



आयुक्त का कार्यालय, सीमा शुल्क (निवारक)
:: OFFICE OF THE COMMISSIONER OF CUSTOMS (PREV.) ::
सारडा हाउस, बेडी बंदर रोड, जामनगर
Sarda House, Bedi Bundar Road,
Jamnagar - 361008
फोन PHONE : +91 288 2757522 फैक्स Fax : +91 288 – 2757539
E-Mail : jamcussys@gmail.com / system-custjmr@nic.in

Date:23/06/2021

STANDING ORDER-02/CCP/JMR/2021

Sub: Clearance of Bills of Entries on odd hours- reg.

Attention is invited to the Board's Circular No 40/2020-Customs dated 04.09.2020 and Public Notice issued by Jamnagar Commissionerate i.e. Public Notice No. 09/CCP/JMR/2020 dated 16.09.2020 in accordance to which Faceless Assessment has been rolled out in all ports of import and for all imported goods from 31.10.2020.

2. In this connection, reference is also invited to Para 5.7 of Guidebook for Faceless Assessment published in the CBIC's Portal (*Customs-Manuals-Guidebook for Faceless Assessment*) wherein all Saturdays (except second Saturdays) have been made working days for all FAGs.

3. It has been pointed out that some faceless assessments have been done in odd hours by officers of Port Commissionerate. The Chairman, CBIC has instructed as below:

"Working at odd hours should be done only if absolutely necessary and with the approval of the Commissioner. Control Room should monitor the entry and exit of Officers/staff at the Custom House and especially the Appraising Hall or any other place where assessing Officers have their office from 10 pm to 8 am, and put up to the AC(PG) for necessary action."

4. As the normal working hours is from 9.30 am to 6.00 pm, it is hereby instructed that assessing officers shall work only during 9.30 am to 6.00 pm in normal circumstances. However, if there is pendency of Bill of Entry/ Shipping Bills in the officers menu for assessment, the officer may work upto 8.00 pm. The work relating to out of charge /LEO commences only after assessment and payment of duty/tax if any, hence officers assigned out of charge/LEO related roles, may attend work upto 9.00pm. In case of any emergency and urgent work even after 9.00pm, same should be attended atleast after oral permission of the supervisory Addl./Joint Commissioner as the case may be, such verbal permission should be converted in written confirmation at earliest. Also with regard to roster duty allotted by the co-convenors of a particular FAG for holidays; the same should be attended to during 9.30 am to 6.00 pm.

5. The Addl./Joint Commissioners are directed to strictly monitor and keep a watch on odd hours assessments and bring it to the notice of the Pr. Commissioner if any such instance is noticed.

Ram Niwas
Principal Commissioner

To,

1. The Chief Commissioner, Customs, Gujarat Zone, Ahmedabad.
2. The Additional/Joint Commissioner, CCP Jamnagar
3. All Deputy/Assistant Commissioner, CCP Jamnagar
4. The Assistant Commissioner(Sys) HQ Jamnagar for uploading on website
5. Notice Board
6. Guard File