

the Commissioner of Customs (General), Mumbai, before coming into existence of Mumbai Zone-II. Copies of these Standing Orders are enclosed.

3. It appears that the instructions contained in the above said Standing Orders are not being strictly followed by the formations in Mumbai Zone-II, namely Jawaharlal Nehru Custom House (JNCH) and Sahar Air Cargo Complex (ACC). In order to comply with instructions of Honorable Bombay High Court on these matters, the following instructions are issued for strict compliance by all officers concerned in Mumbai Customs Zone-II :

4. **Nodal Officers for attending to the Bombay High Court and briefing of the Departmental Counsel :**

i) The Import and Export Commissionerates of JNCH and Sahar ACC will have a single legal section (one each for JNCH and ACC Sahar) and it will be under the charge of Commissioner (Export) concerned. The legal section shall be immediately re-constituted, to be headed by a Dy./Asstt. Commissioner with the necessary supporting staff at the level of Supdts.(P) and Inspectors. One officer at the level of Supdt. of Customs (P) from each of the formations (JNCH and Sahar ACC) will be designated as Nodal Officer for handling matters at Bombay High Court. These Nodal Officers will be stationed at Mumbai and will attend the Court everyday to gather details of cases pertaining to Mumbai-II Zone. These officers will work as a team so that in the absence of one officer, the other will take care of the cases pertaining to both the formations (JNCH and Sahar ACC). These officers should contact the Dy./Asstt. Commissioner in charge of Legal section of the JNCH/ACC whenever cases belonging to Mumbai-II Zone are to come up on Board and co-ordinate the matter to arrange briefing of the Panel Counsel and also for production of records as may be required by the Panel Counsel or by the Honorable Court. The Dy./Asstt. Commissioner in charge of Legal section should in turn arrange to co-ordinate with the concerned Appraising groups or sections in the Custom House to whom the matter before the High Court is concerned and arrange to do the briefing of the Panel Counsel by dealing officers at the appropriate level in co-ordination with the Nodal Officer. Drafting of the Petitions or Affidavits and their filing will also be monitored by the Legal section of the Custom House concerned. The Dy./Asstt. Commissioner (Legal)

shall ensure that these requirements are complied within the time limit specified in respect of such cases.

ii) The Nodal Officers designated to attend the Court shall maintain the record of the cases which they have attended in the form of a register to be maintained in the Liaison Office of Zone II at New Custom House, Ballard Estate, Mumbai. These officers may also utilize the office facility of Liaison Office for doing their office work. The Addl./Jt. Commissioner in charge of the Legal section shall conduct a monthly review of the work by the Legal section and submit a report to the Commissioner (Export).

5) **Monitoring of Bank Guarantees :** Detailed instructions concerning maintenance of Bank Guarantees and their monitoring has been prescribed in the Standing Order No.7731/02 dated 23.8.02 issued by the Chief Commissioner of Customs, Mumbai (copy enclosed). The procedure prescribed therein shall be strictly followed with regard to Bank Guarantees accepted in JNCH and Sahar ACC. The officers accepting the Bank Guarantees should ensure that they are in the prescribed format and timely action is taken for their renewal before expiry. The original copy of the Bank Guarantee should be detached from the file and maintained by the Chief Accounts Officer or ACAO concerned and follow up action should be taken as prescribed in the Standing Order mentioned above. A Bank Guarantee Register should also be maintained by the Appraising Groups as prescribed in para-5 of the said Standing Order and the said register shall be reviewed by the Dy./Asstt. Commissioner of the concerned Group. An abstract of the Bank Guarantee and status should be prepared by the Dy./Asstt. Commissioner concerned on a quarterly basis and shall be submitted to the Jt./Addl. Commissioner of the Group, latest by 10th of the succeeding month to ensure necessary supervision and monitoring at higher level. Similarly, the CAO or the ACAO concerned should submit an abstract of the B.G. register to the Jt./Addl. Commissioner in charge of Accounts section.

6. A module for monitoring of Bank Guarantee through EDI system is under finalization and it will be implemented shortly. It is hoped that with the introduction of

this module, the concerned section could find out details of Bank Guarantees which are expiring and take timely remedial measures. Detailed instructions will be issued once the EDI Bank Guarantee module is finalized.

7. It is reiterated that the above instructions should be strictly complied with and that any laxity in this will be viewed very seriously. Further, responsibility shall be fixed and any loss in revenue shall be recovered from the concerned staff.

N. SASIDHARAN

CHIEF COMMISSIONER

File No.S/V-30-Misc(104)2007 CCO M-II

Dated, the 20th June, 2007.

Encl: As above.

To :

1. All Commissioners of Customs in Mumbai-II Zone.
2. All Addl./Jt./Dy./Asstt. Commissioners of Mumbai-Zone.
3. Chief Accounts Officer, JNCH. & Asstt. Chief Accounts Officer, Cash Deptt., Sahar ACC.
4. All Officers concerned in Mumbai-II Zone.

Copy to:

1. Chief Commissioner of Customs, Zone-I.
2. Chief Commissioner of Customs, Zone-III.

