



Directorate General of Systems and Data Management
CENTRAL BOARD OF INDIRECT TAXES & CUSTOMS

Date: 31st March 2022

Advisory No: XX/2021

Category: Customs

Issued by: ICEGATE

Subject: Advisory For Examination application for Importers and Authorized Custom Brokers

Introduction

Examination Application is trade facilitation measure which seeks to bring greater transparency, visibility in actions taken, along with a degree of certainty, thus saving time and cost.

The application enables trade to conveniently schedule / reschedule examination of registered imported goods and view their scheduled examinations. The examination scheduling requests would be notified to the stakeholders in the examination ecosystem.

- Custodians can use the application to identify scheduling of examination requests, thereby quickly locating and placing the imported goods in the Examination Area.
- Custom officers with the role of AC/DC can view the scheduled requests; modify the requests by assigning them to a different examiner based on availability; rescheduling the examination, or removing the BE from the examination schedule, if there is an Alert on the goods or if detailed examination is required to be carried out by DRI, Preventive, SIIB, etc.
- The assigned examiner can mark the examination as complete on completion of the examination process.

The objective of examination application is to both complement and supplement the existing sequence of activities pertaining to actual physical examination of goods without interjecting with the current processes in the import module on ICES platform.

Examination application has been rolled out for all ICD locations across India.

Following steps needs to be followed by the Importers and Authorized Custom Brokers for examination process.



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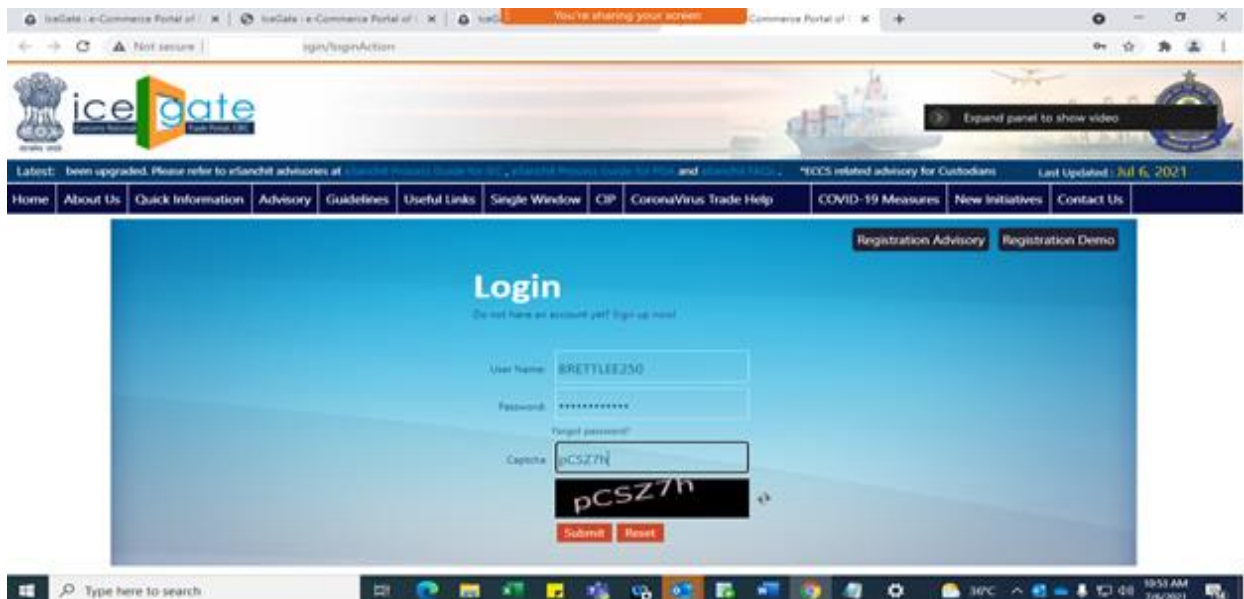
Step 1:

Please visit <https://www.icegate.gov.in/> to login into the portal

ICEGATE INITIATIVE TOWARDS DIGITAL INDIA	SINGLE WINDOW PROMOTING PAPERLESS TRADE	EMPOWERING CITIZENS PROMOTING TRANSPARENCY	EASE OF DOING BUSINESS TRADE FACILITATION MEASURES
 User Login/Signup	 Public Enquiries	 RoDTEP	 IEC GSTIN Integration
 Epayment for Custom Duties	 NEFT/RTGS for CE/ST & SEZ Custom Duty	 eSANCHIT	 PGA Registration

Step 2:

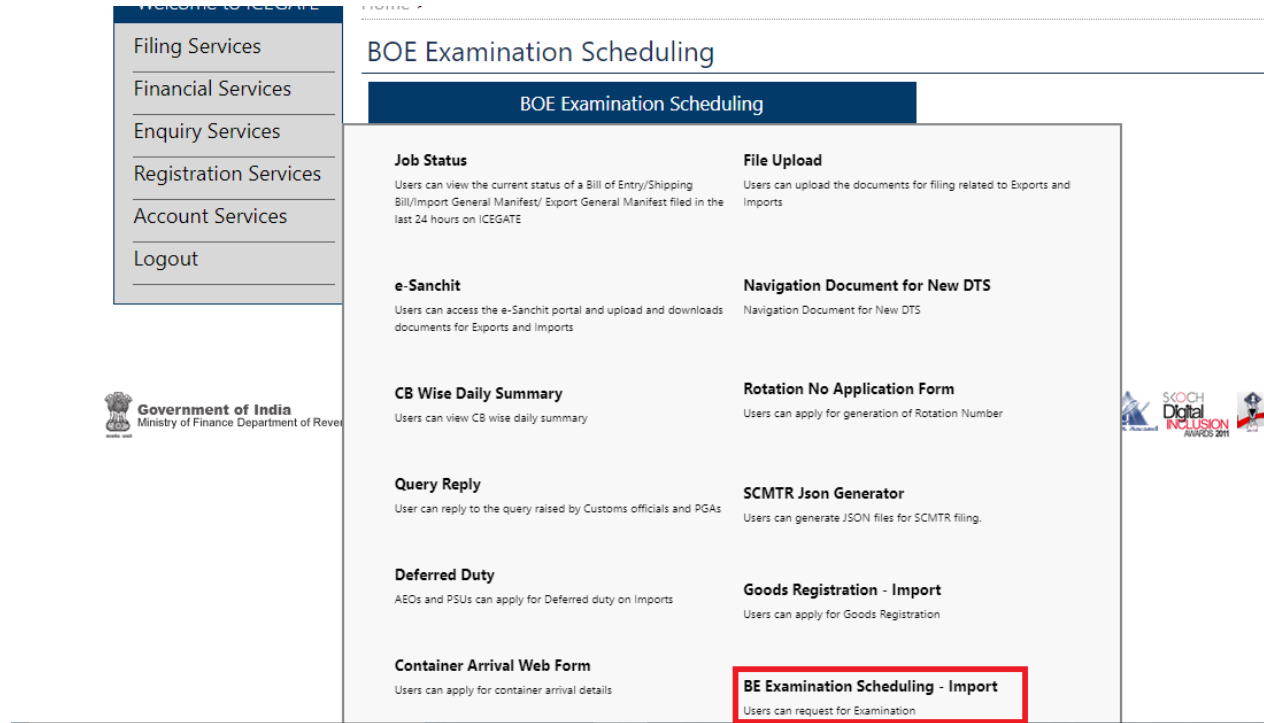
Enter the details to login into the portal:



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Step 3:

Select “BE Examination Scheduling - Import” in filling services from the left panel:



The screenshot shows the ICEGATE portal interface. On the left, a navigation menu is visible with the following items: Filing Services, Financial Services, Enquiry Services, Registration Services, Account Services, and Logout. The 'Filing Services' item is highlighted. The main content area is titled 'BOE Examination Scheduling' and contains a grid of service cards. The 'BE Examination Scheduling - Import' card is highlighted with a red border. Below the grid, the Government of India logo and 'Ministry of Finance Department of Revenue' are visible on the left, and 'SCoCH Digital INCLUSION AWARDS 2011' logo is on the right.

BOE Examination Scheduling	
<p>Job Status Users can view the current status of a Bill of Entry/Shipping Bill/Import General Manifest/ Export General Manifest filed in the last 24 hours on ICEGATE</p>	<p>File Upload Users can upload the documents for filing related to Exports and Imports</p>
<p>e-Sanchit Users can access the e-Sanchit portal and upload and download documents for Exports and Imports</p>	<p>Navigation Document for New DTS Navigation Document for New DTS</p>
<p>CB Wise Daily Summary Users can view CB wise daily summary</p>	<p>Rotation No Application Form Users can apply for generation of Rotation Number</p>
<p>Query Reply User can reply to the query raised by Customs officials and PGAs</p>	<p>SCMTR Json Generator Users can generate JSON files for SCMTR filing.</p>
<p>Deferred Duty AEOs and PSUs can apply for Deferred duty on Imports</p>	<p>Goods Registration - Import Users can apply for Goods Registration</p>
<p>Container Arrival Web Form Users can apply for container arrival details</p>	<p>BE Examination Scheduling - Import Users can request for Examination</p>

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Step 4:

Enter your BE details and press “Validate BE”:

Latest: [ignore if already done the same for drawback purposes.](#) *IPR APPLICATION IS UNDER MAINTENANCE / RENOVATION, WILL BE REVIVED SHORTLY. *Attention: All Air Cargo Ct Last Updated: Aug

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Welcome to ICEGATE

Filing Services

Financial Services

Enquiry Services

Registration Services

Account Services

Logout

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BOE Examination Scheduling

BOE Examination Scheduling

BE Number:

Port Code:

BE Date:

* Mandatory Field

Note: If goods registration is not yet completed, please register your goods.

You will get error messages in the following scenarios:

- a) When details for Bill of Entry are not available.
- b) When goods registration is not completed on ICEGATE.

Step 5:

Press Schedule examination by selecting Custodian Code:

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BOE Examination Scheduling

BOE Examination Scheduling

BE Number: 2004103

Port Code: INTKD6

BE Date: 01-OCT-2013

Custodian Code:

* Mandatory Field



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Examination is scheduled on pressing Schedule Examination. It also sends notification to IEC holder/CB and Custodian

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BOE Examination Scheduled Successfully

S.No	BE No	Examination Date	Examination Time	Status
1	2004103	17-AUG-2021	11:00 AM -12:00 PM	SCHEDULED



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Step 6:

For viewing all scheduled BEs, click on “View Scheduled Exam”:

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BOE Examination Scheduling

BOE Examination Scheduling

BE Number

Port Code

BE Date

* Mandatory Field

Note: If goods registration is not yet completed, please register your goods.



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The list of all scheduled examination is displayed:

Welcome to ICEGATE

- Filing Services
- Financial Services
- Enquiry Services
- Registration Services
- Account Services
- Logout

Home > View Scheduled Examination

BE No

Port Code

[Search](#) [Reset](#) [Back](#)

S.No	BE No	Examination Date	Examination Time	Port Code	Comments	Status	Reschedule
1	2003050	17-AUG-2021	11:00 AM -12:00 PM	INTVT6	test	RESCHEDULED	Reschedule
2	2003050	17-AUG-2021	12:00 PM -01:00 PM	INTVT6	test	RESCHEDULED	Reschedule
3	2003050	18-AUG-2021	02:00 PM -03:00 PM	INTVT6		GOODS PLACED BY CUSTODIAN	Reschedule
4	2004103	17-AUG-2021	11:00 AM -12:00 PM	INTKD6		SCHEDULED	Reschedule
5	2003050	16-AUG-2021	11:00 AM -12:00 PM	INTVT6	test	RESCHEDULED	Reschedule
6	2003050	17-AUG-2021	02:00 PM -03:00 PM	INTVT6	test	RESCHEDULED	Reschedule

Step 7:

Click on “Reschedule” to reschedule BE examination on different date. Enter reason and new date for Rescheduling.

Please note:

1. Examination date should not fall on a public holiday
2. Maximum 3 rescheduling attempts are allowed



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BOE Examination Scheduling

BOE Examination Scheduling	
BE Number	2004103
Port Code	INTKD6
BE Date	01-OCT-2013
Exam Date	17-AUG-2021
Reason for rescheduling	<input type="text" value="testing"/>
Reschedule Exam Date	<input type="text" value="18/18/2021"/>
<input type="button" value="Reschedule Examination"/> <input type="button" value="Back"/>	
* Mandatory Field	



Examination is scheduled on pressing 'Reschedule Examination'. It also sends notification to IEC holder/CB and Custodian

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BOE Examination Rescheduled Successfully

S.No	BE No	Examination Date	Examination Time	Status	Reschedule
1	2004103	18-AUG-2021	11:00 AM -12:00 PM	SC	SCHEDULED



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For any further queries or help kindly contact ICEGATE Helpdesk Team on icegatehelpdesk@icegate.gov.in or [1800-3010-1000](tel:1800-3010-1000)