



सीमा शुल्क के प्रधान आयुक्त का कार्यालय
 OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS
 हवाई अड्डा एवं एअर कार्गो कॉम्प्लेक्स AIR PORT & AIR CARGO COMPLEX,
 देवनहल्ली, बेंगलूरु-560 300. Devanahalli, Bangalore – 560 300.
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DIN: 20220672MP000000D5EF

दिनांक/Date : 21/06/2022

PUBLIC NOTICE NO. 07/2022 - AP & ACC BLR dated 21 /06/2022

Sub:- Procedure for transfer of goods imported at Bengaluru International Courier Terminal to Air Cargo Complex , Bengaluru (Import Shed) and filing of Bills of Entry through EDI of such transferred cargo- Reg.

In view of the representations received from Custodians and authorised couriers, seeking simplified procedure for transfer of import consignments from Bengaluru Courier Terminal to Air Cargo Complex, KIAL, Bengaluru in order to facilitate faster clearance of such cargo, the following procedure/guidelines are laid down for transfer of such consignments as a trade facilitation measure

1. The procedure/guidelines given below are applicable only for consignments to be transferred from Bengaluru International Courier Terminal (hereinafter referred to as 'BLR-ICT') to Air Cargo Complex, KIAL, Bengaluru (hereinafter referred to as 'ACC-BLR') for clearance.
2. Any consignee who intends to clear a courier consignment through ACC-BLR shall inform the concerned authorised courier about the need to clear the particular consignment through ACC-BLR.
3. On receipt of such authorisation from the consignee, the authorised courier shall immediately prepare Cargo Transfer Manifest (hereinafter referred to as 'CTM'), movement wise, as per prescribed format (Annexure-'A') in quintuplicate indicating the details of the shipment. The five copies shall be used as under:
 - (i) First copy to be retained by the concerned Shift Inspector/Superintendent of Courier Cell
 - (ii) Second copy for the concerned Custodian of BLR-ICT, for their records
 - (iii) Third copy for the concerned Custodian of ACC-BLR, to receive the shipment in to their import warehouse and
 - (iv) Fourth copy shall be returned to the Shift Inspector/Superintendent, Courier Cell after transfer of cargo as detailed in para 12 below
 - (v) Fifth copy for the agency moving the shipment from the Airside of BLR-ICT to ACC-BLR.

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4. The existing requirement of executing Bond/BG and debiting of Bond/BG prior to movement of goods from Courier Terminal shall continue to be followed by the authorised courier. Cargo Transfer Manifest i.e. CTM (referred in para 3 above) will be prepared by the authorised courier and submitted to the Shift Inspector/Superintendent, Courier Cell, for entry in the CTM register. The authorised courier should ensure that ECM is updated with transshipment status prior to filing of the CTM for the shipments proposed to be transferred. The Shift Inspector/Superintendent, Courier Cell shall then verify whether the particulars of consignments proposed to be transferred as declared in the CTM match with the declaration made in ECM filed by the authorised courier; also verify that the transshipment status in ECM is proper for the said consignments, and also verify that the revolving bond is properly debited. The Shift Inspector/Superintendent, Courier Cell, shall then enter the CTM number on all the five copies of the CTM, and after endorsement shall retain the first copy of CTM. The Shift Inspector/Superintendent at Courier Cell shall maintain a separate register for recording all the relevant details such as those in 'Annexure-A' and those required to monitor receipt of goods by Custodian at ACC-BLR. The CTM endorsed by Shift Superintendent shall be submitted to Deputy/Assistant Commissioner of Customs, Courier Cell for approval.
5. The Deputy/Assistant Commissioner of Customs, Courier Cell may, after verification of details declared, permit such shipment under CTM to be transferred to the relevant Custodian in the ACC-BLR for further clearance through Customs. On Sundays, Holidays and in Night shift, the Shift Superintendent may permit the transfer and obtain the post-facto approval of the DC/AC, Courier Cell on the next working day.
6. The authorised courier after obtaining permission from the Deputy/Assistant Commissioner shall submit to the custodian of the courier terminal copy of the approved CTM and ensure loading of those consignments in to Container and seal such shipments with the customs seal in the presence of the Shift Inspector/Superintendent, Courier Cell. The shift superintendent/Inspector at BLR-ICT will put forwarding remarks on the CTM mentioning the number of packages & their markings/seal number being forwarded to ACC-BLR.
7. The authorized courier shall arrange to transport those consignments approved for transfer to ACC-BLR in sealed container by availing services of registered airline or their ground handling agent and transport the goods along with CTM, from Courier Terminal to the premises of the concerned Cargo Custodian at ACC-BLR (through Air side in the presence of customs officer) who is to receive the shipments and obtain acknowledgement from IFO/Superintendent (Transshipment) and the Custodian at ACC-BLR on the CTM, for receipt of such shipments at ACC-BLR.
8. The registered airline authorized by the concerned courier hereinafter referred to as 'Authorised Airline', shall file an electronic IGM with Customs, corresponding to the CTM as if a virtual flight has taken place. The Authorised Airline can be their own

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airline (if already registered) and if they do not have their own airline they may take support of any of the registered airlines. The Authorised Airline will be filing the IGM for 'virtual flight', for the movement of goods mentioned in the CTM from BLR-ICT to ACC-BLR. In this regard, the 'Flight No.' to be mentioned in the IGM will be the combination of the following:

- a. Two letter code of the concerned airline (Ex: 'FX', 'ES')
- b. A Standard 4 digit flight number of the Authorised Airline (Ex:0729)
- c. An alphabet (A-Z) to be added as suffix. (Ex: 'A'/'B'). Suffix allows multiple virtual flights to be filed for the same date. The suffix should be used in alphabetical sequence, first flight for a particular date to use 'A' as a suffix, second flight for the same date to use 'B' as a suffix and so on.

Example of virtual 'Flight No.' to be declared in the IGM can be 'FX0729A', 'ES0090B'

The Authorised Airline & concerned authorized courier will submit to customs and seek approval for the 'Flight No.' (except the suffix) that they intend to use for filing IGM for the 'virtual flight'. Only the 7 digit format as specified above should be used for 'Flight No.' in the IGM for virtual flight. The 'flight date' to be declared in the IGM for virtual flight will be the actual date of departure from origin, of the flight which has brought the goods in to India. The date of 'Inward Date' to be declared in IGM will be the date of the original entry inward of Master & House of the original IGM. Each CTM will have a unique number assigned by the Airlines which number will correspond to number of master airway bill for normal flights (as indicated in Annexure-'A'). The authorised courier will issue a Delivery Order to the importer or his agent as per the standard procedure.

9. Entry Inward of IGM has to be entered by IFO.
10. If the authorised courier cannot avail of services for any of the registered airline as mentioned in para 8 to file a fresh IGM based on 'virtual flight', amendment of original IGM is to be done as per the practice being followed prior to issue of this Public Notice.
11. Entry Inward of the CTM has to be entered by the Superintendent (Transshipment) at ACC-BLR and endorsed. After physical verification and preparation of segregation report by the Custodian at ACC-BLR, the Superintendent (Transshipment) shall endorse all the four copies of the CTM.
12. The third copy of CTM duly endorsed by Superintendent (Transshipment) at ACC-BLR and the representatives of Custodian at ACC-BLR will be forwarded by the respective Cargo custodians at ACC-BLR along with the segregation report and the hard copy of IGM, to IGM section at the ACC-BLR for completion of procedure as applicable to regular IGM's.

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13. Thereafter, clearance procedures such as filing of Bill of Entry and processing thereof shall be done as per customs clearance procedure, applicable to goods imported in cargo mode by any normal flight.
14. The authorized courier will submit Fourth copy of the CTM which has been duly signed by the representatives of Custodian at ACC-BLR and Superintendent (Transshipment), to the Shift Inspector/Superintendent, Courier Cell within seven days from the date of transfer of cargo from Courier Cell to ACC-BLR who in turn will close the entry in CTM register thereafter and credit the Transshipment Bond appropriately, which was earlier debited as per procedure indicated in para 4 above.
15. The second copy of CTM will be handed over to the concerned custodian at the BLR-ICT for maintaining records
16. The Custodians at BLR-ICT shall maintain a register entering the details of such shipments transferred to ACC-BLR, for clearance by authorized courier.
17. Authorised courier will submit an undertaking accepting responsibility for the movement of goods in-transit to ACC-BLR from BLR-ICT.

This issues with approval of Pr. Commisisoner of Customs, AP&ACC

Signed by Kala Kant Singh

Date: 22-06-2022 15:43:43

(KALA KANT SINGH)

Addl. Commissioner of Customs

Copy to

- 1) Additional Commissioner of Customs, CCO, Bengaluru Customs Zone for information.
- 2) Addl. Commissioner of Customs (Courier/Technical/Shed/Transshipment/CIU/EDI/SIIB/UB), AP&ACC.
- 3) All Asst/Dy. Commissioner of Customs (Courier), AP&ACC.
- 4) Dy. Commissioner of Customs(Technical/Shed/Transshipment/CIU/EDI/SIIB/UB), AP&ACC.
- 5) EICI Express Pvt Ltd with direction to inform all authorized couriers operating at BLR ICT.
- 6) All Custodians at ICT Bengaluru & ACC-BLR.
- 7) Notice Board
- 8) Bengaluru Customs Website

ANNEXURE-A

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Name of the Authorised Courier & Registration Number:

Address:

Ph No, Fax No. :

CARGO TRANSFER MANIFEST

To,

The Assistant / Deputy Commissioner of Customs,
Courier Cell,
Bengaluru ICT.

Please allow the transfer of below mentioned shipments to Bangalore Air Cargo Complex manifested in Virtual flight No. _____ dated _____ (DD/MM/YYYY) vide MAWB No. _____ by _____ (Name of airlines)

The particulars of the shipments to be transferred are given below:

Sl. No	HAWB (Courier AWB under which goods originally Arrived)	MAWB (under which goods originally arrived)	Original Flight No & Flight Date	Original IGM No. & Entry Inward Date	Name of the importer	Description of Goods	No. Of Pkgs	Weight (in kgs)	Detection Memo No. & Date	Bond Amount	EC M No

Total Number of Packages being transferred to Bangalore Air Cargo Complex : _____, the authorized courier for the above shipments, do hereby undertake to accept responsibility for the goods approved for movement from BLR-ICT to ACC-BLR.
Date:Declarant Signature
Name & Designation:

Forwarding Officer Courier Cell

Asst./Dy. Commissioner
(Courier Cell)Officer Seal

The mentioned packages have been received on _____ (date) at _____ (Time) and accounted in our books under Segregation Report No. _____ Dated _____.

Custodian
(Receiving)
Air Cargo Complex, BangaloreCustoms Officer
(Superintendent- Transshipment) at receiving end
Air Cargo Complex, Bangalore

