



Office of the Chief Immigration officer
Bureau of Immigration, (MHA), Govt. of India
Kandla Seaport, New Kandla

No. 05/Circulars/ICP-Kandla/Bol/2025- 12 6

Date: 30.12.2025

CIRCULAR

Subject: Clarification of various procedures being followed at Kandla Seaport, w.r.t. Immigration.

1. Conversion of vessels by Immigration

As per the directives of Bureau of Immigration Hqrs, Immigration shall carry out conversion its own (Foreign Going to Coastal Going/Voyage) of vessels w.r.t. Crew onboard on the basis of the continuous voyage of the vessel of more than 30 days in Indian Waters, and not on the basis of conversion letter issued by Custom Authorities. In the event of the vessel proceeding to sail for a Foreign Port, while the vessel can continue with Coastal run (of Custom) for visiting any foreign port, it must undergo **reversion** (Coastal to Foreign) by the Immigration.

It is clarified that the conversion and reversion undertaken by Immigration is primarily to monitor the presence of foreign nationals onboard the vessels plying in Indian Waters for longer period of time, and to ensure that they have the required Indian Visa for their presence in Indian Water.

The conversion and reversion by Customs should not be confused with that of the one done by the Immigration, as both the agencies have different purpose behind conversion/reversion of the vessels. Customs is independent to proceed with their procedures.

Note: The foreign crew onboard the vessel undergoing conversion shall mandatorily possess valid Employment/ Business, or X-Entry Visas.

Accordingly, all the agents are advised hereby that their principals/ owners of the vessels being handled by your agencies may be sensitized in this regard, thereby enabling them to obtain appropriate visas for their crew members well in advance.

2. Exemption of Indian Flag Coastal Run vessels

Under the directives received from MHA (Foreigners-I Division/Immigration Section) vide OM No. 25016/19/2024-Imm of dated 20.11.2025, the Immigration Kandla Seaport has discontinued Sign-on/off and Shore Leave Pass (SLP) for Crew/Supernumerary of Indian Flag Coastal Run Vessels. However, agents have confused these vessels with the Coastal Conversion done by Customs.

Hence it is clarified that those vessels which have been converted to Coastal by Immigration (and not Customs) are exempted from Immigration. This exemption shall trigger after the vessel takes NOC for Sailing from the Immigration by which it was converted to Coastal and shall be in force till the vessel does not intend to travel to any foreign port. The Agents shall inform the concerned Immigration for reversion from Coastal to Foreign, for visiting the foreign port. The reverted (Foreign run) vessel shall be required to go through Immigration for 30 days from its first arrival in India, and can be converted to Coastal run after continuous voyage of more than 30 days in Indian Waters, thereby triggering the exemption from Immigration.

In this regard, it is also clarified that these vessels shall remain exempted from Immigration in the intervening ports (during the Coastal run) and shall not require any NOC from the Immigration for sailing out of the port. It shall require NOC for Sailing only from the ports where it has visited during the Foreign run period or has undergone conversion/reversion from.

All the agents are advised to get the voyage status of their Indian Flag vessels verified by the Immigration at the earliest. In the event of any Indian Flag vessel arriving at the Port, the agent should approach Immigration to confirm the exemption status.

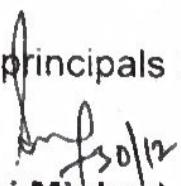
3. NOC for Dock Entry Permit for Foreigners visiting the Port

As per the existing regulations and practice, any foreign national visiting Port /Dock must take No Objection Certificate (NOC) from the Immigration concerned at the respective seaport to enter the dock area as the port premise is a notified Prohibited Place under the Official Secrets Act, 1923. Port Authorities issue Dock Entry Permit/Pass to such foreigners only on the basis of such NOC.

Government of India mandates that Immigration authorities deployed at the concerned seaport must capture biometric/demographic details of every foreign national visiting Dock area before/during the visit.

As such, any foreign national visiting the port will be mandatorily required to visit Immigration Office before proceeding for their actual purpose of visit. The Immigration shall capture their biometric/demographic data, so that their arrival at the port is recorded.

Hence, all agents are hereby advised that their owners/ principals may be sensitized in this regard too.


(Suraj Mishra)
Chief Immigration Officer
ICP Kandla Seaport, Kandla

To,

1. President, KPSAA
2. Deputy Conservator, DPA
3. Traffic Manager, DPA
4. Harbour Master, DPA
5. PRO, DPA
6. Commissioner, Customs

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