

## **DISCLOSURE UNDER SECTION 4(1) (b) OF RIGHT TO INFORMATION ACT, 2005**

### **1. ORGANIZATION AND FUNCTION**

#### **1.1 PARTICULARS OF ITS ORGANIZATION, FUNCTIONS AND DUTIES [Section 4(1) b(ii)]:**

##### **i. NAME AND ADDRESS OF THE ORGANIZATION:-**

Office of The Commissioner of Customs, New Customs House, Mangaluru, Panambur-575010.

##### **ii. HEAD OF THE ORGANIZATION:-**

Abilash K. Sreenivasan, Commissioner of Customs, Mangaluru Customs Commissionerate.

##### **iii. VISION, MISSION AND KEY OBJECTIVES: -**

To carry out the mission of CBIC to administer Customs laws aimed at: -

- realizing the revenues in a fair, equitable & efficient manner;
- simplification of procedures, streamlining its online application and taking forward the benefits to the trade & industry by enhancing compliance
- Setting up of institutional framework for identification of Best Practices in Customs, for pan India application and extending online application of such initiatives at National level.
- administering the Government's economic, tariff and trade policies with a practical and pragmatic approach;
- facilitating trade and industry by streamlining & simplifying Customs processes and helping Indian businesses to enhance their competitiveness;
- creating a climate for voluntary compliance by providing guidance and building mutual trust;
- Combating duty evasion and frauds in an effective manner.

##### **iv. FUNCTIONS AND DUTIES: -**

The Bengaluru Customs is a Central Government organization working under Central Board of Indirect Taxes & Customs\_(CBEC), Department of Revenue, Ministry of Finance, Government of India. The Mangalore Customs Commissionerate falls within the jurisdiction of Bangalore Customs Zone. The Commissionerate exercises jurisdiction over the districts of Dakshina Kannada, Udupi, Uttara Kannada, Belagavi, Dharwad, Gadag, Koppal, Vijayanagara, Ballari, Raichur, Vijayapura, Bagalkot, Kalaburagi, Bidar, Yadagiri, Kodagu, Hassan, Chikkamagaluru and Shivamogga in Karnataka, including New Mangalore Port, notified minor ports, Mangaluru International Airport, Air Cargo Complex, and the notified Continental Shelf and Exclusive Economic Zone off the Karnataka coast. Its primary functions include assessment and collection of Customs duties, clearance and facilitation of import/export cargo and international passengers, enforcement of Customs laws, prevention of smuggling and revenue evasion, trade facilitation, border control functions, and implementation of the Government's customs, trade and tariff policies.

Commissioner



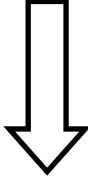
Additional/Joint Commissioner



Deputy/Assistant Commissioner



Superintendent



Inspector/EA/TA/LDC

## **1.2 POWERS AND DUTIES OF OFFICERS AND EMPLOYEES [Section 4(1)b(ii)]: -**

The powers and duties of the officers are defined in the Customs Act, 1962 and the Rules made there under, which are available in public domain.

### **(i) Powers and duties of officers (administrative, financial and judicial):**

1. **Commissioner of Customs** : The Commissioner is the Administrative Head of the commissionerate. She/he shall oversee collection of targeted revenue every year and shall report to the Chief Commissioner of Customs, Bengaluru Customs Zone, Bengaluru . She/he exercises control over the all jurisdictional areas, including the Seaport (INNML1), Mangalore International Airport, Air Cargo Complex (ACC), New Customs House, Old Port, Karwar Customs Division, CPU Malpe (including CSPU Kundapur), CPU Kumta (including CSPU Bhatkal and Honnavar), Export Promotion Cell Mangaluru (Dakshina Kannada, Kodagu, Udupi & Uttara Kannada) , EPC Hassan (Shivamogga, Chickmagalur & Hassan) , EPC Belgaum (Belgaum , Dharwar & Gadag) and all other customs formations and offices falling under the jurisdiction.

2. **Additional/Joint Commissioner of Customs**: One officer in the rank of Additional Commissioner of Customs and one officer in the rank of Joint Commissioner of Customs are deployed in New Customs House, Mangaluru Customs. She/he assists the Commissioner in all matters. She/he supervises and has control over all the staff working in the commissionerate.

3. **Deputy/Assistant Commissioner/Chief Accounts Officer**: Officers in the rank of Deputy/Assistant Commissioner of Customs are deployed in New Customs House. They assist the Commissioner and Additional/Joint Commissioner in matters allotted to him/her. She/he supervises and has control over the sections allocated to him/her.

- i. Establishment
- ii. Vigilance & Public Grievance Section.
- iii. Headquarters Administrative Correspondence Section
- iv. Technical Section v. Review & Appeals Section
- vi. Audit Section including C & AG issues.
- vii. Bond & Warehouse viii. EDI ix. Legal & Prosecution x. Anti-Evasion
- xi. Preventive xii. SIIB xiii. Import & Export xiv. Airport
- xv. Docks xv. General, xvi. UB (Sea), xvii. EPC, xviii. Land & Building
- xix. Disposal

**vii. Power and duties of other officers :**

4. **Superintendent/Appraiser of Customs:** Officers in the rank Superintendent of Customs are deployed in all the formation under commissionerate. She/he assists the Commissioner, Additional/Joint Commissioner, Deputy/Assistant Commissioner of Customs in matters allotted to him/her. She/he supervises and has control over the work and Officers allocated to him/her.

5. **Inspector/Executive Assistant/Tax Assistant of Customs:** Officers in the rank of Inspector / Administrative Officer /Executive Assistant/Tax Assistant of Customs are deployed in all the formation. She/he assists the Commissioner, Additional/Joint Commissioner, Deputy/Assistant Commissioner / Chief Accounts Officer, Superintendent of Customs in matters allotted to him/her.

**viii. Rules/orders under which powers and duties are derived :**  
The Powers and duties are derived from The Customs Act 1962 and Manual of Office Procedure are followed for discharge of functions.

**ix. Rules/orders under which powers and duties are exercised:**  
The Powers and duties are exercised from The Customs Act 1962 and Manual of Office Procedure are followed for discharge of functions.

**1.3 PROCEDURE FOLLOWED IN DECISION MAKING PROCESS  
[Section 4 [(1) b (iii)]:**

**(i) Process of Decision Making—Identify key decision making points:**  
Office of the Commissioner of Customs, NCH is primarily an administrative/monitoring unit. It monitors the activities of all the jurisdictional areas falling under the commissionerate.

**(ii) Final Decision-Making Authority: Each** Commissionerate is headed by a Commissioner who is the final decision making authority with regard to disputes regarding levy of Customs and collection of Customs duty and other related matters in his/her jurisdiction.

**(iii) Related provisions, acts, rules etc.:** The procedure followed by the officers in the decision making process and different aspects of supervision, accountability for taking decisions are outlined in the Customs Preventive Manual, Customs Appraising Manual, the Adjudication Manual, Audit Manual, etc. The procedure indicated in Manual of Office Procedure (MOP) is also followed for decision-making.

**(iv) Time limit for taking decisions:** Time limit for taking decisions is outlined in the Customs Manual, the Adjudication Manual, Audit Manual etc.

**(v) Channel of supervision and accountability:** Commissionerate is supervised by the Commissioner. The Commissioner is assisted by Additional/Joint Commissioners and other officers in the all the formations . There are subordinate field formations viz. various sections / Units which are supervised by a Deputy/Assistant Commissioner. The overall control of the Zone is vested with the Commissioner.

#### **1.4 NORMS FOR THE DISCHARGE OF ITS FUNCTIONS [Section4[(1)b(iv)]:**

**(i) Nature of functions/ services offered:** To carry out the mission of CBIC to administer Customs laws, aimed at: -

- Setting up of institutional framework for identification of Best Practices in Customs, for pan India application and extending online application of such initiatives at National level.
- Simplification of procedures, streamlining its online application and taking forward the benefits to the trade & industry by enhancing compliance.
- realizing their venues in a fair, equitable & efficient manner;
- administering the Government's economic, tariff and trade policies with a practical and pragmatic approach;
- facilitating trade and industry by streamlining & simplifying customs processes and helping Indian businesses to enhance their competitiveness;
- creating a climate for voluntary compliance by providing guidance and building mutual trust;
- Combating revenue evasion and frauds in an effective manner.

**(ii) Norms/standards for functions/service delivery:** The said objectives are sought to be achieved by:

- Enhancing the use of information technology;
- Streamlining the procedures;
- Encouraging voluntary compliance;
- Evolving cooperative initiatives.

**(iii) Process by which these services can be accessed :**

Contact Information of Officer are available in Customs Website [www.bangalorecustoms.gov.in](http://www.bangalorecustoms.gov.in)

**(iv) Time-limit for achieving the targets :** Time limits for taking decisions are outlined in the Customs Preventive and Appraising Manual, the Adjudication Manual, Audit Manual , etc.

**(v) Process of redress of grievances:** The aggrieved citizens may submit their grievances online through CPGRAM Portal for speedy and favorable redressal at <https://pgportal.gov.in> or by any other mode.

The grievances received are examined by the Section dealing with the matter and if found genuine necessary action for redressal of the same is taken accordingly by the competent authority.

**1.5 RULES, REGULATIONS, INSTRUCTIONS, MANUALS AND RECORDS, HELD BY THE ORGANIZATION OR UNDER ITS CONTROL OR USED BY ITS EMPLOYEES FOR DISCHARGING ITS FUNCTIONS [Section4 [(1) b(v)]:**

**(i) Title and nature of the record/manual/instruction:**

The main statutes which are related to the levy and collection of Customs duty are:

- Customs Act,1962
- Customs Tariff Act,1975
- The Central Excise Act,1944
- National Calamity Contingent Duty(Section 136 of the Finance Act, 2001 (14 of 2001)
- Education Cess(Chapter VI of the Finance Bill, 2004)
- Additional Duties of Customs (Goods of Special Importance)Act,1957
- Provisional Collection of TaxesAct,1931
- CGST Act,2017; IGST Act2017;UGST Act 2017
- Foreign Trade (Development and Regulation)Act,1992
- Foreign Exchange Management Act,2000.
- The Drugs and Cosmetics Act,1940.
- Food Safety and Standards Act,2006.
- The Arms Act,1959
- The Narcotic Drugs and Psychotropic Substances Act,1985.
- The Indian Explosives Act,1884
- The Dangerous Drugs Act, 1930
- Destructive Insects and Pests Act,1914.

**(ii) List of Rules, regulations, instructions manuals and records:**

**Rules:**

- The Custom(Appeals)Rules,1982
- The Baggage Rules,2016
- The Customs and Central Excise Duties Drawback Rules,2017
- Re-Export of Imported Goods(Drawback of Customs Duties)Rules, 1995
- The Customs (Settlement of Cases)Rules,2001
- Customs Valuation (Determination of Price of imported Goods) Rules,2007
- Customs Valuation (Determination of Value of Export Goods) Rules,2007
- Customs (Advance Rulings)Rules,2002
- Foreign Privileged Persons(Regulation of Customs Privileges)Rules,

1957

- Customs (Compounding of Offence) Rules, 2005
- Consumer Welfare Fund Rules, 1992
- The Customs, Excise & Service Tax Appellate Tribunal (Procedure) Rules, 1982.
- Customs (Attachments of Property of Defaulters for Recovery of Government Dues) Rules, 1995
- Notice of Short-Export Rules, 1963
- Customs and Central Excise Duties Drawback Rules, 1995
- Specified Goods (Prevention of Illegal Export) Rules, 1969
- Customs Tariff (Determination of Origin of Goods under the Agreement on SAARC Preferential Trading Arrangement) Rules, 1995
- Notified Goods (Prevention of Illegal Import) Rules, 1969
- CGST Rules 2017; IGST Rules 2017
- Customs (Import of Goods at Concessional Rate of Duty for Manufacture of Excisable Goods) Rules, 1996.
- Customs (Publication of Names) Rules, 1975
- Customs (Settlement of Cases) Rules, 2007
- Customs Tariff (Identification and Assessment of Safeguard Duty) Rules, 1997
- Customs Tariff (Transitional Product Specific Safeguard Duty), Rules 2002
- Foreign Trade (Regulation) Rules, 1993
- Foreign Trade (Exemption from Application of Rules in certain cases) Order 1993.
- Notice of Short Export Rules, 1963
- Customs Tariff (Identification, Assessment and Collection of Countervailing Duty on Subsidized Articles and for Determination of Injury) Rules, 1995
- Customs Tariff (Identification, Assessment and Collection of Anti-Dumping Duty on Dumped Articles and for Determination of Injury) Rules, 1995
- Intellectual Property Rights (Imported Goods) Enforcement Rules, 2007

**(iii) Regulations:**

- Sea Cargo Manifest and Transshipment Regulations, 2018 [English]
- Customs (Finalization of Provisional Assessment) Regulations, 2018 [English]
- Customs Audit Regulations, 2018 [English]
- Customs Brokers Licensing Regulations, 2018 [English]
- Warehouse (Custody and Handling of Goods) Regulations, 2016 [English]
- Special Warehouse Licensing Regulations, 2016 [English]
- Special Warehouse (Custody and Handling of Goods) Regulations, 2016 [English]
- Private Warehouse Licensing Regulations, 2016 [English]
- Public Warehouse Licensing Regulations, 2016 [English]
- Warehoused Goods (Removal) Regulations, 2016 [English]

- Customs Baggage Declaration Regulations,2013[English](42KB)
- Shipping Bill (Electronic Declaration)Regulations,2011
- Customs (Provisional Duty Assessment)Regulations, 2011 [Rescinded vide CBEC Notfn.No.113/2016-Cus (N.T.)dated22/08/2016]  
Replaced by guidelines issued vide Board Circular 38/2016-Cus.dated 22/08/2016,regarding provisional assessment under section 18 of the Customs Act,1962
- On site Post Clearance Audit at the Premises of Importers andExporters Regulations,2011
- Bill of Entry (Electronic Integrated Declaration)Regulations,2011
- Courier Imports And Exports (Electronic Declaration And Processing)Regulations, 2010
- Handling of Cargo in Customs Areas Regulations,2009
- Customs House Agents Licensing Regulations, 2004. Superseded by Customs Brokers Licensing Regulations,2018.
- Special Economic Zones (Customs Procedures)Regulations, 2003 [Rescinded by Notfn.12/2007-Cus(N.T.),dated 21-02-2007]
- Courier Imports and Exports(Clearance)Regulations,1998
- Customs (Fees for Rendering Services by Customs Officers)Regulations,1998
- Bill of Entry (Electronic Declaration) Regulations, 1995[Superseded by Bill of Entry (Electronic Declaration) Regulations, 2011]
- Customs Refund Application(Form)Regulations,1995
- Goods Imported(Conditions of Transshipment)Regulations,1995
- Import of Gold and Silver By Passengers(Form of Bill of Entry )Regulations, 1994
- Shipping Bill and Bill of Export(Form)Regulations,1991
- ATA Carnet (Form of Bill of Entry & ShippingBill)Regulations,1990
- Project Imports Regulations,1986
- Customs House Agents Licensing Regulations,2004. Superseded by Customs Brokers Licensing Regulations,2018
- Bill of Coastal Goods(Form)Regulations,1976
- Bill of Entry(Forms)Regulations,1976
- Boat Notes Regulations,1976
- Export Manifest(Aircraft)Regulations,1976
- Export Manifest(Vessels)Regulations,1976
- Export Report(Form)Regulations,1976
- Import Manifest (Aircraft)Regulations,1976
- Import Report(Form)Regulations,1976
- Shipping Bill for Aircraft Spares Ex-bond Regulations,1975
- Uncleared Goods(Bill of Entry)Regulations,1972
- Levy of Fees (Customs Documents)Regulations,1970
- Baggage (Transit to Customs Stations)Regulations,1967
- Manufacture and other Operations in Warehouse Regulations,1966
- Passenger's Baggage(Levy of Fees)Regulations,1966
- Bonded Aircraft Stores(Procedure)Regulations,1965
- Transportation of Goods (Through Foreign Territory)

Regulations,1965

- Customs (Provisional Duty Assessment) Regulations,1963[Superseded by Customs(Provisional Duty Assessment) Regulations, 2011]
- Imported Packages(Opening)Regulations,1963
- Imported Stores(Retention on Board)Regulations,1963
- Warehoused Goods(Removal) Regulations,1963

**(iv) Manuals**

- CBIC Manual on Customs Preventive
- CBIC Manual on Customs Appraising
- Customs Manual on Self-Assessment 2011

**(v) Acts/Rules manuals etc.:** All these Acts, Rules, Manuals are available in CBIC website [www.cbic.gov.in](http://www.cbic.gov.in).

**(vi) Transfer policy and transfer orders**—Transfer Policy are uploaded in the website [www.bangalorecustoms.gov.in](http://www.bangalorecustoms.gov.in)

**1.6 CATEGORIES OF DOCUMENTS THAT ARE HELD BY IT OR UNDER ITS CONTROL [Section 4(1)b(vi)]:**

**(i) Categories of documents:**

Office of the Commissioner of Customs, NCH being only an administrative/monitoring unit, no specific records are exclusively held by it or under its control. The commissionerate maintain the followings records:

1. Records of revenue realization
2. Records of inspection and audit
3. Records of litigation in Courts
4. Records of litigation in Tribunals
5. Records of vitals statistics like Revenue, arrears of
6. Revenue, Provisional assessments, Adjudication, Refunds
7. Records of Offences registered against tax evaders
8. Records of Revenue Recovery
9. Records of Drawback Claims
10. Records of Refunds Claims
11. Records of Vigilance matters
12. Records of Receipts and Expenditure Accounts
13. Records of Service Books
14. Records of Establishment matters
15. Records of Administration
16. Records of Stores & Stationery
17. Records of Welfare matters
18. Records of Audits conducted and discrepancies noted
19. Records of Prosecutions
20. Records of litigation in CAT
21. Records of Departmental Adjudication

**1.7 BOARDS, COUNCILS, COMMITTEES AND OTHER BODIES CONSISTING OF TWO OR MORE PERSONS CONSTITUTED AS PART OF PUBLIC AUTHORITY [Section 4[(1)b(viii)]:**

PTMC Meeting: Pursuant to the recommendations of the Kelkar Committee, a Permanent Trade Facilitation Committee was setup in the Bangalore Customs Commissionerate in the year 2003 . The PTFC Meeting is held every fortnight under the Chairmanship of the Commissioner of Customs. The list of Members of this Committee includes all the community partners like the Trade Associations, Customs House Agents' Association, Steamer Agents' Association, Custodians, etc. The specific objective of this meeting is to discuss problems relating to clearance of import and export goods and to find solutions there to . The Meeting addresses the issues pertaining to Customs matters. Points to be discussed in the meetings are taken in advance and studied. In addition to clarification given by the department during the meetings, detailed minutes are also issued, which are sent to all the Members as also posted on the Commissionerate's website ([bangalorecustoms.gov.in](http://bangalorecustoms.gov.in)).

### **1.8 DIRECTORY OF OFFICERS AND EMPLOYEES [Section 4(1) b(ix)]:**

#### **Directory of Key Officers of Mangalore Customs:**

<b>Sl . No</b>	<b>Name of the Officer</b>	<b>Designation</b>	<b>Telephone No.</b>
1	ABILASH K. SREENIVASAN	COMMISSIONER	commr-cusmnglr@nic.in 0824-2408164
2	BIJU THOMAS	ADDITIONAL COMMISSIONER	biju.thmas@nic.in 0824-2406308
3	HARIKRISHNAN .D.	JOINT COMMISSIONER	harikrishnan.dileep@gov.in 0824-2407885
4	RAMESHCHANDRA M.	ASSISTANT COMMISSIONER	mr.co29201@gov.in 9448623172
5	ARAVINDA RAJA	ASSISTANT COMMISSIONER	aravindar.g079401@gov.in 9249978662
6	S MADHUSOODANA BHAT	ASSISTANT COMMISSIONER	madhusoodana.bhat@gov.in 934356131367
7	MOHANDAS V.V	ASSISTANT COMMISSIONER	mohandasv.g029401@gov.i n 9449773912

### **1.9 MONTHLY REMUNERATION RECEIVED BY EACH OF ITS OFFICERS AND EMPLOYEES, INCLUDING THE SYSTEM OF COMPENSATION AS**

**PROVIDED IN ITS REGULATIONS [Section 4(1) b(x)]:****(i) List of Employees with Gross monthly remuneration:**

The Scale of Pay for Commissioner	:LEVEL14 of Pay matrix along with applicable allowances
The Scale of Pay for Additional Commissioner	:LEVEL13 of Pay matrix along with applicable allowances
The Scale of Pay for Joint Commissioner	:LEVEL12 of Pay matrix along with applicable allowances
The Scale of Pay for Assistant Commissioner/Chief Accounts officer	:LEVEL10 of Pay matrix along with applicable allowances
The Scale of Pay for Superintendent/ Sr. Private Secretary	:LEVEL8/9 of Pay matrix along with applicable allowances
The Scale of Pay for Administrative Officer/Private Secretary/Inspector	:LEVEL7 of Pay matrix along with applicable allowances
The Scale of Pay for Executive Assistant / Steno (Gr-I)	:LEVEL6 of Pay matrix along with applicable allowances
The Scale of Pay for Tax Assistant/ Steno (Gr-II)	:LEVEL4 of Pay matrix along with applicable allowances

**(ii) System of compensations provided in regulations:**

There is no system for compensation.

**1.10 NAMES, DESIGNATIONS AND OTHER PARTICULARS OF PUBLIC INFORMATION OFFICERS [Section 4[(1) b (xvi)]:**

<b>(i) Name &amp; Designation of the Officer</b>		<b>(ii) Address &amp; Telephone No.</b>
Aravinda Raja, Assistant Commissioner	CPIO, Mangaluru Customs all Section/Subject	Office of the Commissioner of Customs, New Custom House, Panambur, Mangaluru-575010 Phone No.: 08242407885, Email-commr-cusmnglr@nic.in
S Madhusoodana Bhat , Assistant Commissioner	CPIO, Mangaluru International Airport and Air Cargo Complex, Mangaluru	O/o the Assistant Commissioner of Customs, Mangaluru International Airport, Kenjar, Post Bajpe, Mangaluru Phone No. 08242407379 /2220430 & 2253326, Fax 0824 2220430, E Mail-commr- cusmnglr@nic.in
Rameshchandra M, Asst. Commissioner	CPIO, Customs Division Karwar	O/o the Assistant Commissioner of Customs, P BNo.16, M G Road, Kajubagh, Karwar, Phone No 08382-226712/227431, Fax 08382226533, E Mail- commr-cusmnglr@nic.in

**1.11 PROGRAMMES TO ADVANCE UNDER STANDING OF RTI [ Section 26 ]:**

- (i) **Educational Programmes:** Training on RTI related subjects are conducted by NACIN.
- (ii) **Efforts to encourage public authority to participate in these programmes:** Officers are nominated for training on RTI related subjects which are conducted by NACIN.
- (iii) **Training of CPIO/APIO:** All trainings are conducted by NACIN.
- (iv) **Update & publish guidelines on RTI by the Public Authorities concerned:** Not applicable.

**1.12 TRANSFER POLICY AND TRANSFER ORDERS [F.No.1/6/2011-IRdt. 15.4.2013]:**

Transfer Policy and Transfer Orders are uploaded in the Bengaluru Customs website [www.bangalorecustoms.gov.in](http://www.bangalorecustoms.gov.in).

**2. BUDGET AND PROGRAMME****2.1 BUDGET ALLOCATED, INDICATING PARTICULARS OF ALL PLANS, PROPOSED EXPENDITURES AND REPORTS ON DISBURSEMENTS MADE [Section 4(1)b(xi)]:**

ANNEXURE (Monthly expenditure report March 2026) amount in Rs.					
S.No.	Object Head	B.E. of current FY	Expenditure During March-2026	Total Expenditure upto March 2026	Balance
1	Salaries	117357000	0	115109682	2247318
2	Wages	424000	0	423990	10
3	Rewards	2400000	1148050	2398286	1714
4	Medical Treatment	1250000	566176	1202548	47452
5	Allowances	92700000	89438	92502986	197014
6	LTC	1350000	151001	1346397	3603
7	Training Expenses	330000	311760	329960	40
8	DTE	4600000	408428	4597284	2716
9	Office Expenses	18000000	3359675	17982147	17853
10	RRT(L&B)	43816938	37541529	43816938	0
11	Printing and Publications	75000	0	64640	10360
12	Rent for Others	7489000	1084813	7488986	14
13	Digital Equipment	375000	126668	367633	7367
14	Material and	885000	290567	875316	9684

	Supplies				
15	Fuels and Lubricants	4334000	1493977	4253525	80475
16	PPSS	17000	1050	16930	70
17	Repair and Maintenance	6500000	2691992	6499285	715
18	SSE	400000	0	400000	0
19	Other Revenue Exp	300000	89025	298166	1834
20	Swachhta	4200000	1106936	4200000	0
21	Grant in Aid	0	0	0	0
22	Advertising and Publicity	1000	0	837	163
23	Foreign Travel Expenses	0	0	0	0
24	Minor Work (Office)	3000000	0	2999604	396
25	Minor Work (Residential)	1256940	0	1256940	0
26	Machinery and Equipment	3209500	2019300	3208584	916
27	Information and Technology	1500000	212684	1497910	2090
28	Furniture and Fixtures	1500000	627992	1499940	60

## **2.2 FOREIGN AND DOMESTIC TOURS[F.No.1/8/2012-IRdt.11.9.2012]:**

**(i) Foreign and Domestic Tours by Ministries and Officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department –**

Not Applicable

**(ii) Information related to Procurements:**

- a. **Notice /tender enquires,and corrigenda–Not Applicable.**
- b. **Details of the bids awarded comprising the names of the suppliers of goods/ services being procured –All the procurements are being made through GeM (Government e-Marketportal). The details regarding floating tender/bids would be available in Commissionerate website.**
- c. **The works contracts concluded in any such combination of the above- Not Applicable.**
- d. **The rate /rates and the total amount at which such procurement or works contract is to be executed -Not Applicable.**

## **2.3 MANNER OF EXECUTION OF SUBSIDY PROGRAMMES, INCLUDING THE AMOUNTS ALLOCATED AND THE DETAILS OF BENEFICIARIES OF SUCH PROGRAMMES [Section 4(1)b(xii)]:**

- i. **Name of the programme of activity –There is no subsidy**

program in this commissionerate.

- ii. **Objective of the programme**-Not Applicable.
- iii. **Procedure to avail benefits**- Not Applicable.
- iv. **Duration of the programme/ Scheme**-Not Applicable.
- v. **Physical and financial targets of the programme**- Not Applicable.

**2.4 Nature/ Scale of Subsidy/Amount allotted-Not Applicable.**

- i. **Eligibility criteria for grant of subsidy** –Not Applicable.
- ii. **Details of beneficiaries of subsidy programme (number, profile etc)** –Not Applicable.

**2.5 DISCRETIONARY AND NON-DISCRETIONARY GRANTS [F.No. 1/6/2011-IRdt. 15.04.2013]:**

- i. **Discretionary and non-discretionary grants/allocations to State Govt./NGOs/other institutions:** There are no discretionary and non-discretionary grants.
- ii. **Annual accounts of all legal entities who are provided grants by public authorities:** Not Applicable.

**2.6 PARTICULARS OF RECIPIENTS OF CONCESSIONS, PERMITS OR AUTHORIZATIONS GRANTED BY THE PUBLIC AUTHORITY [Section 4(1)b(xiii)] :**

(i) **Concessions , permits or authorizations granted by public authority:** There are no concessions, permits or authorizations available in generic sense of the term.

(ii) **For each concession, permit or authorization granted:**

- a. Eligibility Criteria- Not Applicable.
- b. Procedure for getting the concession/grant/or permits of authorizations – Not Applicable.
- c. Name and address of the recipients given concessions /permits or authorizations– Not Applicable.
- d. Date of award of concessions/permits of authorizations- Not Applicable.

### **3. Publicity and Public interface**

#### **3.1 Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation thereof [Section 4(1)(b)]**

PTFC meetings are held at Commissionerate and the minutes are being issued.

Policy issues are forwarded to the competent authorities wherever found necessary.

Contact details of information and facilitation counter is available on the website <https://bangalorecustoms.gov.in/>

PPP- NotApplicable.

#### **3.2 Are the details of policies / decisions, which affect public, informed to them [Section 4(1) (c)]**

All the details are available on the website <https://bangalorecustoms.gov.in>

- i) Online response and queries is through Email and Whatsapp Seva.
- ii) Arrangement for consultation before formulation of policy is by way of meetings with the trade and trade bodies for collation of information and suggestion for onward submission to competent authority are available as posts in cbic.gov.in website from time to time.

#### **3.3 Dissemination of information widely and in such form and manner which is easily accessible to the public[Section 4(3)]**

- i) Website: <https://bangalorecustoms.gov.in>
- ii) Twitter account: <https://twitter.com/blrcustoms>

#### **3.4 Form of accessibility of information manual/ handbook [Section4(1)(b)]**

- (i) Electronic Format
- (ii) Printed format:
  - a) AIO Handbook

#### **3.5 Whether information manual/hand book available free of cost or not [Section4(1)(b)]**

- i) List of materials available free of Cost-All items mentioned in 3.4 are available free of Cost
- ii) At reasonable Cost: NA

#### 4. E Governance

Section 4(1)(b)	Information to be published under the Act
4.1	<b>Language in which information manual/hand book available-English</b>
4.2	<p><b>When was the information manual/hand book last updated?</b></p> <p>a) International passenger guide: <a href="https://www.cbic.gov.in/entities/internationalTravellers">https://www.cbic.gov.in/entities/internationalTravellers</a></p> <p>b) Tax information : <a href="https://taxinformation.cbic.gov.in">https://taxinformation.cbic.gov.in</a></p> <p>c) CBIC Information : <a href="http://www.cbic.gov.in">www.cbic.gov.in</a></p>
4.3	<p><b>Information available in electronic form :</b></p> <p>Complete information regarding the Central Board of Indirect Taxes and The Customs Act, 1962 is available is on the above given web portals. All Notifications, Circulars, Instructions, etc, issued under the Customs Act, 1962 are updated on real time basis</p>
4.4	<p><b>Particulars of facilities available to citizen for obtaining information-</b></p> <p>i) CPIO- Office of the Commissioner of Customs, New Customs House, Mangalore, Panambur-575010.</p> <p>ii) Details of Information made available: All information required to be made available under RTI act pertaining to administration, finance and Judicial Matters.</p> <p>iii) Working Hours for Customs House: 09.30 AM to 6.00 PM from Monday to Friday</p> <p>iv) Working Hours for Airport : 24X7,</p> <p>iv) Working Hours for Docks : 24 X 7</p> <p>v) Contact Person and details: Shri Aravinda Raja, Assistant Commissioner, O/o Commissioner of Customs, New Customs House, Mangalore, Panambur-575010.</p>

**4.5. The Name, designation and other particulars of the Central Public Information Officers (CPIOs) :**

<b>Name and Designation of the Officer</b>		<b>Address and Telephone No.</b>
Harikrishnan D., Joint Commissioner	First Appellate Authority	Office of the Commissioner of Customs, New Custom House, Panambur, Mangaluru-575010 Ph No.- 0824-2407885 E-mail : harikrishnan.dileep@gov.in
Aravinda Raja, Assistant Commissioner	CPIO, Mangaluru Customs all Section/Subject	Office of the Commissioner of Customs, New Custom House, Panambur, Mangaluru-575010 Phone No.: 08242407885, Email-commr-cusmnglr@nic.in
S Madhusoodana Bhat , Assistant Commissioner	CPIO, Mangaluru International Airport and Air Cargo Complex, Mangaluru	O/o the Assistant Commissioner of Customs, Mangaluru International Airport, Kenjar, Post Bajpe, Mangaluru Phone No. 08242407379 /2220430 & 2253326, Fax 0824 2220430, E Mail-commr- cusmnglr@nic.in
Rameshchandra M, Asst. Commissioner	CPIO, Customs Division Karwar	O/o the Assistant Commissioner of Customs, P BNo.16, M G Road, Kajubagh, Karwar, Phone No 08382-226712/227431, Fax 08382226533,E Mail-commr-cusmnglr@nic.in

ASSISTANT COMMISSIONER (CPIO)

