

Coord/2(1)/Chennai Customs/15/2023-24/ 164  
**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: 25/ 10/2023

**OFFICE MEMORANDUM**

**Sub: - Banking arrangements for Customs Duty Collection and Duty Drawback payment for MEPZ-SEZ ,Tambaram, Location code-INMAA6 through EDI under the Principal Commissioner of Customs, Chennai-III, preventive Commissionerate ,Chennai**

The undersigned is directed to convey the approval of the Pr. Chief Controller of Accounts, CBIC for authorization of Indian Bank, MEPZ Branch (BSR Code: 0261174) for Customs Duty Collection and payment of Duty Drawback under EDI in r/o MEPZ-SEZ, Tambaram ,INMAA-6 under the Principal Commissioner of Customs, Chennai-III, preventive commissionerate ,Chennai

**2. The Banking arrangement at MEPZ-SEZ, Tambaram ,INMAA-6 for Collection of Customs Duty and Payment of Duty drawback under the Principal Commissioner of Customs, Chennai-III, preventive Commissionerate ,Chennai is as follows:-**

Bank branch Name & BSR Code	Focal Point Branch with BSR Code	Location Code for which branch is authorized	Purpose of authorization	Jurisdictional Commissionerate	Jurisdictional PAO	Specified officer to issue cheque for DBK.	Reason
INDIAN BANK,MEPZ Branch (0261174)	Indian Bank Harbour Branch Code (0260087)	INMAA-6	Customs Duty Collection and payment of Duty Drawback through Physical & Online Modes	Principal Commissioner of Customs, Chennai-III, Preventive, Commissioner ate,chennai	PAO Customs Chennai	Assistant/Dy. 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. Indian Bank Harbour branch (0260087), Local to PAO Chennai Customs 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 **Principal Commissioner of Customs, Chennai-III, Preventive Commissionerate, Chennai** under intimation of this office.

*Chandan Mishra Dwivedi*  
23.10.23

**(Chandan Mishra Dwivedi)**

Chief Controller of Accounts (CBIC)

#### **To**

1. Deputy Commissioner of Customs, MPEZ-SEZ, The O/o the Development Commissioner, Admin Office Building,MEPZ- Special Economic Zone, GST Road, Tambaram, Chennai-600045 w.r.t Letter dated 21.08.2023.
2. O/o The Deputy Controller of accounts(SZ), Central Board of Indirect Taxes and Customs, Ministry of Finance, Department of Expenditure 26/1, Uthamar Gandhi Salai, Nungambakkam, Chennai-600034
3. The General Manager(BOD, COO and Estate) , Indian Bank, Corporate Office 254-260, Avvai Shanmugam salai, Royapettah, Chennai-with reference to the letter No. CO:BOD: Customs:299/2023-24 dated 26.07.2023on above cited subject.
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 – 440 001.
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, Indian Bank,MPEZ,(BSR Code 0261174) ,Chennai-600045
9. PAO,Customs, Chennai
10. PAO Customs, Delhi.
11. Sr. A.O., B.R. Section.
12. AAO, GST& IT, CBIC for information and updating on Pr.CCA, CBIC website.

The following undertaking is towards Authorisation of Indian Bank, MEPZ-SEZ, BSR Code : 0261174 for payment of duty drawback in r/o MEPZ-SEZ Tambram Location Code: INMAA-6 under the Commissionerate of Customs, Chennai -III, Preventive Commissionerate authorized vide O.M. No. Coord/2(1)/Chennai Customs/15/2023-24 dated /10 /2023.

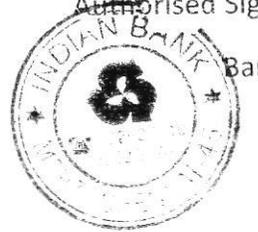
**OFFICE OF PRINCIPAL CHIEF CONTROLLER OF ACCOUNTS  
CENTRAL BOARD OF EXCISE & CUSTOMS  
DGACR BUILDING, NEW DELHI**

**UNDERTAKING FROM BANK BRANCH SEEKING AUTHORIZATION FOR DISBURSEMENT OF DUTY DRAWBACK/REFUNDS**

1. The authorized branch shall not affect the payment unless signatory's details and signature are received by banks concerned PAO.
2. The authorized 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 tamper 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 transaction 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.

कृते इंडियन बैंक / For INDIAN BANK

सहायक महाप्रबन्धक / Assistant General Manager  
Authorised Signatory



Bank Seal

Forwarded by AC/DC *[Signature]* RAVINDER KUMAR, ICS  
Deputy Commissioner (Customs)  
SEZ, Special Economic Zone  
Ministry of Commerce & Industry  
Government of Tamilnadu  
Tambaram, Chennai - 600045.