



OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS, AIRPORT AND
AIR CARGO COMPLEX; PB 5400: QUEEN'S ROAD: C.R.BUILDING;
BENGALURU - 560 001

C.No.VIII/48/04/2014 Air. Cus. Tech. | 720

Date: 20.02.2015

STANDING ORDER No.07/2015 DATED 20.02.2015.

Attention is invited to Board Circular No.33/2010-Customs dated 07.09.2010 and Circular No.04/2015-Cus dated 20.01.2015. Board Circular No.33/2010-Customs dated 07.09.2010, inter alia, provides that all the authorised Couriers are required to fulfil "Know Your Customer (KYC) norms". The list of documents for KYC verification for Courier companies have been made applicable as prescribed under Circular No.09/2010-Customs dated 08.04.2010.

2. Representations have been received from the Express Industry Council of India highlighting problems faced in complying with the KYC norms. It has been represented that only one identification/document instead of minimum two documents should be collected from importer/exporter at the time of delivery/pick up of shipment.

3. The matter has been examined in the Board. In order to redress the genuine difficulty, it has been decided that two documents, one for 'proof of identity' and other for 'proof of address' are required for KYC verification. This is in line with the KYC norms stipulated by RBI. However, in case of individuals, if any one document listed in the Board Circular No.9/2010-Cus dated 08.04.2010 contains both 'proof of identity' and 'proof of addresses', the same shall suffice for the purpose of KYC verification. Board has also decided to expand the list of documents required for KYC verification by including 'Aadhar Card' as one of the valid documents for individuals. As regards, documents for KYC verification in case of others (other than individual), the existing instructions will remain in force.

4. Further, in order to expedite decision making for outsourcing activities by Courier companies, Board has decided that permission mandated under the Courier Imports and Exports (Clearance) Regulations, 1998 and Courier Imports and Exports (Electronic declaration and Processing) Regulations, 2010 should be granted without delay and in any case within 7 days. Accordingly, it must be ensured that the Additional Commissioner of Customs, in-charge of Courier Cell, processes and submits such requests with his recommendations within a maximum period of 4 days of receipt so that a well considered decision could be taken within the time period stipulated by the Board.

5. Similarly, to ensure expeditious decision in respect of re-export of mis-routed consignments, Board has decided that decisions on request of re-export in the

particular situation mentioned in Circular No.04/2015-Cus dated 20.01.2015 should ordinarily be taken within 2 (two) days.

6. The Circular No.33/2010-Customs dated 07.09.2010 and Circular No.04/2015-Cus dated 20.01.2015, have been modified to the above extent, vide Circular No.07/2015-Customs dated 12.02.2015 (F.No.450/77/2010-Cus IV).

7. Above guidelines are brought to the notice of all officers for information and strict compliance.

8. Difficulties, if any, faced in implementation, may be brought to the notice of this office immediately.


(Sandeep Prakash)
Commissioner

Copy submitted to: The Chief Commissioner of Customs, Bengaluru Zone, for information please.

Copy to:

1. The Additional Commissioner of Customs, ACC, Bengaluru. - to ensure compliance.
2. Notice Board.
3. Bengaluru Customs Website.