

**Instruction No.12/2024-Customs****F.No.520/12/2022-Cus-VI**

Government of India  
Ministry of Finance  
Department of Revenue  
Central Board of Indirect Taxes and Customs

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Room No.252A, North Block, New Delhi

Dated: 01-05-2024

To,

All Principal Chief Commissioners/ Chief Commissioners of (Customs / Customs (Preventive)/ Customs and Central Taxes),

All Principal Commissioners/ Commissioners of Customs / Customs (Preventive),

All Principal Director Generals/ Director Generals under CBIC.

**Subject: Instruction on review of requirement of G-Card holders at a Customs Station and conduct of G-Card examination in terms of Regulation 13 of CBLR, 2018-reg.**

Madam/Sir,

Kind attention is invited to Regulation 13 of CBLR, 2018 that provides for engagement or employment of any number of persons by a Customs Broker at a Customs station having regard to the volume of business transacted by him. Further, sub-regulation 5 of Regulation 13 of CBLR, 2018 provides that such employed person shall within four attempts pass an examination conducted by the Deputy/Assistant commissioner of Customs and on passing the said examination be issued an identity card in Form-G or in Form H otherwise for five years as provided under Regulation 13(9) of CBLR, 2018.

2. References have been received from field formations and stakeholders requesting to prescribe periodicity of G-Card examination so as to bring uniformity in practice being followed in the process of review of requirement of G-Card holders and conduct of G-Card examination across the field formations.

3. The matter has been examined. It has been decided that the Principal Chief Commissioner or Chief Commissioner of Customs shall conduct annual review of the requirement of G-Card holders at every Customs station under his jurisdiction in Customs Clearance Facilitation Committee (CCFC) meetings with the stakeholders. Outcome of such review should also be discussed in the meeting of Customs Consultative Group (CCG). This will facilitate planning of conduct of G-Card examination and lead to sufficient availability of trained manpower for swift clearance of the EXIM consignments in their respective jurisdiction.

4. Difficulty, if any, in the implementation of this instruction may be brought to the notice of the Board.

Hindi version follows.

Yours faithfully,

Signed by Tribhuwan Yadav

Date: 01-05-2024 19:15:48

(Tribhuwan Yadav)

Dy. Commr. / OSD, Cus-VI

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