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वित्त मंत्रालय :: राजस्व विभाग
MINISTRY OF FINANCE : DEPARTMENT OF REVENUE
सीमा शुल्क आयुक्त का कार्यालय
OFFICE OF THE COMMISSIONER OF CUSTOMS
कंटेनर स्कैनिंग सुविधा **Container Scanning Facility**
सीमा शुल्क गृह, न्यू हार्बर एस्टेट, तूतीकोरिन - 628004
Custom House, New Harbour Estate, Tuticorin – 628 004

Subject: Standard Operating Procedure to be followed for containers selected for scanning at Scanning Facility -Reg

Attention of the Importers/Exporters, General Trade, Port Terminal Operators, Shipping Lines/ Shipping Agents, Container Freight Stations/Inland Container Depots and Customs Brokers falling under the jurisdiction of Tuticorin Custom House and all other stakeholders concerned is invited to the procedure to be followed for scanning of selected containers.

2. Drive Through Container Scanning System (hereinafter referred as DTCS) at site of Tuticorin Port has been successfully installed and commissioned. It has been fully functional from 20.07.2022.

3. Selection of Import Containers for scanning:-

The scanning list is auto generated from ICEGATE, once the Shipping Lines/Shipping Agents file the IGM and entry inward is granted by Customs. The import containers which are to be scanned will be selected by the Container Selection Module (CSM) of the RMS on the basis of risk parameters. The intimation of containers selected for scanning will be communicated automatically to the Terminal Operator, Shipping Lines, CFS's and the Scanning Division via e-mail.

4. Movement of import containers selected for scanning:-

i. The containers which are selected for scanning at DTCS shall not leave the terminal without scanning. Logistics arrangement to ensure this requirement needs to be worked out by Terminal, Shipping Lines and CFSs.

ii. In the case of DPD containers, either the Importer / Customs Broker (availing DPD facility) has to bring the container to DTCS site for scanning and for this, Terminal Operator has to allow the entry of vehicle (Trailer) (on which

container is to be loaded and brought for scanning) of AEO / DPD importer for pick-up of DPD container for scanning at DTCS and on receipt of the request of the Importer/Custom Broker, Terminal Operator shall facilitate the movement of these selected container to the DTCS site.

iii. In case of DPD-CFS and non DPD containers, it shall be the responsibility of the Port/ Terminal Operator/Shipping Line/Shipping Agent/CFSs/Transporters in-charge of removing the container from the wharf / yard to present the selected containers to the DTCS site for scanning. If, the container selected for scanning left the terminal without scanning or if, the container is diverted en-route then the Port Terminal Operator/Shipping Lines/CFS Operator shall be liable for penal action under the provisions of Customs Act, 1962 read with Handling of Cargo in Customs Areas Regulations, 2009 (HCCAR, 2009).

iv. If any such selected container is noticed / found at the CFS which has entered/ arrived at CFS without scanning, the same shall be forwarded/ sent for scanning to DTCS, failing which the custodian of CFS shall be liable for penal action under the provisions of Customs Act, 1962 read with HCCAR, 2009. The Officer on duty at the DTCS shall forward a daily report to the DC / AC (CSD) containing the details of such containers which are scanned at DTCS.

v. The responsibility / obligation of safe transit of import containers till the completion of scanning and delivery of the container lies with the Custodian (CFS) as per Handling of Cargo in Customs Areas Regulations (HCCAR, 2009).

vi. The authorized carrier involved in movement of Customs Cargo under Sea Cargo Manifest and Transshipment Amendment Regulations (SCMTR), 2020 shall be responsible for the movement or Handling of imported goods, its safety, security and delivery.

5. Procedure to be followed for Import Containers to be scanned at DTCS:-

i. On receipt of the selected container at the DTCS, the Sentry / Traffic Marshal posted at the entry gate of DTCS shall physically verify the container number / seal number and **“Scan mode”** printed on the EIR / pick-up ticket with the number on the container and seal affixed on the container. If the same are found to be correct, the container shall be allowed for Check- In for positioning the containers for scanning in the designated area after detailed instructions to the driver such as,

- a. Container is to be moved & aligned at the designated place for scanning;

- b. The speed of the truck shall be maintained between 4 -10 kmph at the time of scanning at DTCS facility;
 - c. The OCR will note the Container No. / Trailer No. and send the image to the monitor of the Scanning Officer. The Officer on Cross checking the same with list of selected container will scan the Container. After scanning, the driver need to move the vehicle from the scanning area to the trailer holding area;
 - d. Then, the driver has to come to Check-in cabin to get the endorsement of the result of the scanning on the reverse of the EIR/Pick-up ticket.
- ii. In case any discrepancy is found while physically verifying the container number and seal number printed on the EIR / pick-up ticket with the number on the container and seal affixed on the container, the same shall be reported to Deputy / Assistant Commissioner of Customs, CSD immediately for further necessary action.
- iii. On completion of scanning, the CSD Officer of the DTCS Facility will endorse the following comments on the reverse of the EIR / Pick-up ticket as the case may be and also keep one soft copy of EIR / Pick-up ticket as a record (preferably a database of EIR / Pick-up ticket to be maintained by the CSD officers on daily basis for future reference).
- a. If the image of the scanned container is found to be **"CLEAN"**, then the **"SCANNED OK"** stamp in Blue ink shall be affixed on the reverse of the EIR / Pick-up ticket with signature and stamp of the officer concerned with his name and designation.
 - b. If the image of the scanned container is found to be **"SUSPICIOUS"** than the **"SCANNED SUSPICIOUS"** stamp in Red ink shall be affixed on the reverse of the EIR / Pick-up ticket with signature and stamp of the officer concerned with his name and designation. The details of the containers which are marked **"SUSPICIOUS"** will be communicated by the CSD officer to the concerned CFS on the same day for 100% examination by the Shed Officer.
- iv. In case of ODD / Over Dimensional Cargo (ODC), the CSD Officer shall endorse the EIR/Pick-up ticket as **"NOT SCANNED DUE TO ODC"** with signature and stamp of the officer concerned with his name and designation on the reverse of the pick-up ticket.
- v. After completion of scanning at the DTCS Facility, the said containers shall move to the respective CFS / Terminals as decided by the Terminals / CFS / Importer / Custom Broker / Shipping Lines. The Custodian of the said CFSs shall ensure that all such containers which are selected for scanning must have the endorsement **"SCANNED"** on the reverse of the EIR/Pick-up ticket with signature and stamp of the officer concerned with his name and designation.

6. DPD Facilitated containers selected for scanning:-

- i. The Terminal operators are required to ensure that the DPD facilitated importers or their Customs Broker are informed regarding selection of their container for scanning as soon as they receive the communication in this regard by e-mail.
- ii. On receipt of request from the Importer / Customs Broker, the Terminal operator shall facilitate movement of these containers to the Container Scanner Division for scanning. The Terminal operator should also ensure that in cases where there are multiple containers in a single line number, only the container selected for scanning be loaded for scanning and other containers be released only if **"SCANNED OK"** report received in respect of already selected containers.
- iii. Containers selected for scanning, if marked **"SCANNED OK"** on EIR copy by the CSD Officer, the terminal operator shall allow delivery of all other containers in the Bills of Entry. If the containers selected for scanning are marked **"SCANNED SUSPICIOUS"** by the CSD Officer, the terminal operator shall move the mismatched containers to Designated CFS for examination by Shed officer.
 - a. After such examination, in case no discrepancy is found during examination, then the container shall be released on the basis of OOC already given after writing the remark on the hard copy of B/E **"OOC already given in the system restored"** and examination report also be endorsed on the hard copy of the B/E.
 - b. In case there is more than one container in the Bill of Entry and if the container **"SCANNED SUSPICIOUS"** on examination found to contain any discrepancy, the rest of the container in BOE shall not be allowed clearance till further suitable orders.
- iv. If scanning list could not be generated, then up to 15% DPD containers will be selected by ADC/JC (CSD) and only those containers will be scanned.

7. Container to be scanned by DRI/SIIB on specific Intelligence:

If the container is brought for scanning due to seal mismatch / damage / marked by Docks, brought by SIIB or DRI for scanning on specific intelligence and the cargo is not appearing in the scanning list, then the concerned party / Officer shall approach the Deputy /Assistant Commissioner, CSD for Scanning of the subject container / Cargo.

8. Procedure to be followed post scanning:

8.1 If a container is not selected in the first scanning list for a particular IGM but gets selected after reaching the concerned CFS on the basis of any

amendment subsequently filed for that particular IGM, then such container shall be brought back for scanning to the container scanning facility prior to giving Out of Charge with the seal intact. Alternatively, DC/AC (Docks or CFS) may grant NOC from scanning but shall order for necessary examination at the respective CFS.

8.2 The Terminal Operator shall send a report to DC/AC, CSD on the first working day of the week furnishing the details of the containers selected for scanning and lying in port for more than 15 days for clearance.

9. Procedure to be followed during non-functioning of the DTCS:

i. In case the import containers selected for scanning could not be scanned due to non-functioning of the scanner or for any other reasons, the CSD Officer shall inform the same to Deputy/Assistant Commissioner (CSD). The DC/AC (CSD), in turn, will decide whether to release the containers without scanning but for regular examination procedure or to hold the said containers.

ii. If the DC/AC (CSD) orders for release of such containers, then the CSD Officer shall physically verify each container number with the respective EIR copy and endorse with stamp **“NOT SCANNED DUE TO”** on the reverse. Such containers will be subjected to 100% examination in the presence of Superintendent of the CFS/ICD or the Authorised Officer of the SEZ. Those containers shall be allowed to be gated out from CFS/ICD/SEZ after adhering to 100% examination and as per the usual procedures prescribed & followed in the clearance of imported cargo from CFS/ICD/SEZ.

10. Selection of Export Containers:

The Examining Officer shall stamp a seal, **“SHIPPING BILL SELECTED FOR SCANNING”** on the Shipping Bill in case of selected Shipping Bills. Once a shipping bill is selected for scanning, all the containers of the selected shipping bill will be sent for scanning. As soon as the CODEX pass / Gate out pass are generated for the containers selected for scanning, the Examining Officer giving **“Gate Out”** to that container shall stamp a seal with signature **“TO BE SCANNED”** on the CODEX pass / Gate out pass. It shall also be counter signed by the shed Superintendent. Thereafter, it is the duty of the Custodian of the CFS/ICD to present the containers for scanning during the movement of the same from the CFS/ICD to the Container Scanning Division (CSD).

11. Scanning of Export Containers:

i. The officer of Container Scanning Division shall affix the **“SCANNED :**

OK, time in Time out” Stamp on the reverse of CODEX pass / gate pass with seal and signature. After the scanning is completed, the container will be allowed to be moved to the Green Gate.

ii. In case, the CSD Officer reports that the image of the said scanned container is found to be **SUSPICIOUS** then the officer shall affix the stamp **“SCANNED: TO BE EXAMINED”** along with **“100% EXAMINATION”** or **“MARKED AREA EXAMINATION”** on the CODEX / Gate out pass.

12. Priority of Scanning at CSD:

Export containers will be given priority in scanning. Among the export containers, AEO clients, Containers containing perishable cargo will be given priority.

13. Suspicious Export Containers after scanning:

In cases where the CSD Officer finds that the image of the said scanned container is **SUSPICIOUS** then the officer shall affix the stamp **“SCANNED: TO BE EXAMINED”** along with **“100% EXAMINATION”** or **“MARKED AREA EXAMINATION”** on the CODEX / Gate out pass. Such suspicious containers shall be moved to the designated CFS by the Custodian under Customs escort and it shall be examined by the Superintendent, CFS/ICD.

The results of examination shall be noted on the CODEX pass / Gate pass and if everything is found in order, clearance shall be given by the Superintendent, CFS /ICD on the CODEX pass / Gate pass.

14. Entry of Export Containers into port terminals after Scanning:

Any container marked for scanning, but has directly reported to the Green Gate should be sent back for scanning and should be immediately informed on the same day to AC/DC Docks.

15. Procedure to be followed during non-functioning of the DTCS:

In case the export containers selected for scanning could not be scanned due to non-functioning of the scanner or for any other reasons, the CSD Officer shall physically verify each container number with the respective CODEX / Gate out copy and endorse with stamp **“NOT SCANNED DUE TO**” on the reverse. Such containers will be subjected to 100% examination in the presence of Superintendent of the CFS/ICD and as per the usual procedures prescribed & followed in the clearance of exported cargo from CFS/ICD.

16. No container (Export or Import) shall be examined / detained at the

Container Scanning Facility.

Difficulty faced, if any, may be brought to the notice of the undersigned.

This is issued with the approval of the Commissioner of Customs, Custom House, Tuticorin.

Signed by
Sree Hari Sankar P
Date: 24-03-2025 14:05:59

SREE HARI SANKAR P
JOINT COMMISSIONER