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भारत सरकार/ GOVERNMENT OF INDIA

वित्त मंत्रालय/ MINISTRY OF FINANCE

राजस्व विभाग /DEPARTMENT OF REVENUE

सीमा शुल्क आयुक्त का कार्यालय /OFFICE OF THE COMMISSIONER OF CUSTOMS

सीमा शुल्क भवन, मार्मागोआ, गोवा - ४०३८०३ /CUSTOM HOUSE, MARMAGOA, GOA - 403803.

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F. No. S/99-25/2018- Appg.(Gr 7)

Date: 20.02.2019

STANDING ORDER NO. 06/2019

Sub: Mandatory recording of information on DGFT website about transfer of MEIS and SEIS scrips issued from 14.01.2019 onwards (for EDI ports only)-reg

Attention of all Exporters, Importers, Custom Brokers and Member of Trade and all concerned is invited to DGFT's Trade Notice 42/2015-2020 dated 11th January 2019 on above cited subject.

The DGFT has created a facility on their website to record the information about transfer of scrip from one party to another. The DGFT has decided that transfer of the MEIS/SEIS scrips, which have been issued on or after 14.01.2019, for EDI ports only, will have to be mandatorily recorded on DGFT website.

2. MEIS/SEIS scrip owner will continue to 'transfer' the scrip to another IEC firm/company in the same manner as was being done by them earlier i.e. as per the negotiated terms & conditions between the buyer and the seller. However, the information about the new owner (transferee) has to be recorded on the DGFT website by the current owner (transferor), before the new owner (transferee) can utilize the scrip. Thus, it is very important for both transferor and transferee to ensure that information regarding transfer is recorded by the transferor and transferee to ensure that information regarding transfer is recorded by the transferor. After the information is recorded on the DGFT website, the old owner cannot record further transfer, and only the new owner can record any further transfer, if any.

3. It should be noted that the recording of information is for the purpose of DGFT and Customs. Unless recorded on DGFT website, the new owner (transferee) will not be able to utilize the scrip for duty payment. Therefore, the new owner (transferee) has to ensure that the scrip is recorded in his favour by the old owner (Transferor). DGFT/Customs are not responsible for any lapse by the old or new owner or any dispute between them in this regard.

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4. Applicant will continue to apply for MEIS/SEIS as per current procedure on DGFT website and the Regional Authorities will continue to issue the MEIS/SEIS scrips on security paper for use by the exporters till it is decided to discontinue the issue in physical form. The decision to discontinue the issue of scrip in physical form will be notified separately.
5. No simultaneous transfer of scrip to more than one firm will be allowed.
6. **Recording information about transfer of MEIS/SEIS scrips**
 - I. The MEIS/SEIS scrip owner will need to carry out the following steps for recording the transfer information to another IEC entry on DGFT website:
Step 1: Go to **Services** → **MEIS/SEIS View/Transfer** → **Record Transfer Information**

Log In with the Digital Signature Certificate (DSC);

Step 2: Enter MEIS/SEIS scrip number for which transfer details are to be recorded in the EDI system;
Step 3: The MEIS/SEIS scrip owner (say entity A) will then need to input the IEC number of the firm/company in favour of whom the 'transfer' information is to be recorded (say entity B). Thereafter, the name/address of the firm or company to whom the transfer is being intended (i.e. entity B) will be reflected by the system. After confirmation by entity A, the system will instantaneously record the transfer information for that particular MEIS/SEIS to entity B and the system will now reflect the 'current owner' as entity B.
 - II. It may be noted that 'transfer' information cannot be reversed and the MESI/SEIS transferor has to exercise due caution before recording any transfer information in the System. It is being clarified that this online facility is not in any manner a tool for 'transfer' and is only an electronic aid for recording information relating to transfer of MEIS/SEIS from entity A to entity B.
 - III. Once transfer information is recorded electronically in the system, as explained in Step I (3) the particular MEIS/SEIS will start getting reflected in the transferee's account i.e. in the account of entity B. Exporter 'B' can now further record transfer information of this scrip received in their account to another IEC entity as per procedure explained above.

7. **Viewing Current Ownership of Scrip**

- I. For ascertaining the 'current owner' of the particular MEIS/SEIS scrip as recorded in the DGFT system, following steps need to be followed i.e.

Step 1: Go to **Services** → **MEIS/SEIS View/Transfer Information** → **View Ownership**

Step 2: Add the MEIS/SEIS scrip number whose 'current owner' is to be obtained; enter Captcha and log in [no Digital Signature Certificate (DSC) required for log in]

- II. System will display the basic issuance details of the MEIS/SEIS; the 'current owner' of the scrip and the transfer history. It may be noted that if no information on 'transfer' has been recorded in the System, the 'current owner' field will reflect the original owner. In case, information on multiple transfers has been recorded in the System i.e. from IEC number A to B to C, then the 'current owner' field will show the details of the last transfer recorded (i.e. of C).

8. Difficulties faced, if any, in recording the transfer information of MEIS/SEIS as per the aforesaid method may be brought to the notice of the Commissioner of Customs, Custom House, Marmagoa as soon as possible.



(R. MANOHAR)

COMMISSIONER OF CUSTOMS
CUSTOMS HOUSE MARMAGOA

Copy To,

1. The Commissioner of Customs, Goa.
2. The Joint Commissioner of Customs, Goa.
3. All Dy./Asstt. Commissioner of Customs, Custom House, Marmagoa, Goa.
4. The In-charge, Goa Customs website (for uploading the same).
5. Notice Board.

