



OFFICE OF THE COMMISSIONER OF CUSTOMS (EXPORT)

EDI SECTION, 1ST FLOOR, NEW BUILDING,
NEW CUSTOM HOUSE, BALLARD ESTATE, MUMBAI- 400001

F.No.: GEN/EDI/Misc/21/2020-EDI-O/o COMMR-CUS-EXP-ZONE-I-MUMBAI

Dated: 22.10.2020

Public Notice No.70/2020
DIN No.: 20201077000003NDD34

Sub :- Advisory for filing amendment for adding supporting Docs to a Bill of Entry –reg.

Kind attention is invited of all the Importers, Exporters, Customs brokers, custodians and all the stakeholders to the ICES advisory No. 35/2020, dated 09.10.2020 issued by DGoS, ICES on the above mentioned subject. Instances have been noticed where an importer uploads additional documents in eSanchit for a Bill of Entry after its submission but does not file an amendment for that Bill of Entry to tag the additional documents. In such a case, the additional documents do not become available to the assessing officers. Following points are therefore clarified to ensure that the procedure gets followed properly.

1. To add any additional supporting document(s) to a Bill of Entry, either to reply to a query raised by the Customs officer or otherwise, first step is to upload the document online on eSanchit and generate the IRN Number(s).
2. Next step is to file the amendment to the Bill of Entry to add these supporting documents. The amendment can be filed either through Service Centre or online through ICEGATE. The Bill of Entry Message Format may be referred to see the online amendment message details. (https://www.icegate.gov.in/Download/BE_Message_format_2.7_14Sep_2020.pdf)
The amendment will have to be filed for Supporting Documents table. The message type for online amendment is CACHI01_A and the amend code in Amendment Master table for addition of supporting documents is S_DOCS.
3. The amendment to add supporting documents does not require officer's

approval and is auto-approved. Only the deletion of any document requires officer approval like any other amendment.

4. In case the addition of documents is to answer a query raised by the Customs officers, it is advised that the query is replied to only after following the above steps so that the Customs officer is able to view the added document along with the query reply.

Difficulties faced, if any, in following the above procedure may be brought to the notice of icegatehelpdesk@icegate.gov.in

(Sd/-)
(Manish Mani Tiwari)
Commissioner of Customs, Export,
Mumbai Customs Zone-I
NCH, Mumbai.

Copy to:

1. The Principal Chief Commissioner of Customs, Mumbai Zone-1.
2. The Commissioner of Customs, General and Preventive, NCH, Mumbai Zone-I
3. The Commissioner of Customs, Audit, Import I, Import II, NCH, Mumbai Zone-I
4. All Additional Commissioner of Customs, NCH, Mumbai Zone-I
5. All Deputy/Assistant Commissioner of Customs, NCH, Mumbai Zone-I
6. All Section/Groups, NCH, Mumbai Zone-I
7. All Trade Members, All Custom Brokers, Exporters, Importers and Licensed Warehouses for manufacturing activity under the MOOWR.
8. AC/DC, EDI for uploading on NCH website immediately.
9. Office Copy