



भारतसरकार GOVERNMENT OF INDIA
वित्तमंत्रालय MINISTRY OF FINANCE
राजस्वविभाग DEPARTMENT OF REVENUE
केन्द्रीय अप्रत्यक्ष कर एवं सीमा शुल्क बोर्ड
CENTRAL BOARD OF INDIRECT TAXES AND CUSTOMS
सीमा शुल्क आयुक्त कार्यालय
OFFICE OF THE COMMISSIONER OF CUSTOMS
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Date: 23.1.2026

PUBLIC NOTICE NO. 01/2026

Subject: Trade facilitation measure for immediate unloading of goods from vessels upon arrival at International Container Transshipment Terminal (ICTT), Vallarpadam- Reg.

Attention of members of trade and industry, Shipping Lines, Port Terminal Operator and all other stakeholders is invited to Section 31 of the Customs Act, 1962 which mandates that imported goods are not to be unloaded from a vessel until Entry Inwards is granted by the proper officer of Customs, and the Customs Officer is mandated not to grant Entry Inwards order until arrival manifest or import manifest has been delivered. Representations have been received from the Port Authority and Port Terminal Operator that the procedure of grant of Entry Inwards order by the Customs officer takes time after berthing of vessel at ICTT Vallarpadam, as the officer boards the vessel upon arrival, completes the prescribed procedures and thereafter grants Entry Inwards. This procedure causes delay in the commencement of unloading of cargo, thereby increasing the vessel turnaround time. Requests have been received to allow unloading of goods immediately upon arrival of vessels, while Customs officers simultaneously board and complete the prescribed checks and procedures, as is being followed at other ports such as Chennai (Public Notice No. 240/2017 dated 10.11.2017 and 63/2025 dated 3.12.2025), Mumbai (Public Notice No. 157/2016 dated 25.11.2016) and Tuticorin (Public Notice No. 02/2026 dated 22.01.2026).

2. The matter has been examined and it has been decided that, with the objective of **facilitating the immediate commencement of unloading of goods from vessels upon berthing at ICTT Vallarpadam**, the following procedure shall be followed at ICTT Vallarpadam for grant of Entry Inwards and unloading of goods:

- i. The Cochin Port Authority through its designated officer, whose name and contact details including official email ID shall be intimated in advance to Customs, shall convey '*Pilot on Board (POB)*' message once the Pilot has physically boarded the vessel, containing Name of Vessel Boarded, Name of Master of Vessel, Name and contact No. of Pilot and Date and Time of Boarding to the designated Customs e-mail ID prevcustomhousecok@gov.in under the Subject: '*Name of Vessel (as the case may be)-POB INTIMATION*' with a copy to the Steamer Agent. The same shall also be intimated to the Customs Officer on duty over telephone No. **0484-6136169**.
- ii. The Steamer Agent shall, after confirmation of '*Pilot on Board (POB)*' message submit all necessary electronic documents, including Sea Arrival Manifest, Lighthouse Dues Payment Challan, Same Bottom Cargo details, Crew List Declaration, Crew Effects & Currency Declaration, Ship Store Declaration, Passenger List, Last Port Clearance Certificate, Arms & Ammunition Declaration, Maritime Declaration


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etc. in consolidated pdf format along with the declaration (format enclosed), to the designated Customs e-mail ID under subject: 'Name of Vessel (As the case may be)-ARRIVAL MANIFEST AND OTHER DOCUMENTS'.

- iii. Upon verification of the information and documents received from Cochin Port Authority, Steamer Agent and information available in ICES including propriety of Arrival manifest, import manifest or import report, the Customs Officer on duty shall communicate Order of Entry Inwards to the Cochin Port Authority on the specified e-mail from the specified Customs e-mail id with name and designation of the Customs officer granting Entry Inwards and the Subject of Email Being 'Name of Vessel (as the case may be)-deemed entry inwards under Section 31(1)'. A copy of the email shall also be marked to the Steamer Agent. The e-mail communicating grant of Entry Inwards shall be treated as deemed authorisation for commencement of unloading of cargo under Section 31(1) of the Customs Act, 1962, subject to subsequent verifications to be conducted by the Customs officer upon boarding.
 - iv. On receipt of the email communication regarding grant of Entry Inwards, the Port Authority shall inform the Master of the vessel through the Pilot in charge of the Vessel to commence discharge of imported cargo upon berthing of the vessel.
 - v. On berthing of vessel at ICTT Vallarpadam, it shall be the responsibility of the Steamer Agent and Port Terminal Operator to immediately inform the Customs officer on duty so that boarding can commence as soon as the Vessel berths. After ensuring in their possession, copy of email from Customs conveying Entry Inwards, and after ensuring the presence of Customs officer physically at the docks where the vessel is berthed, unloading of the goods shall commence. The cargo unloaded thus from the vessel, shall be kept in a designated area which shall be informed in advance by the Port Terminal Operator to the boarding Customs officer, and such cargo shall not be further handled until grant of Entry inwards in ICES which shall be granted only after boarding the vessel and completion of prescribed verifications.
 - vi. Simultaneously, with the commencement of unloading of goods in the designated area, the Customs officer on duty shall physically board the vessel and conduct the requisite verifications and necessary checks, in accordance with the provisions of the Customs Act, 1962, rules made thereunder, Circulars and administrative instructions. In case, everything is found to be in order, the proper officer of Customs shall proceed to grant Entry Inwards in the Indian Customs EDI System (ICES). In case, any discrepancy is noticed during boarding or physical verification by the proper officer of Customs, discharge of cargo shall cease immediately and the Entry Inwards granted through e-mail shall be deemed void.
3. Vessel / Steamer Agents shall ensure that all particulars furnished are complete, correct and accurate.
 4. Any difficulty encountered in implementation of this procedure aimed at facilitating the immediate commencement of unloading of goods from vessels on berthing at ICTT Vallarpadam may be brought to the notice of the Deputy Commissioner of Customs (Preventive), Custom House Cochin; Tel: 0484-2667793.

Encl: Declaration format


23.1.2026
(G.S. Bains)
Commissioner

Copy To:

1. Principal Chief Commissioner of CGST & Customs, Thiruvananthapuram Zone
2. The Chairman, Cochin Port Authority
3. D.P. World, ICTT Vallarpadam, Cochin
4. Kerala Steamer Agents' Association (KSAA)
5. Cochin Customs Broker Association
6. EDI for uploading on Cochin Customs website.

DECLARATION FOR VESSEL ENTRY INWARD

1. Vessel Details

- Name of the Vessel & Vessel Code: _____
- IMO Number: _____
- Call Sign: _____
- Voyage Number: _____

2. Port & Arrival Information

- Port of Arrival:
 Cochin Port
- Last port & Next port of Call: _____
- Pilot Boarding Time (POB): _____
- Source of POB Confirmation:
 Port Control Room Signal Station VTS
- Berth/Terminal Allotted: _____

3. Agent Details

- Steamer Agent Code: _____
- Shipping Line Code: _____

4. Sea Arrival Manifest/IGM Details

- IGM Number and Date _____
- Number of Lines in IGM: _____
- Cargo Type: _____

5. Relevant Documents

- LH Dues Payment Challan No. & date _____
- Same Bottom Cargo: Yes No
- Crew List Declaration: Yes No
- Crew Effect: Yes No
- Ship Store Declaration: Yes No
- Passenger List: Yes No
- Maritime Declaration: Yes No

6. Declaration

I hereby confirm that the above information is true and correct to the best of my knowledge. I also confirm that the Pilot on Board (POB) information has been received and verified prior to this submission for the grant of Entry Inwards.

Signature of Authorized Agent & Stamp: _____

Name: _____

Designation: _____

Mobile Number: _____

Date: _____

Place: _____