



OFFICE OF THE PRINCIPAL COMMISSIONER OF CUSTOMS (GENERAL),
CENTRAL INTELLIGENCE UNIT,
JAWAHARLAL NEHRU CUSTOM HOUSE, NHAVA SHEVA,
DIST- RAIGAD, MAHARASHTRA - 400 707.
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F. No. SG/Misc-08/2016-17 CIU/JNCH

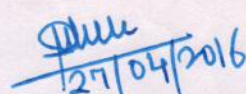
Date: 27.04.2016

OFFICE ORDER

In order to bring further transparency and fairness in public dealings, the following is ordered with immediate effect.

1. All the officers shall ensure that while processing import and export documents, if and wherever required, only authorized persons should interact with the department officers. An "authorized person" shall mean only (i) the importer and exporter himself/herself or his/her employee holding valid I-card (issued by such importer or exporter), (ii) the CHA whose name is mentioned in Bill of Entry or Shipping Bill, as the case may be, or his/her employee holding valid pass issued by the department. Any person other than the above categories shall be deemed to be an unauthorized person for the purpose of handling the documents.
2. Every officer shall ensure that he/she interacts only with the authorized person. Dealing with unauthorized persons in any manner shall be viewed adversely and administrative action may be initiated against the officers.
3. Every AC/DC shall ensure that the said order is followed by himself/herself and all his/her subordinates.
4. All the docks DCs/ACs shall take up the matter of authorized entry with the CFSs and to give them directions accordingly. In case of any lapses, the matter may be referred to DC/CFS Management Cell for further action with intimation to DC (CIU).
5. With regard to issuance of one day pass to enter in JNCH, it will be issued only after confirmation from the concerned officer/ PAs of the senior officers on intercom. If the daily passes are to be issued to the same person more than twice in a week (starting Monday), the same has to be informed to DC(CIU) who shall cause necessary enquiries about the purpose for repeated visits of the person.
6. DC/CHS section will ensure that temporary quarterly passes are issued to the loaders working at JNCH on departmental hiring basis. No other passes will be issued to any other persons to enter inside JNCH.

This issues with the approval of Pr. Commissioner (NS-General).


(Nilkanth N. Shelke)

Additional Commissioner of Customs