

Procedure for Manifest Amendments:

Amendment of Import Manifest
Customs authorities have issued instruction drawing the attention to the customs act section-45 that henceforth any amendment including name of importer / address / marks / quantity /weight /description of cargo including cargo stuffed into container are not to be accepted by them after submission of online Import General Manifest (IGM) to customs automation system.
<ul style="list-style-type: none">• Amendments Procedure (After submission of online IGM to customs)
The local consignee's clearing agent must apply to the Customs Authority for a manifest amendment, submitting original documents including the B/L, L/C, Invoice, Packing List, Correction Notice from POL, and Shipper's LOI. It is the consignee's responsibility to ensure that the amendment is accepted by the Customs Authority.
Any Customs fines or penalties arising after the consignee completes amendment formalities must be paid to the Customs Authority by the local clearing agent appointed by the consignee.

Procedure for Cargo Delivery:

Cargo Delivery
According to local customs regulations, receivers are not authorized to perform import customs clearance formalities without original B/Ls i.e. to obtain customs clearance for processing delivery of cargo, receivers must present original B/L to customs Authorities. In other words, express release procedure is not acceptable except for shipments of non-commercial cargo.
Important point: For Import cargo, when the consignee presents their Original Bill of Lading (BL), properly endorsed by the bank, and the freight is marked as 'PREPAID', we are obliged to issue the Delivery Order (D/O). This legal requirement is established by the Joint Task Force and must be strictly adhered to.

Procedure for Auction / Destruction :

Procedure for Auction / Destruction - Long Stay Container
Under the BD Customs Act 1969, if a consignee does not take delivery of cargo within 30 days, the Customs Authority may seize the cargo and arrange disposal through public auction under Section 82.
In practice, however, auctions or disposals are rarely completed within the initial 30 days or extensions. The entire procedure is solely under the jurisdiction of the Customs Authority. The carrier and its agents have no authority to conduct auction, destruction or disposal of undelivered cargo.
*If reefer cargo is not collected, the Port will charge the Carrier an "Electricity consumption and monitoring fee" of USD 9 per day plus 15% VAT.

Procedure for Return / re-shipment:

Return / re-shipment Procedure

For any shipment arriving at Chittagong, the Carrier must declare and submit the cargo manifest to Customs. Once the manifest is filed with the Customs Authority under the respective Consignee/Notify Party, the cargo cannot be returned without completing all required formalities.

Re-shipment or return of goods from Bangladesh is a complex, time-consuming, and costly process. It involves multiple permissions and original documents from the relevant authorities, which must be arranged by the shipper, consignee, or their nominated clearing agent.

The shipper must instruct their local consignee or nominated agent to provide details of the costs and formalities necessary for the return shipment.

Some Required Documents for Return/Re-shipment ex-Chittagong

- Letter from the shipper explaining the reason for non-acceptance/return of cargo by the consignee
- Letter from the shipper to bear all expenses and no Bangladeshi currency will be involved
- Letter from the overseas buyer regarding cancellation of order (if applicable)
- Authorization letter from the shipper requesting return of goods
- No Objection Certificate (NOC) from the importer/consignee in Bangladesh for returning the cargo
- No Objection Certificate (NOC) from the LC opening bank permitting return/re-shipment
- No Objection Certificate (NOC) from the local shipping agents
- No Objection Certificate (NOC) from Bangladesh Central Bank through the LC opening bank
- Original shipping documents:
 - ❖ Bill of Lading
 - ❖ Invoice & Packing List
 - ❖ Letter of Credit (LC)
 - ❖ LCA Form