Public Notice No: 01/2020

Subject:- Generation and quoting of Document Identification Number (DIN) on any communication issued by the officers of the Central Board of Indirect Taxes and Customs (CBIC) to tax payers and other concerned person – reg.

Attention of all the Tax Payers, Customs Brokers and Members of the Trade is invited to the Circular No.37/2019 dated 05.11.2019 issued by the Commissioner (Investigation-Customs), CBIC, regarding generation and quoting of Document Identification Number (DIN) on any communication issued by the officers of the Central Board of Indirect Taxes and Customs (CBIC) to tax payers and other concerned persons.

2. In tune with the Government’s objectives of transparency and accountability in Indirect Tax administration through widespread use of information technology, CBIC has specified that the DIN monitoring systems would be used for incorporating a DIN on search authorizations, summons, arrest memos, inspection notice, Show Cause Notices, Order-in-Original (OIO), letters of personal hearing, letter issued in the course of any enquiry etc. Further, a facility was provided to enable the recipient of these documents/ communications to easily verify their genuineness by confirming the DIN online at cbic.gov.in. In continuation of the same, the Board, vide its Circular No. 43/2019 dated 23.12.2019, has now directed that electronic generation of quoting of Documents Identification Number (DIN) shall be done in respect of all communications (including e-mails) sent to tax payers and other concerned persons by any office of the Central Board of Indirect Taxes and Customs (CBIC) across the country.

3. Accordingly, the online digital platform/facility already available on the Directorate of Data Management’s (DDM’s) online portal ‘cbicddm.gov.in’ for electronics generation of DIN has been suitably enhanced to enable electronic generation of DIN in respect of all forms of communication (including e-mails) sent to tax payers and other concerned persons. On the one hand electronic generation of DIN’s would create a digital directory for maintaining a proper audit trail of communications sent to tax payers and other concerned persons and on the other
hand, it would provide the recipient of such communication, a digital facility to ascertain the genuineness of the communication.

4. The Board once again directs that any specified communication which does not bear the electronically generated DIN and is not covered by the exceptions mentioned in paragraph 4 of Circular No. 37/2019 dated 05.11.2019, shall be treated as invalid and shall be deemed to have never been issued provided the omission is not regularized as per the procedure stated in para 5 of the said Circular.

5. All Exporters, Customs Brokers and Trade Associations are requested to give wide publicity to the contents of this Public Notice among their members in particular and Trade in general.

(Manish Kumar)
Commissioner of Customs
(Airport & General)

Copy to:-

1. The Chief Commissioner of Customs (DZ), New Customs House, New Delhi.
2. The Chief Commissioner of Customs (Preventive), New Customs House, New Delhi.
3. The Principal Commissioner of Customs, ICD Tughlakabad (Import & Export)/ACC (Import / ICD PPG/ Audit), New Delhi.
4. PA to Commissioner of Customs (Airport & General), New Customs House, New Delhi.
5. The Additional Commissioner of Customs (Airport & General), New Customs House, New Delhi.
6. The Deputy/Assistant Commissioner of Customs (Technical/ RTI/ Legal/ Review/Vigilance/ Policy/SVB/ Establishment/ Pay Cell/ Raj Bhasha/Admin/Adjudication, (Airport & General), New Customs House, New Delhi.
7. The Deputy/Assistant Commissioner of Customs, IGI Airport (All Branches of Airport Formation).
8. The Deputy/Assistant Commissioner, EDI with the request to upload the above Public Notice on official website.
9. The Superintendent (HQ), Airport & General Commissionerate, New Customs House, New Delhi.
11. Notice Board.

Deputy Commissioner (Technical)