

Dated: 15.07.2021

**OFFICE MEMORANDUM**

Sub:- Banking arrangements for collection of Customs Duty and payment of duty drawback under EDI system at Air Cargo Complex, Mattanur.

The undersigned is directed to convey the approval of the Chief Controller of Accounts, CBIC for authorization of SBI Mattanur (BSR Code: 0027208) for collection of Customs duty and payment of duty drawback under EDI system at Air Cargo Complex, Kannur International Airport, Mattanur (INCNN4) under the Commissionerate of Customs (P), Cochin.

2. The Banking arrangements at Air Cargo Complex, Kannur International Airport, Mattanur District under the Commissionerates of Customs(P), Cochin are as follows:-

Bank branch Name & BSR Code	Focal Point Branch with BSR Code	Location for which branch is authorized	Purpose of authorization	Jurisdictional Commissionerate	Jurisdictional PAO	Specified officer to issue cheque for DBK.	Reason
SBI Mattanur (0027208)	SBI Calicut Main branch (0000861)	Air Cargo Complex, Kannur International Airport Mattanur (INCNN4)	Customs Duty Collection and payment of Duty Drawback through EDI	Commissionerate of Customs (P), Cochin	PAO, CBIC, Calicut	Deputy / Assistant Commissioner	New Authorisation

**3. Instructions for Commissionerate:**

- Commissioner of the jurisdictional Commissionerate will send the details of the designated officer authorised to sanction the refund/drawback claims along with their specimen signatures to the designated bank branch and to the PAO.
- Cheque book will be supplied to designated authorised 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.
- 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.
- 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 .....
- 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 authorised Bank/branch:**

- (i) The collecting branch will render the scrolls and challans through the existing FPB i.e. SBI Calicut Main branch (BSR Code: 0000861), PB No. 9, bank Road, Calicut (Local) to PAO, CGST & Customs, Calicut 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 authorised officer on each page of the Computerised 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 **Computerised 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) alongwith 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 alongwith 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 fulfil its obligation as per undertaking given by the 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 by Commissioner of Customs(P), Cochin under intimation of this office.

(Dhruva Kumar Singh)  
Chief Controller of Accounts (CBIC)

To

1. The Assistant Commissioner, O/o the Commissioner of Customs(P), 5<sup>th</sup> Floor, catholic center, Broadway, Cochin- 682031 with reference to the letter C.No. VIII/48/31/2020/20-21 dated 04.01.2021.
2. The Deputy General Manager, SBI, Government Accounts Dept., Corporate Centre, Belapur Rly. Stn., 4<sup>th</sup> Floor, Tower No. 7, Sector- 11, C.B.D. Belapur, Navi Mumbai- 400 614 with reference to the letter No GAD/REV/CBIC/AUTH/KC/2020211763 dt. 10.11.2020.
3. The General Manager, Reserve Bank of India, Deptt. of Govt. & Bank Accounts, Central Office, Byculla Building, Opp. Mumbai Central Station, Mumbai - 400008.
4. The General Manager, Reserve Bank of India, Central Accounts Section, Additional Office Building, East High Court Road, Nagpur - 440 001.
5. Addl. Director (DG System, EC/EDI Project), C.R. Building, I.P. Estate, New Delhi.
6. Shri Dipankar Sen Gupta, Sr. Technical Director, NIC (O/o the CGA), Shivaji Stadium, New Delhi.
7. Sr. A.O., B.R. Section.
8. e-PAO, Customs, New Delhi.
9. PAO, CGST & Customs, Calicut.
10. Branch Manager, SBI Mattanur, Malabar Plaza Building, Bus Stand, Mattanur.
- ✓ 11. AAO, GST-IT Section - for information and updation on Pr.CCA, CBIC website.

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Pl. upload on ARPIT

AAO (SG) 15/12/21  
uploaded 15/07/2021

The following undertaking is towards Authorisation of SBI Mattanur (BSR Code: 0027208) for collection of Customs duty and for payment of duty drawback under EDI system Air Cargo Complex, Mattanur under the Commissionerate of Customs(P), Cochin authorized vide O.M. No. Coord/2(1)/Calicut/12/2021-22/21 dated 15/07/2021.

**Office of Principal Chief Controller of Accounts  
Central Board of Excise & Customs  
DGACR Building, New Delhi**

**Undertaking from Bank Branch seeking Authorization for Disbursement of  
Duty Drawback/ Refunds**

1. The authorised branch shall not affect the payment unless signatory's details and signature are received by banks from concerned PAO.
2. The authorised branch would establish a control mechanism at their end to detect duplicate advices and disallow any duplicate payment.
3. The branch shall not change or temper with the details of bank accounts of the exporters. For all such cases bank shall revert to the department for reinitiating the advice with modified details of bank account.
4. The branch shall, after making disbursement on the basis of Advice, send the scrolls along with transaction proof in the form of UTR or Transaction ID of all successful & failed cases to the concerned PAO. [It may be noted that bank shall be responsible for establishing the correctness of payments].
5. The branch shall not charge any RTGS/NEFT charges on settlement from department or individuals in any case.
6. The branch shall provide every detail to the PAO, whenever required, for the purpose of reconciliation and accounting.
7. The branch processes and transactions relating to disbursement of duty drawback shall be open for audit by office of Principal Chief Controller of Accounts. Whenever asked, the branch shall provide the electronic advice received from ICEGATE/EDI system of department, the output files in terms of successful and failed transactions along with UTR details, put-through and scroll details etc. . The same would be readily made available to O/O PrCCA for reconciliation or audit purposes.
8. The IT system of bank shall maintain the audit trail of whole process and events.

Authorised Signatory

*Rashmi*

Bank Seal

रश्मी पी (आर 8602)  
RASHMI P (R 8602)



Forwarded by AC/DC (Drawback)  
Commissionerate of ...