



वित्तमंत्रालय/ **Ministry of Finance**

राजस्वविभाग/ **Department of Revenue**

सीमाशुल्कआयुक्तकार्यालय/ **Office of the Commissioner of Customs**

सीमाशुल्कगृह, नयीहारबरएस्टेट/ **Custom House, New Harbour Estate**

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PUBLIC NOTICE NO. 02/2026

Sub: - Reduction of Time Gap between Berthing of Vessel and Entry Inwards,
Boarding of Vessel and Commencement of Discharge of Cargo – Reg.

Kind Attention of the Members of Trade and Industry, Shipping Lines, Port Terminal Operators and all other stakeholders is invited to the provisions of Section 30 (Delivery of Import Manifest) and Section 31 (Imported goods not to be unloaded from vessel until Entry Inwards granted) of the Customs Act, 1962 as amended.

2. On a co-joint reading of sections 30 and 31, it is clear that the vessel can start unloading the goods only after an order/permission/permit led “Entry Inward” is granted by the Customs following submission by the Master or Shipping Agent of the import manifest containing details of the cargo on board the vessel.

3. The Customs Act provides for filing of Import General Manifest in advance of arrival of the vessel. It also provides for filing of a B/E prior to arrival/import of goods. These measures are aimed at ensuring that the documentation etc. is completed well in advance so that clearance of goods can be expedited. It has been represented that there is a time gap between the berthing of vessel and commencement of vessel operation (unloading of cargo), as the Entry Inwards is granted only after completion of Boarding formalities by the Boarding Officer. As per the extant procedure, the Entry Inwards is granted by the Boarding Officer after completion of boarding formalities.

4. In order to expedite the grant of Entry Inward, it has been decided to delink Entry Inwards with the physical act of boarding the vessel by the Boarding Officer and then granting Entry Inwards in the system. A system is devised such that on receipt of a message regarding the reporting of the vessel at the ‘Pilot Station’/ ‘Boarding of the Pilot’ by the ‘Port Control Room’ Marine Department, VOCPT from the Master of the vessel and after recording of the same in their (VOCPT) log books and the Vessel Traffic Services(VTS), there shall be an automatic message flow / exchange or an e-mail by the ‘Port Control Room’ to the Customs Boarding Office informing the arrival / reporting of the vessel giving the relevant details of vessel required for grant of Entry Inwards. Further, when the Shipping Lines / Shipping Agents inform the port authorities of the arrival of the vessel, they should also simultaneously inform Customs Boarding Office with relevant details.

This would enable the Customs Officers to grant Entry Inwards when the vessel reports at the 'Pilot Station' / 'Boarding of the Pilot'. On receipt of message/documents, the boarding officer shall grant Entry Inward without any delay.

5. Port authorities / Shipping Agents are required to inform the Boarding Officer about of the arrival of the vessel at the Pilot Station along with the requisite details for grant of 'Entry Inwards'. Customs Boarding Office will grant 'Entry Inwards' at the time of reporting of the vessel at the 'Pilot Station' / 'Boarding of the Pilot'.

6. As per the above procedure, the event of 'Entry Inwards' will be advanced to the point of reporting of the vessel at the 'Pilot Station' / 'Boarding of the Pilot', the event of 'Entry Inwards' in the process of arrival of vessel and clearance of imported goods is likely to be advanced, thus enabling discharge of cargo immediately after berthing.

7. In order to further streamline the procedure relating to Entry Inwards, boarding of the vessel and commencement of discharge of cargo, the following procedure shall be followed:

- i. The Vessel Agent/Steamer Agent shall forward the request (format enclosed) to the respective port's Customs e-mail ID after confirmation of "Pilot on Board (POB)" information. After sending the request via e-mail, the agent shall also intimate the same to the Boarding officer over phone.
- ii. The Vessel Agent/Steamer Agent shall produce physical copies of the supporting documents at the time of boarding for verification.
- iii. The POB message shall also be conveyed by the Signal Station to the Boarding Officer over phone.

The Customs e-mail ID and phone number for Tuticorin port are given below:

Port	Mail ID	Contact No.
Tuticorin Port	dockscustut-2026@gov.in	0461-2382251

- iv. After verification of the details received, the Boarding Officer shall grant Entry Inwards in ICES and communicate the same to the Vessel Agent/Steamer Agent by replying to the same e-mail received from them
- v. Upon receipt of the above communication from the Boarding Officer, the Vessel Agent shall inform the Master of the vessel to commence discharge of cargo.

8. The communication received from the Boarding Officer through e-mail regarding grant of Entry Inwards shall be treated as the authorization for commencement of cargo discharge under Section 31 of Customs Act, 1962.

9. After berthing of the vessel, the Boarding Officer shall complete the boarding formalities (verification of relevant documents and carry out necessary checks) immediately after arrival of vessel. Any variation/shortcomings/mis-declaration noticed, shall be dealt with in accordance with the provisions of the Customs Act, 1962 irrespective

of the fact that Entry Inward has already been granted in the system.

10. Vessel Agents/Steamer Agents are advised to ensure that all details in the Entry Inward request Form are filled correctly to avoid errors and delay in granting of Entry Inwards.

11. Any difficulties faced in this regard may be brought to the notice of the undersigned immediately.

**Digitally signed by
Vikas Nair**

**Date: 22-01-2026
14:05:42**

**(VIKAS NAIR)
COMMISSIONER**

To:

- i. Members/ Trade Associations as per mailing list.
- ii. All ADCs, Custom House, Tuticorin
- iii. All AC/DCs, Custom House, Tuticorin
- iv. EDI Section, Customs House, Tuticorin for uploading in the website
- v. Notice Board, Custom House, Tuticorin

Copy submitted to:

The Chief Commissioner of Customs (Preventive), Trichy