

GOVERNMENT OF INDIA
MINISTRY OF FINANCE
OFFICE OF THE COMMISSIONER OF CUSTOMS (I)
JAWAHARLAL NEHRU CUSTOM HOUSE,
SHEVA, DIST. RAIGAD, MAHARASHTRA

F.No. EDI-193/2004 JNCH Dated 14/05/2004

Standing Order No. 29 /2004

**Subject: Filing of Import Manifest before arrival of vessel and
Registration of Shipping lines/Shipping Agents &
Consol Agents-reg.**

..

invited to provisions of Section 30 of the Customs Act, 1962 and Notification No. 111/2003-Customs (NT) dated 19.12.2003 read with Notification No. 17/2004-Customs (NT) dated 16.2.2004 and Notification No. 112/2003-Customs (NT) dated 19.12.2003 and JNCH Public Notice No. 1/2004 dated 01.01.2004, 27/2004 dated 20.04.2004 and 28/2004 dated 23/04/2004.

Under the aforesaid provisions the carriers or any other person(s) responsible for filing of Import Manifest are required to register themselves with the respective jurisdictional Commissioners of Customs and are required to file Import Manifest prior to arrival of the vessel at the respective customs airport. The Central Government for the purposes of section 30 of the Customs Act, 1962, in terms of Notification 111/2003_Customs (NT) dated 19.12.2003 read with Notification No. 17/2004-Customs (NT) dated 16.2.2004, have specified any other person, who is authorized to issue delivery orders in favour of an importer on the basis of which goods are permitted to be delivered to such importers by the custodians of goods. Thus the person who issues delivery orders to the importers shall be required to file manifest and shall register themselves with the Commissioner of Customs (Import), JNCH, Nhava Sheva.

implementation.

(i)

(ii)

(ii)

(v).

(x)

This Standing Order is issued based on Boards circular no. 30/2004- cus. dated 16-04-2004

Sd/-

**(R. SHARMA)
COMMISSIONER OF CUSTOMS (IMPORT)**

ATTESTED

Sd/-

**(P. K. SINHA)
ADDL.COMMISSIONR OF CUSTOMS.**

ANNEXURE-I

Sr. No.

1

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3

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ANNEXURE-II

Sr.No.

1

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22

Annexure A

Application for Registration of Airlines/ Consol Agents/Any other person

For official use :

Registration Number :

Date:

Valid up to :

Name & Signature of the Customs Officer

1

2. Existing Code

3. *Details of the Firm/Company*

(a)

(b)

(c)

(d)

(e)

provided)

(a)

(b)

(c)

(d)

(e)

5. List of authorized persons (For each authorized person following information is to be provided)

(a)

(b)

(c)

(d)

6. Airport/Port/ICD of verification:

[Name the Commissionerate who will do the verification of above details]

Date :

Place :

The
Bond
and
Bank
Guarante
e
prescribe
d
in para (i
) of
Circular
No.
110/2003
Cus,
dated
22.12.20
03 and
in para 1.
2 of
JNCH
Public
Notice
Number
27/2002
dated
20.04.20

Airlines/
Steamer
Agents/S
hipping
Lines/Co
nsol
Agents (
including
any other
person
notified
as per
section
30 of
Customs
Act, 1962
) are
assigned
the
business
category
codes
as AL
,SA, SL
and CN
respectiv

However,
Airlines/St
eamer
Agents/Sh
ipping
Lines/Con
sol Agents
shall be
required
to submit
the
informatio
n as per
the Annex
ure
A [which
is a
system
compliant
form and
contains
the
informatio
n
prescribed
as per
the

At the time of registration, the requirement stipulated in the para 5 of FORM V and FORM VI of the Import Manifest (Aircraft) Regulations, 1976 and Import Manifest (Vessels) Regulations, 1971 respectively,

Access to the system for filing IGM details will be allowed after the receipt of the applications in the Annexure A by the jurisdictional Commissioner . Because of paucity of time the verification of

The following procedure is to be followed by the Superintendent of Customs (Import Noting Department).

(a) The Superintendent of customs (Import Noting Department) should verify the prima-facie correctness of the information in Annexure A post facto furnished by the applicant whose registration has been

(b) All
the
Annexure
A shall
be
verified
for their
correctne
ss in
detail by
Superinte
ndent of
Customs
(Import
noting
Section),
for which
document
s can be
requisitio
ned from
the
applicant.
After
verificati
on the

(
c) Fresh
applicatio
ns
received
from
06.05.20
04 may
be
verified
by
Superinte
ndent Cu
stoms
(Import
noting
Section)
prior to
registrati
ons in
E.D.I.
system.

(d) The
entire
procedure
of
verificati
on may
be
complete
d within
a period
of one
month.

In the case of any discrepancies observed at the time of verification on the registered unit/party would be debarred from filing IGM. The concerned Commissionerate after the verification on will send the

In the case of Chartered flights where the consol agents themselves are entrusted with the responsibility of filing both master as well as house level details, the consol agents will have to be

The list
of short
haul
flights
is as per
the Annex
ure-I. The
IGM
details
have to
be filed
in these
cases
before
the arrival
of the
aircraft.
However,
as a
transition
al
measure
no penalty
need be
imposed
under
section 30

In the case of flights in domestic sector which carry transhipped imported goods from one Indian airport to another airport in India, it would be treated as **short haul flight** for the purpose of filing IGM

In the
case of
short
haul voya
ges ,i.e.,
where
the
voyage
from the
last port
of call is
less than
4 (four)
days, the
import
manifest
is
required
to be
filed 10
hours
before
entry
inward of
the vessel.
However,
as a

As a
transitional
measure
no
penalty
is to be
imposed
under
Section
116 of
the
Customs
Act, 1962
for a
period of
three
months
,i.e., upto
31.7.200
4, in case
of
amendments
in IGMs
of short

In the case of import /transshipment of imported goods through vehicles, i.e , other than vessel or aircraft, the IGM shall be filed upto 12 hours after the arrival of the loaded vehicle at the Customs station.

The
amendme
nt of
IGM
after the
arrival of
vessel or
aircraft
would **n**
ot be
treated
as late
filing .
The
veracity
of the
amendme
nt would
be
examined
by the
Assistant/
Deputy
Commiss
ioner of
Customs

Where
ICES
system is
not
operation
al, the
hard
copies of
IGM
shall be
required
to be
filed
manually,
in
advance
as per
the
Section
30 of
Customs
Act,1962.

Where ICES is already operational but some Bills of Entry are filed manually, hard copy of IGM will have to be filed as per present practice but late filing of hard copy will not be considered as non-filing or

Help Desk : Any problems with respect to filing of Import Manifest before arrival of vessel the Trade may contact the Import Noting Section, 3rd floor, C Wing, JNCH Bldg. For any problems with respect to Registration of Shipping lines/Shipping Agents & Consol Agents, the Trade may contact ICES Help Desk, 2nd floor, C wing, JNCH Bldg (Phone No. 27242407).

Short Haul Flights (Direct flights originating from)	Destination
Kathmandu	Delhi
Kathmandu	Varansi
Kathmandu	Kolkata
Lahore	Delhi
Colombo	Chennai
Dhaka	Kolkata
Bangkok	Kolkata
Colombo	Trivandrum
Male	Trivandrum
Singapore	Chennai

Short Haul Ports (Voyage time less than 4 days)

	Country
Abu Dhabi	UAE
Aden	Yeman
Bahrain	UAE
Bandar Abbas	Iran
Chittagong	Banglades h
Colombo	Sri Lanka
Djibouti	Djibouti
Doha	Qatar
Dubai(Jebel Ali and Rashid)	UAE
Fujairah	UAE
Karachi	Pakistan
Khor Fakkan	UAE
Khulana (Chalna)	Banglades h
Kuwait	Kuwait
Muscat	Oman
Penang	Malaysia
Port Kelang	Malaysia
Salalah	Oman
Singapore	Singapore
Tanjung Pelapas	Malaysia
Umm al-Qasr	UAE
Yangon	Myanmar

Category of the Agent And Business Code Consol / Person CN
Airlines AL
Shipping Lines SL
Shipping Agent SA

Income Tax PAN
Name of the firm/company
 Ltd., Pvt.
 Ltd.,
 Partner-ship /
 Proprietar
Category y Firm
Registered Office Address
City
PIN
State
Email id
Telephone Numbers
Local Office Address
City
PIN
State
Email id
Telephone Numbers

PAN (If available)

Name of the person

Designation

Education

Qualifications

Address

City

PIN

State

Email id

Telephone Numbers

PAN (If available)

Name of the person

Education

Qualifications

Address

City

PIN

State

Email id

Telephone Numbers

Signature of the applicant