



सीमा शुल्क आयुक्त कार्यालय:

अंतर्देशीय कन्टेनर डिपो: तुगलकाबाद: नई दिल्ली-११००२०

दूरभाष न. 26369370, 26368848, फैंक्स न. 26362264

C.No. VIII/ICD/TKD/Imp./Tech/29/2018

Dated 13.03.2018

STANDING ORDER NO. 01/2018

**Subject: - Use of DIGIT by ICD (Import) Tughlakabad Commissionerate, Procedure to be Followed-Reg.**

Attention of all the officers and staff of ICD Tughlakabad (Import) Commissionerate, particularly SIIB, Legal Section, Adjudication Section and all Appraising Groups is invited to the importance of systematic data capture and proper use of DRI Intelligence Gathering and Investigation Tool (DIGIT).

2. There is need to rely on DIGIT as a complete database for Customs offences. Use of DIGIT as a single source of Customs offences would be possible only when all concerned formations complete the task of data entry in DIGIT and keep it updated. Hence, it is expected that concerned Additional/ Joint Commissioner shall personally monitor the compliance.

**A. CASES BOOKED BY SIIB:**

**i. PREVIOUS CASES**

It is informed that role of inspectors working in SIIB has already been mapped in DIGIT and IDs and Passwords have also been created & informed to all such officers. Therefore, all the concerned inspectors working in SIIB have already been instructed to update data of their respective Sections on DIGIT and ensure that details of all cases under investigation (including SCNs issued on or after 01.04.2013) are entered on DIGIT by 31.03.2018.

**ii. CASES UNDER INVESTIGATION & FRESH / NEW CASES**

All the concerned Superintendents/ Inspectors working in SIIB will ensure that after approval of show cause notice, "Unique DIGIT Serial No." is incorporated /marked on the SCN (either at footer or header).

**B. CASES DETECTED BY GROUP / REFERRED TO GROUP BY SHED:**

All the concerned AC/DCs Groups are instructed to submit required information to EDI branch for generation of DIGIT login ID and password. AC, EDI shall ensure that role of all the Group AC/ DCs is mapped and ID and Password are created & informed to all AC/ DCs by 15.03.2018. All the concerned ACs/DCs are instructed to commence updating data of their respective Groups on DIGIT and ensure that details of all cases under investigation, where show cause notice is yet to be issued are entered in DIGIT by 31.03.2018.