Public Notice No.07/2018
Shillong, Dated the 7th December, 2018

Subject: Implementation of Paperless Processing under SWIFT-Uploading of Supporting Documents (eSANCHIT) in Exports - reg.

Attention of all concerned is invited 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 8th November, 2018.

2.   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 Act 1962 or any other law for the time being in force.

Uploading supporting documents.

3.   The procedure for eSANCHIT in exports is similar to the one prescribed for eSANCHIT in imports vide Public Notice **No.01/2018 dated 13.02.2017**. Briefly, salient features are described as below:-

3.1. For uploading supporting documents on ICEGATE, the authorized persons must open ICEGATE URL httgs//www.icegate.gov.in/, click on Login/Signup 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.

3.2.   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.

3.3.   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 3.2 above. All documents required for the purposes of assessment would be viewed online.

Goods Registration, Examination & Let Export Order (LEO)

3.4.   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.

4.   After 15 days of the launch of the facility, a review will be carried out, and thereafter, it will be introduced as a mandatory requirement.

5.   Further, problems/queries, if any, may be may be brought to the notice of this office.

[Authority: Circular No.43/2018-Customs vide F.No.450/148/2015-Cus IV dated 08.11.2018, Govt. of India, Ministry of Finance, Dept. of Revenue (CBEC)]

(K. Ashi Khieya)
Commissioner

SPEED POST

C.No.VIII(48)25/CUS/TECH/2006 /5222-43(A)   Dated: 7 DEC 2018

Copy for information to:

1.The Chief Commissioner, CGST & Customs, Shillong Zone, Shillong

2.The Commisioner, CGST Commissionerate, Agartala/ Aizawl/ Dimapur/ Dibrugarh/ Guwahati/ Imphal/ Itanagar/Shillong.

3.The Deputy/Assistant Commisioner, Customs Division, Agartala/Aizawl/ Dhubri/Dimapur/ Guwahati/Imphal/Karimganj/Shillong.

4.The Deputy/Assistant Commissioner, Moreh LCS, Agartala LCS & ICD Amingaon .

5.The Superintendent, Computer Cell, Customs Hqrs, Shillong to upload the contents of this Public Notice to the Commissionerate website.

6.The Hindi Translator, Customs Hqrs, Shillong to get issued Hindi version of this Public Notice.

7. Guard File

(K. Ashi Khieya)
Commissioner