



वित्त मंत्रालय / Ministry of Finance

राजस्व विभाग / Department of Revenue

सीमा शुल्क आयुक्त कार्यालय / Office of the Commissioner of Customs

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Sub: Launch of functionalities/features on Customs Brokers Licensing Management System (CBLMS).

Attention of all the Customs Brokers and other stakeholders, working in Tuticorin (INTUT1 & INTUT6) under Customs Broker License Regulation, 2018 or its erstwhile regulations, is invited to the launched functionalities of Customs Brokers Licensing Management System (CBLMS) online portal (<https://cblms.gov.in>).

2. You are aware that CBLMS portal has been live since 30th September 2022. Since then, around 4300 Customs Brokers have been on boarded in CBLMS portal. CBLMS portal is being widely used for processing of various applications like License only, F Category Exam and License, G-Category Exam, Reconstitution, Change in Security, Renewal of Invalid License, Surrender of CB License, Change Partner/Director, Intimation-under-Form-C, Authorised Person Replacement, Cancellation of Custom Pass, Existing CB Profile, Issuance of Custom Pass, Renewal of Custom Pass. Eleven formations (including this office) have conducted G- category examination using CBLMS portal which includes management of examination Venues, time slots and admit cards of applicants. Two formations are in process of conducting G-category

examination using CBLMS portal. More than 34500 applications have been filed by various Customs Brokers all over India.

3. More features and functionalities are being added in CBLMS regularly for the benefit of all the stakeholders of CBLMS. In this regard, it is informed that the following features have been made live in CBLMS portal for all the formation across India:

a). Application for Continuation of License after Death of Proprietor Pt.1 & Pt.2:

Regulation 12 of CBLR, 2018 provides that in case of death of Proprietor, his/her legal heir, who is a major and a G card holder may be permitted to work as a Customs Broker with the approval of the Principal Commissioner of Customs or Commissioner of Customs. Application for such legal heir to get permission to work as Customs Broker has been divided in two parts. The first part of the application, "Application for Continuation of License after Death of Proprietor Pt.1", can be submitted by the legal heir of the proprietor for proving his/her eligibility under Reg. 12 of the CBLR, 2018 after registering himself/herself on CBLMS. On approval of this application the legal heir will be given access to the CBLMS account of the concerned Customs Broker. After getting access to account, the proven legal heir can use second application, "Application for Continuation of License after death of Proprietor Pt.2", available in the Customs Broker account to submit all the remaining details required for continuation of Customs Broker work.

b). Offence Module: In addition to processing of various applications, CBLMS also provides functionalities for processing offence cases under CBLR, 2018 i.r.o Customs Brokers. A

comprehensive offence module to process and manage Offence Reports, Offence Case files, inquiry etc. i.r.o. of CBs has been added to the CBLMS portal. This module will facilitate Policy Sections, Inquiry Officers and Customs brokers in faster disposal of offence cases. It provides following benefits for Customs Brokers:

- A dedicated section "Offence Matters" has been created for Customs Brokers in their CBLMS account which will show all the information related to their Offence matters under CBLR, 2018.
- Customs Brokers can view their Show Cause Notices, Orders, letters etc., send their submissions / reply to concerned sections or Inquiry Officers, view their scheduled Personal Hearing, accept personal hearings (PH) or request for rescheduling of personal hearings (PH).
- Customs Brokers may also receive all relevant notifications related to their offence matters on CBLMS.
- Penalties can be paid online.
- History of offence cases with all details is always available at one place.

c). Applications for modification in present CB Profile:

i). Application to modify CB/Person details: In the CB Profile there are many fields which are not mandatory viz. GSTIN & GSTIN Proof, PAN of H-Category. Customs Pass holder etc. Similarly, the Membership of Association certificate is also not mandatory at the time of filling of applications for New Licenses or Intimation in Form C and at times Customs brokers also require to update CB Profile data i.r.o. registered mobile no., registered

email id or contact details of Custom Broker's on-boarded persons i.e. Proprietor/Partner(s) / Director(s)/ Employee(s). For these purposes, an application with name “Application to modify CB/Person details” has been created. Using this application, Customs Brokers can submit the request for changes in such data in CB Profile, both i.r.o. its Parent formation and other formation.

ii). Application to modify Addresses: Using this application Customs Brokers can request for addition/deletion/modification in their correspondence address as mandated under Reg.10(o) of the CBLR, 2018.

iii). Application for Adding OPS Details & Employees of Existing CB: This application can be used by pre-existing Customs Brokers i.e. who were not issued license through CBLMS to add details in respect of other formations and employees working under them. All such Customs Brokers, who have not filled this application, are requested to fill the details in CBLMS portal using this application.

4. Apart from above major features, following enhancements have also been made in CBLMS portal:

i. My Profile: The Customs Brokers can now view their Complete CB Profile by clicking on the ‘My Profile’ link available in their account on the top right side of the screen and check the updated status of their profiles.


ii. NOC: The mechanism to seek NOCs/Information i.r.o. Customs Brokers or their employees from various formation has been incorporated in CBLMS thereby eliminating the requirement of NOCs in physical mode.

iii. Issue Document: It has been observed that there are many instances where a Customs Broker requires a signed letter, notice etc. from formation. They need this to present to various authorities associated with Customs clearance work e.g. many ports under various Customs Stations follow a practice wherein they allow entry of the Customs Broker working under Reg.7(3) of the CBLR, 2018 inside the port only on the submission of the notice issued by the competent authority to that effect. Therefore, to address such instances under all plausible matters, a new feature “*Issue Document*” has been added in CBLMS using which a formation officer can upload and issue a requisite notice or letter or any other relevant document as per practice on approval of the application. This document will be instantly available to the Customs Broker for download in its account.

iv. Search CB: A new feature Search CB has been provided for public use on the homepage of the CBLMS portal wherein anyone can search any Customs Broker using its name or PAN and see basic details like CB Name, Offices, Area of Operation and its latest working status.

v. Status Update in QR Code: All CB Licenses and Customs Passes issued in CBLMS are QR code enabled which provide enhanced security. Earlier, scanning of this QR code used to provide only the scanned copy of issued CB License or Customs Pass. But now, on scanning QR code, real time status information about CB License or Customs pass will also be shown.

vi. Notifications: The CBLMS has been enabled with notification features which allows Customs Brokers to receive all relevant notifications related to their applications and offence

cases in their CBLMS account. Customs Brokers can access their notifications using notification icon () in top right corner of their CBLMS account page.

vii. Account lock out: To safeguard users account from hackers, an additional account lock-out feature during login has been added in CBLMS. If user enters incorrect password consecutively for five times, then system will lock the user's account. Locked account can be unlocked only by the Nodal Officer or System Admin.

5. Detailed user manuals for aforementioned applications will be available under "Knowledge Centre" Tab in the CBLMS.

Yours sincerely

(VIKAS NAIR)
COMMISSIONER OF CUSTOMS

Copy submitted to:

The Chief Commissioner of Customs(p), Tiruchy.

Copy to:

1. EDI for uploading on the office website.
2. Customs Broker Association.