

**OFFICE OF THE COMMISSIONER OF CUSTOMS (EXPORT)**  
**JAWAHARLAL NEHRU CUSTOM HOUSE,**  
**NHAVA SHEVA, DIST. RAIGAD**

F. No S/43-11/JNCH/PSO

Dated. 15.06. 2011

**STANDING ORDER No.50 /2011**

The following norms are prescribed for granting permission for Private Warehouses/Railway Yards stuffing of export goods and posting of Customs staff on MOT basis for supervision and examination.

1. One day permission for factory stuffing shall be granted as per procedure laid down in [Public Notices No. 57/2001, 04/2007, 52/2008, 58/2008, 61/2009, 23/2010](#) and [60/2010](#) issued from time to time.

2. As per [P.N. 60/2010](#), NOC showing willingness to post staff for the work of supervision of stuffing of export cargo at various private warehouses / Railway yards in jurisdiction of JNCH, shall be issued only when requisite no. of willing staff is available.

3. All requests for overtime will be processed by the Preventive Service office. Officers (Supdt./P.O) posted in various offices such as CHS, MTO, Adjudication, Legal cell, Review/TCU, Posting section shall be deputed on ROSTER basis subject to their availability and willingness, before or after working hours on working days and on holidays.

4. The PSO shall ensure that no officers are posted for multiple MOT jobs either at one place or at multiple places in a given time slab, so that the officers posted are able to carry out their job of examination/stuffing supervision effectively and efficiently.

5. The PSO shall also ensure that on a particular day the no. of Containers examined and stuffed under supervision of a deputed set of officers ( Supdt./P.O. ), shall be such that the officers are able to carry out the examination/ supervision as per the stipulated procedures.

6. The PSO shall maintain a register clearly showing the details of the staff deputed, place of work, no. /size of containers, exporter/CHA name, invoice no., description and quantity of cargo and MOT details in the following format.

Sr. No	Exporter Name	C.H. A	Desc./ Qty. of Cargo	Invoice No/Date	Number & size of Contr.	Custom Bottle Seal Nos.	M.O.T Detail (Date / Time).	Place of Work/Name of W/H.	Name of Officers deputed

This issues with the approval of the Commissioner of Customs (Export)

Sd/-

(G.G.PAI)

Joint Commissioner of Customs

PSO