



OFFICE OF THE COMMISSIONER OF CUSTOMS (IMPORT-I)  
NEW CUSTOM HOUSE, BALLARD ESTATE, MUMBAI 400001.  
TEL NO. 022-22757401 FAX NO. 022-22757402

F. No. : S/22-217/2018 A(M)

Date: 25/01/2018

**PUBLIC NOTICE No. 12/2018**

**Sub: Pilot implementation of paperless processing under SWIFT -  
Uploading of supporting documents - regarding.**

It is brought to the notice of the trade, public and all stake holders that with the objective of reducing physical interface between Customs, other regulatory agencies and the trade, and to further enhance the speed of clearance of import consignments, it has been decided to introduce facility to upload digitally signed supporting documents on a pilot basis at New Custom House, Mumbai. The said pilot shall cover all types of imports under ICES.

2. Attention in this regard is drawn to the CBEC Circular No. 40/2017-Customs dated 13<sup>th</sup> October, 2017 available on [cbec.gov.in](http://cbec.gov.in). In view of the same, it is communicated that the facility to upload supporting documents on ICEGATE for New Custom House, Mumbai, is available from 29<sup>th</sup> January, 2018 onwards as a pilot project. Now, w.e.f. 29.01.2018, under this pilot, the Authorized Persons of Customs Brokers/Importers filing documents under Group IV & VB may voluntarily submit all supporting documents online on ICEGATE after affixing digital signatures for the documents.


3. It may be noted that after 15 days of the launch of the facility, it would be introduced as a mandatory requirement for all the Groups in the New Custom House, Mumbai. Further, attention of the trade is invited to the procedure regarding pilot implementation of paperless processing under SWIFT highlighted in the aforementioned Circular.

4. The detailed procedure for uploading the supporting documents shall be as under:

4.1 For uploading supporting documents on ICEGATE, the authorized persons must open ICEGATE URL <https://www.icegate.gov.in/in>, Click on Login/Signup button for login into ICEGATE by using his/her access credentials and then Click on e-SANCHIT link provided in left vertical menu to redirect on e-SANCHIT. The step-by-step procedure for upload of supporting documents is also provided on the ICEGATE website. While preparing a job for submission on ICEGATE in their respective Remote EDI Systems (RES), the authorized persons must ensure that they have uploaded all the necessary supporting documents. A facility has also been provided on ICEGATE to the authorized persons to access and view the documents uploaded by them.

4.2 In case the authorized person seeks to provide a document after the generation of the Bill of Entry number, he/she may first upload the document on ICEGATE, obtain a unique ID Image Reference Number (IRN) for the

document and link that document with the corresponding Bill of Entry by submission of an amendment at the Service Centre. This procedure will also apply when the authorized person submits a document in response to a query raised by Customs for a Bill of Entry.

  
25/1/18

(PRACHI SAROOP)  
COMMISSIONER OF CUSTOMS (IMPORT-I)

COPY TO :

- 1) CC Office
- 2) Pr. Commissioner of Customs (General)
- 3) Commissioner of Customs, Import-I, Import-II, Export-I, Export-II
- 4) EDI Section