revenue, Ministry of Finance, Government of India

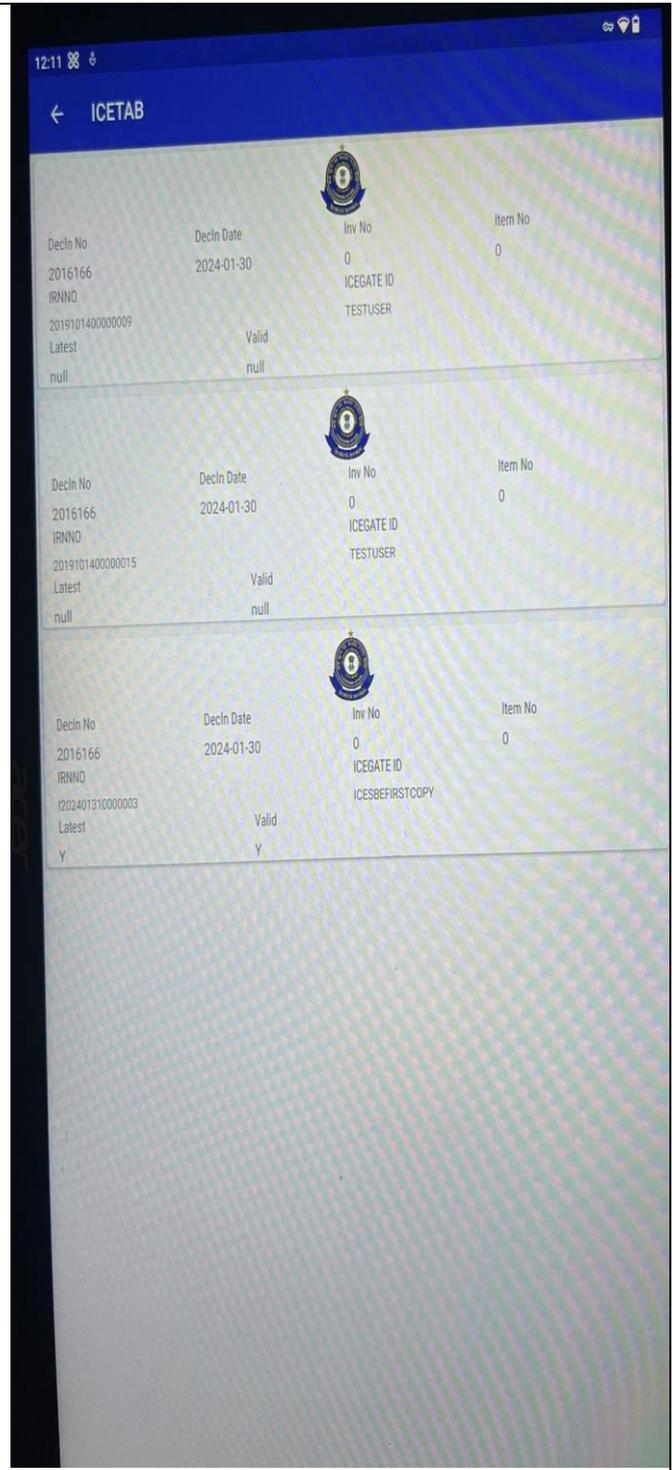
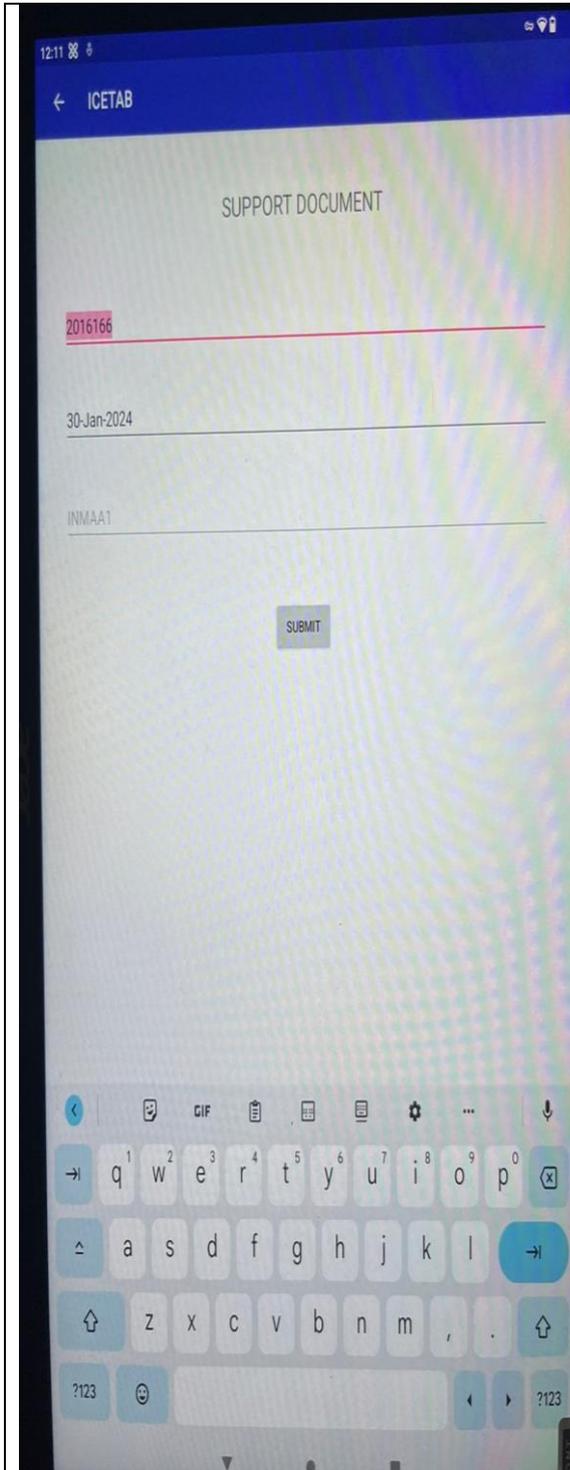
10. Click on the “RMS INSTRC” and “EXAM ORDER” to view RMS instructions and examination order respectively.





**Directorate General of Systems and Data Management**  
**CENTRAL BOARD OF INDIRECT TAXES & CUSTOMS**  
Dept. of Revenue, Ministry of Finance, Government of India

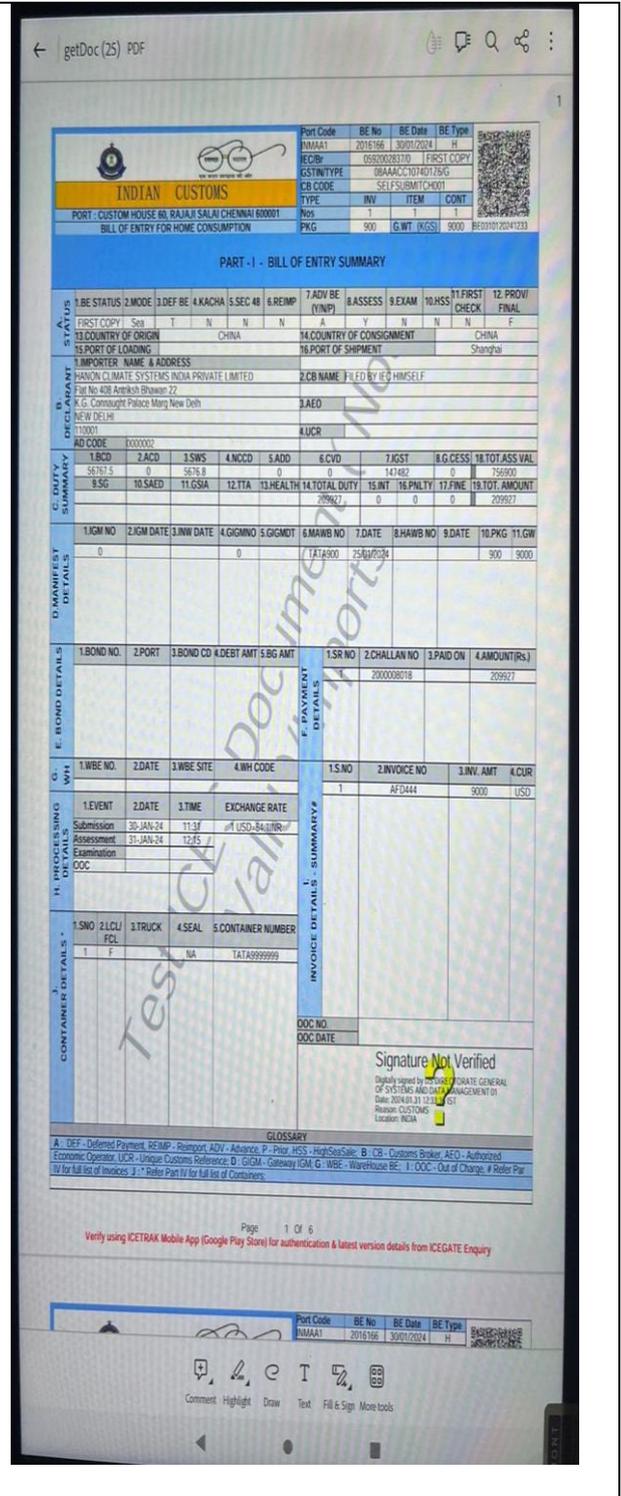
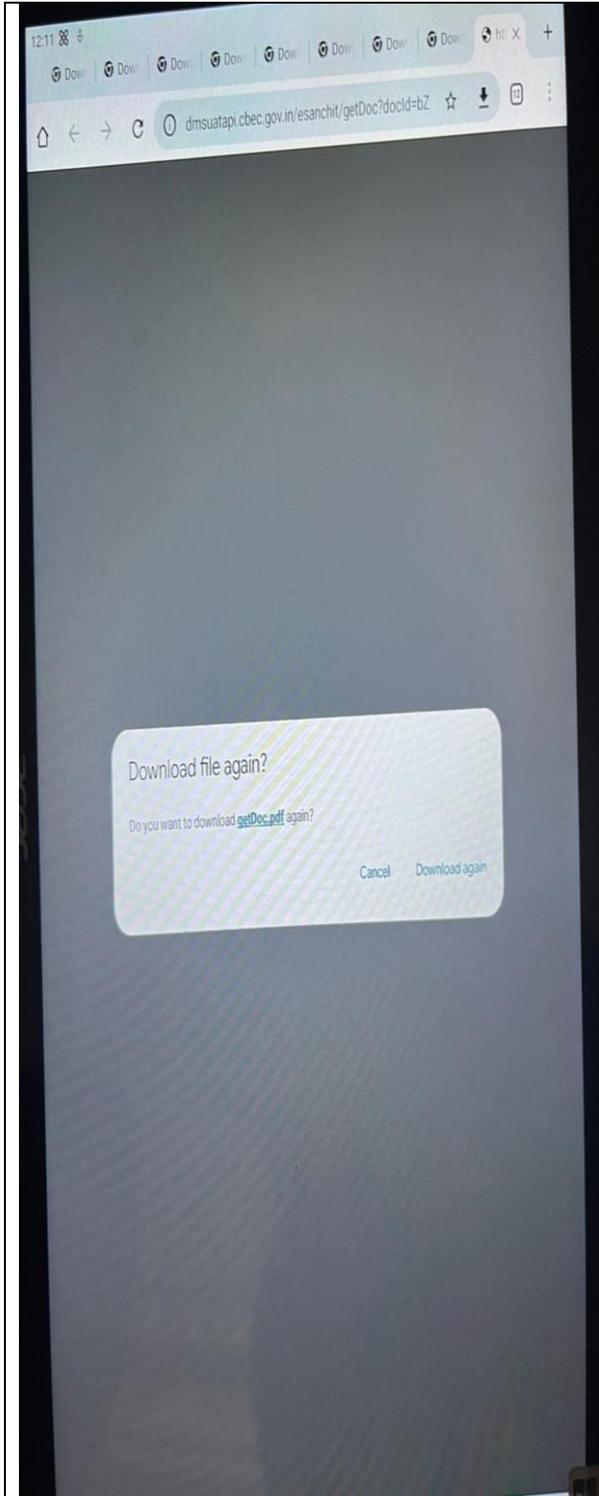
11. Click on “*SUPPORT DOCS*” to view list of supporting documents





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**CENTRAL BOARD OF INDIRECT TAXES & CUSTOMS**  
Dept. of Revenue, Ministry of Finance, Government of India

- 12. Click on the supporting document from the list and download to view bill of entry and other documents uploaded by the importer





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Dept. of Revenue, Ministry of Finance, Government of India

13. Click on “*EXAMINATION REPORT WITH IMAGE*” button. On the next screen, enter the examination report & CFS code and press “*CONTINUE*” button.

12:10

Central Board Of Indirect Taxes & Customs  
Department Of Revenue, Ministry of Finance, Government of India

Indian Customs EDI System  
14C (Indian Customs Compendium on Codes & Compliance)

### Examination Order

2016166 30-Jan-2024 INMAA1

PROCEED

RMS INSTRC EXAM ORDER SUPPORT DOCS

TEST

By 100XXXXX on 31/01/2024 at 12:13P.M.

IEC CCR Examination Instructions

EXAMINATION REPORT WITHOUT IMAGE EXAMINATION REPORT WITH IMAGE

12:12

ICETAB

Central Board Of Indirect Taxes & Customs  
Department Of Revenue, Ministry of Finance, Government of India

Indian Customs EDI System  
14C (Indian Customs Compendium on Codes & Compliance)

### Examination Order

BE Number	DATE	SITE
2016166	30-Jan-2024	INMAA1

EXAMINATION REPORT

Enter CFS CODE CONTINUE

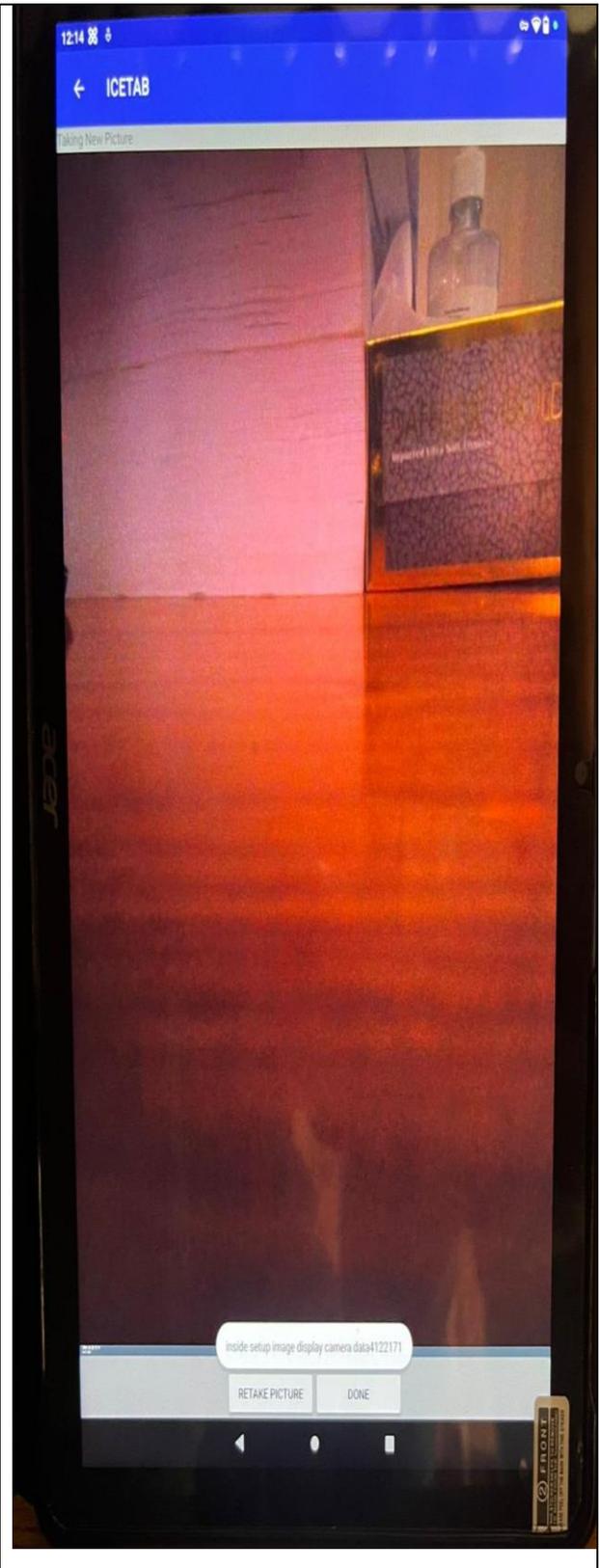
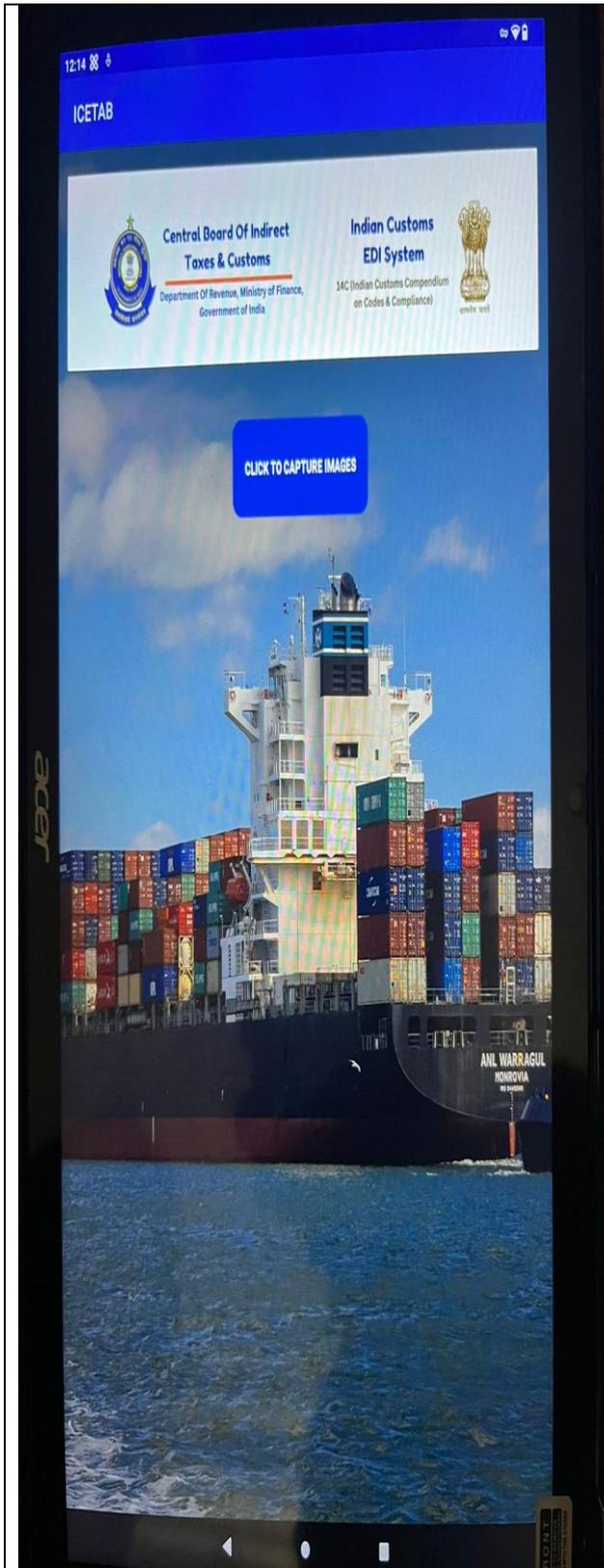


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14. Press '**CLICK TO CAPTURE IMAGE**'. In the next screen click on '**Take picture**' **BUTTON**. To retake the image press "**RETAKE PICTURE**" button. Press "**DONE**" to finish. The officer can take upto 04 pictures.



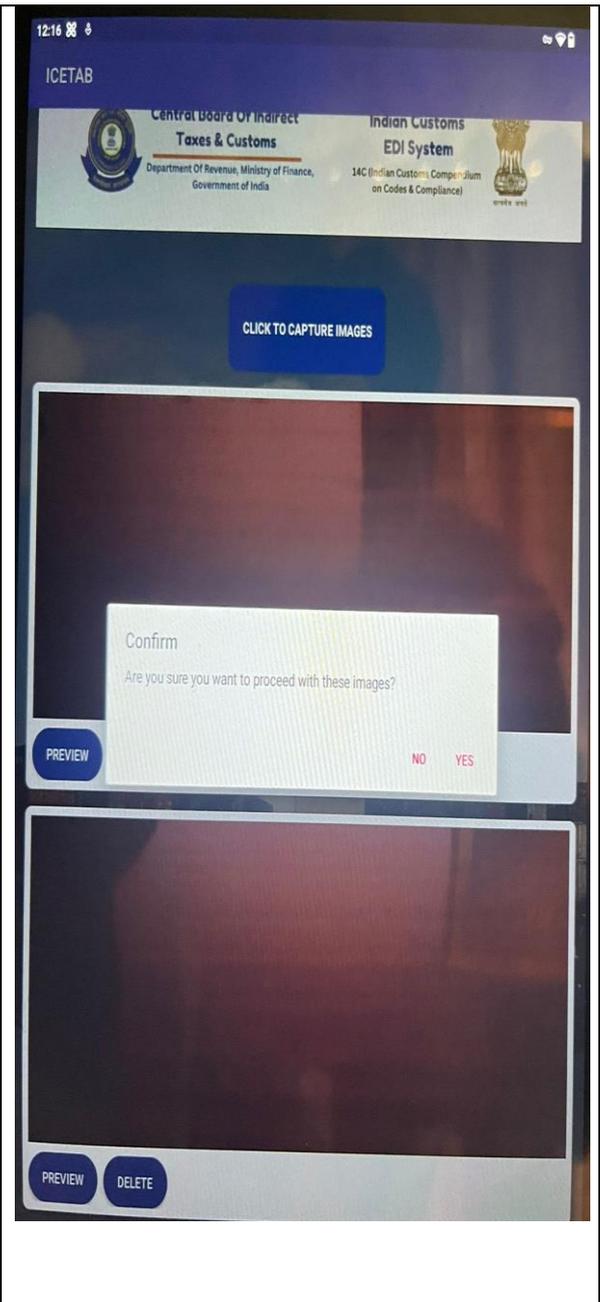
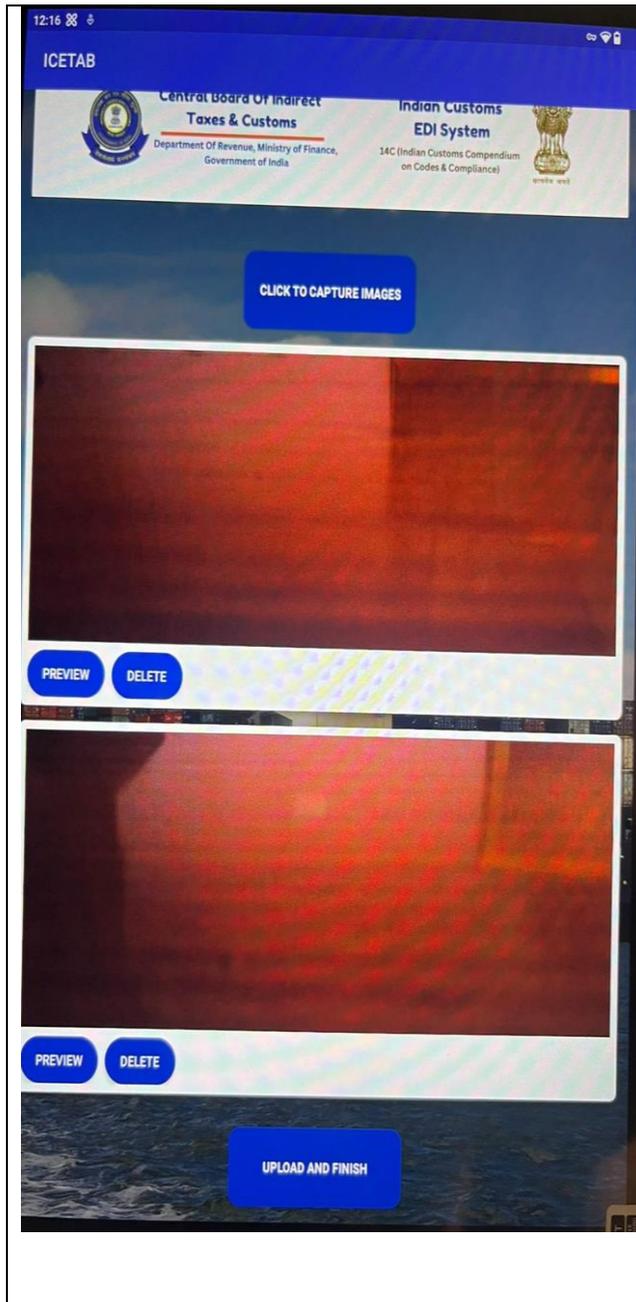


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15. After taking the pictures, the officer can also preview or delete the picture by clicking on the buttons. Press **'UPLOAD AND FINISH'** button to submit examination report. Confirmation message will appear on screen, press **'YES'** to finally submit the examination report.





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16. An acknowledgement message will appear confirming that the images are uploaded and examination report submitted successfully.

