



भारतसरकार | GOVERNMENT OF INDIA | वित्तमंत्रालय | MINISTRY OF FINANCE | राजस्वविभाग | DEPARTMENT OF REVENUE

केंद्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड  
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS  
प्रणाली एवं आंकडा प्रबंधन के अपर महानिदेशक का कार्यालय, बेंगलूरु  
OFFICE OF THE CHAIRMAN  
WORKING GROUP FOR SEA/IDC PROCESSES AUTOMATION  
Email: [dgsystems-bengaluru@gov.in](mailto:dgsystems-bengaluru@gov.in), [rr.c039201@gov.in](mailto:rr.c039201@gov.in)

F.No. CC 60/31/2024-ADMN-D/O CC-CUS-ZONE-II-JNCH

Date: 31/01/2024

To

The Chairman,  
Federation of Freight Forwarders Association of India,  
Mumbai.

Sir / Madam,

**Sub: Automation of all processes in Sea Customs & ICDs- reg.**

**Ref: CBIC Orders dated 15/12/2023 in CBIC-230604/18/2023-MEMBER (IT)-CBEC & the Corrigendum Order dated 18/12/2023 on Constitution of Working Group.**

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Kind reference is invited to the CBIC Orders (copies attached) cited above whereby four (04) Working Groups have been set up in order to identify the processes that are still manual and which are yet to be automated.

2. The Working Group for Sea/ICD processes has been mandated to identify the processes that are still manually performed in Sea Customs and ICDs. The scope of automation covers all the processes in Sea Customs clearances / ICD clearances that are still performed manually or in stand-alone systems in the respective units and not integrated with ICES.

3. In this regard, it is requested that inputs detailing the processes which are still performed manually may please be sent to Shri R. Ramesh, Assistant Director, DGoS, BZU at [rr.c039201@gov.in](mailto:rr.c039201@gov.in) so that these processes may be considered for automation.

Yours sincerely,

(Rajesh Pandey)

Chief Commissioner of Customs

JNCH

(Chairman - Working Group for SEA/ICD Processes Automation)

Encls. As above.

CBIC-230604/18/2023-MEMBER(IT)-CBEC

Government of India  
Ministry of Finance  
Department of Revenue  
Central Board of Indirect Taxes & Customs  
O/o Commissioner (IT & CV)

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Room No. 505, 5<sup>th</sup> Floor, Hudco Vishala Building,  
Bhikaji Cama Place, New Delhi,  
Dated:15/12/2023

**Order for constitution of Working Group**

CBIC has decided to take up the automation of all its processes and as a first step, it has been decided to identify the processes that are still manual and which remain to be automated. It has further been decided that all interactions with the taxpayer would be automated, and there should be no manual interaction with the taxpayers.

In order to identify the processes that are yet to be automated, it has been decided to set up the following working groups:

**Working group for Sea/ICD Processes:**

1. Shri Rajesh Pandey, Chief Commissioner of Customs, JNCH (Chair)
2. Shri VC Gupta, Pr. Commissioner of Customs, ICD, Tughlakabad, Delhi
3. Shri K Engineer, Commissioner of Customs, Kandla
4. Shri KSVV Prasad, Commissioner of Customs, Chennai Sea
5. Shri Sanjeev Kumar Singh, Commissioner of Customs, JNCH
6. Shri M Ram Mohan Rao, Commissioner of Customs,
7. Shri Piyush Bhardwaj, Joint Director, DGoS
8. Ms. Chhaya, Additional Director, DGoS
9. Shri Kiran Kumar, Additional Commissioner, (IT), CBIC
10. Sh. R Ramesh, AD, DGoS, BZU

**Working group for Air Processes:**

1. Ms. V Usha, Chief Commissioner of Customs, Bangalore (Chair)
2. Ms. Kajal Singh, Pr. Commissioner of Customs, ACC Bangalore
3. Shri Sanjay Bansal, Commissioner of Customs, ACC Delhi
4. Shri Maninder Kumar, Joint Director, DGoS
5. Shri Navneet Kaushal, Joint Director, DGoS
6. Shri Devashya Jyotirmoy, DD (IT), CBIC
7. Sh. J Harish, Additional Director, DGoS, BZU

**Working group for Preventive and Audit Processes:**

1. Shri SV Singh, Chief Commissioner of Customs, Delhi, Preventive (chair)
2. Shri Shobhit Jain, Commissioner of Customs, Audit, Delhi
3. Shri Vashishta Chaudhary, Commissioner of Customs, Patparganj, Delhi

4. Ms. Anubha Sinha, Additional Director, DGoS
5. Shri Praveen Kumar, AD, DGoS
6. Shri Rigved Thakur, DD (IT), CBIC
7. Shri Siva Prasad, Additional Director, DGoS, BZU

**Working group for Residual Processes and Land Custom Stations:**

1. Shri Roopam Kapoor, Chief Commissioner, Bangalore (Chair)
2. Shri Ranjan Khanna, Pr. ADG, DGEP
3. Shri Amitesh Bharat Singh, Commissioner of Customs, Bangalore
4. Shri Atul Singh, Additional Commissioner, Customs, ICD PPG
5. Shri Shaikh Aminkhan Yasinkhan, Joint Commissioner, Customs
6. Shri Amit Sunal, DC Customs, ICD PPG
7. Shri Dhruv, DD, DGoS
8. Shri Arshdeep Singh, DD (IT), CBIC
9. Sh. M Sreenivas, AD, DGoS, BZU

The Chairs of the working group may co-opt other members into the working groups, as may be required.

The working groups should also study the forms being used for manual interface with taxpayers, and suggest simplification of forms, as well as reengineering of processes. The groups may submit their reports within a period of 45 days.

Once the manual processes are identified, DG Systems & Data Management, CBIC would take up the task of automation of these processes. While a decision would be taken within DG Systems if an existing application would be able to subsume the process (es) that are identified, or if a new application would have to be built, it has been decided that for the present, the secretarial assistance for these working groups would be provided by the Bangalore Zonal Unit of DGoS.

This issues with the approval of Member (IT, TS & Tech), CBIC.

**Signed by Devashya Jyoti  
Jyotirmoy**

**Date: 15-12-2023 16:39:57**

**Reason Approved  
(Devashya Jyotirmoy)**

**Deputy Commissioner**

**O/o Commissioner (IT & CV)**

To,

1. Shri Roopam Kapoor, Chief Commissioner, Bangalore
2. Shri Rajesh Pandey, Chief Commissioner, JNCH
3. Ms. V Usha, Chief Commissioner, Bangalore
4. Shri SV Singh, Chief Commissioner, Delhi, Preventive
5. Ms. Kajal Singh, Pr. Commissioner, ACC Bangalore
6. Shri VC Gupta, Pr. Commissioner ICD, Tughlakabad, Delhi
7. Shri PN Pandey, Pr. Commissioner, JNCH

8. Shri Ranjan Khanna, Pr. ADG, DGEP
9. Shri Sanjay Bansal, Commissioner (Customs), ACC Delhi
10. Shri Amitesh Bharat Singh, Commissioner (Customs), Bangalore
11. Shri Vashishta Chaudhary, Commissioner Patparganj, Delhi
12. Shri Shobhit Jain, Commissioner of Customs, Audit, Delhi
13. Shri Sanjeev Kumar Singh, Commissioner, JNCH
14. Ms. Anubha Sinha, Additional Director, DGoS
15. Shri Kiran Kumar, Additional Commissioner, (IT), CBIC
16. Shri Atul Singh, Additional Commissioner, ICD PPG
17. Shri Siva Prasad, Additional Director, DGoS, BZU
18. Shri J Harish, Additional Director, DGoS, BZU
19. Ms. Chhaya, Additional Director, DGoS
20. Shri Piyush Bhardwaj, Joint Director, DGoS
21. Shri Maninder Kumar, Joint Director, DGoS
22. Shri Navneet Kaushal, Joint Director, DGoS
23. Shri Arshdeep Singh, DD (IT), CBIC
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25. Shri Amit Sunal, DC, ICD PPG
26. Shri Devashya Jyotirmoy, DD (IT), CBIC
27. Shri R Ramesh, AD, DGoS, BZU
28. Shri Dhruv, DD, DGoS
29. Shri M Sreenivas, AD, DGoS, BZU
30. Shri Praveen Kumar, AD, DGoS

Copy To (*for information*):-

1. Sr. PPS to Member (IT and TPS), CBIC
2. D.G., Directorate General of Systems and Data Management, CBIC
3. Pr. ADG, ICES, Directorate General of Systems and Data Management, CBIC

CBIC-230604/18/2023-MEMBER(IT)-CBEC

Government of India  
Ministry of Finance  
Department of Revenue  
Central Board of Indirect Taxes & Customs  
O/o Commissioner (IT & CV)

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Room No. 511, 5<sup>th</sup> Floor, Hudco Vishala Building,  
Bhikaji Cama Place, New Delhi,

Dated:18/12/2023

**Corrigendum**

**Order for constitution of Working Group**

CBIC has decided to take up the automation of all its processes and as a first step, it has been decided to identify the processes that are still manual and which remain to be automated. It has further been decided that all interactions with the taxpayer would be automated, and there should be no manual interaction with the taxpayers.

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9. Shri M Sreenivas, AD, DGoS, BZU

The Chairs of the working group may co-opt other members into the working groups, as may be required. During the meetings, consultations are to be held with all the stakeholders concerned.

The working groups should also study the forms being used for manual interface with taxpayers, and suggest simplification of forms, as well as reengineering of processes. The groups may submit their reports within a period of 45 days.

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This issues with the approval of Member (IT, TS & Tech), CBIC.

Signed by Devashya Jyoti  
Jyotirmoy

Date: 18-12-2023 13:10:40

Reason: Approved (Jyotirmoy)

Deputy Commissioner  
O/o Commissioner (IT & CV)

To,

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2. Shri Rajesh Pandey, Chief Commissioner, JNCH
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