

STANDING ORDER NO.21/2012

OFFICE OF THE COMMISSIONER OF CUSTOMS (EXPORT), MUMBAI – II,
JAWAHARLAL NEHRU CUSTOM HOUSE, SHEVA, DISTT. RAIGAD,
MAHARASHTRA – 400 707

F. No: S/3-Misc-8/12 ADC (PAK) Docks

DATE: 18.07.2012

STANDING ORDER NO.21/2012

SUB: Attention of all the officers and staff invited to the procedure to be followed regarding clearance of the imported cargo. In respect of RMS facilitated bills of entry, examination, out of charge and documents collection continue to be as per the instructions contained in Standing Order No 6/2006 dated 22-02-2006. However, the following measures are introduced to streamline the working:

Examining officers posted in import Docks:

- The Examining officers posted in the Docks will attend to the work of Registration of all Bills of Entry
- Examining Officers posted in the CFS will do examination of all the LCL cargo having Assessable value below Rs. 5 Lakh.
- Examining officers shall verify the Marks and Numbers in case of LCL cargo and Seals of the containers in case of FCL cargo.
- Examining officers shall collect the dockets of those Bills of entry which are selected for Post Clearance Audit and ensure that they are sent to PCA, Administrator in Custom House.
- In respect of RMS facilitated Bills of Entry, In CFSs where examining officers are not posted, the above work shall continue to be attended by the Appraising Officer or the Superintendent posted in the CFS.

The AC/DC Docks:

- The Assistant/Deputy Commissioner, Docks shall supervise work of the officers posted under his charge and ensure that the collection of documents and out of charge of all facilitated bills of entry is strictly done as per the standing order no 6/2006 dated 22-02-2006.
- The AC/DC docks shall select few of the facilitated Bills of entry involving very high assessable value, high duty foregone and covering sensitive Commodities for verification of the dockets before out of charge.
- In case of discrepancy found in the dockets, examination of the cargo may be ordered with the approval of the Additional/Joint Commissioner, Docks. However, in respect of Accredited Clients Bills of entry examination of facilitated bills shall be taken up only after the approval of the Commissioner.
- In respect of non facilitated bills of entry instructions issued vide Public Notice No 49/2004 dated 29-10-2004 and standing orders No 62/2009 dated 21-12-2009 and No 58/2011 dated 25-7-2011 shall continue to be followed.
- It will be the responsibility of the AC/DC, Docks to ensure that each and every docket of the Bill of entry which has been out of charged is collected and securely maintained in the CFS. Further at the beginning of each working day, list of bills of entry selected for PCA shall be generated from the system and given to the officers under his charge. He/she shall supervise the transfer of dockets of PCA selected bills to PCA Administration.

The above instructions shall apply mutatis mutandis to cargo delivered at port directly (DPD Cargo)

Sd/-

(RAKESH MISHRA)

(COMMISSIONER OF CUSTOMS (IMPORT))

To,

All officers / staff concerned

Copy to :-

- Chief Commissioner of Customs, JNCH, Mumbai-II
 - Commissioner of Customs (Export), JNCH, Mumbai-II
 - All Addl./Joint Commissioners of Customs, JNCH, Mumbai-II
 - All Deputy/Asstt. Commissioners of Customs, JNCH, Mumbai-II
 - Website of JNCH
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