



कार्यालय: आयुक्त सीमा शुल्क
(पंजाब, हिमाचल प्रदेश एवं चंडीगढ़)
कस्टम हाउस, जी.टी. रोड, साहनेवाल, लुधियाना-141120
OFFICE OF THE COMMISSIONER OF CUSTOMS
(Punjab, Himachal Pradesh & Chandigarh)
Custom House, G.T. Road, Sahnewal, Ludhiana-141120
टेली/Tel.-0161-2847360 [e-mail: customs.ldh@gov.in]



CBIC DIN-20250275NK0000888DBC

Dated: 19-02-2025

PUBLIC NOTICE NO. 02/2025

Subject: Procedure for Back to Town (BTT) of Export Cargo-reg.

Attention is invited from the stakeholders regarding Procedure for Back to Town (BTT) of Export Cargo from the ICDs/CFSs falling under the jurisdiction of the Customs Commissionerate, Ludhiana.

2. After the filing of Shipping Bill, the cargo needs to be registered at ICD/CFS.

After examination/inspection, Let Export Order (LEO) is granted. In some cases, Exporter/Customs Broker (CB) wants to take back the full or part cargo for various reasons. The request for BTT is made either before or after granting LEO (including after stuffing). The "Back to Town" procedure to be followed in case of the export of goods is detailed as under:

(i) Before LEO: For the cases where request has come before LEO is given, the Assistant / Deputy Commissioner (Shed) may permit the request of the exporter and mark the Shipping Bill for 100% examination. On examination, if the goods are found as per the declaration and no violation is noticed, then the Assistant / Deputy Commissioner (Shed) shall cancel the Shipping Bill using the option "Cancellation of Shipping Bill", in the ICES menu and allow the goods for BTT.

(ii) After LEO: For the case where request has come after LEO is given, the Assistant / Deputy Commissioner (Shed) may permit the request of the exporter and mark the Shipping Bill for 100% Examination. On examination, if the goods are found as per the declaration and no violation is noticed, then the Assistant/Deputy Commissioner (Shed) shall cancel the LEO. After cancelling the LEO, the Assistant / Deputy Commissioner (Shed) shall cancel the Shipping Bill using the option "Cancellation of Shipping Bill", in the ICES menu and allow the goods for BTT.

(iii) Part Cargo BTT before or after LEO: In case the request is for part cargo Back to Town, the exporter/CB shall approach the Assistant/Deputy Commissioner (Shed) for amendment of Shipping Bill. The Assistant / Deputy Commissioner (Shed) may permit the request in writing and mark the Shipping Bill for 100% Examination of the part cargo. After the examination report is given and if it is found as per the declaration made in Shipping Bill, Quantity should be amended like in a case of short shipment and the Shipping Bill would not be cancelled in EDI and part cargo may be allowed for BTT.

(iv) AEO Exporter / DGFT Status Holder exporter: However in case of an AEO or a DGFT status holder having status of 'Three Star Export House' or higher, in all the three situations (i), (ii) and (iii) above, the Assistant / Deputy Commissioner (Shed) may permit the request in writing and mark the Shipping Bill for 10% (Ten) Examination. On examination, if the goods are found as per the declaration and no violation is noticed, then the Assistant / Deputy Commissioner (Shed) shall cancel the LEO. After cancelling the LEO, the Assistant / Deputy Commissioner (Shed) shall either cancel or amend the Shipping Bill, as the case may be. If any discrepancy is noticed Assistant / Deputy Commissioner (Shed) may resort to 100% examination.

(v) If the entire/part cargo is shut out: In such cases if entire/part cargo covered by a Shipping Bill could not be loaded on the destined train, and the Exporter/CB requests for BTT, the Superintendent in the port area shall do the manual endorsement on the Shipping Bill about the request for BTT. The shipping agent shall hand over the Shipping bill and other documents to the Exporter/CB to process the request for BTT. Further, the Exporter/CB shall approach the Assistant/ Deputy Commissioner of the concerned ICD/CFS for cancellation of LEO. The Assistant / Deputy Commissioner (Shed) may permit the request in writing and mark the Shipping Bill for 100% Examination. After the Examination report is given and if it is found as per the declaration made in Shipping Bills, the Assistant / Deputy Commissioner (Shed) may cancel the LEO. After cancelling the LEO, the Assistant / Deputy Commissioner (Shed) shall use the option "Cancellation of Shipping Bill" in the ICES menu and allow BTT.

3. The contents of this public notice shall operate as a Standing Order so far as officers and staff of Customs Commissionerate, Ludhiana are concerned. The Assistant / Deputy Commissioner (Shed) shall send a monthly report by 10th of every month to Assistant/Deputy Commissioner (SIIB) about the number of cases allowed Back To Town in the previous

month.

4. In case of discrepancies found, if any, during examination, the matter may be forwarded to SIIB for further investigation. It may be noted that in case, there is any hold on the containers by any of the investigative wings/agencies, the goods shall not be allowed BTT.

Any difficulty in implementing this Public Notice may be brought to the attention of the Additional/Joint Commissioner via email customs.ldh@gov.in.

Signed by Nasim Arshi

Date: 19-02-2025 17:23:28

(Nasim Arshi)

Principal Commissioner

Customs Commissionerate, Ludhiana

Copy to:

1. The Pr. Chief Commissioner of Customs (Preventive), New Delhi.
2. The Additional Commissioner, Customs Commissionerate, Ludhiana.
3. The Joint Commissioner, Customs Commissionerate, Ludhiana
4. All the Assistant/Deputy Commissioner (ICDs/Hqrs/SIIB/Assessment) falling under the jurisdiction of Customs Commissionerate, Ludhiana.
5. The President, Ludhiana Customs Brokers Association/FIEO/CII for circulation among the members for information.
6. Notice Board.