

Import Clearance Procedure

Introduction

All goods imported into India have to pass through customs for proper examination, appraisal, assessment and evaluation. This helps the custom authorities charge the proper tax and also checks the goods for illegal import.

Categories of Imports

- Freely Importable item: The items under this are freely importable and do not require any license.
- Restricted/ Licensed Imports: Items under this category are restricted and require License for importation.
- Canalised Imports: Items under this category can be imported only through specified channels or Government agencies.
- Prohibited Goods: As the name suggests, the items under this category are NOT permitted to be imported at all.

Also, it is important to note that no import is allowed in India if the importer doesn't have an IEC number issued by the DFGT. There is no requirement for IEC number if the goods are imported for personal use.

Import Clearance Procedure

- The person in charge of a vessel or an aircraft entering India from any place outside India shall not cause or permit the vessel or aircraft to call or land at any place other than a customs port or a customs airport.
- The person in charge shall submit an Import General Manifest (IGM) or import report containing the details of imported goods.
- In case where goods imported through vessel, the cargo cannot be unloaded until permission is granted by customs in 'Entry Inwards'.
- Upon Cargo Arrival, the Importer has two options:
 - To Clear immediately, or
 - To Store under Bond and clear later

The importer of any goods shall make entry thereof by presenting to the proper officer a bill of entry for home consumption or warehousing in the prescribed form:

Form I: For Home Consumption

Form II: For Warehousing (into bond)

Form III: For Ex – Bond clearance for Home Consumption (Ex-bond)

A bill of entry may be presented at any time after the delivery of the import manifest or import report as the case may be. However it can be presented even before the delivery of such manifest, if the imported goods are expected to arrive within 30 days from such presentation.

Bill of Entry can be filed via EDI (Electronic Data Interface) or manually with all documents.

Major Documents:

- Commercial Invoice
- Packing List
- Bill of Lading/AWB
- Delivery Order
- Cert. of Origin
- Cargo catalogue
- Import/Industrial license

EDI Filing:

- Electronic input
 - Generation of Checklist
 - Generation of BE no.
 - Noting vis-a-vis IGM
 - Submit documents under checklist and BE no.
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- The proper officer may make an order permitting clearance of goods for home consumption if he is satisfied that the goods are not prohibited and the importer has paid appropriate duty as assessed thereon.

For public sector undertakings, Government Departments, 100% EOU approved by the collector and other importers with a proven identity and clean record are given a facility of green channel clearance where appraisement is done as per normal procedure except that there will be no physical examination of goods unless there is any specific doubt.

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