OFFICE OF THE COMMISSIONER OF CUSTOMS (EXPORT)

JAWAHARLAL NEHRU CUSTOM HOUSE, SHEVA, DISTT. RAIGAD

MAHARASHTRA- 400 707

F.No.S/12-GEN 02/06-07

Date :01.08.2008

STANDING ORDER NO. 33 /2008

Sub : Pendency of stuffing reports even after filing EGM   Q error   drive for

rectification   reg.

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It has been observed that many S/Bs were stuck in the EGM error queue especially in the Q error queue. The EDI System shows Q   error in respect of those S/Bills for which the stuffing report was not entered by the stuffing superintendent, even after the submission of EGM by the concerned Shipping Agent. The Q errors constitute about 25% of the total errors which is quite substantial. However, in respect of S/Bills pertaining to factory stuffed cargo, Q error is noticed erroneously when other errors like L error exists, although no stuffing report is required to be entered in such cases. The EP Copy of the Shipping Bill cannot be generated unless all errors including Q error is removed.

2. One of the major reasons for the Q error is lack of promptness in feeding the stuffing reports by the superintendents, supervising the stuffing. At the time of periodical

transfers/rotations of the superintendents, a large number of stuffing reports are kept pending, which remain unattended unless the concerned exporter / CHA applies for rectification of �Q� error or approaches with a request to enter the stuffing report.� Processing of such applications for rectification of �Q� error, interalia, invariably involves verification at MCD for confirmation of export.

3. �������It is a matter of serious concern, if the stuffing report is not entered in respect of a genuine export.� Some of the old Shipping bills which are lying in �Q� error, could be of those where exports did not take place at all or the S/Bill was cancelled or the exporter obtained BTT, but still the S/Bill remains in the System for reasons unknown.�

4. �������In case of genuine Export, for moving the S/B from EGM error queue to DBK queue or EP copy queue, the �Q� error has to be rectified and for the same, the following guidelines are to be followed:

�(i) �������The officers currently attending to the stuffing in various CFSs , should identify the S/Bills, pertaining to the period after they assumed charge and examine the reason for the �Q� error. In case, such error was due to an inadvertent omission, they should feed the stuffing report and endorse the date of feeding of the stuffing report on the CLP.

(ii) �������In future all the Superintendents., attending to stuffing of export cargo should enter the stuffing reports promptly on the day of the stuffing itself.� Wherever the no. of consignments are too many and stuffing continues till late night, the stuffing report should be entered atleast before the end of the next day to avoid the �Q� errors. The date of feeding of the stuffing report should be endorsed on each CLP and the concerned officer should sign and affix their name stamp.

(iii) ������Stuffing reports shall be entered into the EDI system based on the CLP retained by the department without awaiting the CLP with the endorsement of the port terminal.

(iv)� In respect of the shipping bills with �Q� error (pending entry of stuffing report), the� A/C after ensuring that there was an actual shipment of the goods covered under the said older S/Bills ,should permit the removal of the �Q� error (permit the� Supdts.� to feed the stuffing report).

(v)   Further , at the time of relieving on transfer/rotation, the superintendents supervising the stuffing should furnish a report to the concerned AC/DC (Export) to confirm that they had completed the feeding of the stuffing report in respect of the exports / S/Bills for which the stuffing was supervised by them.

4.   The above work shall be co-ordinated by the Asstt.Commissioner i/c. of EGM Co-ordination Unit at D Node.

5. All the concerned officers are instructed to follow the above guidelines scrupulously.

Sd/-

(K.L.GOYAL)

COMMISSIONER (EXPORT)

To,

1.� All the Asstt.Commissioner�s (Exports), JNCH, Sheva.

2.� All Superintendents i/c. Stuffing, Sheva.

3.� All Superintendents i/c. (Export Docks), Sheva

Copy for information to:

1. The Chief Commissioner of Customs, JNCH, Sheva

2. The Commissioner of Customs (Imports),JNCH, Sheva

3. All Addl./Jt.Commissioners of Customs (Export), JNCH, Sheva

4. The Addl. Commissioner i/c of EDI � for placing this S.O. on Intranet

5. Office File