

**Coord(Revenue)/2(1)/EZ/Shillong/65/2019-20 to 2023-24/273**  
**Office of the Pr. Chief Controller of Accounts**  
**Central Board of Indirect Taxes & Customs**  
**A.G.C.R. Building, 1st Floor,**  
**I.P. Estate, New Delhi-110002.**

Dated: 03/01/2024

**OFFICE MEMORANDUM**

**Sub: - Banking arrangements for Customs Duty Collection and Duty Drawback payment for LCS, Borsora, Code-INBRAB through EDI under the Commissioner of Customs, Preventive,(NER), Shillong.**

The undersigned is directed to convey the approval of the Pr. Chief Controller of Accounts, CBIC for authorization of State Bank of India, Mawkyrwat, BSR Code-0005808 for Customs Duty Collection and payment of Duty Drawback under EDI in r/o LCS, Borsora, Code - INBRAB under the Commissioner of Customs, Preventive, (NER), Shillong.

**2. The Banking arrangement at LCS, Borsora, Code-INBRAB for Collection of Customs Duty and Payment of Duty drawback under the Commissioner of Customs, Preventive, (NER), Shillong is as follows:-**

<b>Bank branch Name &amp; BSR Code</b>	<b>Focal Point Branch with BSR Code</b>	<b>Location Code for which branch is authorized</b>	<b>Purpose of authorization</b>	<b>Jurisdictional Commissionerate</b>	<b>Jurisdictional PAO</b>	<b>Specified officer to issue cheque for DBK.</b>	<b>Reason</b>
State Bank of India, Mawkyrwat BSR Code-0005808	State Bank of India, Shillong Main Branch, BSR Code-0000181	LCS, Borsora Code- <b>INBRAB</b>	Duty Draw Back Payment & Customs duty collection under Physical, EDI & e-Payment	Commissionerate of Customs, Preventive (NER) Shillong	PAO, CBIC, Shillong	Asstt./ Deputy Commissioner	New Banking Arrangement

**3. Instructions for Commissionerate:** (i) Commissioner of the jurisdictional Commissionerate will send the details of the designated officer authorized to sanction the refund/drawback claims along with their specimen signatures to the designated bank branch and to the PAO.

(ii) Cheque book will be supplied to designated authorized departmental officer by the Pay and Accounts Office concerned. The instructions contained in Central Government Accounts (Receipt and Payments) Rules, 1983 should be carefully observed by the Cheque Drawing Officers.

(iii) All the claims sanctioned in a particular day will be enumerated in a consolidated Computerised Customs Drawback Advice (CCDA)/payout scroll/ DBK Scroll with a unique system generated identifiable number and transferred to the designated Bank Branch through ICES/EDI/ICEGATE **supported by a single cheque instrument for total amount.**

(iv) For each CCDA/payout scroll/ DBK scroll a unique system generated identifiable number would be there and cheque is to be drawn in favour of "..... (Bank) (7 digit BSR Code No.), Station Name ..... against DBK Scroll No/ Payout Scroll No. .... Dated ....."

(v) An abstract showing Sl. No., Advice No. & date and amount of the advice will also be generated and one printed copy of the advice duly signed by Sanctioning Authority (Refund/drawbacks) shall be simultaneously sent to the PAO concerned.

**4. Instructions for authorized Bank/branch:**

(i) The collecting branch will render the scrolls and challans through the existing FPB i.e. **State Bank of India, Mawkyrwat, BSR Code-0005808, Local to PAO, CBIC, Shillong** on daily basis. The branch is required to follow the procedure laid down in the "Revised Memorandum of Instructions for Collection and Accounting of Central Excise, Customs and other Dues."

(ii) The designated branch will ensure signature of the authorized officer on each page of the Computerized Customs Drawback Advice received from the Drawback Sanctioning Authority.

(iii) The designated bank branch shall take necessary action to credit the refund/ drawback amount in the exporter's/assessee's account, either on the same day the **Computerized Customs Drawback Advice (CCDA)/Refund Advice along with supporting single cheque** is received or on the next working day.

(iv) The designated bank branch will prepare a Daily Payment Scroll in triplicate. The designated branch will exclude the undisbursed amount of refund/drawback and report to the Focal Point Bank only the net amount credited in the accounts of the exporters. In case of payment made through RTGS/NEFT, it is mandatory to mention the RTGS/ NEFT identification number along with date in the Daily Payment Scroll. First copy of the scroll will be sent to the Focal Point Branch and the duplicate copy to the Sanctioning Authority (Drawback/Refund) along with a Statement of Undisbursed Amount. The branch shall retain the triplicate copy for its own record.

(v) The bank is directed to ensure payment of drawback claims to the assessee prior to taking claim from RBI, intimation of failed transactions by the branch to the Commissionerate and PAO within 48 hours of occurrence of failure, and furnish a certificate along with the payment scroll to the effect that no change/modification were carried out by the branch in the file received from the Commissionerate while releasing payment.

(vi) The Bank Branch will fulfill its obligation as per undertaking given by authorized signatory of the bank copy of which is enclosed as **Annexure-A**

This authorization will be effective from the date of issue of Trade Notices **Commissioner of Customs, Preventive,(NER), Shillong** under intimation of this office.

  
(Chandan Mishra Dwivedi)  
Chief Controller of Accounts (CBIC)

To

1. Assistant Commissioner of Customs, O/o the Assistant commissioner of Customs, Shillong Customs Division, Crescens' Building, 2<sup>nd</sup> Floor, Mahatma Gandhi Road, Shillong, Meghalaya-793001
2. O/o The Deputy Controller of Accounts (EZ), Central Board of Indirect Taxes and Customs, Ministry of Finance, Department of Revenue, M.S. Building (6<sup>th</sup> Floor), Customs House, 15/1, Strand Road, Kolkata-700001.
3. The General Manager, State bank of India, Govt. Accounts Department, Corporate Centre, Belapur Rly Station, 4<sup>th</sup> Floor Tower No. 4 Sector-11, CBD, Belapur, Navi Mumbai - 400614.
4. The General Manager, Reserve Bank of India, Dept. of Govt. & Bank Accounts, Central Office, Byculla Building, Opp. Mumbai Central Station, Mumbai - 400008.
5. The General Manager, Reserve Bank of India, Central Accounts Section, Additional Office Building, East High Court Road, Nagpur - 440001.
6. Addl. Director (DG System, EC/EDI Project), C.R. Building, I.P. Estate, New Delhi.
7. Shri Dipankar Sen Gupta, Sr. Technical Director, NIC (O/o the CGA), Shivaji Stadium, New Delhi.
8. The Assistant General Manager, State Bank of India, MG Road, Near General PO, District Khasi Hills, E Golf Links, Shillong Main Branch, Shillong, Meghalaya-793001
9. PAO, CGST & Customs, Shillong
10. PAO Customs, Room No. 232-233, New Customs House, Near IGI Airport, New Delhi-110037.
11. Sr. A.O., B.R. Section.
12. AAO, GST & IT, CBIC for information and updating on Pr.CCA, CBIC website.