

**OFFICE OF THE COMMISSIONER OF CUSTOMS (IMPORT)**  
**JAWAHARLAL NEHRU CUSTOM HOUSE, NHAVA SHEVA,**  
**TAL. URAN, DIST. RAIGADH, MAHARASHTRA 400 707.**

F.No.SG/MISC-134/2009/CIU/JNCH

Date : 06.11.2009

**STANDING ORDER NO. 52 /2009**

**Subject:** Amendment in Import General Manifest / Bill of Entry and Examination of Imported goods when presented to the Shed Staff reg.

It has come to the notice of the Department that in many cases, to avoid adjudication proceedings, Shipping Agency/CHA/Importer submit the application for amendment in IGM / Bills of entries to the Import Noting Section and subsequently to Import Assessing Group, where bills of entries have been filed and goods have already been examined and some discrepancies has been observed by the customs

2. In situations, where bill of entry has already been filed by the Importer/CHA and the amendment(s) is/are requested by the shipping line/ importer/CHA from the Import Noting or from the Assessing Group, the concerned officers, before permitting the amendment sought, must ensure that examination of the imported goods has not been taken place, and if examination has taken place, nothing adverse has been noticed in such examination. To ensure this, the import noting section would seek a factual report/NOC from docks and concerned groups in such cases where bill of entry has been filed and amendment sought is of the nature that has bearing on the revenue or compliance requirement under any law in force for the time being. In cases where some discrepancies have been observed, case would be adjudicated before allowing any amendment.

3. The shed staff, if any, after observing any discrepancy on examination of the goods, should promptly endorse the examination report in the system on the same day of examination of the goods. In cases, where the CHA/Importer does not support, the incidence is to be brought in notice to the concerned group in writing to avoid the act of misleading the department by the CHA/Importer.

4. All the concerned officers are instructed to follow the above guidelines meticulously.

**(B. K. SINHA)**  
**Commissioner of Customs (Import),**  
**J.N.C.H., Mumbai II**

**To**

All the concerned officers

Copy for information to:

1. The Chief Commissioner of Customs, Mumbai - Zone II, JNCH, Sheva.
2. The Commissioner of Customs (Import) JNCH, Sheva.
3. All the Jt./Addl. Commissioners of Customs(EP) JNCH, Sheva.
4. All the Asst./Dy. Commissioners of Customs(EP) JNCH, Sheva
5. Notice Board.