आयुक्त का कार्यालय (एन एस - II)
OFFICE OF THE COMMISSIONER OF CUSTOMS NS-II
आर टी आई कक्ष , बी-401, जवाहरलाल नेहरू सीमाशुल्क भवन
RTI CELL (EXPORT), B-401, JAWAHAR LAL NEHRU CUSTOM HOUSE,
न्हावा शेवा, जिला रायगड - महाराष्ट्र 400707
NHAVA -SHEVA, DIST- RAIGAD, MH - 400 707

File No.:GEN/RTI/APP/497/2026-RTI Date-02-03-2026

To,
Shri Vijay Subbanna Poojary
Office no. 11, 296 Palkhiwala Building CHS,
Shahid Bhagat Singh Marg, Fort Mumbai
Pin-400001

Gentleman,

Subject: RTI application having Regd No CCUM2/R/E/26/00017 dated-04.02.2026, filed by Shri Vijay Subbanna Poojary seeking information under RTI Act, 2005 - reg.

Please refer to your RTI application having Regd No CCUM2/R/E/26/00017 dated- 04.02.2026, filed by Shri Vijay Subbanna Poojary seeking information under RTI Act, 2005 - reg.

1. Based on information provided by the concerned section, JNCH, Nhava Sheva wherein, reply to the information sought by you is as under:-

Para 1 reply: Export documents are filed by the concerned Exporter or his CB on his behalf. The container is stuffed and sealed with RFID seal by the exporter at their premises. Once the container reaches at CPP the RFID seal integrity and e-Seal data is validated. Thereafter the Shipping Bill is processed at CPP in compliance of RMS instructions. On granting LEO the container moves out of CPP as per vessel schedule and is loaded on the vessel loading plan.

Para 2 reply: The list of documents required for clearance of factory stuffed container exports from CPP is similar to those required for other exports cleared through the other CFSs. In case of factory stuffed containers the extra documents required are Self Sealing permission issued by the Jurisdictional Customs formation and permission issued by Factory stuffing permission cell of JNCH.

Para 3(a) reply: The substantive Self-Sealing Permission is issued by the Jurisdictional GST Commissionerate in accordance with Board Circular 26/2017-Customs. The FSP cell at JNCH is responsible for the registration, revalidation, and extension of said permission within the EDI (Electronic Data Interchange) system. The Cell scrutinizes and processes application once the jurisdictional approval is obtained.

Para 3(b) & (c). Exporters are required to submit an application along with the following documents as prescribed under Public Notice No. 94/2023:

1. Request Letter from the Exporter.

2. Self-certified copy of the Self-Sealing/Factory Stuffing Permission issued by the Jurisdictional GST Commissionerate.

3. Copy of previous Permission/Registration issued by the FSP Cell, JNCH (for revalidation/extension).

4. Authorization Letter (if the application is submitted by a Custom Broker or representative).

5. Self-certified copies of IEC, PAN and GSTN Registration.

6. Specimen Signatures and photographs of authorized signatories, duly attested by the Director, Partner, or Proprietor.

7. Exporter's Declaration regarding any previous legal cases, Show Cause Notices (SCNs), etc.

Para 3(d). The Registration in the EDI system is typically completed within a maximum of 10 working days, provided all required documents are complete and formalities are met as per the standing Public Notice.

Para 4 reply: The physical examination and sealing of export containers at the factory premises do not fall under the functional jurisdiction of the FSP Cell, JNCH.

As per Board Circular 26/2017-Customs, these procedures-including the supervision of stuffing and the verification of electronic seals(e-seals)- are conducted under the conducted under the concerned Jurisdiction GST Commissionerate where the factory or warehouse is located. For specific procedural details regarding on-site examination, the applicant may refer to the guidelines issued by

the respective Jurisdictional Commissionerate.

Para 5 reply: The Circulars/Notification/Public Notices issued in this behalf are available on website www.cbic.gov.in

Para 6 reply: The procedure being followed for clearance of Shipping Bills in case of factory stuffed export Shipping Bills is similar to the one followed in case of other Shipping bills. Goods registration is done either by officer or through auto registration mode. Thereafter the Shipping bill is scrutinized for requisite compliance as per RMS instructions/policy conditions and goods are examined if examination is ordered by RMS. Thereafter LEO is granted on verifying all the compliances.

Para 6(a) reply: For factory stuffed containers the LEO is granted at Centralized Parking Plaza , NS-II JNCH, Nhava Sheva.

Para 6(b) reply: LEO is granted by Superintendent of Customs/Appraiser on verification requisite compliances as per RMS instructions and per policy conditions.

Para 6(c) reply: Already addressed in above paras.

Para 7 reply: Already replied to in answer to para 6(b).

Para 7(a) reply: Already replied to in answer to para 6(b).

Para 7(b) reply: Shipping Bill is registration and processed further only on physical arrival of containers.

Para 7(c) reply: In case of exports LEO is granted and Out of Charge is granted for Import Bills of Entry. Further, please refer to answer of para 6(b) for checks before LEO.

Para 8 reply: Once LEO is granted the movement of containers from CPP to port is being looked after by CPP.

Gate in process:

a. Received vessel information- Terminal received VIA information from NLP as well as shipping line.

b. Vessel visit creation in terminal system- Vessel visit created in the terminal operation system (TOS).

c. Gate carting details- Gate carting details updated in terminal

system and same is reflected in the terminal Berthing report.

d. Allotment of export Form13- Terminal allocate form13 to vessel operation agent through the cargoes system.

e. Export pre-advice updation- Shipping lines and their agents are updating container details prior arrival of export container in cargoes.

f. Central Parking Plaza- Factory stuffed containers enroute through CPP where LEO and custom formalities are completed before exit from CPP out gate.

g. Survey before gate in- Physical survey and validation of data which was provided in pre advise by shipping line.

h. Gate in approval- In container is seaworthy and data matched with the system record, CISF allowed to gate in.

Port Terminal documentation involved:

a. VIA copy- Shared by Vessel operating agent.
b. Import advance list- Shared by Vessel operating agent.
c. Export advance list- Shared by Vessel operating agent.

Documents required for container release:

a. Release of import empty Containers- CMC (Container Movement Certificate) is required.

b. Release of DPD (Direct Port Delivery) Containers-
(i) Customs Out of Charge (OOC)
(ii) Valid Delivery order (DO) from the Shipping Line.

c. Release of SEZ Containers- SEZ Cargo Transshipment Permit.

d. Release of ICD by Road Containers- Sub-Manifest Transshipment Permit (SMTP).

e. Back to Town- Back to Town updation in the system basis on proper custom permission.

Para 9, 9(a),(b) & 9(c) – All requisite Circulars/Notifications/Public Notices are available in public domain at https://www.cbic.gov.in/Customs-Circulars-Instructions and

https://www.jawaharcustoms.in/ .

2. Accordingly, the RTI application filed by you is disposed off.

3. An appeal against this reply under Section 19 of the Right to Information Act, 2005, can be filed with the Appellate Authority, Shri Raghu Kiran B, Commissioner of Customs(In Situ), A-704, 7th floor, JNCH, Nhava- Sheva, Tal- Uran, Dist- Raigad, Maharashtra-400 707, within 30 days of receipt of this reply.

Yours sincerely,

(G.N.Srinivas)

Asstt. Commissioner of Customs & CPIO
NS- (G),NS-II,NS-IV, JNCH