

## **POLICY CIRCULAR NO 11/ RE (2010) /2009-14**

Dated: January 4, 2011

**Sub:-"On-line" submission of application - Clarification regarding use of manual mode for filing application on DGFT's server.**

Recently representations have been received from various Exporters/Export Promotion bodies that at certain EDI Ports, there have been problems regarding filing of "on-line" shipping bill due to disruption / malfunctioning of EDI operations and the customs authorities are issuing manual Shipping Bills even from such EDI ports. The matter has been examined. Accordingly, in continuation of the earlier Policy Circular No.44 dated 10.1.2006, wherein this issue was addressed, the matter is further clarified as under:-

a) In such cases, the exporters shall use the manual Shipping Bill filing option on the DGFT's server to file their application for Export Promotion Schemes (Chapter 3,4 and 5 for the FTP). Moreover, necessary documents in original including Shipping Bills will need to be submitted to jurisdictional Regional Authority of DGFT by the exporter. However, EDI Shipping Bills which are not transmitted properly will need to be EDI cleared and transmitted to DGFT's Server for grant of benefits. EDI Shipping Bill will not be accepted through manual option mode.

b) Regional Authority will ensure that the original Shipping Bills submitted are not the EDI Shipping Bills and are the manually assessed Shipping Bills, duly signed by the competent authority. Customs at their end will ensure that they do not transmit the manually cleared Shipping Bills electronically to avoid duplicacy and consequential erroneous grant of double benefits.

This issues with the approval of competent authority.

**File No.01/02/148/AM-11/EDI**

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