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OFFICE OF THE COMMISSIONER OF CUSTOMS,
AIRPORT SPECIAL CARGO, COURIER CELL, E.I.C.I. TERMINAL,
SAHAR, ANDHERI (EAST), MUMBAI-400 099.

F. No. Air/Cus/50/CC/382/2011 (PartIV)

Date: 23.02.2018

PUBLIC NOTICE No. 18 /2017

Subject:- Implementation of Express Cargo Clearance System (ECCS) for the clearance of export goods at Courier Terminal - Reg..

Attention of the Trade, Authorized Couriers and all concerned is invited to the provisions of the Customs Act, 1962 (herein after referred to as "the Act"), Courier Imports and Exports (Electronic Declaration and Processing) Regulations, 2010, as amended (hereinafter referred to as "the Regulations") issued in exercise of the powers conferred by Section 157 of the Act by the Central Board of Excise and Customs (CBEC) vide Notification no. 36/2010- Customs (NT) dated 05.05.2010, CBEC Circular no. 58/2016-IV dated 02.12.2016 and the procedures stipulated in the earlier Notifications, Public Notices, Circular, etc.

2.0 Attention is also invited Public Notice No. 25/2016 dated 23.12.2016, No. 29/2017 dated 29.03.2017 and No. 10/2017-18 dated 14.08.2017 issued by this office on the same subject. As notified vide the said Public Notices clearance of all imported goods through the Courier Terminal, Mumbai was automated in a phased manner, with the deployment of the Express Cargo Clearance System (ECCS). Now, in the next stage of automation, clearance of export shipments through Courier Terminal shall be automated in a phased manner as per the procedure laid down here-in-below. The provisions of this Public Notice, in so far as they are with respect to automation of courier clearance, shall prevail over existing instructions. Further, the words used in this Public Notice shall have the same meaning as assigned to them in the Act and the Regulations.

3.0 Export of documents and non-documents shall be handled in the automated system called ECCS. Once consignment details (including scanned documents) are entered into the system, it shall be accessible to all stakeholders i.e. Courier Companies, Custom Brokers, Customs and Custodian as per access control defined in the ECCS.

4.0 RMS functionality will be introduced for export module shortly.

5.0 As the ECCS is a web-based application, the CEM/ CSB can be uploaded/filed from the offices of Courier Companies/ Customs Brokers/ Importers through the Internet by authorized users. However, the users can also do so from computer terminals provided by the Custodian in the Service Center, located on the first floor of the Courier Terminal. For availing this facility, Courier Companies/ Customs Brokers/ Importers who intend to file CSB will have to come to the Service Center with physical copies of the relevant documents. These shall be entered into the ECCS by personnel present at the Service Center.

- 6.0 The procedure for Export is prescribed under Regulation 6 of Courier Imports and Exports (Electronic Declaration and Processing) Regulations, 2010 as amended.

7.0 **Application for registration of Authorized Courier:** The registration process of authorized Courier will be governed by the provisions specified in the Regulations 2010. The process of granting registration shall not be part of the ECCS. Once the PAN based registration has been made, particulars of the registration shall be updated in a centralized directory in the ECCS. This process of updating the directory in ECCS shall be handled by the jurisdictional Additional/Joint Commissioner of Customs. There shall be one centralized "regulation number" for one Authorized Courier even if it operates at multiple customs stations. The registration of courier Company would take place through an application made by a person intending to operate as an authorized courier. Such application would be made in writing to the Commissioner of Customs (APSC) where the goods are to be exported.

8.0 PROCEDURE FOR CLEARANCE OF EXPORT GOODS: -

8.1 **Packaging of goods:** Export goods shall be packed separately in identifiable courier company bags, with appropriate labels, in the following category:

- (a) Documents
- (b) Samples and free gifts
- (c) Commercial goods; and that each package shall bear declaration by sender regarding the content of package and value thereof.

8.2 **Filing of Courier Shipping Bill (CSB):** Para 6 of the Regulations, stipulates that the Authorized Courier or his agent shall make entry of goods for export, in Courier Shipping Bill-III (CSB-III) and Courier Shipping Bill-VI (CSB-IV) as detailed below:

- (i) CSB-III (Form G) is to be filed for documents that include any message, information or data recorded on paper, cards or photographs having no commercial value, and which do not attract any duty and are subject to any prohibition/restriction on their import or export.
- (ii) CSB-IV (Form H) is to be filed for other goods namely; (1) Bonafide commercial samples, (2) Prototypes of goods; (3) Bonafide gifts of articles of personal use of a value not exceeding Rs. 25,000/- and any bonafide commercial samples and prototypes of goods supplied free of charge of a value not exceeding Rs. 50,000/- for exports which are not subject to any prohibition or restriction on their export and which do not involve transfer of foreign exchange.

- (iii) The Authorized Courier or his agent shall file in an electronic form, a manifest for export goods, before its export with the proper officer in Courier Export Manifest (CEM) of Regulation 2010 as per procedure described in para 8.5 below.
- (iv) No person shall, except with the permission of proper officer, open any package of export goods brought into the Customs area, to be loaded on a flight.

8.3 Arrival Scan: Arrival scan is conducted by the custodian at the gate of the export bay evidencing receipt of the export goods. The custodian weighs the shipments and keys in details of the shipment.

8.4 X-Ray Scan and Physical Examination

(a) All export consignments (documents and non-documents) shall be subjected to X-Ray screening before export. If the inspector does not find anything suspicious in the shipments the same shall be cleared from X-Ray, unless otherwise selected for physical examination. Shipments selected for physical examination as well as those found suspicious during X-Ray will be forwarded for physical examination. After examination, the Examiner will enter the examination report and forward the CSB to Superintendent and Superintendent will give LEO (Let export order) if otherwise in order.

(b) Physical examination of export documents (covered by customs declarations CSB-III) gifts, samples and export goods (covered under CSB-IV) and commercial goods shall be restricted to a maximum of 10% of the total courier consignments. However, this limit can be enhanced on specific intelligence. The consignments so selected have to be examined 100%.

(c) Selection of consignments above would be based on the various parameters such as nature of goods, value, weight, status of importer etc.

(d) However, the Commissioner of Customs in respective port can exercise discretion of random examination of goods, on specific parameter such as country of export, nature of goods etc.

(e) Notwithstanding anything contained above, any consignment can be examined by the Customs (even upto 100% examination), if there is any specific intelligence or there is doubt during X-ray in respect of the said consignment.

8.5 Courier Export Manifest (CEM) in Form F to the Regulations: CEM filing is segregated as per flight number. After LEO of shipments, CEM is automatically generated in which the list of HAWBs with respect to CSBs filed can be viewed by the courier user. The courier user will have the option to omit specific HAWBs which are not being exported through the mentioned carriers/flights after recording the reasons for the same. Once the same has been verified and updated the CEM details shall be submitted by the Courier User.

9.0 PROCEDURE FOR SUSPICIOUS CONSIGNMENTS FOR GOODS COVERED UNDER CSB III & IV

In case the Inspector X-Ray finds suspicious shipments, he removes these shipments and sends the shipments for examination along with his comments stating the nature of suspicion. The Inspector conducting the examination creates an examination report and submits the same to the Superintendent. If the suspicious shipments are contained in bags, the same are removed from the bags and an examination report is created for each suspicious shipment. The report is submitted to the superintendent for further action as mentioned below.

9.1 **Detention Memo:** If the suspicions are confirmed, the superintendent issues a detention memo and goods move into the warehouse of the custodian. He can seek document/information from the courier company.

9.2 **Query Memo:** The Superintendent can also raise a query, for which he/she shall enter remarks seeking documents/information from the Courier Company and Courier Company has to submit their replies to the queries along with all relevant documents in the system itself.

9.3 If, post referral of a case by the Inspector, the Superintendent does not find anything suspicious in the shipment, he shall approve export of the same and will give LEO.

10.0 **Amendment in Flight:** On account of lack of space in a particular flight or on account of flight delays, it is not possible to load the shipments in the flight that had been specified in the shipping bill. This would necessitate alternations in the shipping bills. The system shall thus provide a feature for couriers to modify the shipping bills that have been filed. For this purpose, the status of the shipping bill must be either "Filed" or "Cleared". Shipping bills modified in this manner must be approved by the shed superintendent. Unapproved shipments must not be considered for loading for export.

11.0 **Back to Town:** For the purpose of sending shipments back to their place of dispatch, the courier amends the shipping bill and indicates the shipments that are to be sent back to town and gives reasons for making such a request. Permission for back to town shall be given by the ACDC. Shipments meant for re-export (status "Return to Origin" or "Misrouted Shipment") cannot be permitted to be taken "Back to Town".

12.0 **Unclaimed cargo:** Any export goods that have been brought into customs area for export purpose and have not been exported within seven days of arrival of such goods into such area or within such extended period as permitted by the proper officer in case of delay due to such reasons which the proper officer considers to be beyond the control of the concerned Authorized Courier and declared exporter, may be detained by the proper officer and sold or disposed by the person having custody thereof, after issuing notice to the concerned Authorized Courier and declared exporter provided the charges payable, for storage and handling of such goods are paid by such Authorized Courier.

13.0 Automation of clearance of export through the Courier Terminal, Mumbai as detailed above shall be undertaken in a phased manner. In the first phase of deployment, clearance of export covered under Courier Shipping Bill III (CSB-III) will be undertaken, on pilot basis, with effect from 26.02.2018. In the initial stages, the pilot run would include only selected flights which shall be notified separately while the remaining shipments would continue to be cleared manually.

14.0. Difficulties, if any, faced in the implementation of this Public notice, may be immediately brought to the notice of the undersigned.


(Vinay Brij Singh)
Commissioner (Customs)
AIRPORT SPECIAL CARGO
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To

1. All Registered Courier Companies.
2. M/s Courier Association of India.
3. M/s Brihan Mumbai Custom House Agents' Association
4. EICI for circulation to all.
5. Notice Board

Enclosed: Form-F to Form-H'

Received

24/2/18
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