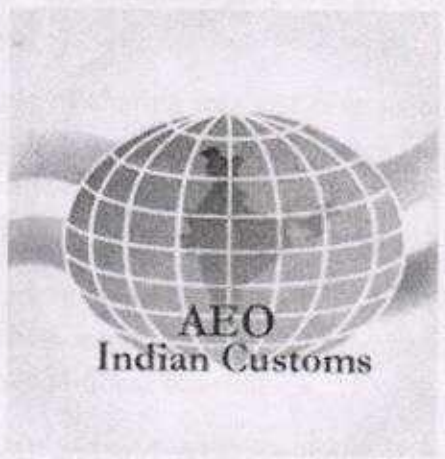


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STANDARD OPERATING PROCEDURE
Authorised Economic Operator Programme
Custom House, Kolkata

STC
SDM
24/10/18

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Background

AEO is a trade facilitation scheme for ease of doing business in light of international development, holder of this certificate is entitled for privilege, benefits, exemption and relaxation on account of import and export.

This scheme is based on principle of sharing role and responsibility of customs with trade and industry and objective is to delink payment and clearance, to accept paperless declaration, increases efficiency, self-certification, earliest refund and drawback, request based examination/inspection etc.

Over the years, AEO has become a flagship programme for WCO Members as it offers an opportunity for Customs to share its responsibilities with the businesses, while at the same time rewarding them with a number of additional benefits.

ACP (accredited client program) and old AEO (authorized economic operator) is merged together and resulted into three certification namely AEO-T1, AEO-T2, AEO-T3, and AEO – LO for Logistics Operators.

This three tier certification is launched by Customs **vide** the following Circulars

- Simplification and rationalization of processing of AEO-T1 application- reg [Circular No. 26/2018-Customs]
- New AEO Scheme introduced [Circular No. 33/2016-Customs]
- Revision/amendment Circular No. 3/2018- Cus dated 17.01.2018

The institutional arrangement shall be followed scrupulously by each unit after introduction of this SOP.

This SOP shall come into effect from 23.10.2018

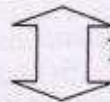


SOP FOR IMPLEMENTATION OF AEO PROGRAMME

The Chief Commissioner of Customs, Kolkata Customs Zone has appointed the Commissioner of Customs (Port) as the Zonal AEO Programme Manager. Accordingly the administrative setup for the AEO Programme of Kolkata Customs Zone is given as follows:

ZONAL AEO PROGRAMME MANAGER

Zonal AEO Programme Manager- Commissioner of Customs (Port)

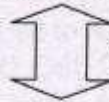


NODAL OFFICER

Nodal Officer –Shri Amrendra Narayan, Additional Commissioner of Customs

To be assisted by Shri Rajesh Bharti SCP, AEO Cell

E-mail: amrendra79@gov.in Phone No.: 033-2210-2459; 033-2230-4197

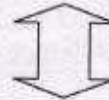


CLIENT RELATIONSHIP MANAGER

Client Relationship Manager (CRM) -Deputy Commissioner of Customs(SIB Port)

CRM shall be single point of interaction with AEO clients. CRM should act as a voice of AEO within Customs in relation to legitimate concern and issues of AEO.

E-mail: aeo-kolcusport@gov.in Phone No.: 033-22304605



AEO CELLS

AEO Cell Airport	AEO Cell Port	AEO Cell Preventive
Deputy Commissioner of Customs(SIB Airport), Air Cargo Complex, NSCBI Airport, Kolkata-700052. 1.Shri Dhurbojyoti Roy, DC 2.Shri Rajesh Agarwal,SCP 3.Shri Suryadipt Kr. Singh,Appraiser. 4.Shri Sunil Saha,EO 5.Shri Jitesh Kr. Meena, PO. E-mail: aeo-kolcusair@gov.in	Deputy Commissioner of Customs(SIB Port) Custom House, 15/1 Strand Road, Kolkata-700001. 1.Shri P.Ngaihte, DC 2.Shri S Serel , SCP 3.Shri Praveen Kumar, Appraiser 4.Shri Manjeet Kr. Dutta, PO 5.Shri Rajat Sarkar, PO 6. Miss AanchalKumari, PO 7.Shri Jai Ganesh Barnwal, EO 8.Shri Abhishek Biswas, EO E-mail: aeo-kolcusport@gov.in	Asst/Deputy Commissioner of Customs(R&I) Custom House, 15/1 Strand Road, Kolkata-700001. 1.Smt L T Sherpa, A C 2.Shri Biswajit Chakraborty, SCP 3.Md. Merajuddin, PO 4.Shri Bidyanand Kumar, PO E-mail: aeo-kolcusprev@gov.in

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All applications for Kolkata Customs Zone are to be addressed to the Nodal Officer, AEO Cell, Kolkata Customs Zone, Custom House, 15/1 Strand Road, Kolkata 700001 with a copy to AEO Programme Manager, Directorate of International Customs, New Delhi.

After scrutiny and processing of the applications received by the respective AEO Cells, they shall put up their recommendations to the Nodal Officer. For T-1 applicants, the application shall be put up before the Zonal Program Manager, i.e The Commissioner of Customs (Port) for grant of certification. Further the Nodal Officer will forward the application with observation and recommendations to DIC in case of T-2, T-3 and LO for necessary action.

All applications regarding any issues related to Authorised Economic Operator is to be submitted to the Client Relationship Manager, AEO Cell, Custom House, Kolkata. The CRM is to examine the issue and take up the same with Nodal Officer and AEO Programme Manager. After examining the issue necessary instructions is to be forwarded to the concerned section and reply forwarded to the applicant.

All three Commissionerates will forward an updated list of total AEO Applications received with latest position to the Nodal Officer, Kolkata Customs Zone every Friday. The Nodal Officer will consolidate the report and place it to the Zonal AEO Programme Manager on the same day.

The AEO Cell of Port Commissionerate will also act as the Coordination Cell for AEO programme and they will be reporting to the AEO Nodal Officer. They will be responsible for coordinating AEO related matters with the AEO Cells within Kolkata Customs Zone and also with AEO Cells of other field formations and DIC.

(Amrendra Narayan)

Additional Commissioner of Customs
Nodal Officer AEO
Kolkata Customs Zone.