

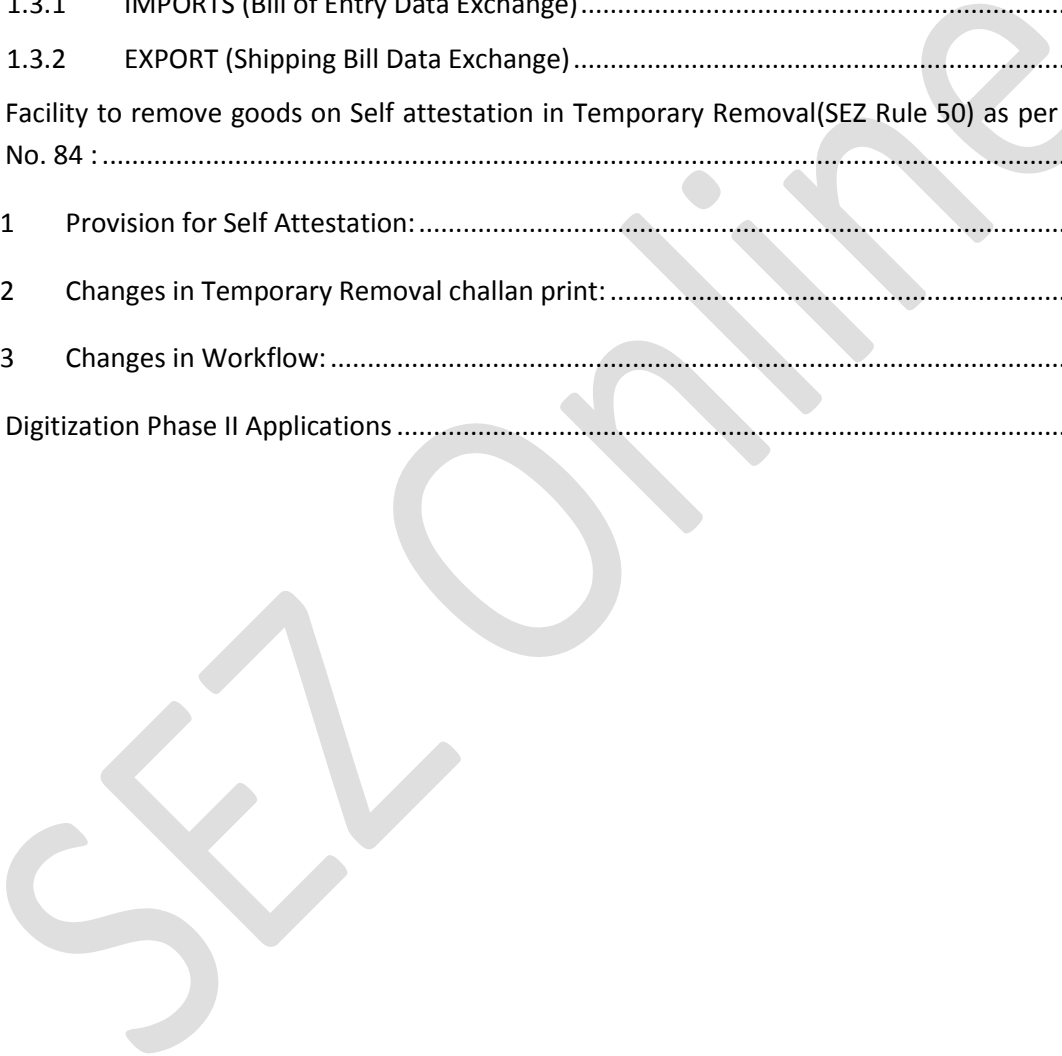
SEZ Online – New Functionalities/Features

Release: June 2015

SEZ Online

Functionalities made available on the SEZ Online system are reviewed and enhanced / modified from time to time. New functionalities are added in the system based on the inputs and requirements received from various user groups. These functionalities are developed based on understanding developed by NDML team from study of existing practices and procedures in this regard and efforts are made to provide features on the system those are compliant with the procedural and technical requirements. However, users are requested to refer the relevant legal and authorized documents and formations for reference on legal and authentic aspects of the transactions before filing transactions.

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1 SEZ Online System – EDI Data Exchange

1.1 Introduction

Ministry of Commerce & Industry (MOCI) and Ministry of Finance, have taken joint initiative to exchange important information between SEZ Online System and Electronic Data Interchange (EDI) System of Central Board of Excise and Customs (CBEC) so as to supplement and facilitate SEZ Import & Export transactions. Overall objective of the Data exchange between SEZ Online and EDI system is as follows:

- Improving data quality & information hygiene;
- Reducing need and dependence on paper based clearances;
- Facilitating smoother clearance of cargo for SEZ Units and reducing manual interface;
- Developing co-ordination and controls over movement of goods between SEZ & Custom Ports;
- System based Closure of IGM lines and marking of shipment success
- Reduction in Existing Processes being followed by units (i.e. Re-warehousing completion, Data entry by SEZ Customs for IGM details, EGM details entry & verification, etc.)

The objectives can be achieved only with full co-operation of all stake-holders in ensuring highest level of data accuracy and adoption of revised procedures. Development Commissioners as well as Department of Revenue (DOR) have issued detailed instructions in this regard. These can be referred on DC Office and CBEC websites.

This initiative requires, exchange of information between two fairly developed and complex IT systems, using other system information to perform certain processes and moving the transaction to next level of processing. The system is being launched after conducting two months' pilot at MEPZ SEZ and making relevant changes as were considered incidental during the pilot phase. Important changes made in SEZ Online System and procedural changes at ports are explained in this note.

1.2 *Scope of Data Exchange:*

Data exchange is enabled for all Import and Export consignments from foreign territory where Mode of Transport is either "AIR" or "SEA".

Not Covered:

1. Shipping Bills and Bill of Entries filed for local movement of cargo (clearance from warehouse, EOU etc.);
2. Exports and Imports by way of Courier, Post, Personal Baggage and Road;
3. Shipments which are handled through multiple ports in India i.e. Trans-shipment cases where Gateway Port and Port of Discharge for Import Cargo are different;
4. Export Shipping Bills where cargo is moved through more than one Master and House Bill of Lading/Airway bill

1.3 *Data Exchange Process*

1.3.1 **IMPORTS (Bill of Entry Data Exchange):**

1.3.1.1 **Receipt of IGM information from EDI System**

EDI System will provide IGM Information to SEZ Online System provided IGM for shipments is filed by console agents/Shipping line in EDI System. It is expected that IGM information filed is accurate and complete. SEZ Online System will carry out necessary validations and insert IGM records in SEZ Online System.

1.3.1.2 **Bill of Entry (BoE) filing**

Importer will file Bill of Entry (BOE) in SEZ Online System. Importer must ensure that IGM details in BOE are completely matching with the IGM Data available on ICEGATE website. Accuracy on following data points is of utmost importance:

1. IGM Number (if declared in BOE);
2. IGM Date (if declared in BOE);
3. MAWB / MBL Number & Date;
4. HAWB / HBL Number & Date, if applicable;
5. Customs House Code: Importer must declare the Port Code of the Airport / Sea Port where goods actually land in India. Corresponding field name in BOE module is "Destination Gateway Port Name" e.g. INMAA1 for Chennai Sea and INBOM4 for Sahar Air Cargo. Ensure that SEZ port

code is not entered in this field. If SEZ port code is entered matching will be unsuccessful and BOE cannot be exchanged with EDI system for further processing.

6. Gross Weight & Unit of Gross Weight
7. Package Count & Unit of Package Count
8. Container Number, Seal Number & Seal Date
9. Marks & Numbers

Capturing of Authorised Representative Information:

As per the Data Exchange Program, Cargo will be released by the Port based on electronic BOE data received from SEZ. In order to verify identity of the Unit, it has been advised that SEZ Unit must declare in its BOE the details of the "Authorised Representative" of the Importer who will visit the Port to collect the cargo. Unit users are advised to provide this information on mandatory basis. Following points are important in this regard:

The Cargo will be released only to such person whose details have been provided in BOE. Based on verification of official and his identity, port officials will release the cargo. Importers need to provide following details:

- "Name of Authorized Representative",
- "Type of Identification Document for such person",
- "ID proof number" and Contact Number.

A provision as indicated below in the screen has been made available in the system to provide details of up to two representatives;

Authorised Representative Details

Person 1

Name * Type of ID Proof *

ID Proof Number * Contact Number *

Person 2

Name Type of ID Proof

ID Proof Number Contact Number

Remarks to be printed on the document

In case, Units have entered both representative details, Units must ensure to provide details of two different representatives.

In case the Cargo is to be collected using services of “Nominated Agency” or under “Preventive Escort” of SEZ Customs then the appropriate drop down to indicate respective agency should be selected and details of Nominated Agency and SEZ Custom Officers may be provided.

1.3.1.3 Matching of BOE Data with IGM Data

Upon completion of assessment process by SEZ Authorised Officer, SEZ Online System will attempt to validate BOE data (as per BOE filed by SEZ Unit) with IGM data (as provided by EDI). In case, EDI has provided the IGM and the IGM Data matches with BOE Data, BOE File would be generated by SEZ Online System and sent to EDI System. Kindly note that BOE will be eligible for data exchange only after assessment of transaction by SEZ customs and successful matching of key IGM parameters.

Status Check Module on SEZ Online:

SEZ Online System has made provisions for all Importers to check the status of their assessed BOE document in terms of IGM Matching Status, BOE File Generation and EDI Acceptance Status through SEZ Online Website on Log-In page itself.

The screenshot displays the SEZ Online website interface. The header reads "SEZ Online". On the left side, there is a navigation menu with options: Existing User Login, New User Registration, Existing User Regularization, LOA Authenticity, BOE Authenticity, Verify Status Certificate, and EDI Status for BE/SB. The "EDI Status for BE/SB" section is highlighted with a red box. It contains a "Request ID" field with the value "171501424894", a CAPTCHA field with the text "27P63n", and a "Get Status" button. On the right side, there is a main content area with a description of the SEZ, "IMPORTANT Links" (including Important File Formats, Excel Utilities, Manuals, NDML Service Tax Certificate, NDML Bank Details, and RBI site), "Zone wise Notified Land Details", "Important Notices" (regarding Units, Developers, Co-Developers and Exchange rates), "EDI Data Exchange (New)", and "Important Points to Note".

The status screen will indicate Matching status, BE file generation/acceptance status, transshipment number, date, etc. as indicated below:

EDI Status Of BOE:								
Request ID	Assessment Date	IGM Matching Status	BE EDI File Generated Date	Acceptance by EDI	Error Code provided by EDI	TP No.	TP Date	Rewarehousing Completion Status
171501424894	29-Jun-2015	YES	29-Jun-2015 15:06:29	Success		3006306	29-Jun-2015	YES

Facility for correction of IGM/Port Information

An additional module has been provided in SEZ Online system to facilitate such cases where while filing BOE, User has made some mistakes in capturing IGM related details and therefore BOE does not match with IGM Data. In such cases BOE cannot be sent to ICEGATE and consignment cannot be cleared based on BOE Data.

SEZ Online has created an additional module i.e. "IGM Linking Module". Using this module, the Importer can check the status of availability of IGM record in SEZ Online system and link the BOE to correct IGM record. Unit can use this module to link the BOE for the cases where assessment is complete but IGM Data matching is unsuccessful. It may be noted that if this module is used, relevant details in BOE will be updated as per the IGM data selected by the user through IGM linking screen.

This facility can be used when user has captured wrong "Destination gateway port name" which has resulted in matching failure.

IGM Linking Screen

IGM Linking

Mode of Transport * AIR SEA

Enter IGM No. *

Port Code where Goods are landed & IGM is filed *

Enter MBL / MAWB No. *

Is House is applicable * Yes No IF House is present for IGM it has to be mandatorily marked as Yes and captured

Enter HBL / HAWB No.

On entering valid parameters and clicking search, IGM record for corresponding MAWB,HAWB will be populated.

IGM Details:

IGM No. & Date	MBL/MAWB No. & Date	HBL/HAWB No. & Date	Port of Destination	Request Id	View
707967 - 14-Jan-2015	58950199601		INBOM4		More>>

IGM Mapping with BOE: Populated IGM record should be mapped with concerned BOE request ID to ensure correction of data.

Request Id:

Request Id	Thoka No. & Date	IGM No. & Date	MBL/MAWB No. & Date	HBL/HAWB No. & Date	Country of Origin	Destination Gateway	Port Name	Mapped St
171500578196	0000147 - 08-Apr-2015			60780402103 - 19-Jun-2013	Canada	INBOM4		NO

Ensure accurate mapping as it can be done only once

Steps to be followed for BOE mapping using IGM Linking facility: (Refer link <https://www.icegate.gov.in/TrackAtICES/index.jsp>)

1. Check the IGM details on ICEGATE link mentioned above.
2. Provide following details to access IGM record in SEZ Online System:
 - a. Mode of Transport;
 - b. Port code of port where goods have actually landed e.g. INMAA1 for Chennai Sea, INBOM4 for Sahar Mumbai Air Cargo;
 - c. MAWB/MBL" Number;
 - d. If HAWB/HBL is applicable provide details of the same. Indicate availability of HAWB/HBL by checking YES and capture it. Note that if HAWB/HBL is applicable and Unit selects NO, system won't be able to fetch any record. Similarly if HAWB/HBL is not present but Yes is selected, system won't be able to fetch any record.
3. System will populate IGM record, if provided by EDI system.
4. System will also indicate if any BOE is already matched against the referred IGM record.
5. Else user can capture Bill of Entry Request ID which is proposed to be linked with the IGM record. Please note that Bill of Entry must be assessed and not yet matched.
6. System will display relevant IGM information as were captured by the Unit while filing BOE. Unit can compare the IGM record received from EDI with BOE.
7. Record and identify the variance if any. If both records pertain to the same consignment, Unit can select the IGM record for linking it to BOE record.

8. For correction of existing information which has resulted in matching failure, validate populated IGM record and click on “Confirm Mapping”.
9. System will replace already existing IGM information with mapped record received from EDI System. Destination Gateway Port Name if captured wrongly while original filing will also get updated and BOE file will be sent to EDI System.

Note: Mapping facility can be used only once for a Bill of Entry and careful matching of information must be ensured.

Facility for insertion of IGM record:

After close analysis of pilot phase conducted for data exchange between EDI and SEZ Online System, it was observed that in rare cases, transmission of IGM records by EDI System with SEZ Online System may get delayed. This means IGM may have got filed in EDI System and can be seen through ICEGATE website to check Air and Sea details however SEZ Online System may receive it with some delay.

In such cases where IGM is filed but SEZ BOE isn't shared with EDI System, a facility has been provided to users to insert such IGM record corresponding to shipment. ***It may be noted that IGM insertion facility should be used only when matching hasn't happened in spite of entry of correct data and availability of IGM record on ICEGATE website.*** Users shall be solely responsible for insertion of IGM record in SEZ online System.

Upon insertion of IGM record, SEZ BOE will be matched with inserted record and SEZ BOE will be shared with EDI System which would be considered as basis and for clearance of goods from port.

Steps for insertion of IGM

1. Users need to click on IGM linking Screen as shown below in figure No.1 and enter IGM record by indicating mode of transport, IGM number, MAWB/MBL Number, port code and HAWB/HBL if applicable.

IGM Linking

Mode of Transport * AIR SEA

Enter IGM No. *

Port Code where Goods are landed & IGM is filed *

Enter MBL / MAWB No. *

Is House is applicable * Yes No

Enter HBL / HAWB No.

No records found!

The IGM Details provided by you are either not valid or are not available in SEZ Online System. Please verify the details from ICEGATE website and query again. If the IGM has been filed very recently and Entry Inward has not yet been completed, please wait so that EDI can send the IGM to SEZ after completion of Entry Inward. If you are sure that IGM details provided by you above are absolutely correct and are matching with ICEGATE website and Entry Inward has also been completed for the IGM and still the record is not available in SEZ then you may confirm the same and proceed for manual insertion of IGM record in SEZ Online System. Please note that such responsibility for correctness of such record will rest with you alone.

Fig 1.

- If no record is found on clicking search, system will throw an instruction about addition of IGM record. Users must be certain about availability of record on ICEGATE website before inserting the record in SEZ Online System.

In order to insert record, importer needs to click on “Yes I want to proceed” as shown in Fig 1.

IGM Linking

Mode of Transport * AIR SEA

Enter IGM No. *

Port Code where Goods are landed & IGM is filed *

Enter MBL / MAWB No. *

Is House is applicable * Yes No

Enter HBL / HAWB No.

IGM Insertion:

Mode of Transport :	AIR	Port Code where Goods are landed & IGM is filed :	INBOM4
IGM No. :	506456	Enter IGM Date : *	<input style="border: 2px solid red;" type="text" value="01/07/2015"/> <input type="button" value="Calendar"/>
MBL / MAWB No. :	4056501254		

System will display search record in IGM insertion window highlighted in fig.2. To verify IGM record again before final insertion. User needs to add IGM date before clicking on Insert IGM.

Upon click on Insert IGM, IGM record with displayed details will get inserted and will be used for matching with SEZ BOE.

1.3.1.4 Release of Goods from Port

- After successful sharing of BOE information with IGM record, Authorized Representative needs to follow below procedure to release the Goods from Port:
- Authorized Representative of the Importer (one of two Authorized representatives mentioned in BOE) will visit the “SEZ Trans-shipment Cell” at port for getting the goods cleared.
- Customs official at port will check whether message for Bill of Entry number quoted has been received from SEZ Online System based on the BE no, BE date and SEZ Port code and process it. The current process of submission of the physical copy of Bill of Entry will be discontinued.
- After Customs officials’ approval, an “Approval Order” will be provided in triplicate. One copy transshipment cell will retain with them, and two copies will be provided to the SEZ importer. EDI system will send electronic information to SEZ Online System about Goods released.
- One copy of Approval Order needs to be submitted by importer to the Custodian. Custodian will verify the details and provide Gate pass for release of the goods from port.
- Importer can bring the goods to SEZ and submit one copy of “Approval Order” to SEZ Customs.
- In case there is mismatch between Goods received and BE details available in the EDI system then Unit needs to file amendment in SEZ Online System.

1.3.1.5 Re-Warehousing Completion

Importer will bring the consignment to SEZ. It will be verified by SEZ customs along with third copy of Approval order.

- SEZ Customs will provide “Out of Charge” orders.
- In order to facilitate electronic completion of re-warehousing requirement i.e. without manual submission of BOE to the Port after Out of Charge Orders; SEZ Online System has developed “Re-Warehousing Completion Module”.
- This module can be used for all Bill of Entries. In cases where “Goods release message” is received from EDI system, re-warehousing can be completed electronically using this

module. For other cases (if any), manual process of re-warehousing completion will need to be followed and status must be updated using this module.

- User needs to click on Link and enter Request ID for which “Out of Charge” has been marked by SEZ customs.
- System will display the details of the “Goods Release” as received from EDI system. User can use these details to compare the actual cargo receipt.
- User must put in details of cargo received (No of packages, Gross weight, Container (if applicable), etc.) and mark re-warehousing completion status in SEZ Online System.

Rewarehousing Completion			
Request Id * 171501450131			
Search		Reset	
Bill of Entry Details			
Sez Port Code:	INSBC6	Request ID:	171501450131
BE No:	0006338	BE Date:	14/07/2015
Mode of Transport:	AIR		
Goods Release Message as per EDI			
Custom House Code:	INBOM4		
TP No:	23042	TP Date:	13/07/2015
Gross Weight:	50	Total Packages:	3
Total No of Containers:		Goods Release Date:	13/07/2015
Rewarehousing Details			
Gross Weight of Goods Received:	10.000	Total Packages Received:	8
Gross Weight Unit of Measurement:	KILOGRAMS	Packages Unit Of Measurement:	PACKAGES
Total No. of Containers Received:		Out of Charge Date:	14/07/2015
Discrepancy in Goods Received:	<input type="checkbox"/>	Re-warehousing Date: *	/ /
Reasons for Discrepancy:			
Rewarehousing Completed			

After re-warehousing is marked, SEZ Online System will send Goods Receipt (re-warehousing completion) message to EDI System.

- This message will act as a proof of receipt of goods at SEZ and Customs at port and corresponding IGM record will be closed.
- This process will dispense the need for manual submission of re-warehousing certificate to the port.

1.3.2 EXPORT (Shipping Bill Data Exchange)

Under the EDI Data Exchange program, the data of SEZ Export consignments will be sent electronically before-hand to ICEGATE system so that Port has authentic information about goods being exported from SEZ. Port can use this information to allow and verify receipt of consignment. This will also be used to automatically link the SB with EGM so that “Shipment Success” can be satisfactorily determined and informed to SEZ.

1.3.2.1 Exporter files shipping bill in SEZ Online System.

Important information to be ensured: After Let Export / Allow Export is provided by SEZ Customs, SEZ Online will send the SB Data to ICEGATE System. SB Data includes various aspects of the SB including details of invoices, items etc. Following fields are critical and are validated by ICEGATE before accepting the SB File or before accepting the cargo at the port therefore, Exporter must ensure to follow provide correct information:

- MAWB / MBL Number and Date
- HAWB / HBL Number and Date
- Rotation Number and Date (in case of Sea cargo)
- Port of Destination (Foreign Port)
- Country of Consignee
- Nature of Cargo
- Gross Weight & Unit of Measurement
- Number of Packages & Unit of Packaging
- Marks & Numbers
- Port of Loading (Exporters must capture actual Airport / Sea port to which goods are delivered from SEZ E.g. Chennai Sea (INMAA1) / Sahar Air Cargo (INBOM4). It is observed that sometimes Units are providing port code of SEZ in this field. This mistake should be avoided.
- Count of Containers
- Container information
- Container Number
- Container Size
- Seal Number
- Seal Date

1.3.2.2 Export Approval by SEZ Customs

SEZ Customs will provide “Let Export” / “Allow export” orders after completion of internal process at SEZ. In case of “Let export after verification” order, the Customs will further provide “Allow export” order.

1.3.2.3 Sending Shipping Bill Data to EDI:

- After SEZ customs gives “Let Export / Allow Export” orders, SEZ Online System will generate Shipping Bill message and send to EDI System.
- Shipping Bill message will not be generated and shared with EDI System in case Exporter has not provided container information when nature of Cargo is “Containerized” or “Containerized & Packaged”. In such cases container details are mandatory.

Supplementary Cargo Booking data after SB Submission but before “Let Export”

It has been pointed that on some of the occasions while preparing the Shipping Bill the Exporter does not have cargo booking details / container details available and hence same cannot be accurately provided. But these details are mandatory for sending SB data to EDI System. Therefore, a module titled “EGM Information” has been developed and provided in SEZ Online system. This will facilitate the exporters to provide cargo booking details / container details as Supplementary information even after filing the SB. However, this information needs to be provided before “Let Export” orders are provided so that it can be sent to EDI.

Working of this module is explained below:

EGM Information

Enter RequestID

Request ID	251501510466
SB Number	0002349
SB Date	14/07/2015
Request Status	EntityApprover SubmittedAfterPayment
Mode of Transport	SEA

MAWB/MBL No *	<input style="width: 150px;" type="text" value="450320201"/>
MAWB/MBL Date *	<input style="width: 100px;" type="text" value="14/07/2015"/> <input style="width: 20px;" type="button" value="Calendar"/>
HAWB/HBL No	<input style="width: 150px;" type="text" value="339349"/>
HAWB/HBL Date	<input style="width: 100px;" type="text" value="14/07/2015"/> <input style="width: 20px;" type="button" value="Calendar"/>
Rotation Number *	<input style="width: 150px;" type="text" value="4303412"/>
Rotation Date *	<input style="width: 100px;" type="text" value="14/07/2015"/> <input style="width: 20px;" type="button" value="Calendar"/>

Container Details
 No Of Containers 2
Details saved successfully

	Container ID	Container No.	Container Size	Seal No.	Seal Date
<input type="checkbox"/>	232481	ACV2392392	20	384348348	14/07/2015
<input type="checkbox"/>	232482	AZX3239239	40	8338483	14/07/2015

CHA / Maker / Approver can login and click on "EGM Information" link and enter the Request ID for which supplementary information needs to be provided.

- System will display existing information of Request ID i.e. SB number & date, status.
- Exporter can provide the EGM details viz. MAWB / MBL Number/Date, HAWB/HBL Number/ Date, Rotation No/Date and container information through this screen.
- As mentioned earlier in case of "SEA" Shipments, for "Containerized" or "Containerized & Packaged cargo", SB message will be generated only when container information is captured against the SB and hence user must ensure to provide this information correctly.
- Further, number of containers indicated and no. of entries for container records must match. If user tries to add more container records than indicated number an alert "No more container records can be added as the Container details added matched with the count specified in the field No. of Containers." will be displayed.

- It may be noted that if supplementary information is provided through this module, it will update the SB as filed by the exporter and as processed by the Customs. Updated copy of SB (if required) can be printed through the system.

Module for Checking Status of receipt of SB by EDI & Corrective actions:

Exporter can check the status of SB through “EDI Status for BE / SB” link available on the log in page.

Status check screen for SB:

Existing User Login

User Name

Password

Forgot Password

New User Registration

Existing User Regularization

LOA Authenticity

BOE Authenticity

Verify Status Certificate

EDI Status for BE/SB

Request ID

Please enter text as you see the image (Case Sensitive) *

Special Economic Zone (SEZ) includes making available goods and services free of taxes and duties, support infrastructure for export production, expeditious and single window mechanism (both for Central and State Government) and a package of incentives to attract foreign and domestic investments for promoting export led growth.

SEZ Online has been developed and implemented as per the directive of Department of Commerce, Ministry of External Affairs, Government of India. The system enables electronic filing and processing of important SEZ related transactions that SEZ Developers have with SEZ administration. The system facilitates Uniform Validations and Processes across all Zonal Offices, Transparency in Government transactions and Internet based Access and Use from Anywhere.

IMPORTANT Links

[Important File Formats,Excel Utilities,Manuals](#)

[NDMLService Tax Certificate : ST-2](#)

[NDML Bank Details for depositing SEZ Online Fee](#)

[RBI site for generating EDF/Softex Number](#)

[Zone wise Notified Land Details](#)

Important Notices

Units, Developers, Co-Developers Kindly note that Employment/Investment and software export figure are updated every month in SEZ Online System

Kindly note that there are many bank holidays appearing between 28th March 15 till 3rd April 15. Kindly note that end closure activities by banks, there might be delays in realization of payments made by you. Please ensure your balance requirement and replenish your account balance well in advance to avoid any inconvenience.

EDI Status Of SB:							
Request ID	Let Export/Allow Export Date	SB EDI File Generated Date	Acceptance by EDI	Error Code provided by EDI	EGM Status	EGM No.	EGM Date
251500604180	27-Apr-2015 16:19:28	27-Apr-2015 16:36:40	Success		S	500	27-Apr-2015

Steps for checking SB Status:

- The status of Shipping Bill file can be checked through SEZ Online login page.
- Exporter needs to key-in the request id to find out the status of the SB file processed by EDI system.
- If status of SB is failure, the error codes with description will be available. Error description indicates the reason why the files have been rejected and based on rejection reason Exporter can take an appropriate action by filing amendment. In case of any clarifications, user may contact SEZ Online helpdesk.

1.3.2.4 Submitting Cargo at the designated Port:

- SB Data provided by SEZ Online System to EDI will be made available by EDI System to officials at the designated port through EDI terminal. Port officials will use this information to verify the cargo presented by SEZ Exporter.
- If the details available in the EDI System (the details filed in the SEZ Online and electronically forwarded to EDI) and the cargo presented by the exporter at the port are in order then Port customs will accept the cargo and process the SB.
- If information shared through SEZ SB and actual cargo received does not match e.g. marks & numbers are different, seal is broken, weight is different etc. such cases would need to be handled as exceptions.
- If shipping bill contains more than one package / container, then unless the entire consignment (as declared in SB) arrives at Port, SB will not be processed.

1.3.2.5 Receipt of EGM information from EDI:

- EGM for the consignment will be filed and approved in the EDI System in its due course. EDI system will provide the EGM information for SEZ Exports to SEZ Online system.
- SEZ Online system will link the EGM information to the Shipping Bill and accordingly take note of the receipt of EGM.
- If the EGM is successfully received, it will indicate the Shipment has been successfully completed. The need for manual process of bringing EGM from Port, submitting shipment status to customs for verification and verification of proof of export by customs can be dispensed with.
- The status of SB Request would be automatically updated by SEZ Online system to “EGM Received” and accordingly request would be removed from the Inbox.
- In cases where the EGM status is unsuccessful, Exporter may get in touch with cargo handling agencies and ensure to get successful EGM status.

2 Facility to remove goods on Self attestation in Temporary Removal(SEZ Rule 50) as per Instruction No. 84 :

SEZ Online System has a module called Temporary Removal to enable filing of transactions stated by Rule 50/51 of SEZ rules.

Module currently covers

1. Facility for entities to file temporary removal application by capturing details about the goods,
2. Name of receiving unit to whom goods will be sent
3. Purpose of sending the goods outside SEZ viz. testing, repair, replacement, calibration, quality testing and research & development.
4. Module enables customs office to give pass out order against application filed by entity, refer application to higher authority, mark closure of application, demand duty when goods are not returned to SEZ within stipulated period, etc. SEZ entity has a facility of partial re-entry, closure and extension request facility.
5. Facility to print Temporary removal challan

Ministry of Commerce & Industry has issued an instruction No. 84 dated 16th April 2015 to simplify procedure for removal of goods to DTA or abroad as governed by rule 50. As per the instruction goods which are required to be taken out of SEZ for the purpose of repairs, replacement, testing, calibration, quality testing and research and development can be done on self-attestation basis under intimation to the Specified Officer and on giving an undertaking to the Authorised Officer for return of such goods.

Below enhancements have been made to comply with the instruction where when self-attestation option is availed, application won't be presented to customs for initial removal of goods. Later on return of goods i.e. partial or complete it will be presented to customs for necessary action.

2.1 *Provision for Self Attestation:*

A checkbox is provided in "General Details" tab labeled as "**Goods cleared under Rule 50 on Self Attestation basis (Instruction 84)**". (Refer figure 1).

PIN *	<input type="text"/>
Type of Receiving unit *	DTA <input type="button" value="v"/>
Package Details for removal	
Number of packages *	<input type="text" value="10"/>
Package Unit *	PACKAGES <input type="button" value="v"/>
Marks and Numbers *	as per invoice <input type="button" value="v"/>
Date of Removal *	<input type="text" value="14/07/2015"/> <input type="button" value="calendar"/>
Gross Weight Applicable	<input checked="" type="radio"/> Yes <input type="radio"/> No
Gross Weight *	<input type="text" value="8.000"/>
Net Weight Applicable	<input checked="" type="radio"/> Yes <input type="radio"/> No
Net Weight *	<input type="text" value="6.000"/>
Unit of Measurement *	NUMBER <input type="button" value="v"/>
Purpose of removals *	Job work, test, repair, refining and calibra <input type="button" value="v"/>
Purpose of Removal - Others	<input type="text"/>
<input type="checkbox"/>	Goods cleared under Rule 50 on Self Attestation basis (Instruction 84)
Remarks to be printed on the document	<input type="text"/>
<input type="button" value="Save"/> <input type="button" value="Reset"/>	

Fig 1: Self attestation check box

Below alert will be shown to user if self-attestation facility is opted for

“If you submit this request under “Self Attestation” process, please ensure to comply with all the procedures as defined by MOCI / DC for the same. Please also understand that request will not be moved to SEZ Customs for review and will remain in your Inbox for submitting details of receipt of goods. Are you sure that you wish to clear Goods under Self Attestation Process for Temporary Removal”.

Fig 2: alert after clicking on “Self attestation” checkbox

If User clicks on “OK”, undertaking will be displayed (Refer figure 3)

Fig 3: Undertaking after clicking on self-attestation check box

2.2 Changes in Temporary Removal challan print:

Temporary removal challan print is revised in order to accommodate the changes introduced. If unit opts for Self Attestation check-box, following additional fields are printed on the Challan.

- Challan header will indicate “Self Attestation by SEZ Unit
- Self-Attestation Undertaking by SEZ Unit will be displayed on print
- In field “Signature of the officer of customs” a default text will be printed as “Cleared by Unit on Self Attestation basis”. Refer to Fig.4.

Request Id - 481500168903		SEZ Online	
CHALLAN FOR TEMPORARY REMOVAL OF GOODS INTO DTA (Under Rule Nos. 50 & 51 of SEZ RULES, 2006)			
Self Attestation by SEZ Unit		SEZ Port Code :INBHD6	
SEZ Unit Details		Receiving Unit Details	
M/s. Torrent Pharmace uticals Ltd PLOT NO.Z-104 TO 106, PHASE II, DAHEJ SEZ, TALUKA VAGRA, DIST. BHARUCH, DAHEJ - 392130, Gujarat, India		R B ENTERPRISE 407 PATEL HOUSE,3RD FLO OR, NR VINOD CHAMBER, OPP DARYAPUR GATE, AHMEDABAD, Gujarat,India - 380004	
Marks and Numbers		Challan No and Date: 0000428 05/05/2015	
No. & Kind of PKGS		Invoice No & Date: 1 - Dt.01/04/2015, 1 - Dt.01/04/2015	
7 BOXES		Purpose of Removal: REPLACEMENT	
7 BOX		Gross Weight: 35.000000 KGS	
		Net Weight: NA	
Sr. No	CTH No. & Item Description	Quantity(Unit Of Measurement)	Product Value
1	73182990 - ANCHOR FASTENER 10X110MM	900.000000 NUMBER	7425.000000 INR
2	73182990 - ANCHOR FASTENER 12X125MM	204.000000 NUMBER	2870.280000 INR
Goods cleared under Rule 50 on Self Attestation basis (Instruction 84)			
PASSED OUT			
Remark:			
		Date of Removal	05/05/2015
		Cleared by Unit on Self Attestation basis	
Signature of officer of customs			

Fig 4: Confirmation/ Print Trial / Print of Temporary Removal

2.3 *Changes in Workflow:*

Provision for Self Attestation:

A new status is enabled named “Passed out On Self Attestation”, when user wants to avail self-attestation facility.

When user submits request after selecting this option, it will remain in inbox of entity approver. When goods are returned, below action dropdown options will be available and entity can mark appropriate status:

1. Close Request
2. Request Extension
3. Request Re-entry

After selecting the applicable option and submitting request, further workflow between customs and entity will remain the same.

3 Digitization Phase II Applications

Under Digitization initiative below additional modules have been enabled for Units and Developers:

Units:

- Application for Issuance of Importer Exporter Code.
- Application for Issuance of Registration-Cum-Membership Certificate
- Application for Issuance of Form-I for CST Exemption
- Application for Approval of list of Services
- Application for Addition of area of unit
- Application for Deletion of area of unit
- Application for Final Exit Order from SEZ Scheme
- Application for GSP Certificate
- Broad banding (addition of authorized operations)
- Capacity enhancement
- Diversification/change in the items of manufacture or service activity
- Change of entrepreneur, change of name and change in shareholding pattern

Developers:

- Application for change of sector of SEZ (Form C3)
- Application for addition of land in notified SEZ (Form C4)
- Application for deletion of land in notified SEZ (Form C5)
- Application for De-notification of Notified SEZ (Form C6)
- Application for Form I for CST Exemption
- Application to lease out space for canteen facilities etc. in processing area
- Application for approval of list of materials and Services to carry on authorized Operations in SEZ
- Receipt & examination of the proposal by DC Office for setting up of Special Economic Zone, Processing the proposal along with site inspection report to DOC for consideration by Board of Approval (BoA).

Features of these applications are as follows:

1. Online application by unit/developer (Link available : “APPLICATIONS” to maker users)
2. Online generation of notified application forms wherever applicable
3. Facility for attachment of supporting documents (Minimal need of manual submission)
4. Reference of ready checklist required for various applications to ensure furnishing and submission of complete information
5. Online approval/Rejection by DC office /MOCI (wherever applicable)

6. Online issuance of letters against various applications
7. Print facility for applications made, letters issued by DC office as and when required

These applications facilitate DC office in following ways:

1. DC office administrative official can refer application to Specified Officer of the zone e.g. Form E- Developer, DCP- units
2. DC office can attach inspection reports/ certificates while forwarding application to MOCI
3. DC office can indicate reference to UAC, record UAC MOM
4. DC office can indicate non-receipt/receipt of mandatory documents while processing applications

Unit/Developer needs to assign “**Free Form**” functionality to maker/approver user IDs for initiating these applications.

Unit/Developer maker needs to login and click on “Applications” link to make request of applicable application/permission as shown in below screen

The screenshot displays the 'Application Details' form in a web application. On the left, a vertical navigation menu lists various options, with 'Applications' highlighted by a red rectangular box. The main content area is titled 'Application Details' and contains a form with the following elements:

- A sub-header 'Application Details' and a note: '(All fields marked with * are mandatory)'
- A dropdown menu for 'Form Type *' with a red box around it. The dropdown is open, showing options: 'Select', 'Admin', 'Customs', and 'Grievance'.
- A text input field for 'Request reason and description *'.
- A 'Save' button at the bottom of the form.

Below screen shot shows list of available applications for Units:

Application Details

Application Details

(All fields marked with * are mandatory)

Form Type * Admin

Application * Select

Request reason and description *

[Submission Checklist](#)

Please read the submission checklist and confirm adherence of the requirement (wherever applicable)

Save

- Select
- Unit - Intimation for Jewellery Exhibition
- Unit - Permission for Jewellery Exhibition
- Unit - Permission for DR/BCP Center
- Unit - Permission for Movement of Data back
- Unit - Exit Permission (In-Principle Approval)
- Unit - Intimation of DCP
- IEC Application
- RCMC Application
- Issuance of Form-I for CST Exemption
- Broad Banding Request
- Capacity Enhancement Request
- Change in the Items of Manufacture or Service
- Change of Entrepreneur or in Shareholding P
- Changes in Area (Addition)
- Changes in Area (Deletion)
- Services for Authorised Operations
- Final Exit from SEZ Scheme
- Application for GSP Certification
- Others

Below screen shot shows list of available applications for Developers:

Application Details

Application Details

(All fields marked with * are mandatory)

Form Type * Admin

Application * Select

Request reason and description *

[Submission Checklist](#)

Please read the submission checklist and confirm adherence of the requirement (wherever applicable)

Save

- Select
- Developer - Form C7
- Developer - Form C1
- Developer - Form C2
- Developer - Form E
- Form C3 - Change of Sector
- Form C4 - Addition of Land in Notified SEZ
- Form C5 - Deletion of Land in Notified SEZ
- Form C6 - De-notification of Notified SEZ
- Issuance of Form-I for CST Exemption
- Lease out space for in processing area for c
- List of materials and Services for authorized
- Others

Ready checklist is made available to applicant while creating an application request which indicates guidelines to be followed and documents required by DC office for processing the transactions

Application Details

Application Details Help

(All fields marked with * are mandatory)

Form Type * Admin

Application * Select

Request reason and description *

[Submission Checklist](#)

Please read the submission checklist and confirm adherence of the requirement (wherever applicable)

Save

Upload template file:

Upload template file: Browse... Upload *Number of files allowed to upload is limited

Submit

Applicant needs to confirm that checklist has been read before submitting the application to DC office.