PUBLIC NOTICE NO: 28 / 2015-16

Sub: Registration of Airlines / Console Agents / Others in EDI for filing of import Manifest before arrival of aircraft — reg


In terms of Import Manifest (Vessels) Regulation, 1971 and Import manifest (Aircraft) Regulations 1976, any person who delivers the import manifest for a vessel or an aircraft to the proper officer under section 30 of the Customs Act 1962 is required to be registered with Customs. Thus person responsible for filing of the Import Manifest both of master as well as House Airway Bills details has to register with the Customs in advance. The application for registration shall be made to the jurisdictional Commissioner in Form V or Form VI, as the case may be, of the said Regulations.

Airlines agents and console agents who are filling documents on behalf of Airlines and console agents, are not presently registered with the jurisdictional Commissioner of Customs for enduring themselves with the legal responsibility and accountability of the agents. Therefore, they are required to be registered and get authorized for filing of IGM, EGM or CGM on behalf of Airlines or console agents.

As use of the Digital Signature has been made mandatory for filling of documents w.e.f 1st January 2016 vide Circular No 26/2015 dated 23.10.2015 and further extended before 31.01.2016, in view of Sec 5 and Sec 6 of the IT Act, 2000 also it is necessary that the agents shall use their digital signature for filing of IGM, EGM and CGM once they are authorized by the airlines and console agents for filing of these documents at Customs ICEGATE through RES.

New registration module of ICEGATE, which has been launched w.e.f. 28.12.2015 also requires such users to have proper authorization of jurisdictional Commissioner for filing IGM, EGM or CGM on behalf of principals. This module does not need an ICES directory based authentication process for Air agents and console agents. For this purpose following documents is to be submitted before getting themselves registered at new registration gateway of ICEGATE and use their digital signature certificate for filling of documents with undertaking to file the manifest details as required:

1. Bond of Rupees Ten lakhs with auto renewal clause.
2. Bank guarantee of Rupees Twenty five thousand with auto renewal clause.
3. Duly authenticated MOU between authorized agents/person and Airlines/Console Agents i.e. to whom Airlines /Console agents hire and authorized them for filling correct IGM details as required on behalf of Airlines or Console Agents.
4. Bank account details with the certification by bank authorities.
Accordingly, the Airlines/Steamer Agents/Shipping Lines/Consol Agents are required to submit the information as per the prescribed Annexure “A” attached to this public notice to the Principal Commissioner of Customs (Import) for capturing the details in the EDI Systems for smooth implementation of Digital Signature to facilitate the trade.

In view of the above, all Airlines and Console Agents are requested to register the referred agents at this Commissionerate who are filling Import manifest both master as well as house level, on behalf of Airlines and console Agents.

This Public Notice shall be deemed to be modified as and when, and in the manner CBEC issue any circular to amend the policy related to registration of airlines/console agents/others in EDI for filing of imports manifest before arrival of Aircraft.

This is issues with the approval of the Principal Commissioner of Customs (Import).

Encl: As above.

Copy to
1. Airlines
2. Console agents association
3. BCHAA
4. EDI section for loading at ACC website
5. Chief Commissioner of customs, Zone-III
6. Principal Commissioner of customs (I), ACC
7. Commissioner of customs(x), ACC
8. Addl. Commissioner (import noting)
10. Supdt. I/C Batch.
11. Office copy
12. CHS for displaying at Notice board

(OR SATISH DHAVALE)
Additional Commissioner of Customs (Import)
Import Noting, ACC, Mumbai.

Signed
19.01.2016.

(DR SATISH DHAVALE)
Additional Commissioner of Customs (Import)
Import Noting, ACC, Mumbai.
Annexure A

Application for Registration of Airlines/ Consol Agents/Any other person

For official use :

Registration Number :

Valid up to :

Name & Signature of the Customs Officer

<table>
<thead>
<tr>
<th>1. Category of the Agent And Business Code</th>
<th>Consol / Person</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Airlines AL</td>
</tr>
<tr>
<td></td>
<td>Shipping Lines SL</td>
</tr>
<tr>
<td></td>
<td>Shipping Agent SA</td>
</tr>
</tbody>
</table>

2. Existing Code

3. Details of the Firm/Company

(a) Income Tax PAN
(b) Name of the firm/company
(c) Category Ltd., Pvt. Ltd., Partnership / Proprietary Firm
(d) Registered Office Address
   City
   PIN
   State
   Email id
   Telephone Numbers

(e) Local Office Address
   City
   PIN
   State
   Email id
   Telephone Numbers

4. Details of the Directors/Partners/Proprietor (For each person following information is to be provided)
5. List of authorized persons (For each authorized person following information is to be provided)

(a) PAN (If available)
(b) Name of the person
(c) Designation
(d) Educational qualifications
(e) Address
   City
   PIN
   State
   Email id
   Telephone Numbers

6. Airport/Port/ICD of verification:

[Name the Commissionerate who will do the verification of above details]

Date:                           Signature of the applicant
Place: