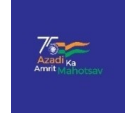


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भारतसरकार/ GOVERNMENT OF INDIA
वित्तमंत्रालय/ MINISTRY OF FINANCE
राजस्वविभाग/ DEPARTMENT OF REVENUE

सीमा शुल्क आयुक्त का कार्यालय/OFFICE OF THE COMMISSIONER OF CUSTOMS

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Date: 16.11.2021

STANDING ORDER NO. 02/2021

Sub: Standard Operating Procedure for revocation of suspended OOC/LEO on ICES Application – reg.

Attention of all the officers and staff of Mangaluru Customs Commissionerate are invited regarding issue of suspension of OOC/LEO on ICES Application in respect of certain Bills of Entry and Shipping Bills respectively.

2. In order to streamline the procedure to deal with such cases where OOC/LEO has been suspended, the following standard procedures shall be followed:

3. Revocation of suspended OOC of Bill of Entry in ICES Application:

In all the cases, when OOC officer notices the message- “OOC can’t be given, contact to System Manager” in ICES system at time of OOC of Bill of Entry, following procedure will be adopted by Import Docks/Groups/EDI for revocation of suspended OOC of Bill of Entry in the ICES Application: -

3.1.1. OOC/CCV officer will comply with all the target instructions and RMS instructions/CCR etc in respect of document verification/physical examination of goods. Wherever examination is not prescribed by RMS/Groups, OOC officers shall comply with all other CCR instructions accordingly. After compliance of Target instructions, he/she shall feed the report in the system.

3.1.2 B/E will then be forwarded to Group for further verification of target instructions in respect of assessment. If the Group is satisfied with respect to compliance of all RMS/Target instructions & nothing adverse is noticed, necessary comments shall be entered in Departmental Comments.

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3.1.3 The Group Appraiser/Superintendent shall put up a brief description of the issue, verification report and Department comments in e-file and forward the e-file to the System Manager through AC/DC (Groups/Imports) for approval of revocation of OOC Suspension in the system. After approval of System Manager, AC/DC (EDI/Imports) will revoke OOC Suspension in the system and the file shall be sent to the Docks officers.

3.1.4 The Docks/OOC officers shall then grant OOC to the Bill of Entry after making necessary department comments and after compliance to any further instructions of Group Appraiser. After granting OOC, Docks/OOC officers shall add his/her comments in the e-file and send back the e-file to Group.

3.1.5 In case no verification is required by Group in target instructions or CCR or assessment Instructions on ICES, OOC/CCV/EO officer will comply with all the target or CCR instructions in respect of document verification or physical examination of goods and/or both, as the case may be, and will feed the report in the system. The OOC/CCV officer shall enter the issue in brief, verification report and comments on e-file. The file/e-file shall then be forwarded to the System Manager through AC/DC (Docks) for approval of revocation of OOC Suspension in system. After approval of System Manager, AC/DC (EDI/Docks) will revoke OOC Suspension in the system and the file shall be sent back to the Docks and OOC shall be granted accordingly by OOC officers at Docks.

3.1.6 In respect of RMS facilitated Bills of Entry, the above procedures shall be followed along with instructions issued by the Board vide Circular No. 43/2005 dated 24.11.2005.

3.1.6 In case of Bills of Entry assessed by faceless assessment Group, Docks officers and Port Assessment Group will carry out the above said procedure accordingly.

4. Revocation of suspended LEO of Shipping Bills in ICES Application:

In all the cases when LEO officer notices the message- "LEO can't be given, contact to System Manager" in ICES Application at the time of LEO of Shipping Bill, following procedure will be adopted by Export/Docks/EDI officers for revocation of suspended LEO of Shipping Bill in the ICES Application: -

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4.1.1. LEO/EO/INS officer will comply with all the RMS instructions in respect of document verification, physical examination of goods, IEC suspension/DBK suspension/IGST suspension etc., as the case may be.

4.1.2 After compliance with RMS instructions, he/she will feed report in the departmental comments on ICES and description of the issue in brief, verification report shall be incorporated on e-file.

4.1.3 The LEO/EO/INS officer shall forward the file/e-file through AC/DC (Docks) to the System Manager for approval of revocation of LEO Suspension in the system. After approval of the System Manager, AC/DC (EDI/Export) will revoke LEO Suspension in the system and the file shall be sent back to the Docks officers who shall then grant LEO accordingly.

5. Difficulty, if any, in implementing this Standing Order, may immediately be brought to the notice of the Additional/Joint Commissioner, through designated email ID of Mangaluru Customs. i.e., **commr-cusmnglr@nic.in**.

(इमामुद्दिन अहमद/IMAMUDDIN AHMAD)
आयुक्त / COMMISSIONER

Copy submitted to:

1. The Chief Commissioner of Customs, Bengaluru Customs Zone, for information.

Copy to:

1. The Additional/Joint Commissioner of Customs, NCH, Mangaluru Customs.

2. All Deputy/Assistant Commissioner of Customs, NCH, Mangaluru Customs.

3. All Sections/Import Appraising Groups/Export/Docks officers and staff of Mangaluru Customs.

4. The Superintendent (EDI) for uploading on the Commissionerate Website.