

OFFICE OF THE COMMISSIONER OF CUSTOMS
CUSTOM HOUSE : COCHIN- 682 009.

TRADE FACILITY NO. 03/2008.

**Sub: Taking print-out of “Let Export Order (LEO)” copies of
Shipping Bills at CFS’s – Reg:-**

Attention is invited to this Custom House Public Notice No.133/98 regarding implementation of EDI system for Exports. In the case of export cargo, stuffed outside the Docks, it is reported that the existing practice is to examine/stuff the goods at the respective CFS”, and give ‘LEO’ on hard copy of Shipping Bill, thereafter, the containers are moved to the Prestage/Docks area under Customs seal; LEO in EDI system is granted only after arrival of the containers at Docks. In otherwords, the exporters have to register the Shipping Bill at Docks, go to CFS for examination and LEO and come back to Docks for LEO in system, resulting in duplication of work. Trade has represented in 35th PTFC meeting held on 24.03.2006 that this results in delay and inconvenience and requested to reconsider the procedure, in line with the procedures followed at CFS’s of other Custom Houses.

Accordingly, the matter is examined. No such procedure of re-routing the customs cleared containers through Docks for LEO is prescribed in the instructions for customs clearance of export containers from CFS’s. Such a practice is not seen followed in other Custom Houses also, where, CFS’s are located at considerable distance from the Docks area. Instead, LEO is granted (both in System and hard copy) at the respective CFS’s itself by the proper officer, so that export containers can be directly shipped, on following usual Customs formalities related loading of containers to vessels. In order to avoid difficulties and to streamline the procedures, henceforth, revised procedure as detailed below shall be followed in such cases:-

- 1). In the case of export containers from CFS, after customs examination, “LEO’ shall be granted by the proper officer at the respective CFS itself. Hardcopy of the shipping bill shall be generated / endorsed there itself, by the proper officers posted there.
- 2). Thereafter, containers shall be stuffed under Preventive supervision and on completion, containers shall be sealed by tamper-proof customs seals.
- 3). Officer who supervised the stuffing shall also enter the stuffing report in EDI System, at the CFS itself.
- 4). Such Customs cleared containers shall be allowed to move to Docks, under Customs seal. Prev. Officer at CFS shall endorse the out-time at the CFS gate in the Registers and also in the hard copy of Shipping Bill generated there.
- 5). Time for transportation of Export containers to Docks from different CFS shall be as below:
 - i). CFS - (Petta) to Docks - 90 minutes
 - ii). CFS - (Falcon) to Docks - 120 minutes
 - iii). CFS - (AT) to Docks - 20 minutes

6). On arrival of the containers, Gate officer at Q-9 gate of Docks shall verify the intactness of seals, time for transportation etc-w.r.t the endorsements in Export documents and if found in order, shall be cleared for onward transmission, as per existing procedures.

7). In cases of tampering / undue delay in arrival from CFS or any other suspectable case, gate officer shall bring the matter to the notice of DC/AC (Docks), who shall decide the matter on merits.

8). A list containing details of containers cleared and sent to Docks for export from each CFS shall be prepared on weekly basis by the Supdt. posted at the respective CFS's and the List shall be forwarded to Container Cell at Docks.

9). Supdt. (Container cell) shall verify/ match the details of containers forwarded from each CFS, w.r.t the details available with them, and ensure that all such containers are exported. On such reconciliation, if any abnormalities are noticed, matter shall be immediately brought to the notice of DC/AC(Docks) and DC/AC(Prev).

All other procedures, specified and hitherto followed for export consignments, except as stated above, shall be continued to be followed.. Difficulties, if any, on implementation of the above shall be brought to the notice of undersigned.

[Issued in File No.C1/07/08 –Cus - TU]

**Sd/-
(D D Ingty)
Commissioner**

Dated: 25.01.2008

// Attested //

(George Joseph)
Appraiser (Tariff Unit)

To,

All Concerned, as per Mailing list.

Copy to:

1. Notice Board.
2. Commissioner's file / Jt. Commissioner / All D.Cs & A.Cs / Development Commissioner (CSEZ) / All Appraisers / All Sections / Guard File.