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|-----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p style="text-align: center;">सीमाशुल्कप्रधानआयुक्तकाकार्यालय(एनएस -I)<br/> <b>OFFICE OF THE PR. COMMISSIONER OF CUSTOMS (NS - I),</b><br/> मूल्यनिरूपणमुख्य (आयात) / <b>APPRAISING MAIN (IMPORT),</b><br/> जवाहरलालनेहरूसीमाशुल्कभवन, न्हावाशेवा, ता. उरण,<br/> <b>JAWAHAR LAL NEHRU CUSTOM HOUSE, NHAVA- SHEVA, TAL-URAN,</b><br/> जिलारायगड/ <b>RAIGAD-400707, महाराष्ट्र/ MAHARASHTRA</b><br/> <b>(e-mail:appraisingmain.jnch@gov.in)</b><br/> <b>(Telephone No.022-27244979)</b></p> |
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दिनांक /Date: - 12-09-2025

**दिनांक 22.08.2025 को सम्पन्न 'स्थायी व्यापार सुविधा समिति' (आयात) की बैठक का कार्यवृत्त**  
**MINUTES OF THE MEETING OF THE PERMANENT TRADE FACILITATION**  
**COMMITTEE (IMPORT) AUGUST, 2025 HELD ON 22.08.2025**

The PTFC meeting held in physical mode on 22.08.2025 was chaired by Shri. Yashodhan Arvind Wanage, Pr. Commissioner of Customs (NS-I), and attended by Shri Vijay Risi, Commissioner of Customs (NS- III), Shri Anil Ramteke, Commissioner of Customs (NS-V) and Smt B. Sumidaa Devi, Commissioner of Customs (NS- General).

2. The meeting was attended by the following members/participants of the trade:

| क्र.सं./Sr<br>No. | नाम (सर्वश्री / सुश्री / श्रीमती)<br>Names<br>(Shri / Ms. / Mrs.) | (संगठन / संघ / पदनाम)<br>Organisation / Association |
|-------------------|-------------------------------------------------------------------|-----------------------------------------------------|
| 1                 | Paresh Shah                                                       | WISA                                                |
| 2                 | Ganpat Korde                                                      | BCBA                                                |
| 3                 | Paresh Thakker                                                    | BCBA                                                |
| 4                 | Hiren Ruparel                                                     | BCBA                                                |
| 5                 | Paras Shah                                                        | BCBA                                                |
| 6                 | Sanjay Shingote                                                   | BCBA                                                |
| 7                 | Nirav Thakker                                                     | BCBA                                                |
| 8                 | Harsh Lapsia                                                      | BCBA                                                |
| 9                 | MrsGanguly                                                        | AIWCBA                                              |
| 10                | Divya Shetty                                                      | AIWCBA                                              |
| 11                | Roshan Irani                                                      | AIWCBA                                              |
| 12                | Ashish Pednekar                                                   | USIIC                                               |
| 13                | Karunakar S Shetty                                                | MACCIA                                              |
| 14                | Omprakash Agrawal                                                 | MACCIA                                              |
| 15                | Shivendra Mhatre                                                  | APMT                                                |
| 16                | S. Srinivas                                                       | CFSAI                                               |
| 17                | Sumeet Tanwar                                                     | CFSAI                                               |
| 18                | Salim Shikalgar                                                   | CFSAI                                               |
| 19                | Jeetendra V. Kadu                                                 | CFSAI                                               |
| 20                | Sameer Patil                                                      | Hind Terminal                                       |
| 21                | Bhupendra P. Tandel                                               | One                                                 |
| 22                | S. Soundararajan                                                  | FCIPL                                               |
| 23                | Vaibhav S. Kachale                                                | ZIM                                                 |

|    |                           |            |
|----|---------------------------|------------|
| 24 | Rajasekhar R.             | UPL        |
| 25 | Ravi D. Rao               | JNPA       |
| 26 | Avadesh Kumar             | RPQS       |
| 27 | Dr. ParthasarathiKarmakar | CRCL       |
| 28 | Rajesh Verma              | CDSCO      |
| 29 | Manish Kumar              | CSLA/MANSA |
| 30 | Sachin Patil              | CSLA/RCL   |
| 31 | Mark S Fernandes          | Sylvester  |
| 32 | Rahul Mhatre              | DP World   |
| 33 | Sagar G. Mhatre           | DP World   |

3. विभाग की ओर से निम्नलिखित अधिकारियों ने बैठक में भाग लिया: -

Following Officers from the department attended the meeting: –

| क्रमसं./<br>Sr.No. | नाम (सर्वश्री/सुश्री/श्रीमती)<br>Names (Shri/Ms./Mrs.) | पदनाम<br>Designation           |
|--------------------|--------------------------------------------------------|--------------------------------|
| 1.                 | Satish Kumar                                           | Addl. Commissioner of Customs  |
| 2.                 | Dr. ChittaranjanP.Wagh                                 | Addl. Commissioner of Customs  |
| 3.                 | Manoj Kumar                                            | Joint Commissioner of Customs  |
| 4.                 | Jay G. Waghmare                                        | Joint Commissioner of Customs  |
| 5.                 | Shubh Agrawal                                          | Joint Commissioner of Customs  |
| 6.                 | Dr. Parul Singhal                                      | Joint Commissioner of Customs  |
| 7.                 | Raj Kumar Mishra                                       | Asstt. Commissioner of Customs |

All participants were welcomed by Shri. Yashodan Arvind Wanage, Pr. Commissioner of Customs.

Dr. Parul Singhal, Joint Commissioner of Customs, NS-I, JNCH, with the permission of the Chair, presented the Agenda points pertaining to Import.

4. **BCBAके द्वारा उठाया गया कार्य बिन्दु /AGENDA POINTS RAISED BY BCBA:**

**कार्य बिन्दुसंख्या /POINT NO. 1. Delay in COO Verification - Request for Timely Resolution**

We would like to bring to your kind attention that our members are experiencing considerable delays in the verification of Certificates of Origin (COO), resulting in the delayed clearance of consignments and financial implications.

The following are a few illustrative cases for your reference:

BE No. 2006939 dated 06.02.2024

BE No. 9566513 dated 07.01.2024

BOE No. 5111621 dated 17.08.2024

We would like to highlight that BE No. 2006939 and BE No. 9566513 were also discussed during the PTFC meeting held in May 2025. However, the COO verification for both cases is still pending. BOE No. 511621 is a fresh

case, but it is also facing delay in verification.

We request your kind intervention for timely monitoring and processing of COO verifications, as per CAROTAR rules and relevant Board circulars, to ensure compliance and avoid any further hardship to trade.

We urge you to take necessary corrective action to ensure COO verifications are completed within the prescribed timelines.

**प्रतिक्रिया/Response:** It is to be noted that upon receiving the COO verification requests from the groups, the FTA Cell at JNCH forwards the same to the DIC, New Delhi. From there, the requests are sent to the concerned Ministry and subsequently to the exporting countries. Due to this multi-level procedure, processing times may vary. Group officers has been sensitized regarding this process. Meanwhile, NS-III Commissionerate is actively working to resolve the issue.

(बिन्दुसमाप्त/ Point Closed)

**कार्य बिन्दु संख्या /POINT NO. 2. Suggestion for Optimising Sample Testing via CRCL through Digital Dashboards and ICES Integration**

**Concern:** Rise in Sample Testing and Load on CRCL Laboratories

Post implementation of Faceless Assessment, there has been a noticeable increase in the issuance of testing orders, even for goods and suppliers that have been repeatedly tested in the recent past. This has resulted in:

- Overburdening of CRCL labs, leading to delay in receiving test reports.
- Increase in dwell time, especially for time-sensitive goods.
- A rise in provisional assessments, adding administrative burden on importers and Customs alike.

**Suggestion:** Creation of a CRCL-FAG Integrated Dashboard System

We propose the creation of a real-time dashboard within the ICES system (accessible by FAG officers and Customs Assessing Officers) that provides:

- A database of previous CRCL test reports tagged by:
  - Supplier name
  - Product name
  - HS Code
  - Manufacturer
  - Port of import
- A "test history look-up tool" for FAG officers to view whether the same product from the same supplier has already been tested recently (say, within the last 6-12 months).
- If results are consistent and clean, officers may waive repetitive testing, unless there is a specific reason to suspect misdeclaration or quality variation.

This will lead to:

- Reduction in redundant testing
- Faster clearance and fewer provisional assessments
- Better utilization of CRCL lab resources
- Improved Ease of Doing Business and trade facilitation

**प्रतिक्रिया/Response:** It has been requested that the DYCC Lab reports currently shared with the internal group also be extended to Trade. On average, 30–40 test reports are uploaded daily by the department. Trade can take follow up from there.

(बिन्दुसमाप्त/ Point Closed)

### कार्य बिन्दु संख्या / POINT NO. 3. Digitization of Bonded Goods Receipt Confirmation

As per Board Circular 25/2016, the confirmation of receipt of goods in a bonded warehouse may be undertaken digitally.

**Suggestion:** We urge that this process be made mandatory across all Customs formations by enabling warehouse operators and importers to submit digital receipts via ICEGATE or a dedicated online portal with secure access, thereby reducing the need for physical visits and paper documentation.

**प्रतिक्रिया/Response:** With the implementation of the online warehousing module the functionality of digital receipts has been envisioned in the said module, in this regard kind attention is invited towards Circular 19/2024-Customs on the Subject: **Digitization of Customs Bonded Warehouse procedures relating to obtaining Warehouse Licenses, Bond to Bond Movement of warehoused goods and uploading of Monthly returns-reg.** The relevant Para 2.2.2. is reproduced as under:

Regulation 3 of the Warehouse Goods (Removal) Regulations, 2016 prescribes a physical Form for transfer of goods from one warehouse to another warehouse. The Form provides for inter alia recording of physical dispatch of goods from the originating warehouse and recording of physical receipt of goods at the destination warehouse. The said recordings are required to be signed by the licensee or the bond officer, as the case may be. While the module on ICEGATE will capture all relevant transaction details in the ICES database, the aforesaid physical Form will also be used to monitor and close physical movement of goods. The said physical Form **will be integrated with module in due course. Till such time, it shall continue to be in force and is required to be filled manually in addition to the online modality provided by the module.**

Accordingly, DG Systems/ICEGATE is requested to expedite the inclusion of the functionality in the online warehousing module to address the issue.

(बिन्दुसमाप्त/ Point Closed)

**कार्य बिन्दु संख्या / POINT NO. 4. Digital Insurance Policies with QR Code Integration**

Currently, insurance policies submitted for transit bonds and warehousing bonds in the Bond Section are processed manually.

**Suggestion:** We propose that Customs coordinate with IRDAI to mandate all insurance companies to issue digitally signed insurance policies with QR codes or digital verifiable tokens that can be scanned and stored electronically. This will prevent forgery, improve traceability, and eliminate paper-based records.

**प्रतिक्रिया/Response:** Being a policy matter, the same may be taken up by the CBIC board with IRDAI to mandate all insurance companies to issue digitally signed insurance policies with QR codes or digitally verifiable tokens for uniform implementation across all India on a pan-India basis, ensuring standardization and reducing the scope for manual errors or misuse.

(बिन्दु समाप्त/ Point Closed)

**कार्य बिन्दु संख्या / POINT NO. 5. CDSCO Portal Integration for Non-Pharma Dual-Use Products**

While CDSCO approvals for DUAL USE PRODUCTS are granted via the SUGAM portal, similar imports by non-pharma manufacturers face clearance delays due to procedural ambiguities.

**Suggestion:** We urge that CDSCO port offices be authorised to release such consignments through a digitally enabled mechanism integrated with the SUGAM portal, with real-time validation and record linkage accessible by Customs officers at the port.

We trust that this proposal will be helpful in supporting the larger goals of trade facilitation, reducing cost and dwell time, and making better use of the existing digital ecosystem.

**प्रतिक्रिया/Response:** CDSCO is in process of proposal for Exemption of Dual use NOC for import of Industrial items for manufacturer importers for its captive consumption at their own premises. The proposal is under preparation for discussion with higher authorities CDSCO HQ New Delhi for checking its processing feasibility, implementation and integration with sugam portal being a policy decision matter and to be implemented on all port offices.

Further, recently CDSCO, HQ, New Delhi issued circular vide F. No. IMP-12018(19)/1/2025 dated 01.08.25 for New online Dual Use System on SUGAM Portal to enhance ease of doing business and to streamline the process of issuing Dual Use NOC for drugs imported in bulk for non-medicinal use through Sugam Portal. Further to reduce the compliance burden, CDSCO has initiated issue of 1year NOC, subject to prescribed conditions for such drugs. The new online dual use system will be live from

31.08.2025.

New online Dual Use System on SUGAM Portal is having 2 steps.

Step 1- Registration process on Sugam portal followed by verification with CDSCO HQ

Step-2 Procedure for release of consignment at port office.

(बिन्दुसमाप्त/ Point Closed)

**कार्य बिन्दु संख्या / POINT NO. 6. Request for a Joint Meeting with All PGAs at JN Customs**

We request a joint meeting with representatives of all Participating Government Agencies (PGAs) to address cross-functional delays and streamline coordination for enhanced trade facilitation.

**प्रतिक्रिया/Response:** This is to inform that whenever an agenda point related to any Participating Government Agency (PGA) arises, the concerned PGA is duly informed and invited to the PTFC meeting. Trade's request pertaining to that agenda item is then taken up in the presence of the respective PGA for discussion and resolution.

(बिन्दुसमाप्त/ Point Closed)

**5. WISA के द्वारा उठाया गया कार्य बिन्दु /AGENDA POINTS RAISED BY WISA:**

**कार्य बिन्दु संख्या / POINT NO. 1. Faceless Assessment**

As discussed in the previous PTFC meeting, rampant disregard for system stipulated examination order and irrelevant examination orders continue. Couples of recent cases in point are BE Nos. 2840651dt.24/06/2025 & 3390017 dt.21/07/2025 where no examination was stipulated by system but FAG officers stipulated one. Also, prescribed Azo dyes testing where same has been exempted by DGFT for goods originating from Japan. We sincerely request the chair to issue suitable instructions to field formation in JNCH on stand to be taken for such arbitrary acts of FAG officers.

**प्रतिक्रिया/Response:**In this regard, it is submitted that the aforesaid two Bills of Entry have been verified in the ICES 1.5 System, and it is observed that the same were assessed by the Faceless Assessment Group (FAG) at INDEL4 and not by this Port. For such cases, matter will be referred to NAC for uniformity across ports.

(बिन्दुसमाप्त/ Point Closed)

**कार्य बिन्दु संख्या / POINT NO. 2. Plant & Quarantine issues**

As discussed and advised in the previous meeting, PQ has yet not issued any advisory regarding Phytosanitary certificates which are visible online. The trade is still made to produce originals for verification even though the same is visible online on issuing country's website. Also, finished articles made out of treated wood are now being marked to PQ for release/ NOC when they are exempt from the same.

**प्रतिक्रिया/Response:** Shri Avadhesh Kumar attended the meeting on behalf of PQ and stated that the advisory has to be issued by the Directorate and the RPQS will provide the list of countries for which online Phytosanitary certificates can be verified by port officers.

**(Action: PQ)**

**कार्य बिन्दु संख्या / POINT NO.3. Manual Test Memo permission**

We re-iterate the point addressed and discussed in few previous PTFC meetings and urge permission for manual test memo be permitted at DC level and post facto approvals be sought from concerned ADC/JC. Also, request the list of CTIs presently available in testing module.

**प्रतिक्रिया/Response:** Public Notice No. 57/2021 dated 23.06.2021 mandates electronic Test Memos via the CRCL module in ICES for all sample testing from 01.07.2021. Labs will not accept samples without electronically transmitted Memos. However, in cases of system glitches, manual Test Memos may be used with prior approval from the ADC/JC.

Test Memos are required as per Assessment Orders or policy, depending on CTH and goods. In some cases, the CRCL module does not allow memo generation for certain CTHs marked as "not accepted." In such instances, manual memo approval is sought via e-Office from the ADC/JC, causing delays.

To expedite trade and reduce processing time, it is proposed that AC/DC Docks be permitted to approve manual Test Memos, with post-facto ratification by ADC/JC, as allowed under Point 7 of the said Public Notice. This aligns with trade facilitation and ease of doing business goals.

**(बिन्दु समाप्त/ Point Closed)**

**6. SYLVESTER & CO के द्वारा उठाया गया कार्य बिन्दु /AGENDA POINTS RAISED BY SYLVESTER & CO:**

**कार्य बिन्दु संख्या / POINT NO. 1.** The Cargo was short landed, even for an AEO 2 Tier Importer, it took 31 days to clear, hence request for a much simpler process to enable for quicker clearance.

Though the cargo was short landed in the month of June 2025, resulting in the Custom Duty could not be paid within 15 days of the Bill of Entry being assessed and as a result of which the Deferred Duty payment facility of the Importer was withdrawn. We enclose herewith a Summary of the Consignment which was short landed.

|                                                                                                                           |            |
|---------------------------------------------------------------------------------------------------------------------------|------------|
| B/Entry No.2545761 dated 9.6.2025 noted under Advance noting procedure                                                    | 09.06.2025 |
| Vessel arrived on                                                                                                         | 10.06.2025 |
| Out of Charge of B/E received on                                                                                          | 11.06.2025 |
| M/s. Sinokor India Pvt Ltd informed that 2 Containers were short landed vide e-mail dated                                 | 11.06.2025 |
| Letter from Importer received for 1 <sup>st</sup> check examination for SLC on                                            | 13.06.2025 |
| The Letter submitted to Group for 1 <sup>st</sup> check                                                                   | 13.06.2025 |
| E- file submitted to group on                                                                                             | 13.06.2025 |
| E-file Note sheet received on                                                                                             | 16.06.2025 |
| E.O forwarded E file to Gr. Appraiser                                                                                     | 16.06.2025 |
| Gr. Appraiser taken objection for SLC                                                                                     | 17.06.2025 |
| SLC Received on                                                                                                           | 17.06.2025 |
| E file forwarded to Gr. AC on                                                                                             | 17.06.2025 |
| OOO and BE recalled for 1st check                                                                                         | 19.06.2025 |
| BE sent for First Check Examination                                                                                       | 19.06.2025 |
| First check Examination done on                                                                                           | 21.06.2025 |
| Objection from CMC till IGM amendment from Shipping Company is not received the amendment of BE could not be carried out. | 23.06.2025 |
| BE amendment received on                                                                                                  | 28.06.2025 |
| OOO of B/Entry                                                                                                            | 02.07.2025 |
| Cargo cleared on                                                                                                          | 04.07.2025 |

It has taken almost a month to effect clearance of Short landed Cargo, of an AEO Tier 2 Importer. Request for a much simpler process required to enable quicker clearances.

**प्रतिक्रिया/Response:** The amendment regarding Bill of Entry No 2545761 dated 09.06.2025 was received in Group on 13.06.2025. The E-file No Cus/Apr/Misc/4017/2025 was created on 16.06.2025 for the cancellation of the OOO and amendment sought.

The permission for the cancellation of the OOO was granted on the 19.06.2025. Further, the Bill of Entry was forwarded to Import Docks for First Check Examination on 19.06.2025.

Thereafter, the First Check Examination was conducted on



21.06.2025 and the Bill of Entry was allowed for the amendment. The Bill of Entry was forwarded to CMC, JNCH for carrying out the amendment.

Further, the Bill of Entry was forwarded to Group IV, JNCH on 01.07.2025 and on the same day, bill of entry was forwarded to import docks for OOC. The concerned officers are sensitized for expeditious clearance of consignments.

(बिन्दुसमाप्त/ Point Closed)

कार्य बिन्दु संख्या / POINT NO. 2. It has been noticed, without prejudice to Shipping Lines and Forwarders, they are intimating in good faith the ETA (expected time of arrival) of Vessel based on which, the Trade apply for SIMS and PIMS registrations, as stipulated by the concerned Ministries.

Unfortunately, there are occasions wherein Vessels have arrived prior to ETA, resulting in the department initiating penal action, thereby delaying clearances, though files are processed on E-file.

It is requested, so long as the Trade is able to submit evidence of Shipping Lines and Forwarders confirmation of the ETA, and the SIMS & PIMS Application has been made prior to Vessel ETA, no penal action should be initiated and cargo be released.

प्रतिक्रिया/Response: This is not the proper forum to redress the issue regarding SIMS and PIMS registration delay as the same are being dealt in the line of guidelines issued by concerned Ministries/DGFT.

(बिन्दुसमाप्त/ Point Closed)

## 7. WIBWA के द्वारा उठाया गया कार्य बिन्दु /AGENDA POINTS RAISED BY WIBWA:

### कार्य बिन्दु संख्या / POINT NO. 1. Enhancement of Total Duty Allowed:

To promote ease of doing business and save valuable time, we propose implementing a system where a deemed increase in duty is automatically allowed after the submission of required documents, eliminating the need for separate approvals. This would significantly enhance operational efficiency.

प्रतिक्रिया/Response: Currently, licenses issued to Customs Bonded Warehouses (CBWs) prescribe a fixed duty limit, representing the maximum value of dutiable goods that a custodian is authorized to warehouse at any given time. As per the Customs Act, 1962 read with the Warehousing Licensing Regulations, 2016, the custodians are required to submit various declarations including the following:

- An **all-risk insurance policy** covering the full duty liability on the dutiable goods proposed to be stored.
- A **General Bond (Triple Duty Bond)** equivalent to **three times** the duty liability.
- An **undertaking** binding the licensee to pay any duties, interest,

finest, and penalties applicable under sub-section (3) of **Section 73A of the Customs Act, 1962**.

Once these documents are submitted and found to be in order, the proper officer accepts the above documents (including general bond) and approves the enhancement of the duty limit.

Thus, in view of the above, the proper officer has to accept the updated bond. Therefore, the application for enhancement has to be processed, accepted and approved by the competent authority.

(बिन्दुसमाप्त/ Point Closed)

## 8. Agenda points of previous PTFC meeting:

### कार्य बिन्दु संख्या / POINT NO. 1. Test Memo should be released at Dy Commissioner level

In many cases, the process for sampling is delayed because the relevant CTH (Customs Tariff Heading) is not mapped, and the process requires permission from the Additional Commissioner currently. We suggest that the Test Memo be authorized and released at the Deputy Commissioner level to save valuable time in the clearance process.

प्रतिक्रिया/Response: In this regard, it is to inform that the trade has not provided the details/list of CTH where manual test memos are generated till date to EDI Section, JNCH for forwarding to DG System, New Delhi.

(बिन्दुसमाप्त/ Point Closed)

9. The meeting ended with a vote of thanks to the Chair.
10. This issues with the approval of the Pr. Commissioner of Customs, NS-I.
11. Any amendments to these minutes be provided within the next five working days.
12. Minutes are placed on the JNCH website and also sent through emails to the members.

(Raj Kumar Mishra)

सहायक आयुक्त, सीमाशुल्क/Asstt. Commissioner of  
Customs, मूल्यनिरूपणमुख्य(आयात)/Appraising Main (I),  
जे.एन.सी.एच., न्हावाशेवा/ JNCH, Nhava Sheva.

सेवामें /To,

पी.टी.एफ.सी. केसभीसदस्योंकोईमेलकेमाध्यमसे /All the Members of PTFC (through email)

**प्रतिलिपि/Copy to : (ईमेलके माध्यमसे)**

1. मुख्य आयुक्त, सीमा शुल्क, मुंबई अंचल-II/Chief Commissioner of Customs, MUM Zone-II;
2. प्रधान अपर महानिदेशक, करदाता सेवा महानिदेशालय, मुंबई/The Principal Add. Director General, Directorate General of Tax Payers Services, Mumbai Zonal Unit, room No 138/139, New Custom House, Mumbai-400001([mzu-dgtps@gov.in](mailto:mzu-dgtps@gov.in));
3. लोकपाल, अप्रत्यक्षकर, मुंबई/The Ombudsman, Indirect Taxes, Mumbai;
4. प्रधान सीमा शुल्क आयुक्त/ सीमा शुल्क आयुक्त, मुंबई अंचल-II/ Pr. Commissioner/ Commissioner of Customs, Mumbai Zone-II;
5. सभी अपर/संयुक्त आयुक्त, जेएनसीएच, न्हावा शेवा | All ADCs/JCs JNCH, Nhava Sheva;
6. सभी उप/सहा. आयुक्त, जेएनसीएच, न्हावा शेवा | All DCs/ACs JNCH, Nhava Sheva;
7. सहा/उप आयुक्त, ईडीआई, जेएनसीएच, न्हावा शेवा को अविलंब वेबसाइट में अपलोड करने के लिए AC /DC, EDI, JNCH, Nhava Sheva, for uploading in JNCH website;
8. कार्यालय प्रति/Office Copy.