

**OFFICE OF THE COMMISSIONER OF CUSTOMS (NS-G),
JAWAHARLAL NEHRU CUSTOM HOUSE, NHAVA SHEVA,
TALUKA URAN, DIST. RAIGAD, MAHARASHTRA-400 707.**

Email id: nsg-jnch@gov.in

F. No. S/5-Gen-03/2020-21P&E JNCH

Date: 11.09.2020

PUBLIC NOTICE NO. 116 /2020

DIN No. **20200978 NU 00009 JC 9 B 2**

**Sub: Launch of e-Office in Nhava Sheva-General Commissionerate, JNCH
- reg.**

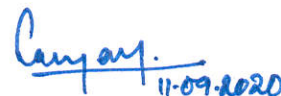
E-Office, an application developed by the National Informatics Centre, Govt. of India, to carry out office work electronically, has been launched in Nhava Sheva-General Commissionerate, JNCH. This application is designed to establish a paperless environment in this office, increase efficiency, transparency, effectiveness, convenience and accountability and for better services.

2. Stakeholders are encouraged to utilize electronic means of communication with the Nhava Sheva-General Commissionerate, JNCH. Since e-Office application requires PDF files, it would be convenient if letters sent to the NS-G by electronic means are in PDF format and better if they are in searchable mode. Please mention mobile number and email in the communications so as to receive the Diary Number allotted to the communication. This can be used as a reference for future communication.

3. In this regard, it is informed that the designated e-mail id **nsg-jnch@gov.in** may be used for official communication.

4. Further, Central Registry Unit (CRU) has been established in the Nhava Sheva-General Commissionerate, JNCH which will receive physical dak. The email id of CRU section is **cru-jnch@gov.in**. CRU will receive the physical dak and transfer this electronically through e-office to other commissionerates in Mumbai Zone-II.

5. Difficulty faced, if any, may be brought to the notice of Additional Commissioner of Customs, P&E, JNCH on his email id **vj.manvatkar@gov.in**.



(Sanjay Mahendru)

Commissioner of Customs,
NS-G, JNCH

Copy for information to:-

1. AIEA, FIEO and other Trade Associations/BCBA/MANSA/CSLA/CFSAI, with a request to circulate this Public Notice among their constituent members for wide dissemination.
2. Port Terminals (JNPT/GTI/BMCT/NSICT & NSIGT).
3. The Commissioner of Customs, NS-I/NS-II/NS-III/NS-Audit/NS-V/NS-Appeal, Zone-II.
4. All Officers and staff of NS-G, JNCH.
5. All Officers and staff in Mumbai Zone-II, via website.
6. DC, EDI - For urgent uploading on JNCH website.