



सीमा शुल्क (निवारक) के आयुक्त का कार्यालय  
OFFICE OF THE COMMISSIONER OF CUSTOMS  
(PREVENTIVE COMMISSIONERATE)

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C.No.VIII/09/01/2018-Cus.TFC.

Date: 16.11.2018.

**PUBLIC NOTICE NO. 45/2018-Cus**

Sub: Implementation of Paperless Processing under SWIFT – Uploading of Supporting Documents (eSANCHIT) in Exports -Reg.

Attention of all the Importers, Exporters, Customs Brokers, Steamer Agents, Custodians/ Customs Cargo Service Providers, Trade Associations / Chamber of Commerce, Members of the RAC/ PGC and the Public is invited to the Board's Circular No. 43/2018 dated 08.11.2018 on the above subject.

2. Kind attention is invited to the Public Notice No.24/2018-Customs dated 21.05.2018 of this Commissionerate on implementation of paperless processing under SWIFT- Uploading of supporting documents through e-SANCHIT and Bill of Entry (Electronic Integrated Declaration and Paperless Processing) Regulations, 2018 for imports. The same was implemented mandatorily in all customs locations of this Commissionerate.

3. With the objective of further reducing interface, in the similar lines the Govt of India has introduced for Uploading of Supporting documents (eSANCHIT) in Exports. In this regard, kind attention is also drawn to Board's Circular No. 29/2018-Customs dated 30.08.2018 introducing Paperless Processing under Single Window Interface for Facilitation of Trade – Uploading of supporting documents (eSANCHIT) in Exports, wherein, pilot for facility of uploading digitally signed documents on eSANCHIT was launched in exports at Air Cargo complex, New Delhi and Chennai Customs House. On successful implementation of the pilot, it has been decided to extend this facility to all ICES locations on PAN India basis for all types of exports under ICES. On a voluntary basis, members of the trade may use this facility to upload the supporting documents concerning Shipping Bills that may be filed w.e.f 8<sup>th</sup> November, 2018.

4. The Shipping Bill (Electronic Integrated Declaration) Regulation, 2011, provide for the authorized person to submit digitally signed electronic integrated declarations (Shipping Bills) and supporting documents and dispenses with the need for trade to submit the corresponding hardcopies. The Regulations also provide that the authorized

person shall retain, for a period of 5 years from the date of acceptance of the Shipping Bill, all supporting documents in original, which were used or relied upon by him in submitting the electronic integrated declaration, and shall produce them before Customs or other Government agencies in connection with any action or proceedings under the Customs Act 1962 or any other law for the time being in force.

### **Uploading supporting documents**

5. The procedure for eSANCHIT in exports is similar to the one prescribed for eSANCHIT in imports vide Circular No. 40/2017 dated 13.10.2017. Briefly, salient features are described as below: -

5.1 For uploading supporting documents on ICEGATE, the authorized persons must Open ICEGATE URL <https://www.icegate.gov.in/>. Click on Login/Signup button for login into ICEGATE by using his/her access credentials and then Click on e-SANCHIT link provided in left vertical menu to redirect on e-SANCHIT. The step-by-step procedure for upload of supporting documents is also provided on the ICEGATE website. While preparing a job for submission on ICEGATE in their respective Remote EDI Systems (RES), the authorized persons must ensure that they have uploaded all the necessary supporting documents. A facility has also been provided on ICEGATE to the authorized persons to access and view the documents uploaded by them.

5.2 In case the authorized person seeks to provide a document after the generation of the Shipping Bill number, he/she may first upload the document on ICEGATE, obtain a unique ID Image Reference number (IRN) for the document and link that document with the corresponding Shipping Bill by submitting an amendment at the Service Centre. This procedure will also apply when the authorized person submits a document in response to a query raised by Customs for a Shipping Bill.

### **Assessment & Document Verification**

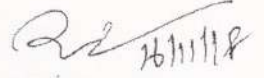
5.3 Once a Shipping Bill has been filed, Customs officers will be able to access the uploaded electronic versions of supporting documents while viewing or assessing the Shipping Bill on ICES. During assessment, ICES provides for a query to be raised in order to call for additional documents or information. In response to a query, supporting documents can be uploaded online by following the procedure described in para 5.2 above. All documents required for the purposes of assessment would be viewed online.

### **Goods Registration, Examination & Let Export Order (LEO)**

5.4 After filing of the Shipping Bill, the authorized person (e.g. Exporter/Customs Broker) may with his self-assessed copy of the Shipping Bill, approach the designated place for goods registration, document verification and LEO. In case goods are to be examined, the officer examining goods may record the results of inspection/examination online on ICES.

6. All the members of the Regional Advisory Committee, Trade and Industry Associations are requested to circulate the Public Notice among their constituent members for implementation and guidance.

7. Action to be taken in terms of decisions taken in this Public Notice should be considered as Standing Order for the purpose of officers and staff.
8. Any difficulty, experienced in the implementation, may be brought to the notice of the undersigned.



(एस. फहीम अहमद/S.FAHEEM AHMED)  
आयुक्त / COMMISSIONER

To

All the Importers / Exporters / Customs Brokers Agencies / Customs Brokers Licensees / Customs Brokers Associations under the jurisdiction of Customs Commissionerate (Preventive), Vijayawada through the Additional / Joint Commissioner of Customs, Krishnapatnam Custom House / Kakinada Custom House and the Deputy / Assistant Commissioner of Customs, ICD, Marripalem.

1. Copy submitted to the Chief Commissioner of Customs and Central Tax, Visakhapatnam zone, GST Bhavan, Port Area, Visakhapatnam - 530035 for information.

Copy to :

1. The Additional Commissioner of Customs, Krishnapatnam Custom House, KAPS Building, CVR Complex, Krishnapatnam Port Area, Gopalapuram, MUTHUKURU-524344 S.P.S.R Nellore District for information with a direction to give wide publicity among the exporters under the jurisdiction of KPCH.
2. The Joint Commissioner of Customs, Kakinada Custom House, Port Road, Kakinada - 533007, East Godavari District for information with a direction to give wide publicity among the exporters under the jurisdiction of KKDCH.
3. The Deputy / Assistant Commissioner of Customs, ICD Marripalem - 522233, Guntur District for information with a direction to give wide publicity among the exporters under their jurisdiction.
4. The Deputy / Assistant Commissioner of Customs, Customs Division, Visakhapatnam / Kakinada / Vijayawada / Tirupati for information.
5. The Deputy / Assistant Commissioner of Customs, Hqrs. Trade Facilitation Centre, Hqrs.office, CC(P), Vijayawada for information.
6. Copy to Superintendent (Computers), CPC, Hqrs.office, Vijayawada for display on CPC, Vijayawada website [www.apcustoms.gov.in](http://www.apcustoms.gov.in)

7. Copy to M/s Krishnapatnam Port Company Ltd., (KPCL) the custodian / Custom Cargo Service Provider of Krishnapatnam Port, Muthukur, SPSR Nellore District (Through the Additional Commissioner of Customs, Custom House, Krishnapatnam) for information.
8. Copy to M/s Kakinada Seaports Ltd.,(KSPL) the custodian / Custom Cargo Service Provider of Kakinada Port, Kakinada (Through the Joint Commissioner of Customs, Custom House, Kakinada) for information.
9. Copy to M/s Leap International Private Ltd, the custodian / Custom Cargo Service Provider of ICD Marrisalem, Guntur (Through the Deputy / Assistant Commissioner of Customs, ICD, Marrisalem, Guntur) for information.
10. Notice Board.

Despatched on 19/11/18  
CPC, Hqs. Vijayawada