



User Manual

Login & Dashboard (ICEGATE)

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This manual can be used for understanding the process of logging into ICEGATE Portal and understanding the complete layout of the Dashboard along with the services available therein. Users cannot copy, modify, distribute, redistribute, share, and at the same time cannot avail any kind of attribution or credit from this copyrighted work. This manual is prepared purely for helping ICEGATE users locate and use the services and information available on ICEGATE Website and Portal. Accordingly, the contents of this manual are for informational purposes only and shall not be legally binding. The Central Board of Indirect Taxes and Customs and ICEGATE shall not be liable for any consequence, legal or otherwise, arising out of use or abuse of any information provided in this manual.

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1. Getting Started

Welcome to the user manual explaining the ICEGATE Login process and the Dashboard. The manual offers a detailed account of all the features incorporated in the ICEGATE web portal. It will help the user in understanding the process of logging into the web portal and the functionalities available in the dashboard for maximum user benefit. Users are requested to go through the manual and keep it in a safe place for future reference.

2. Brief about User Manual

This user manual provides step by step illustration the login process and dashboard. This manual comes with pictorial representation, which enables users in getting a complete grasp on the subject and availing maximal benefit in a very subtle way.

3. Overview

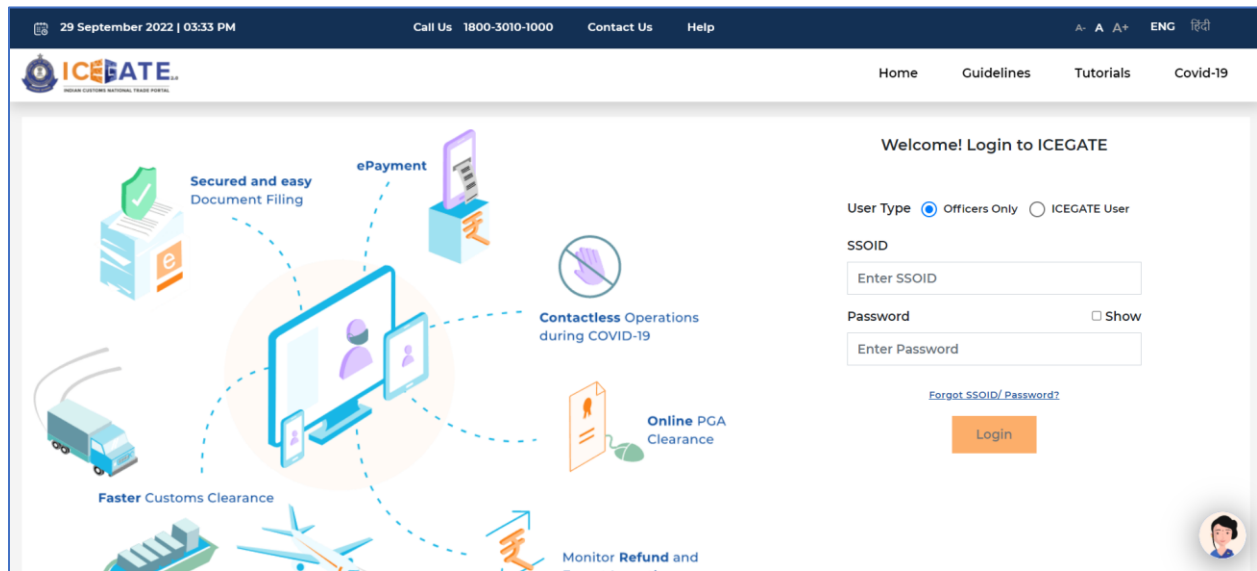
The ICEGATE Dashboard is exclusively Trade-centric and is designed to meet the needs and requirements of the users. The newly transformed ICEGATE Dashboard has well organized widgets which contain readily available business information for assisting users with services and information.

This manual has covered all the sections separately and the contents of each section are explained pictorially for easy navigation of the user.

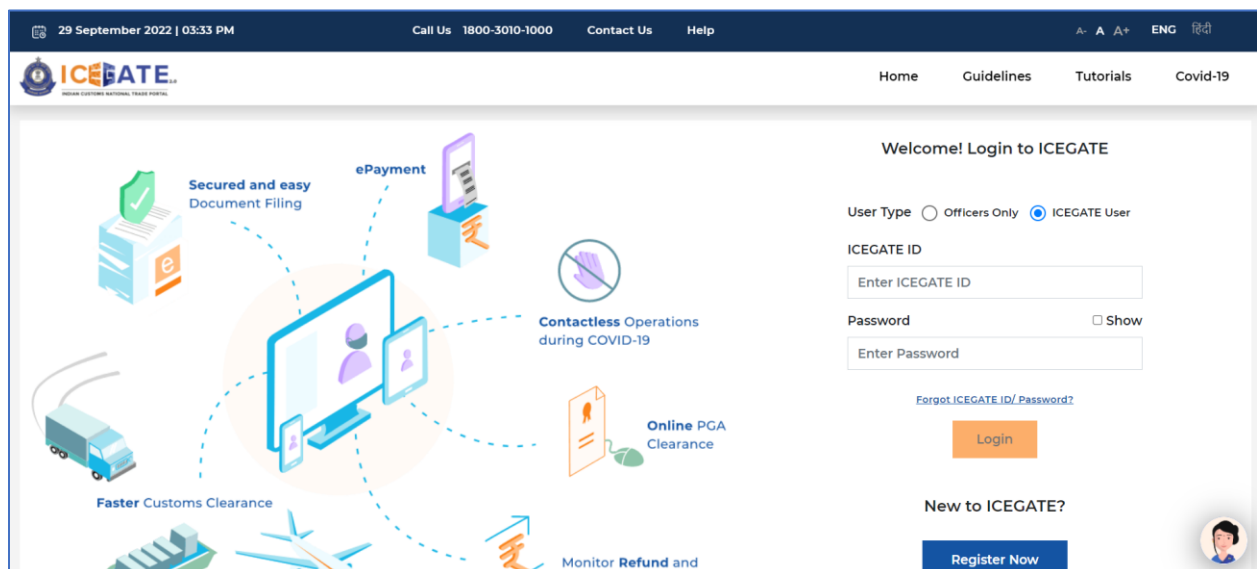
4. Features

In the newly transformed ICEGATE, the users are categorized into Officers (the officials of CBIC) and ICEGATE Users (i.e., all Trade users of ICEGATE including the participating government agencies or PGAs).

To access the ICEGATE Dashboard, users will have to select appropriate 'User Type' before entering the login credentials. The CBIC Officials need to choose option 'Officers Only' and others to choose 'ICEGATE Users' in the 'User Type' as shown below.



The screenshot shows the ICEGATE login page for 'Officers Only'. The page features a navigation bar with the date '29 September 2022 | 03:33 PM', contact information 'Call Us 1800-3010-1000', and links for 'Contact Us' and 'Help'. The main content area includes a central graphic with icons for 'Secured and easy Document Filing', 'ePayment', 'Faster Customs Clearance', 'Contactless Operations during COVID-19', 'Online PGA Clearance', and 'Monitor Refund and'. On the right, the login form is titled 'Welcome! Login to ICEGATE' and includes a 'User Type' selection with 'Officers Only' selected. The form fields are 'SSOID' (with a placeholder 'Enter SSOID') and 'Password' (with a placeholder 'Enter Password' and a 'Show' checkbox). A 'Forgot SSOID/ Password?' link and a 'Login' button are also present.



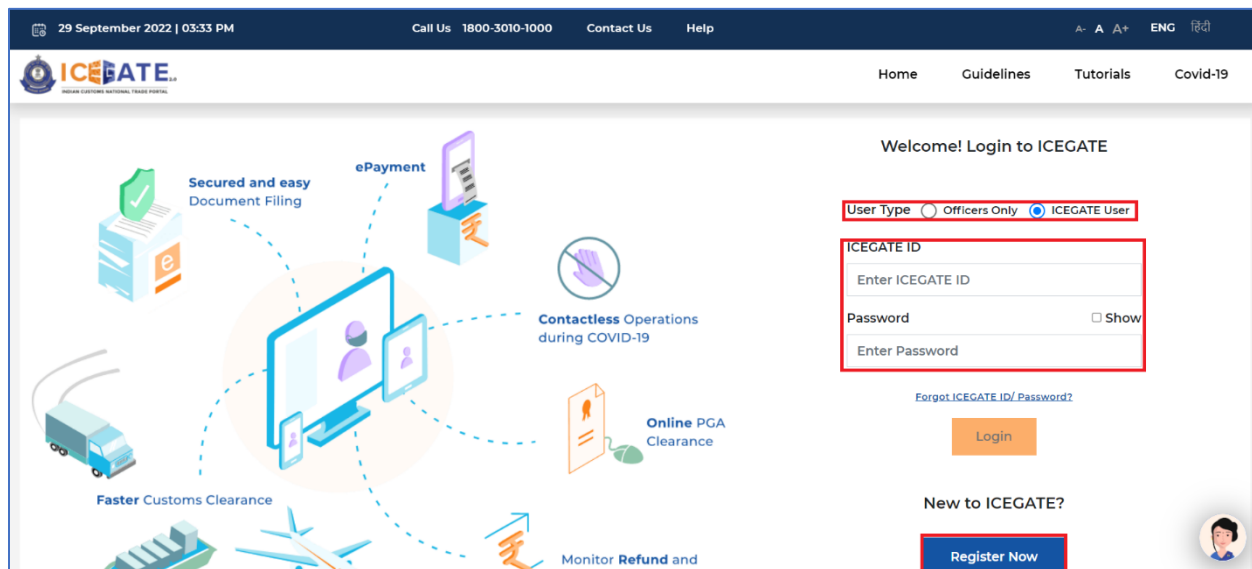
The screenshot shows the ICEGATE login page for 'ICEGATE User'. The layout is identical to the previous screenshot, but the 'User Type' selection has 'ICEGATE User' selected. The form fields are 'ICEGATE ID' (with a placeholder 'Enter ICEGATE ID') and 'Password' (with a placeholder 'Enter Password' and a 'Show' checkbox). A 'Forgot ICEGATE ID/ Password?' link and a 'Login' button are also present. Additionally, a 'New to ICEGATE?' section with a 'Register Now' button is visible at the bottom right.

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Every ICEGATE user needs to have a Login ID and a Password, which can be generated on completion of the ICEGATE Registration process. This is explained in a separate user manual in detail. If the user already possesses a login ID and a password, the user may continue with the login process.

4.1 Log in to ICEGATE

The ICEGATE Users will be able to login using their ICEGATE ID and Password. Where a user has not already registered on ICEGATE, the user will first have to register by clicking on **<Register Now>** link.



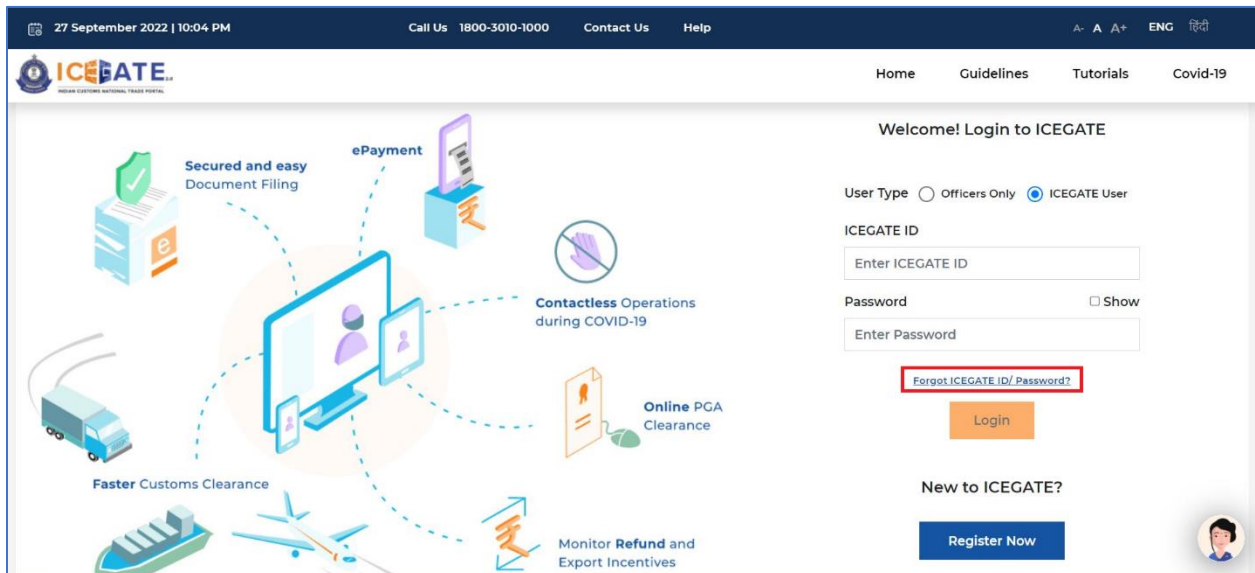
The screenshot shows the ICEGATE login interface. At the top, there is a navigation bar with the ICEGATE logo, the text "INDIAN CUSTOMS NATIONAL TRADE PORTAL", and links for "Home", "Guidelines", "Tutorials", and "Covid-19". The main content area features a central graphic with icons for "Secured and easy Document Filing", "ePayment", "Faster Customs Clearance", "Contactless Operations during COVID-19", "Online PGA Clearance", and "Monitor Refund and". On the right side, there is a login form titled "Welcome! Login to ICEGATE". The form includes a "User Type" selector with radio buttons for "Officers Only" and "ICEGATE User" (which is selected). Below this are input fields for "ICEGATE ID" (with the placeholder "Enter ICEGATE ID") and "Password" (with the placeholder "Enter Password" and a "Show" checkbox). A link "Forgot ICEGATE ID/ Password?" is located below the password field. A blue "Login" button is positioned below the form. At the bottom right, there is a "New to ICEGATE?" section with a "Register Now" button. The page footer includes the date "29 September 2022 | 03:33 PM", contact information "Call Us 1800-3010-1000", and "Contact Us Help" links.

This facility is only available for ICEGATE users (not Officers of CBIC), wherein the Trade users can register by providing their basic details and the system will approve selected ICEGATE ID and Password for logging in.

4.2 Forgot password

The user, if forgets the password, has an option to reset.

Click on **<FORGOT ICEGATE ID / Password>** link and follow the steps shown on the screen–



The screenshot shows the ICEGATE login page. At the top, there is a navigation bar with the date '27 September 2022 | 10:04 PM', contact information 'Call Us 1800-3010-1000', 'Contact Us', and 'Help'. On the right, there are language options 'A- A A+' and 'ENG हिंदी'. Below the navigation bar, the ICEGATE logo is on the left, and navigation links 'Home', 'Guidelines', 'Tutorials', and 'Covid-19' are on the right. The main content area features a central graphic with icons for 'Secured and easy Document Filing', 'ePayment', 'Faster Customs Clearance', 'Contactless Operations during COVID-19', 'Online PGA Clearance', and 'Monitor Refund and Export Incentives'. On the right side, there is a login form with the heading 'Welcome! Login to ICEGATE'. It includes a 'User Type' selection with radio buttons for 'Officers Only' and 'ICEGATE User' (selected). Below are input fields for 'ICEGATE ID' and 'Password', with a 'Show' checkbox. A red box highlights the link 'Forgot ICEGATE ID / Password?'. Below the link is an orange 'Login' button. At the bottom, there is a 'New to ICEGATE?' section with a blue 'Register Now' button and a user profile icon.

5. Role-Based Dashboards

The ICEGATE Dashboard provides various functionalities and information using multiple 'Widgets'. The following table illustrates the applicable widgets that are provided to each role:

Role	Widgets on the Dashboard
Airline	Profile Status, Ticket Management, Admin Notifications, and Services,
Authorized Terminal Operator	Profile Status, SCMTR Enablement, Ticket Management, Admin Notifications, Services, and Team Management.
Consol Agent	Profile Status, SCMTR Enablement, Ticket Management, Admin Notifications, and Services.
Custodian	Profile Status, Ticket Management, Admin Notifications, Services, SCMTR Enablement, and Team Management.
Customs Broker	Profile Status, Ticket Management, Admin Notifications, Services, Challans Generated, SCMTR Enablement, Team Management, My IEC, Bill of Entry - Job Status, and Shipping Bill - Job Status.
CTO (Container Train Operator)	Profile Status, Ticket Management, Admin Notifications, Services, and SCMTR Enablement
eSeal Vendor	Profile Status, Ticket Management, Admin Notifications, and Services
Freight Forwarder	Profile Status, Ticket Management, Admin Notifications, Services, and SCMTR Enablement
Importer/Exporter	Profile Status, Ticket Management, Admin Notifications, Services, Challans Generated, License Details, Foreign Remittances, SCMTR Enablement, Bond & BG, Drawback, IGST Refund, Team Management, My CHA, Bill of Entry - Job Status, Shipping Bill - Job Status, and eScrip
NVOCC	Profile Status, Ticket Management, Admin Notifications, Services, and SCMTR Enablement

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Shipping Agent	Profile Status, Ticket Management, Admin Notifications, Services, and SCMTR Enablement, Job Status (IGM), and Job Status (EGM)
Shipping Line	Profile Status, Ticket Management, Admin Notifications, Services, and SCMTR Enablement, Job Status (IGM), and Job Status (EGM)

Common Widgets:

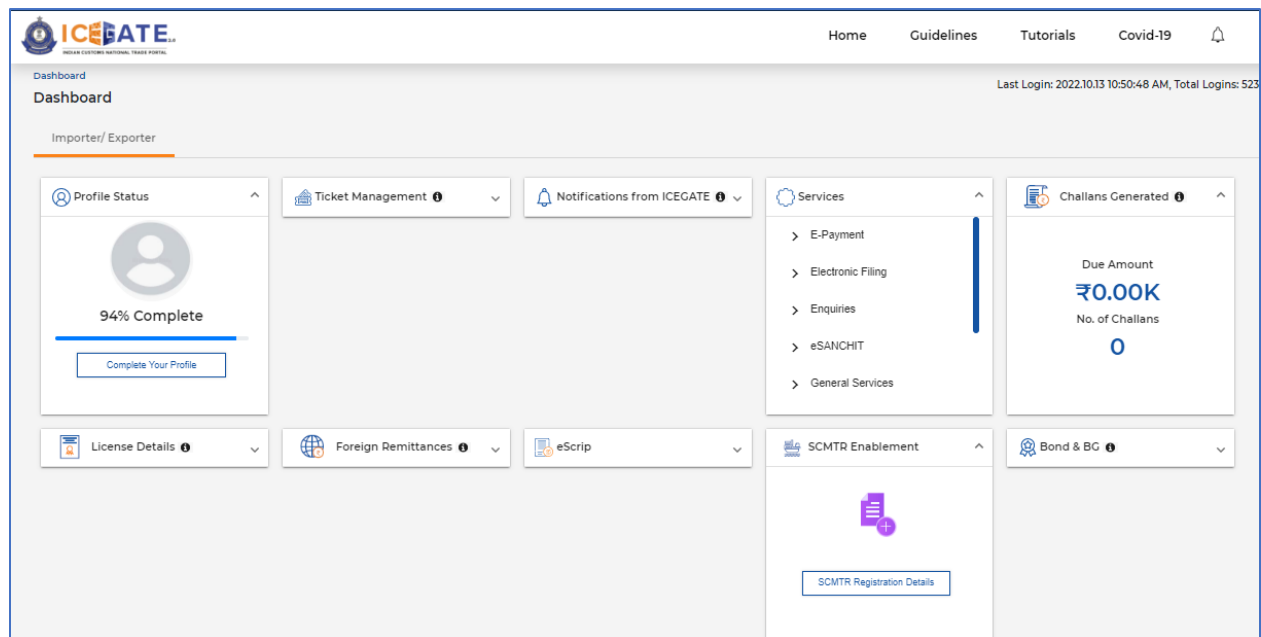
The list of Widgets that are common to all the Roles are:

1. Profile Status
2. Ticket Management
3. Admin Notifications
4. Services

5.1 Role-Based Dashboard

Where the role(s) applied for have been approved by the Approving Authority, the user will have access to the role-based dashboard.

A sample screen is shown below:



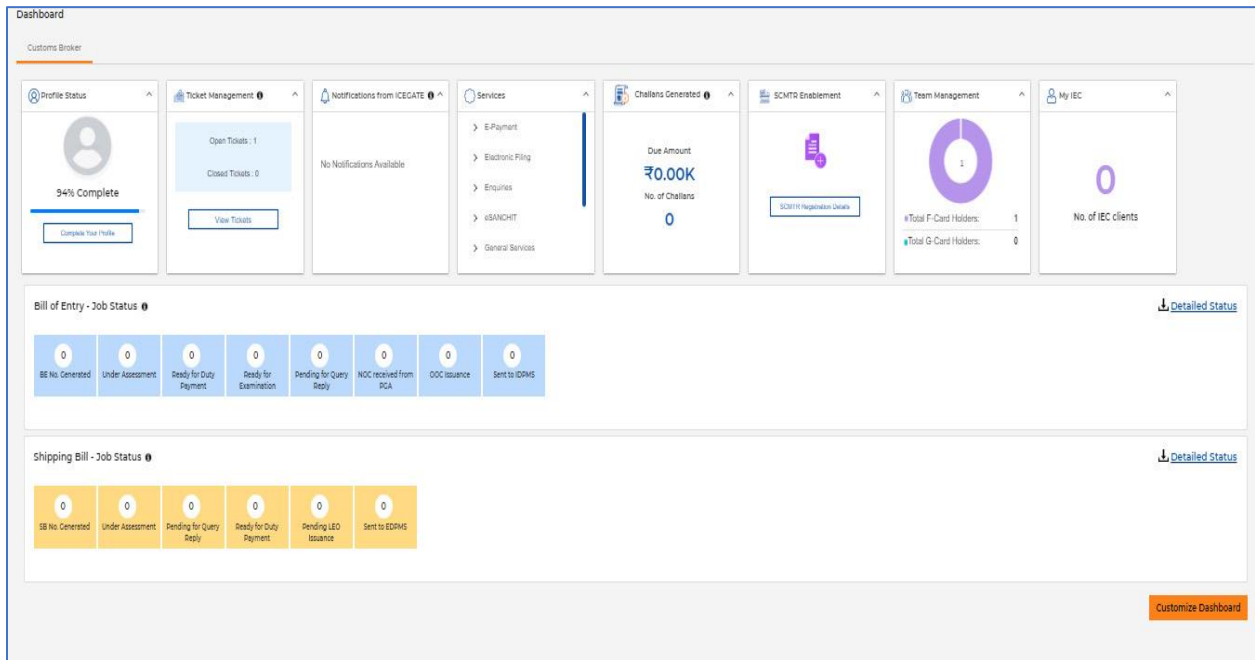
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Clicking on a widget will expand it for accessing the information or services available in the clicked widget.

The dashboard views for various roles are shown below:

Dashboard – Customs Broker

The Dashboard of the Role - Customs Broker is as follows:



The screenshot displays the 'Dashboard' for a 'Customs Broker' user. The interface includes several key components:

- Profile Status:** Shows a 94% completion rate with a 'Complete Your Profile' button.
- Ticket Management:** Displays 1 Open Ticket and 0 Closed Tickets, with a 'View Tickets' button.
- Notifications from ICEGATE:** Indicates 'No Notifications Available'.
- Services:** A menu with options for E-Payment, Electronic Filing, Enquiries, uSANCHIT, and General Services.
- Challans Generated:** Shows a Due Amount of ₹0.00K and 0 Challenged items.
- SCMTD Enablement:** Includes a 'SCMTD Registration Details' button.
- Team Management:** A donut chart showing 1 Total F-Card Holder and 0 Total G-Card Holders.
- My IEC:** Shows 0 No. of IEC clients.

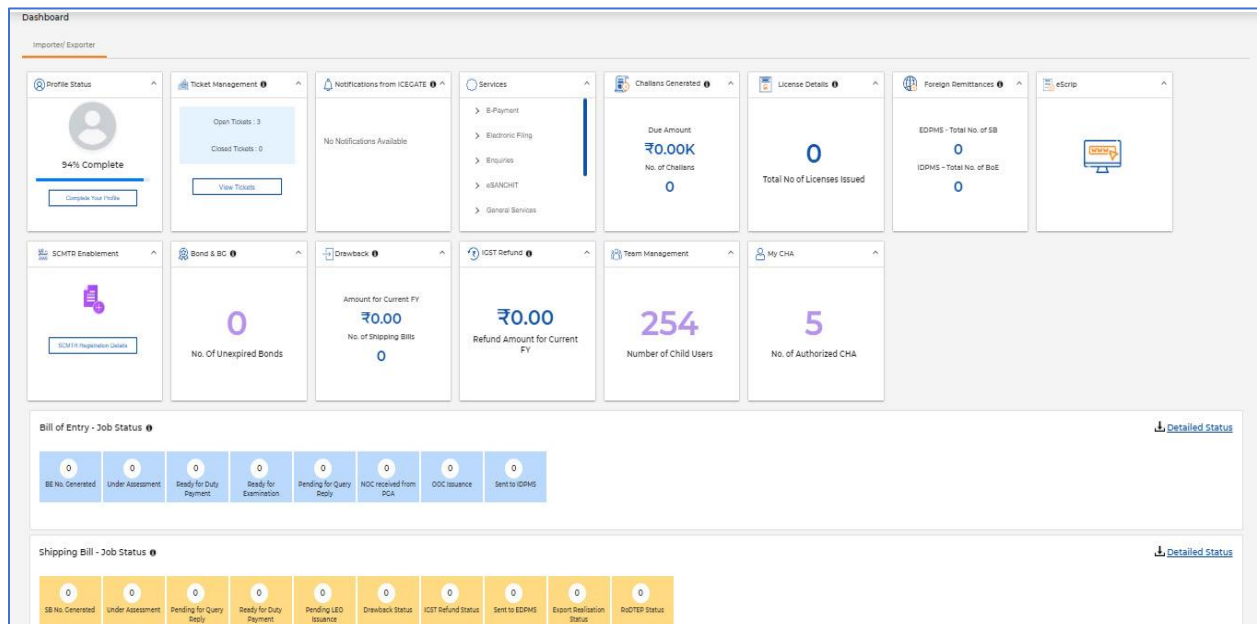
Below these widgets, there are two status sections:

- Bill of Entry - Job Status:** A row of 7 status indicators (all 0): BE No. Generated, Under Assessment, Ready for Duty Payment, Ready for Examination, Pending for Query Reply, NOC received from PCA, OOC issuance, and Sent to EDPMIS. A 'Detailed Status' link is available.
- Shipping Bill - Job Status:** A row of 6 status indicators (all 0): SB No. Generated, Under Assessment, Pending for Query Reply, Ready for Duty Payment, Pending LEO Issuance, and Sent to EDPMIS. A 'Detailed Status' link is available.

A 'Customize Dashboard' button is located in the bottom right corner.

Dashboard – Importer/Exporter

The Dashboard view of the Role - Importer/Exporter is as follows:



Dashboard
 Importer/Exporter

Profile Status
 54% Complete
[Complete Your Profile](#)

Ticket Management
 Open Tickets: 3
 Closed Tickets: 0
[View Tickets](#)

Notifications from ICEGATE
 No Notifications Available

Services
 > E-Payment
 > Electronic Filing
 > Enquiries
 > eSANCHIT
 > General Services

Challans Generated
 Due Amount: ₹0.00K
 No. of Challans: 0

License Details
 Total No. of Licenses Issued: 0

Foreign Remittances
 EDMS - Total No. of SB: 0
 IDMS - Total No. of BOE: 0

eScrip

SCHTS Enablement
[SCHTS Enablement Details](#)

Bond & BG
 No. Of Unexpired Bonds: 0

Drawback
 Amount for Current FY: ₹0.00
 No. of Shipping Bills: 0

IGST Refunds
 Refund Amount for Current FY: ₹0.00

Team Management
 Number of Child Users: 254

My CHA
 No. of Authorized CHA: 5

Bill of Entry - Job Status [Detailed Status](#)

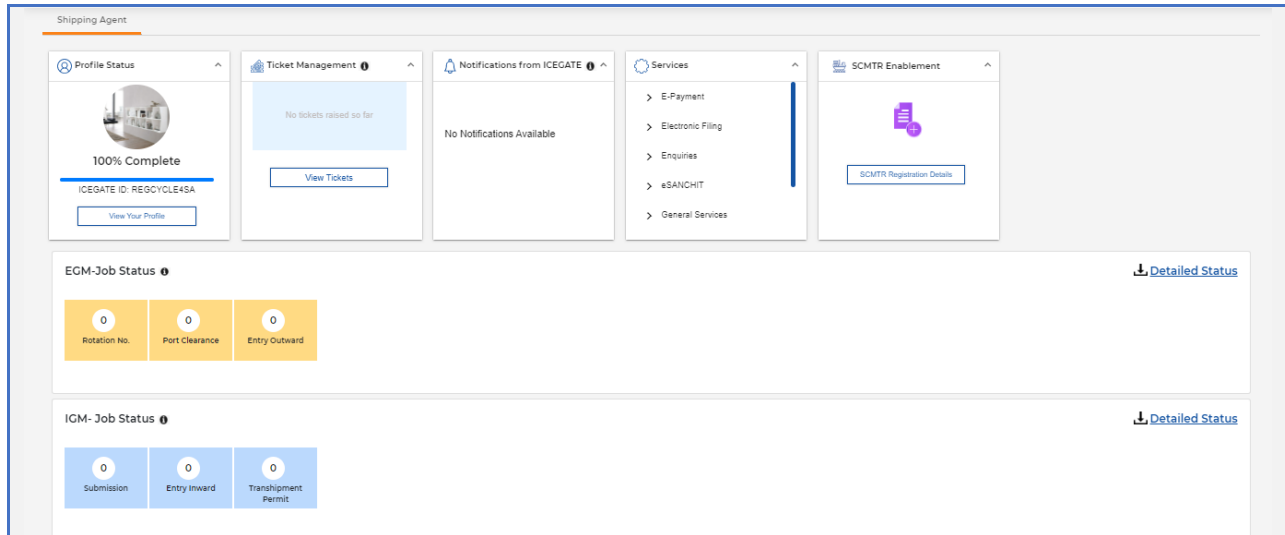
0	0	0	0	0	0	0	0
BE No. Generated	Under Assessment	Ready for Duty Payment	Ready for Examination	Pending for Query Reply	NOC received from PCA	OCC Issuance	Sent to EDMS

Shipping Bill - Job Status [Detailed Status](#)

0	0	0	0	0	0	0	0	0	0
SB No. Generated	Under Assessment	Pending for Query Reply	Ready for Duty Payment	Pending LEO Issuance	Drawback Status	IGST Refund Status	Sent to EDMS	Export Realisation Status	RIS/TEP Status

Dashboard – Shipping Agent

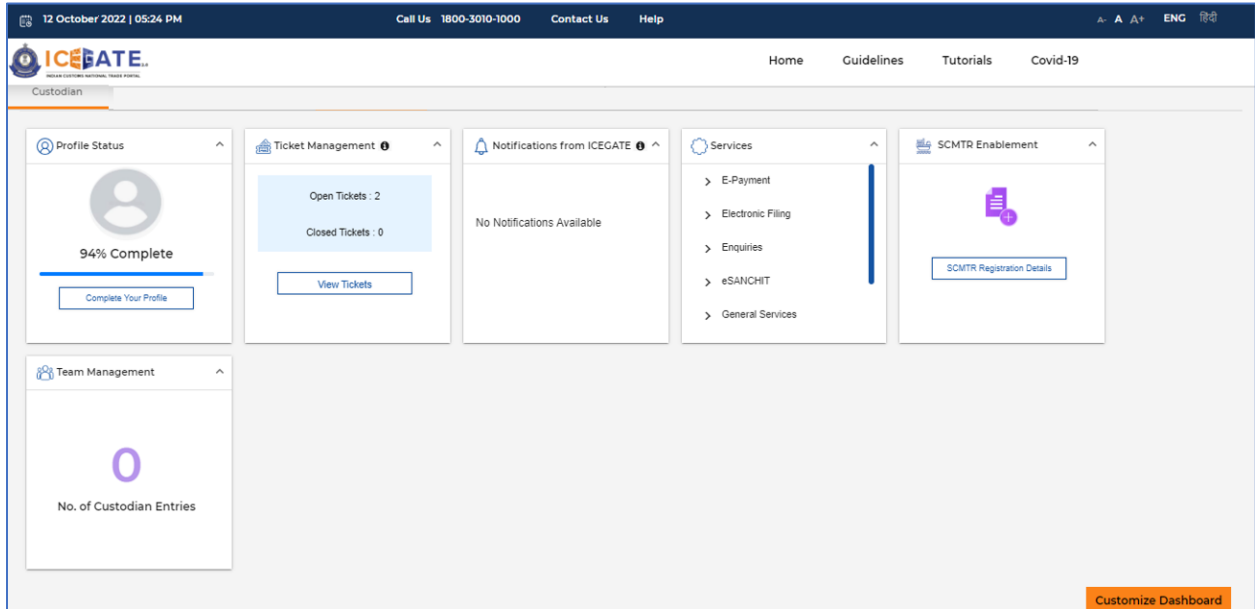
The Dashboard view of the Roles - Shipping Agent and Shipping Line is similar. It is shown below:



The screenshot displays the Shipping Agent dashboard interface. At the top, there are five main sections: Profile Status (100% Complete, ICEGATE ID: RESCYCLE4SA), Ticket Management (No tickets raised so far), Notifications from ICEGATE (No Notifications Available), Services (E-Payment, Electronic Filing, Enquiries, eSANCHIT, General Services), and SCMTR Enablement (SCMTR Registration Details). Below these are two summary sections: EGM-Job Status (Rotation No., Port Clearance, Entry Outward) and IGM-Job Status (Submission, Entry Inward, Transhipment Permit). Each summary section includes a 'Detailed Status' link.

Dashboard – Remaining Roles

The Dashboard view of the Other Roles such as Airline, Authorised Terminal Operator, Custodian, Consol Agent, etc. is similar. The same is shown below:



The screenshot displays the ICEGATE Custodian dashboard. At the top, the header shows the date and time (12 October 2022 | 05:24 PM), contact information (Call Us 1800-3010-1000, Contact Us, Help), and language settings (ENG). The main navigation bar includes Home, Guidelines, Tutorials, and Covid-19. The dashboard is titled 'Custodian' and features several widgets:

- Profile Status:** Shows a profile icon, '94% Complete' progress, and a 'Complete Your Profile' button.
- Ticket Management:** Displays 'Open Tickets : 2' and 'Closed Tickets : 0' with a 'View Tickets' button.
- Notifications from ICEGATE:** Shows 'No Notifications Available'.
- Services:** A list of services including E-Payment, Electronic Filing, Enquiries, eSANCHIT, and General Services.
- SCMTR Enablement:** Shows a document icon and an 'SCMTR Registration Details' button.
- Team Management:** Shows '0' and 'No. of Custodian Entries'.

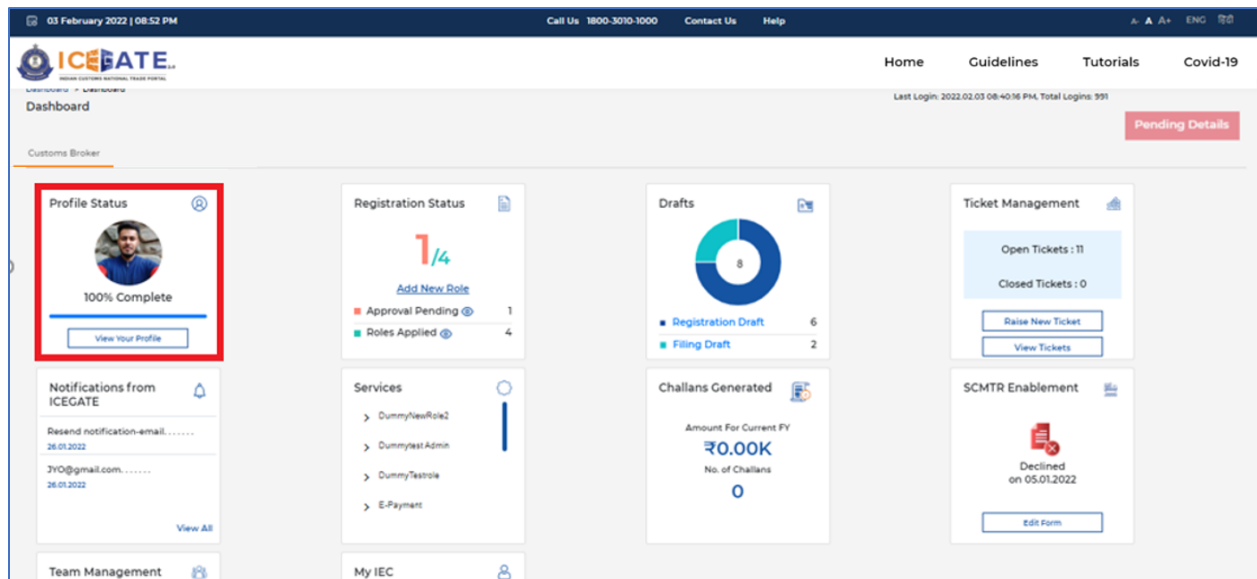
A 'Customize Dashboard' button is located in the bottom right corner.

6. Explanation of Widgets

The detailed explanation of widgets with figurative illustration is as follows:

6.1 Profile Status

In this widget, the user can check the completion status of his/her profile. User can click on the widget to view or complete the profile, if not 100% completed.



The screenshot shows the ICEGATE dashboard for a Customs Broker. The 'Profile Status' widget is highlighted with a red border and shows a user profile picture, a '100% Complete' status, and a 'View Your Profile' button. Other widgets include 'Registration Status' (1/4), 'Drafts' (8), 'Ticket Management' (11 Open Tickets, 0 Closed Tickets), 'Notifications from ICEGATE', 'Services', 'Challans Generated' (₹0.00K), and 'SCMTR Enablement' (Declined on 05.01.2022).

The click at 'View Your Profile' will display the user profile. The user, if desires, may amend the profile parameters as shown below.


23 August 2021 | 03:35 PM Call Us 1800-3010-1000 Contact Us Help A- A+ ENG

ICEGATE Home Guidelines Tutorials Covid-19

Dashboard > Profile > Personal Details

Personal Details - Importer/ Exporter

Personal Details


[Edit Image](#)

Name
Aman

PAN
AQAPK****

DSC Issuing Authority
(n) Code Solutions CA

Address [Edit](#)

Line 1

Line 2

City

Email Address [Edit](#)

Mobile [Edit](#)

Designation
Secondary Level


DSC Expiry Date
26.07.2022

State

Pin Code

[Change Password](#)

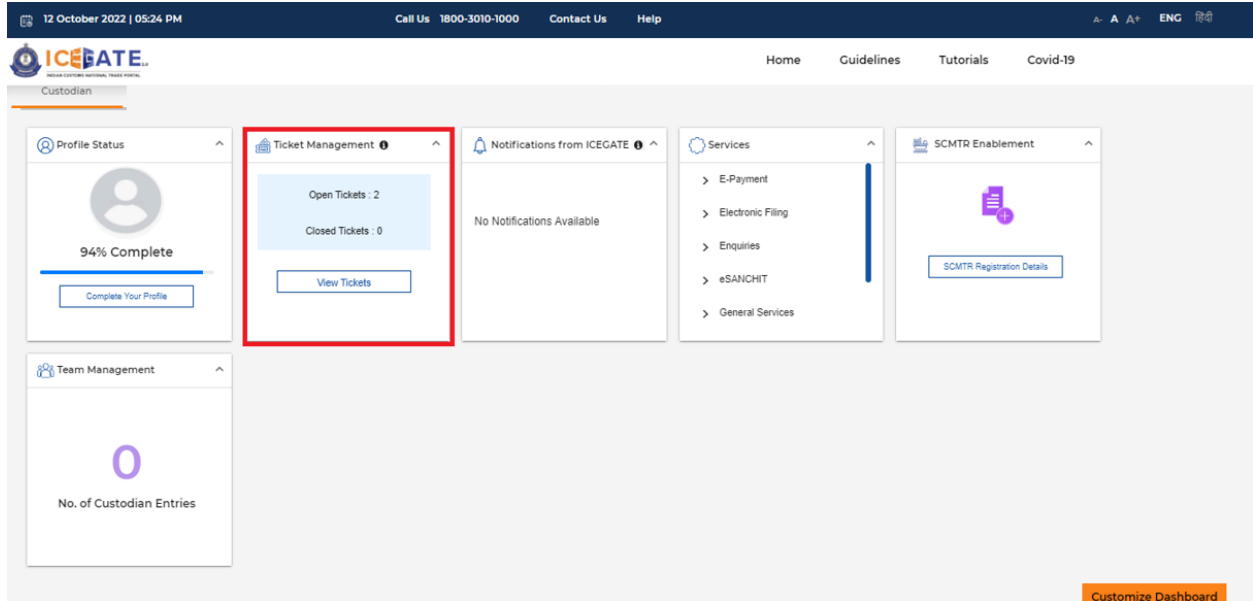
[De-Register From ICEGATE](#)

Digital Certificate [Download](#)
 [4567746.pdf](#)

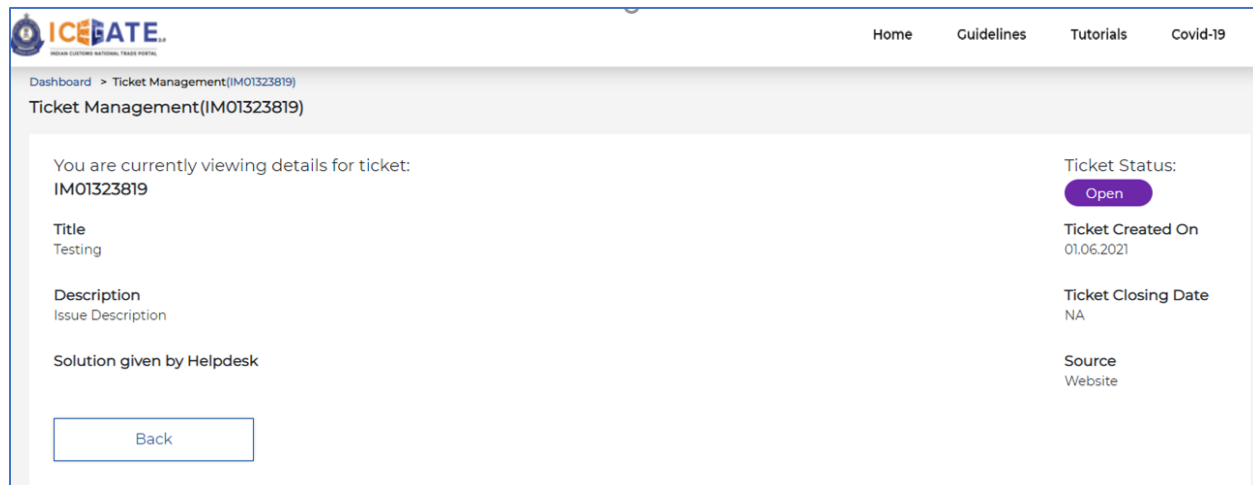
[Update](#)

7.2 Ticket Management


Clicking on the 'View Tickets' link will show the tickets created in the last 30 days as shown in the screen below-



The screenshot shows the ICEGATE dashboard for a user with the role of 'Custodian'. The dashboard includes several widgets: Profile Status (94% Complete), Ticket Management (Open Tickets: 2, Closed Tickets: 0), Notifications from ICEGATE (No Notifications Available), Services (E-Payment, Electronic Filing, Enquiries, eSANCHIT, General Services), and SCMTR Enablement (SCMTR Registration Details). The Ticket Management widget is highlighted with a red box, and a 'View Tickets' button is visible within it. A 'Customize Dashboard' button is located at the bottom right of the dashboard area.



The screenshot shows the details of a specific ticket (IM01323819) in the ICEGATE dashboard. The ticket is currently in the 'Open' status. The details include the title 'Testing', the description 'Issue Description', and the solution given by the Helpdesk. The ticket was created on 01.06.2021 and has a closing date of NA. The source is listed as 'Website'. A 'Back' button is visible at the bottom left of the ticket details section.



[Home](#) [Guidelines](#) [Tutorials](#) [Covid-19](#)

Dashboard > Ticket Management

Ticket Management

19

0

■ Open Tickets ■ Closed Tickets

Search

or

Ticket Created Date

[Clear All](#)

📘 Tickets shown below are only for last 30 days (for Closed) and all open tickets.

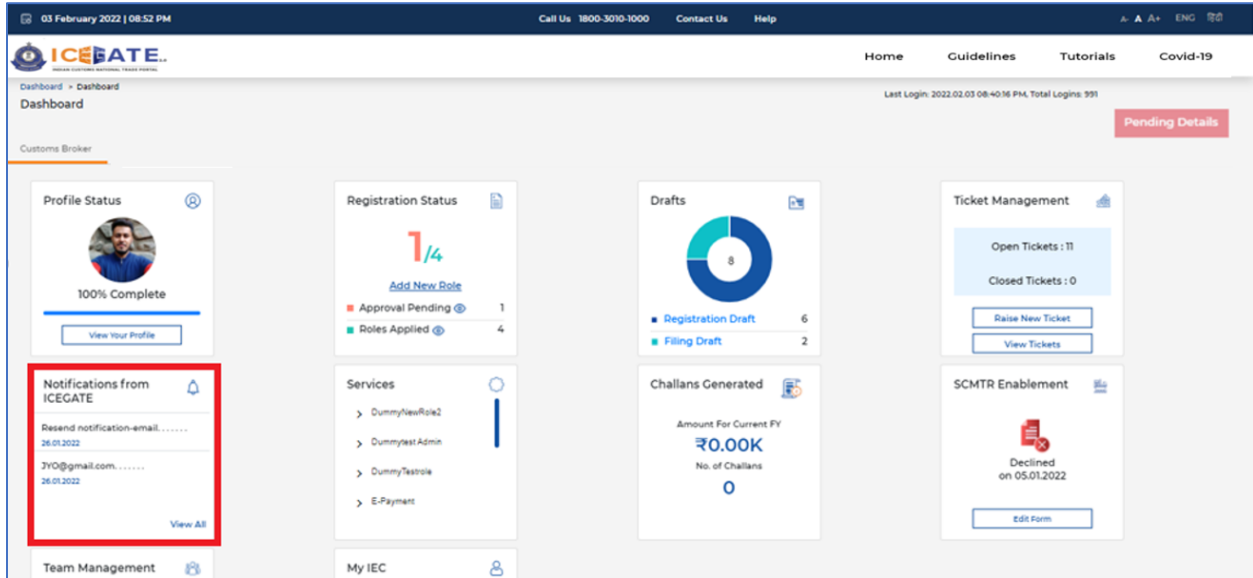
*Kindly hover the particular column in order to sort data based on that column.

Ticket Number	Created Date	Ticket Title	Status	Closing date
IM01323819	01.06.2021	Testing	Open	-
IM01323724	13.05.2021	Testing	Open	-
IM01323722	11.05.2021	test	Open	-
IM01323721	11.05.2021	test ticket	Open	-
IM01323720	11.05.2021	test	Open	-
IM01323719	11.05.2021	Test	Open	-
IM01323705	28.04.2021	Test	Open	-
IM01323699	27.04.2021	Test 2	Open	-
IM01323698	26.04.2021	Test 1	Open	-
IM01323697	26.04.2021	Test	Open	-

Items per page: 1 - 10 of 19 |< < > >|

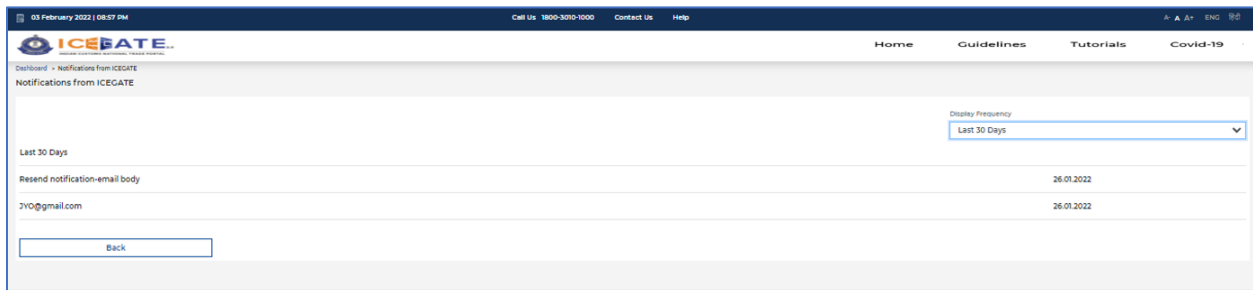
7.3 Notifications From ICEGATE

The user can check all the notifications on the dashboard. The notifications are categorized as - Today, Last 7 days, and Last 30 days.



The screenshot shows the ICEGATE dashboard for a user logged in as a Customs Broker. The dashboard includes several widgets: Profile Status (100% Complete), Registration Status (1/4, with 1 Approval Pending and 4 Roles Applied), Drafts (8 total: 6 Registration Draft, 2 Filing Draft), Ticket Management (11 Open Tickets, 0 Closed Tickets), Challans Generated (₹0.00K for current FY, 0 No. of Challans), and SCMTR Enablement (Declined on 05.01.2022). A 'Notifications from ICEGATE' widget is highlighted with a red box, showing two notifications for 'Resend notification-email' and 'JYO@gmail.com' on 26.01.2022. A 'View All' link is present at the bottom of the notification list.

The last 30 days notifications, for instance, are shown as:



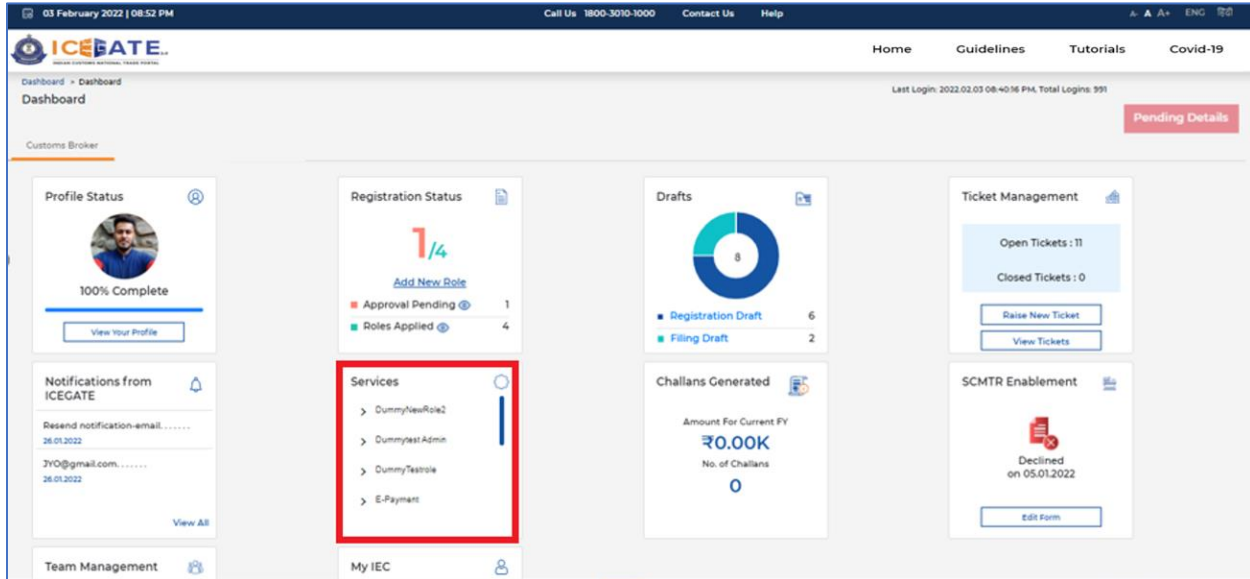
The screenshot shows the 'Notifications from ICEGATE' page. It features a 'Display Frequency' dropdown menu set to 'Last 30 Days'. Below the dropdown, a table lists notifications for the last 30 days:

Last 30 Days	
Resend notification-email body	26.01.2022
JYO@gmail.com	26.01.2022

A 'Back' button is located at the bottom left of the notification list.

7.4. Services

Services for each role are different and System will display the list of services accordingly.



The screenshot shows the ICEGATE dashboard for a Customs Broker. The 'Services' section is highlighted with a red box, displaying a list of roles:

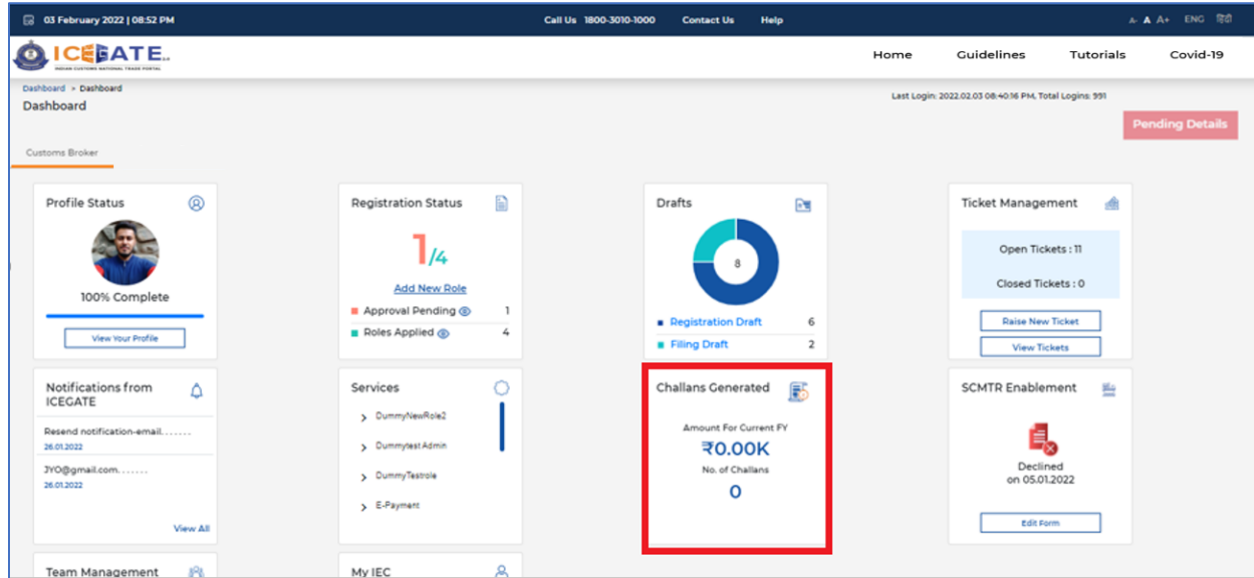
- > DummyNewRole2
- > DummyTest Admin
- > DummyTestrole
- > E-Payment

Other dashboard components include:

- Profile Status:** 100% Complete, View Your Profile
- Registration Status:** 1/4, Add New Role, Approval Pending (1), Roles Applied (4)
- Drafts:** 8 total, Registration Draft (6), Filing Draft (2)
- Ticket Management:** Open Tickets: 11, Closed Tickets: 0, Raise New Ticket, View Tickets
- Challans Generated:** Amount For Current FY: ₹0.00K, No. of Challans: 0
- SCMTR Enablement:** Declined on 05.01.2022, Edit Form
- Notifications from ICEGATE:** Resend notification-email, 26.01.2022; JYO@gmail.com, 26.01.2022, View All
- Team Management** and **My IEC** sections are also visible.

7.5 Challans Generated

In this Widget the user can view location and Bill of Entry wise Challans generated; and the total duty amount to be paid. This Widget is only for Customs Broker and Importer/Exporter roles.

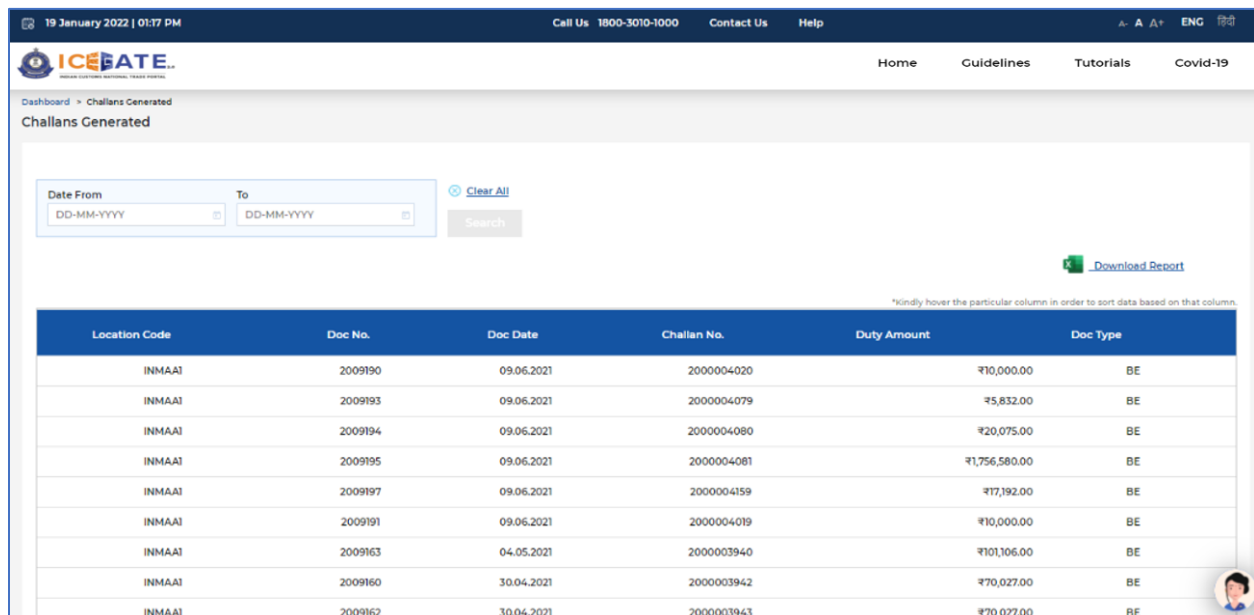


The screenshot shows the ICEGATE dashboard for a Customs Broker. The 'Challans Generated' widget is highlighted with a red box, displaying:

- Amount For Current FY: ₹0.00K
- No. of Challans: 0

The user can search and view Challans details by clicking on **<Search>** button.

The user can also download the report in excel format by clicking on the **“Download Report”** link.



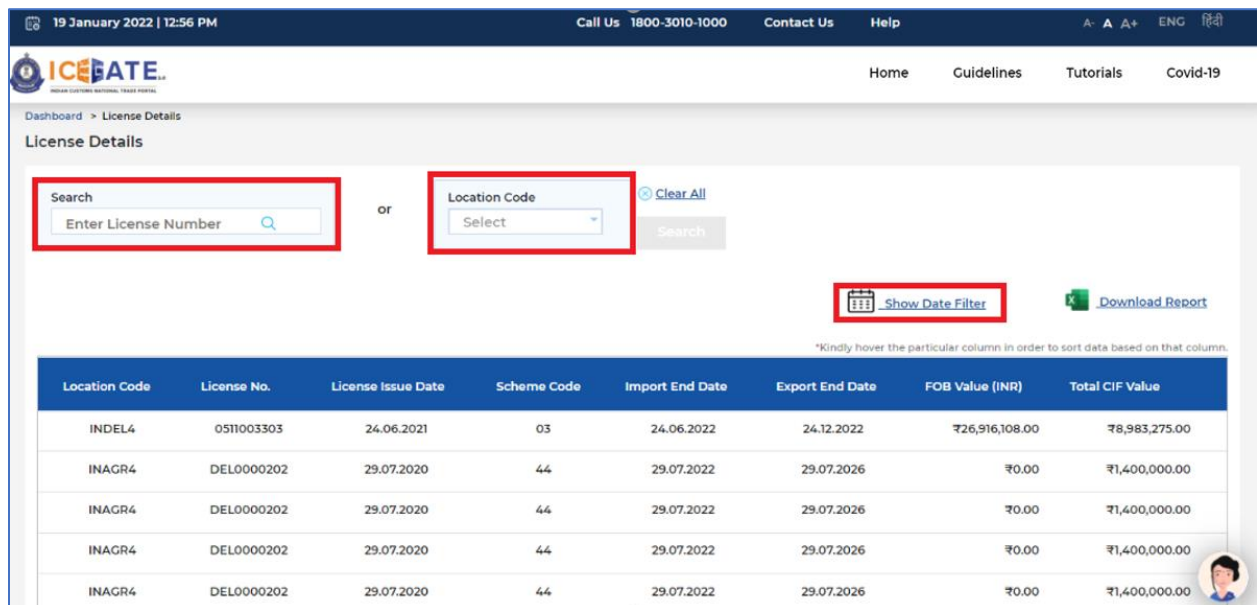
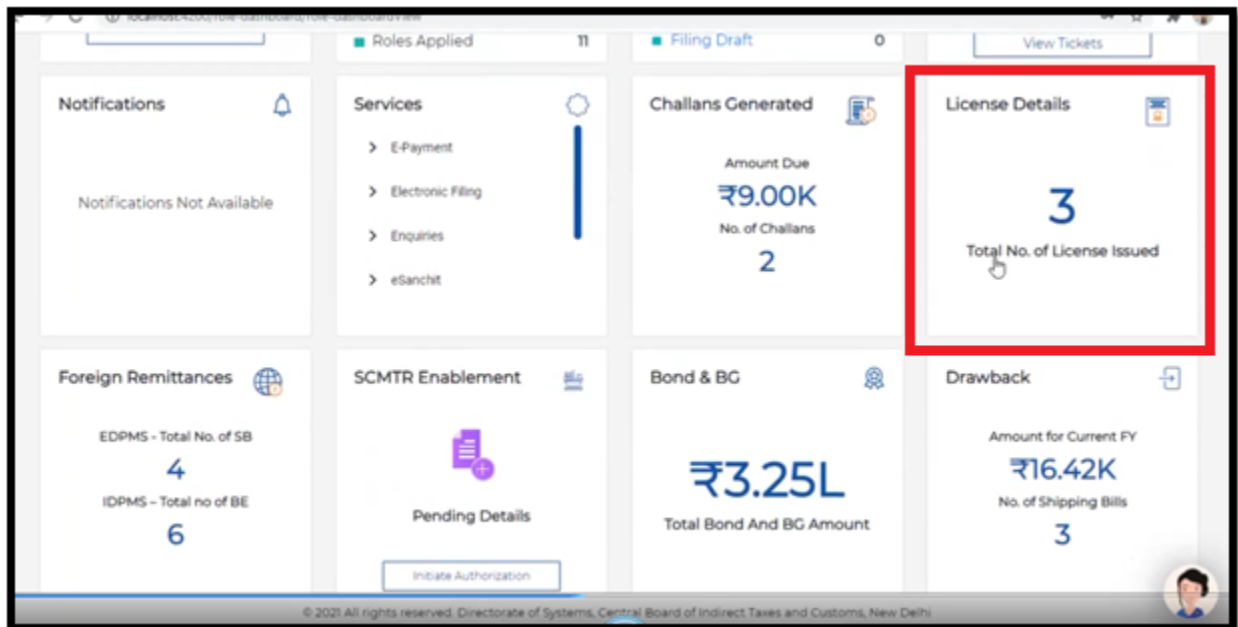
The screenshot shows the 'Challans Generated' report page. It includes a search filter for dates and a table with the following data:

Location Code	Doc No.	Doc Date	Challan No.	Duty Amount	Doc Type
INMAAI	2009190	09.06.2021	2000004020	₹10,000.00	BE
INMAAI	2009193	09.06.2021	2000004079	₹5,832.00	BE
INMAAI	2009194	09.06.2021	2000004080	₹20,075.00	BE
INMAAI	2009195	09.06.2021	2000004081	₹1,756,580.00	BE
INMAAI	2009197	09.06.2021	2000004159	₹17,192.00	BE
INMAAI	2009191	09.06.2021	2000004019	₹10,000.00	BE
INMAAI	2009163	04.05.2021	2000003940	₹101,106.00	BE
INMAAI	2009160	30.04.2021	2000003942	₹70,027.00	BE
INMAAI	2009162	30.04.2021	2000003943	₹70,027.00	BE

7.6 License Details

This Widget is meant for Importer/Exporter only.

Clicking on the widget will show the details of the licenses of the Importer/Exporter. The user can view the details of a particular license by providing License Number or Type of License (Scheme Code).

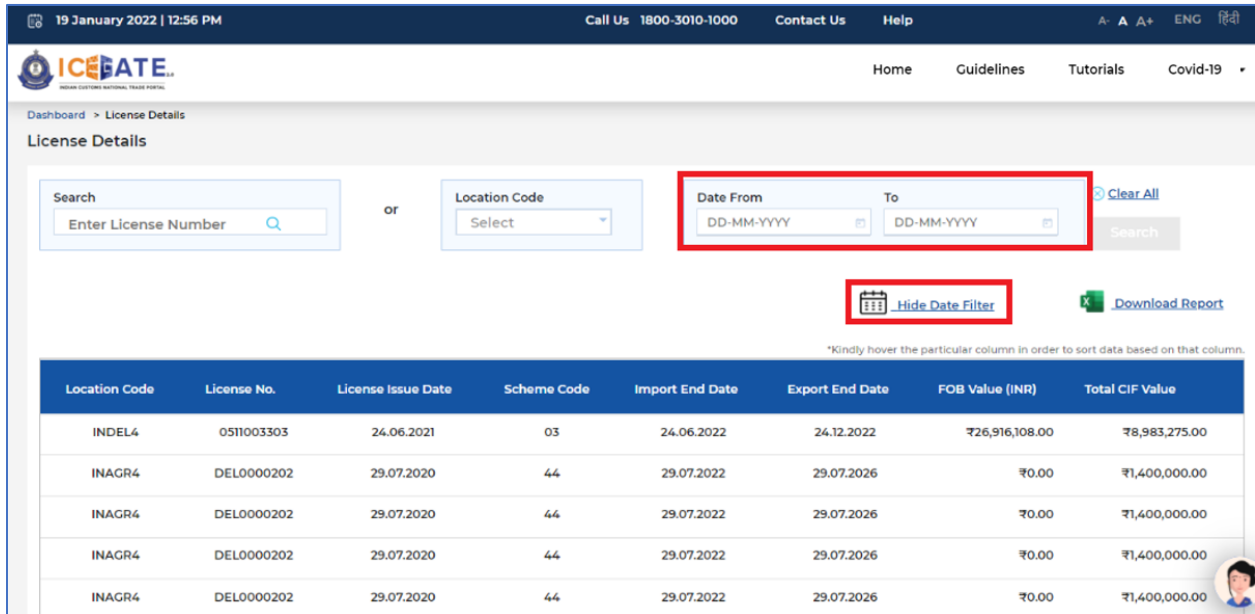


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The user can also view the License details for the selected date range by clicking on the “**Show Date Filter**” link.

On clicking the link, the system will display the date box, user has to select **from date** and **To Date** from the date box.

The user can hide the date filter by clicking on the “**Hide Date Filter**” link



19 January 2022 | 12:56 PM Call Us 1800-3010-1000 Contact Us Help A- A+ ENG हिंदी

Home Guidelines Tutorials Covid-19

Dashboard > License Details

License Details

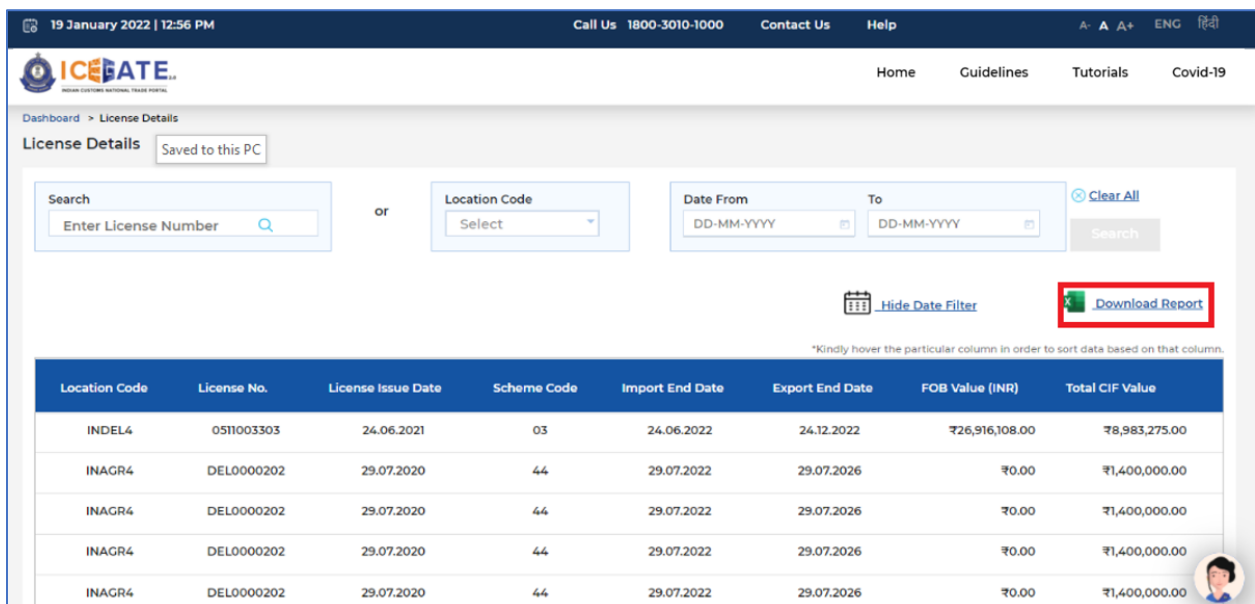
Search: Enter License Number [Search] or Location Code: Select [Dropdown] Date From: DD-MM-YYYY [Calendar] To: DD-MM-YYYY [Calendar] Clear All [Link] Search [Button]

[Calendar Icon] Hide Date Filter [Link] Download Report [Excel Icon]

*Kindly hover the particular column in order to sort data based on that column.

Location Code	License No.	License Issue Date	Scheme Code	Import End Date	Export End Date	FOB Value (INR)	Total CIF Value
INDEL4	0511003303	24.06.2021	03	24.06.2022	24.12.2022	₹26,916,108.00	₹8,983,275.00
INAGR4	DEL0000202	29.07.2020	44	29.07.2022	29.07.2026	₹0.00	₹1,400,000.00
INAGR4	DEL0000202	29.07.2020	44	29.07.2022	29.07.2026	₹0.00	₹1,400,000.00
INAGR4	DEL0000202	29.07.2020	44	29.07.2022	29.07.2026	₹0.00	₹1,400,000.00
INAGR4	DEL0000202	29.07.2020	44	29.07.2022	29.07.2026	₹0.00	₹1,400,000.00

The user can also download the report in Excel format by clicking on the ‘**Download Report**’ link
Screen display is as follows.



19 January 2022 | 12:56 PM Call Us 1800-3010-1000 Contact Us Help A- A+ ENG हिंदी

Home Guidelines Tutorials Covid-19

Dashboard > License Details

License Details

Saved to this PC

Search: Enter License Number [Search] or Location Code: Select [Dropdown] Date From: DD-MM-YYYY [Calendar] To: DD-MM-YYYY [Calendar] Clear All [Link] Search [Button]

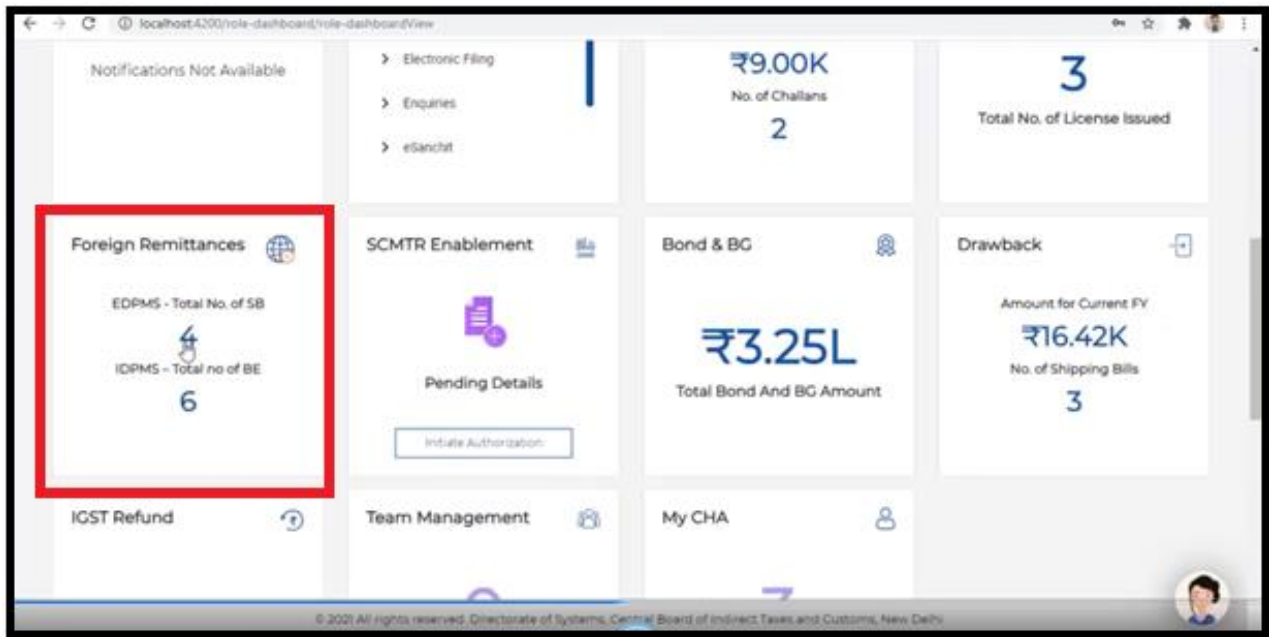
[Calendar Icon] Hide Date Filter [Link] Download Report [Excel Icon]

*Kindly hover the particular column in order to sort data based on that column.

Location Code	License No.	License Issue Date	Scheme Code	Import End Date	Export End Date	FOB Value (INR)	Total CIF Value
INDEL4	0511003303	24.06.2021	03	24.06.2022	24.12.2022	₹26,916,108.00	₹8,983,275.00
INAGR4	DEL0000202	29.07.2020	44	29.07.2022	29.07.2026	₹0.00	₹1,400,000.00
INAGR4	DEL0000202	29.07.2020	44	29.07.2022	29.07.2026	₹0.00	₹1,400,000.00
INAGR4	DEL0000202	29.07.2020	44	29.07.2022	29.07.2026	₹0.00	₹1,400,000.00
INAGR4	DEL0000202	29.07.2020	44	29.07.2022	29.07.2026	₹0.00	₹1,400,000.00

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7.7 Foreign Remittances



It is of two types (i.e., EDPMS and IDPMS) – meant exclusively for export and import. It also has functionalities like download reports, sorting, and search.

Foreign Remittances

EDPMS

Search: or Location Code: AD Code: [Clear All](#)

[Download Report](#)

Location Code	SB Number ↑	SB Date ↑	Total Value Of Export	AD Code	Transmission Date ↑	RBI Ack. Date ↑	Amount Received	Currency Code	Date of Receipt
IND21	67629	31.12.2020	INR 24000/-	98647745676321	01.01.2019	03.11.2020	40000	INR	05.10.2019
IND32	98000	30.11.2020	INR 23000/-	78666745676543	01.12.2019	05.12.2020	50000	INR	27.01.2020

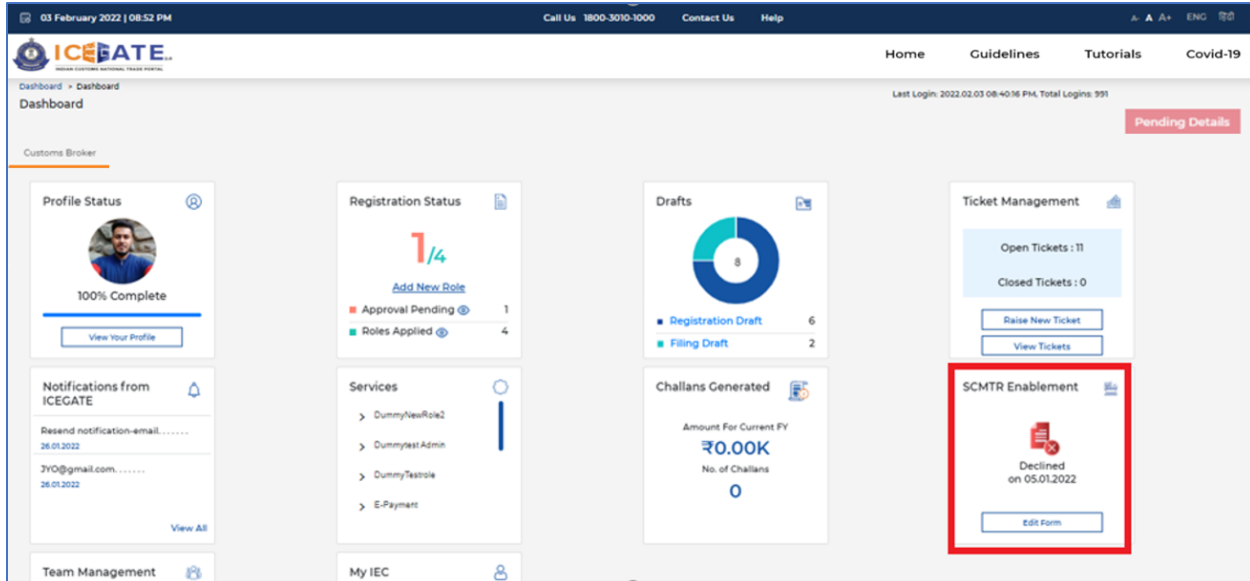
Items per page: 1 - 2 of 4 |< < > >|

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7.8 SCMTR Enablement

SCMTR (Sea Cargo Manifest Transshipment Regulation) Registration is meant for users who are operating in Sea Ports.

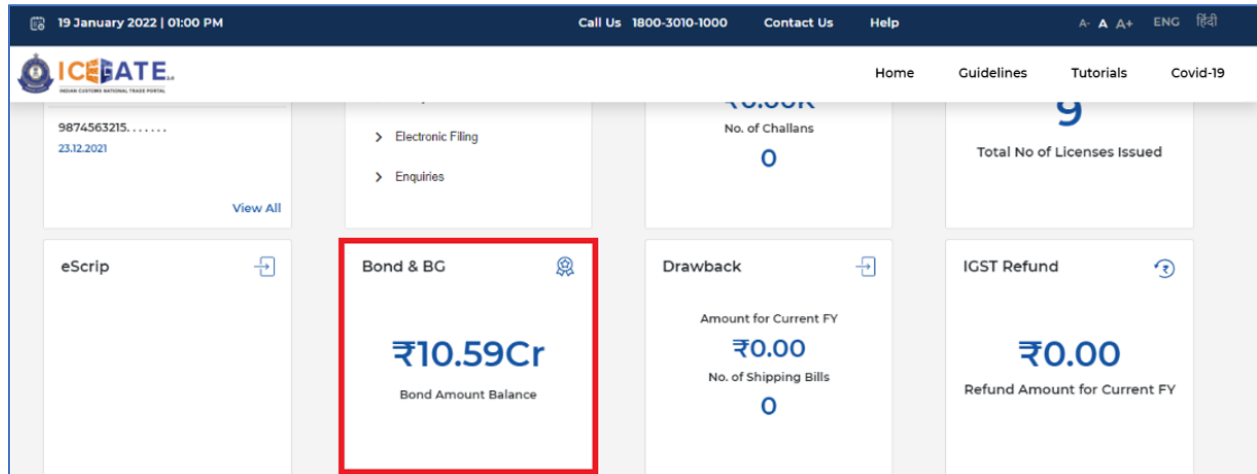
The user needs to provide the entity details, location wise list of authorized persons with Aadhar Number, Phone Number, Email ID, etc., and the details of the Child Users. In order to facilitate faster SCMTR registration, clicking on 'initiate authorization' link on the widget will show the registration form for initiating SCMTR registration process.



The screenshot displays the ICEGATE dashboard for a Customs Broker. The top navigation bar includes the ICEGATE logo, user profile, and links for Home, Guidelines, Tutorials, and Covid-19. The main dashboard area features several widgets: Profile Status (100% Complete), Registration Status (1/4, with 1 Approval Pending and 4 Roles Applied), Drafts (8 total, including 6 Registration Drafts and 2 Filing Drafts), Ticket Management (11 Open Tickets, 0 Closed Tickets), and SCMTR Enablement (Declined on 05.01.2022). The SCMTR Enablement widget is highlighted with a red box, and an 'Edit Form' button is visible below it. Other widgets include Notifications from ICEGATE, Services, Challans Generated (₹0.00K), and My IEC.

7.9 Bond and BG

The Widget is for monitoring bonds and banks guarantees (BG), executed by the trade users in favor of the Customs department.

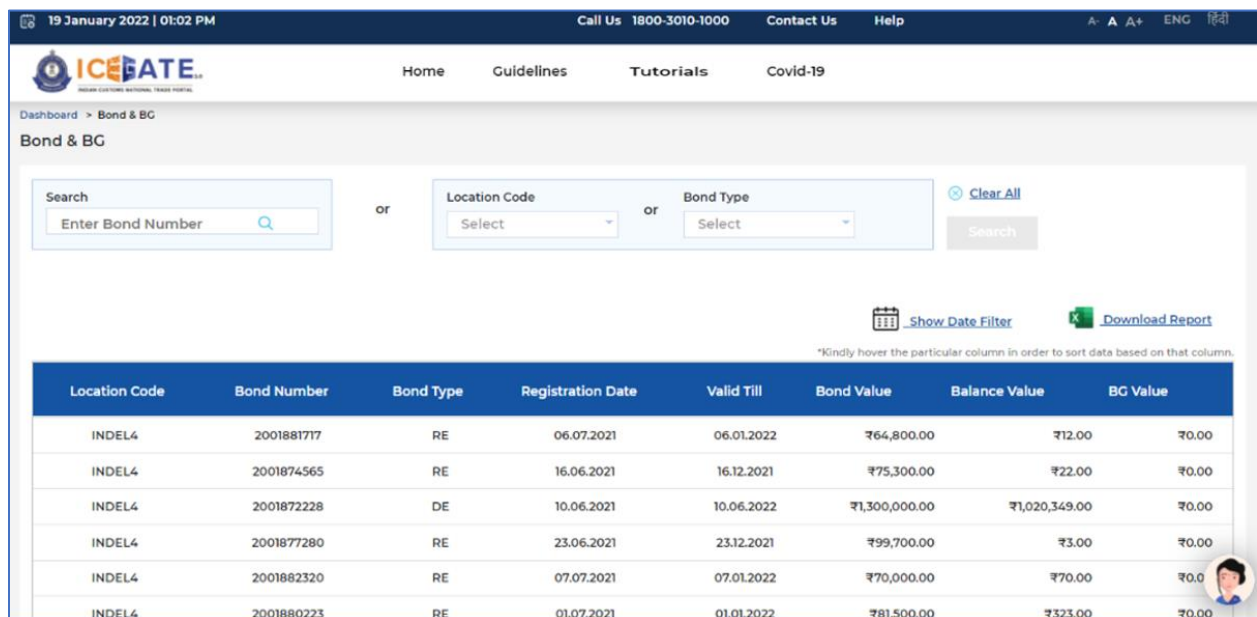


The screenshot shows the ICEGATE dashboard with the following widgets:

- Bond & BG:** ₹10.59Cr (Bond Amount Balance)
- Drawback:** ₹0.00 (Amount for Current FY), 0 (No. of Shipping Bills)
- IGST Refund:** ₹0.00 (Refund Amount for Current FY)
- Total No of Licenses Issued:** 9
- No. of Challans:** 0

System will display the total value of the bonds executed by the user. User can search, filter, and download the report in Excel format. The System will also display the location code, bond number, bond type, registration date, valid till, bond value, balance value and BG value. User can view the details of bond based on Bond Number or Location Code and Bond Type.

The screen displayed is as follows-



The screenshot shows the ICEGATE dashboard with the following search and filter options:

- Search:** Enter Bond Number
- Location Code:** Select
- Bond Type:** Select
- Clear All** button
- Show Date Filter** button
- Download Report** button

The table below shows the bond details:

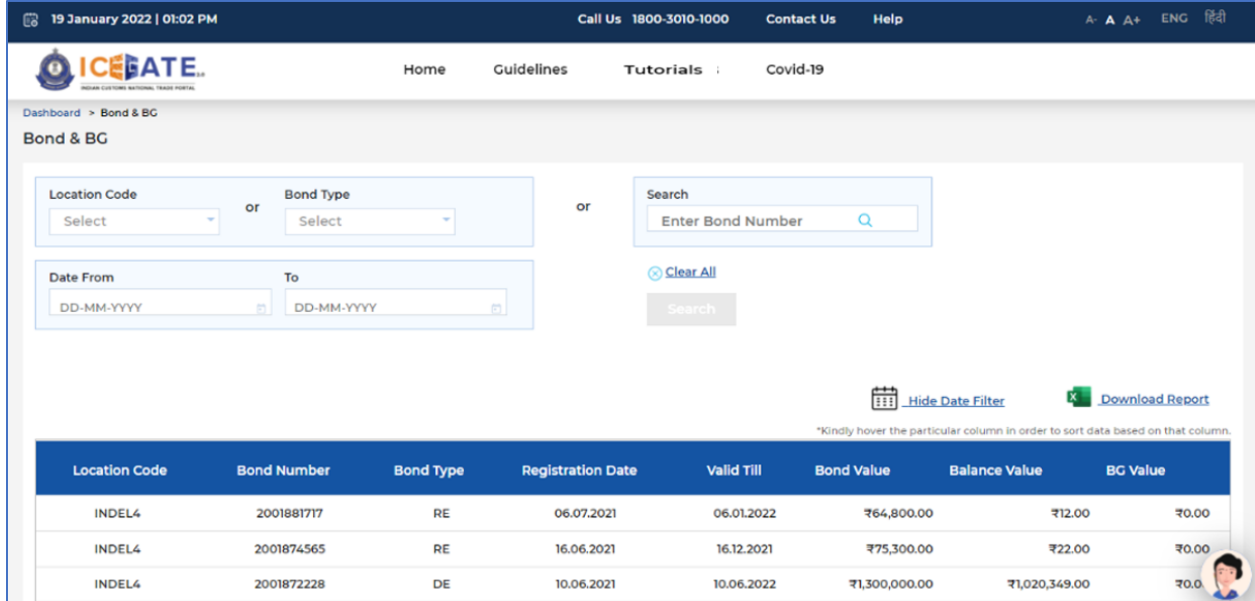
Location Code	Bond Number	Bond Type	Registration Date	Valid Till	Bond Value	Balance Value	BG Value
INDEL4	2001881717	RE	06.07.2021	06.01.2022	₹64,800.00	₹12.00	₹0.00
INDEL4	2001874565	RE	16.06.2021	16.12.2021	₹75,300.00	₹22.00	₹0.00
INDEL4	2001872228	DE	10.06.2021	10.06.2022	₹1,300,000.00	₹1,020,349.00	₹0.00
INDEL4	2001877280	RE	23.06.2021	23.12.2021	₹99,700.00	₹3.00	₹0.00
INDEL4	2001882320	RE	07.07.2021	07.01.2022	₹70,000.00	₹70.00	₹0.00
INDEL4	2001880223	RE	01.07.2021	01.01.2022	₹81,500.00	₹323.00	₹0.00

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The user can also filter and view the Bond & BG details for the selected date range by clicking on the “**Show Date Filter**” link.

On clicking the link, the system will display the date box. The user has to select **from date** and **To Date** from the date box.

The user can also hide the ‘date filter’ by clicking on the “**Hide Date Filter**” link.



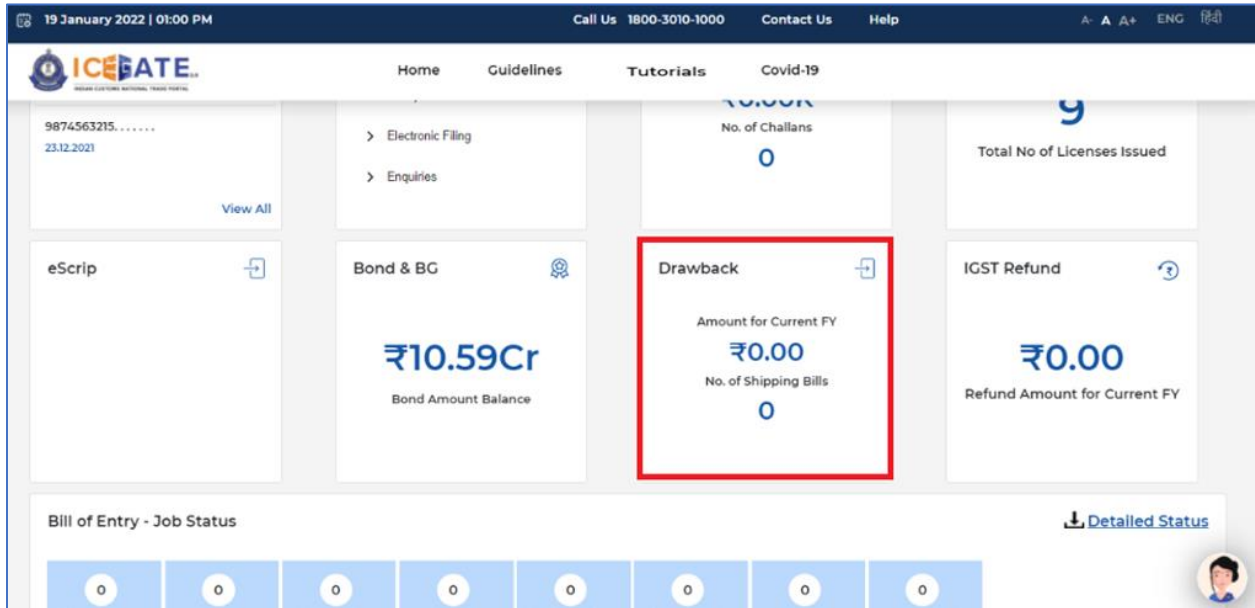
The screenshot shows the ICEGATE dashboard for Bond & BG. It includes a search section with filters for Location Code, Bond Type, Date From, and To. A search box for Bond Number is also present. Below the filters, there are links for 'Hide Date Filter' and 'Download Report'. A table displays the following data:

Location Code	Bond Number	Bond Type	Registration Date	Valid Till	Bond Value	Balance Value	BG Value
INDEL4	2001881717	RE	06.07.2021	06.01.2022	₹64,800.00	₹12.00	₹0.00
INDEL4	2001874565	RE	16.06.2021	16.12.2021	₹75,300.00	₹22.00	₹0.00
INDEL4	2001872228	DE	10.06.2021	10.06.2022	₹1,300,000.00	₹1,020,349.00	₹0.00

7.10 Drawback

The widget is for monitoring the drawbacks sanctioned against the Shipping Bills by the Customs. This is meant for the Exporters. The System will display the number of shipping bills and the total amount of Drawbacks sanctioned against the Shipping Bills.

The screen displayed is as follows:



The screenshot shows the ICEGATE dashboard interface. At the top, there is a navigation bar with the date '19 January 2022 | 01:00 PM', contact information 'Call Us 1800-3010-1000', and links for 'Contact Us' and 'Help'. Below the navigation bar, there are several widgets. The 'Drawback' widget is highlighted with a red box and displays the following information:

Amount for Current FY	No. of Shipping Bills
₹0.00	0

Other visible widgets include 'Electronic Filing', 'Enquiries', 'Bond & BG' (₹10.59Cr), 'IGST Refund' (₹0.00), and 'Total No of Licenses Issued'. A 'Bill of Entry - Job Status' section is visible at the bottom with a 'Detailed Status' link.

The search functionality enables the users to view the Drawback Amount sanctioned for a particular Shipping Bill by entering the SB number or user can view the report by entering the port location.

System will display - Location Code, SB Number, SB Date, Drawback Amount, Scroll Number, and Scroll Date.

The user can also view and filter the Drawback details by clicking on the “**Show Date Filter**” link.

On clicking the link, the system will display date box. The user has to select **from date** and **To Date** from the date box.

The user can hide the date filter by clicking on the “**Hide Date Filter**” link

The user can also download the report in Excel format by clicking on the “**Download Report**” link.

19 January 2022 | 01:17 PM
Call Us: 1800-3010-1000 Contact Us Help

Home Guidelines **Tutorials** Covid-19

Dashboard > Drawback

Drawback

Search

or

Location Code

Date From

To

[Clear All](#)

[Hide Date Filter](#) [Download Report](#)

*Kindly hover the particular column in order to sort data based on that column.

Location Code	SB Number	SB Date	Drawback Amount	Scroll Number	Scroll Date
Items per page: <input type="text" value="10"/> 0 of 0 << < > >>					

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[Help](#)
[Covid-19](#)

Accessibility
[Accessibility Statement](#)
[Site Map](#)
[Link To Us](#)
[Public Feedback](#)

Contact
 Directorate General of Systems
 1st Floor, CR Building, ID Estate
 New Delhi - 110002
 1800-3010-1000
icegatehelpdesk@icegate.gov.in

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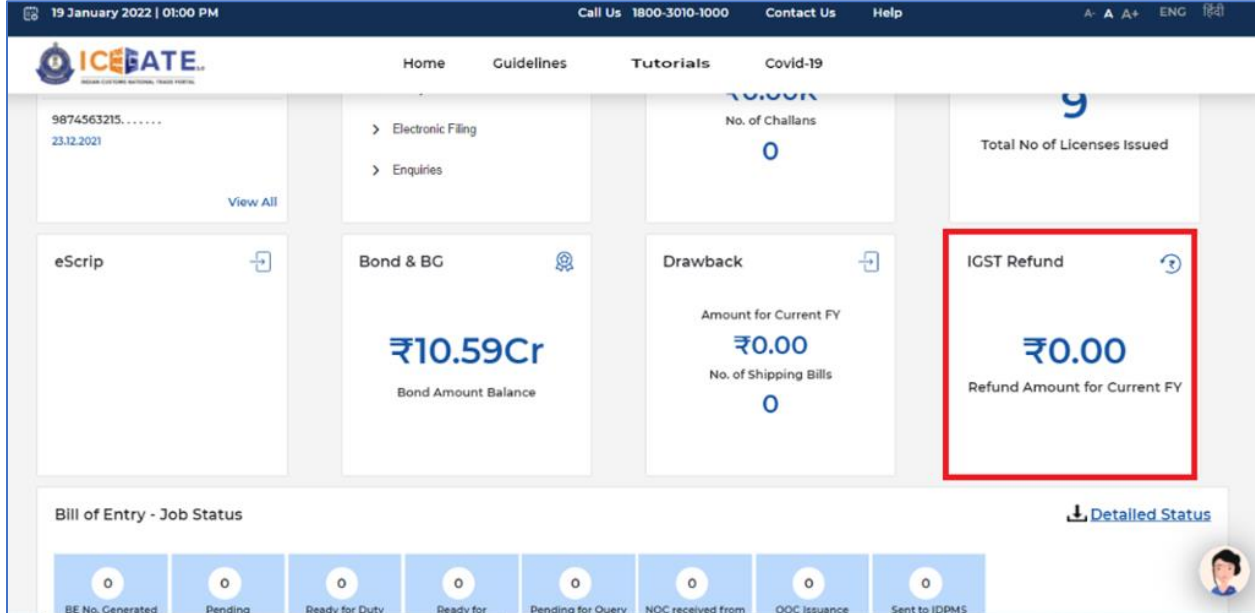
Date: 28-09-2022

29

Version 1.01

7.11 IGST Refund

This will provide a detailed account of 'Refund Amount for Current Financial Year'. The user can search, sort and download reports.



The screenshot shows the ICEGATE dashboard interface. At the top, there is a navigation bar with the ICEGATE logo, a date and time display (19 January 2022 | 01:00 PM), and contact information (Call Us 1800-3010-1000, Contact Us, Help). Below the navigation bar, there are several menu items: Home, Guidelines, Tutorials, and Covid-19. The main content area is divided into several cards. The 'IGST Refund' card is highlighted with a red border and shows a 'Refund Amount for Current FY' of ₹0.00. Other cards include 'eScrip', 'Bond & BG' (₹10.59Cr), 'Drawback' (₹0.00), and 'Total No of Licenses Issued'. At the bottom, there is a 'Bill of Entry - Job Status' section with a 'Detailed Status' link and a row of status indicators.

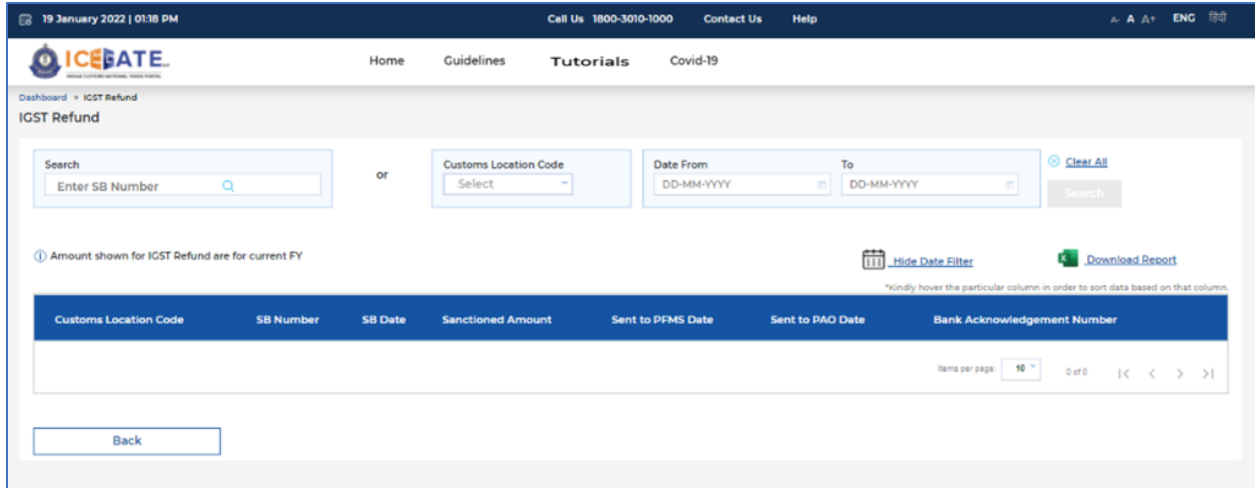
System displays will be – Customs Location Code, SB Number, SB Date, Sanctioned Amount, Sent to PFMS Date, Sent to PAO Date, and Bank Acknowledgement Number.

The user can also filter and view the Refund amount details by clicking on the “**Show Date Filter**” link.

On clicking the link, the system will display the date box. The user has to select **From Date** and **To Date** from the date box.

The user can hide the date filter by clicking on the “**Hide Date Filter**” link.

The user can also download the report in Excel format by clicking on the “**Download Report**” link.



19 January 2022 | 01:18 PM Call Us 1800-3010-1000 Contact Us Help

Home Guidelines **Tutorials** Covid-19

Dashboard > IGST Refund

IGST Refund

Search: Enter SB Number or Customs Location Code: Select Date From: DD-MM-YYYY To: DD-MM-YYYY [Clear All](#)

Amount shown for IGST Refund are for current FY [Hide Date Filter](#) [Download Report](#)

*Kindly hover the particular column in order to sort data based on that column.

Customs Location Code	SB Number	SB Date	Sanctioned Amount	Sent to PFMS Date	Sent to PAO Date	Bank Acknowledgement Number
Items per page: 10 0 of 0 < >						

7.12 Team Management

The widget is meant for Customs Brokers/IEC/Custodians/PGA This system will display the total number of team members associated with the user.



Notifications

Dear Aman_001,Your role as Air.....
13.04.2021

Dear Parent user, Application.....
13.04.2021

Dear Parent user, Application.....
13.04.2021

[View All](#)

Services

- > E-Payment
- > Electronic Filing
- > Enquiries
- > eSanctit

Challans Generated

Amount For Current FY
₹19.21K
No. of Challans
4

SCMTR Enablement

Approved

Team Management

0

- Total F-Card Holders: 0
- Total G-Card Holders: 0

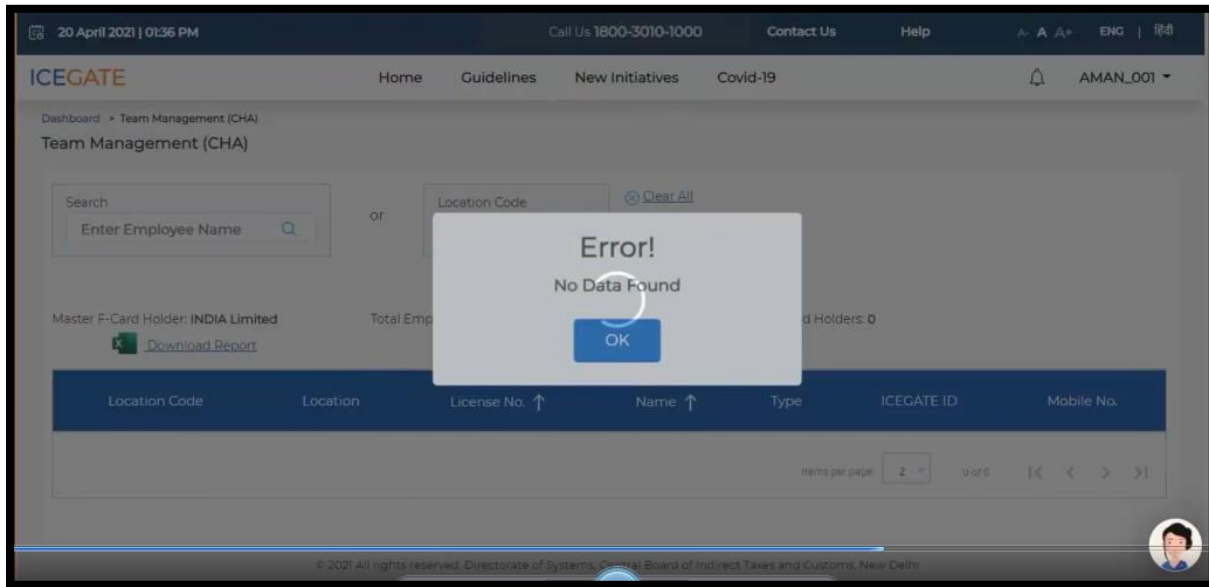
My IEC

2
No. of IEC clients

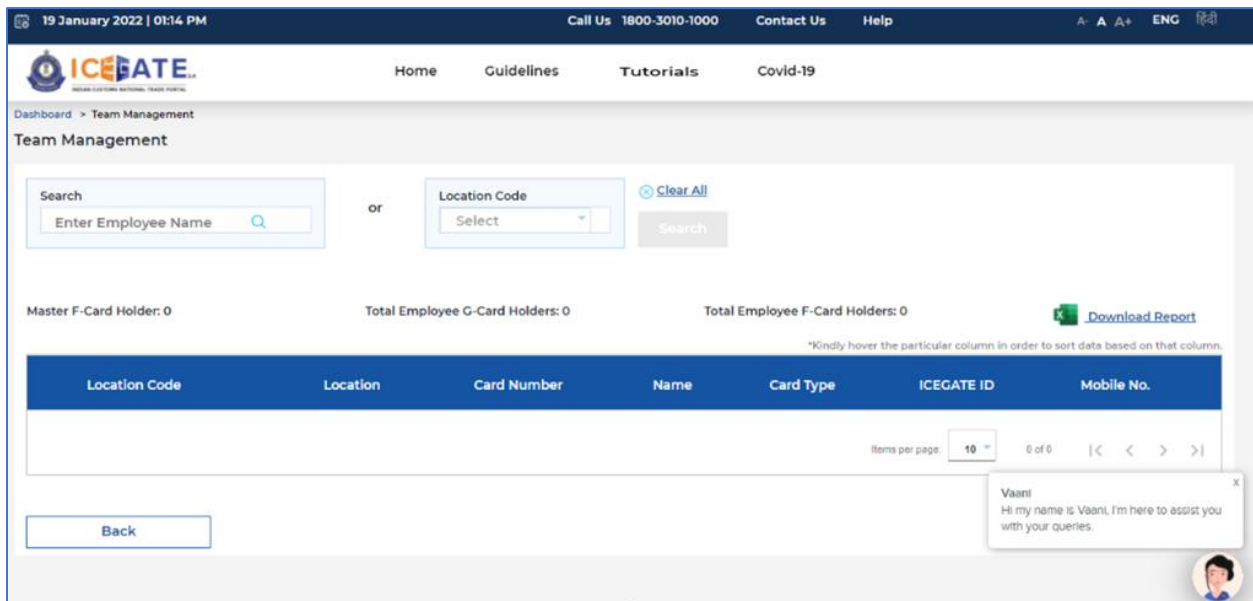
All rights reserved. Directorate of Systems, Central Board of Indirect Taxes and Customs, New Delhi

The user can search, sort, and download reports in excel format. System will display location wise details of the team members, namely - Location Code, Location, Card Number, Name, Card Type (F Card/G Card), ICEGATE ID, and Mobile Number.

System will display the error report incase no data is found.

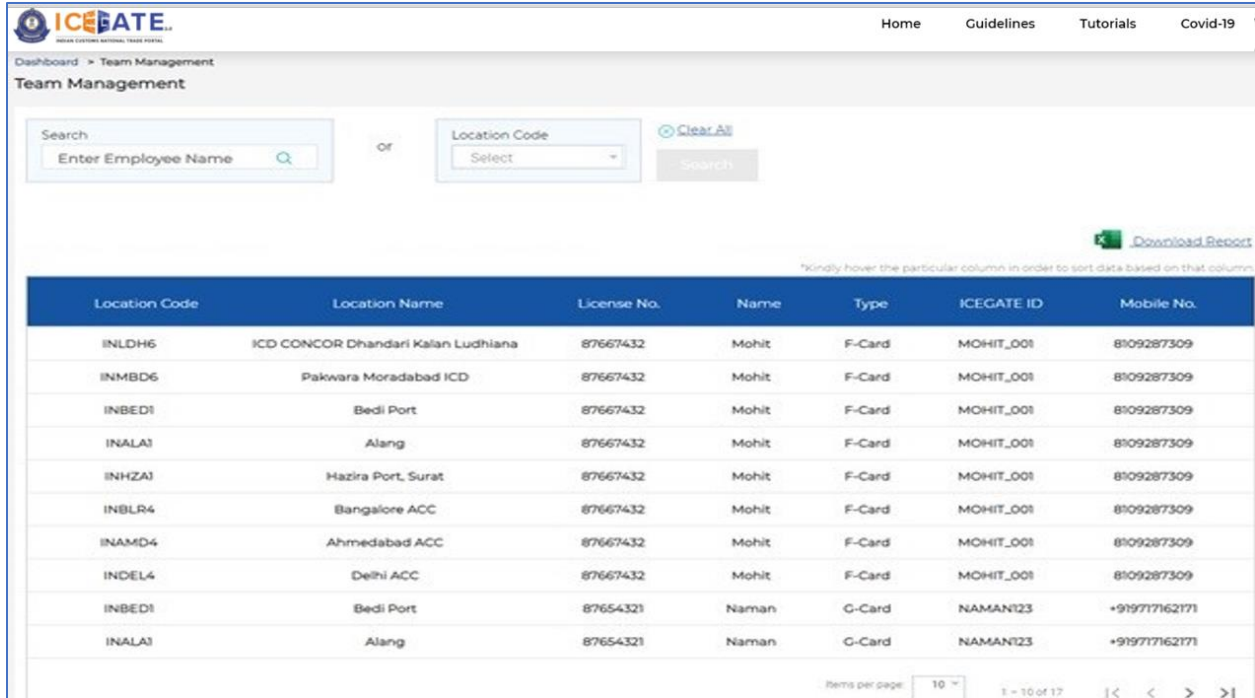


A CHA can view the details of the F Card/G Card/Both associated.



System will display Location wise, List of F Card Holders and G Card Holders.

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Dashboard > Team Management

Team Management

Search: or Location Code: [Clear All](#)

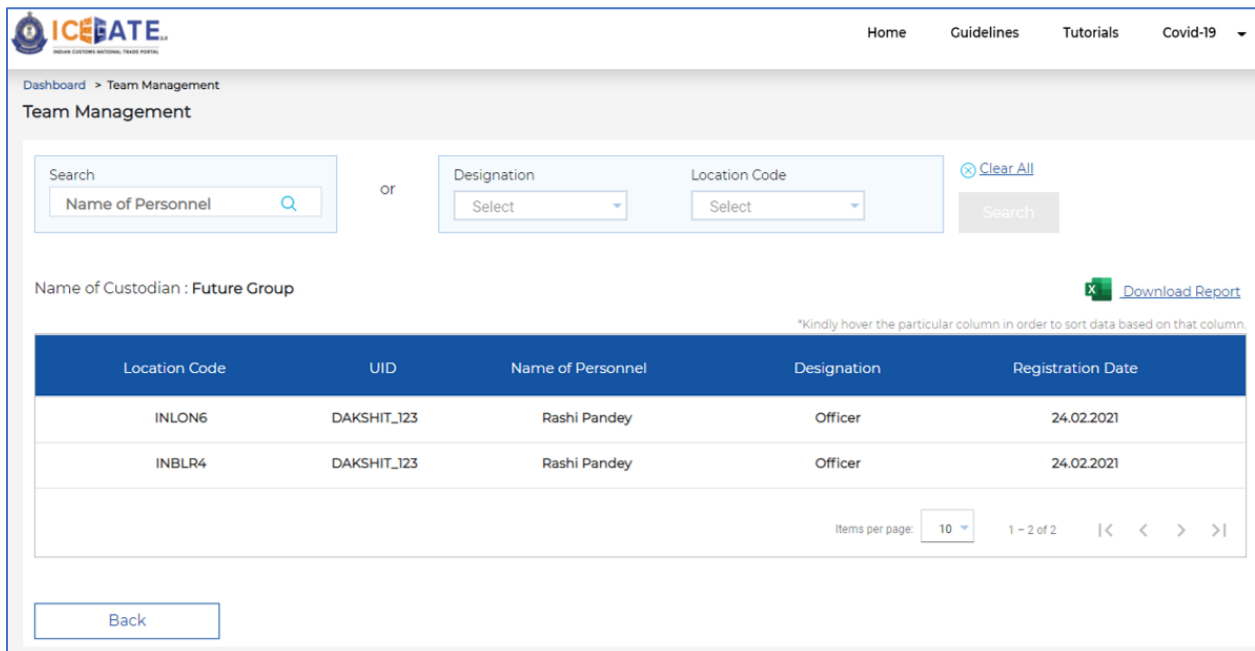
[Download Report](#)

*Kindly hover the particular column in order to sort data based on that column.

Location Code	Location Name	License No.	Name	Type	ICEGATE ID	Mobile No.
INLDH6	ICD CONCOR Dhandari Kalan Ludhiana	87667432	Mohit	F-Card	MOHIT_001	8109287309
INMBD6	Pakwara Moradabad ICD	87667432	Mohit	F-Card	MOHIT_001	8109287309
INBED1	Bedi Port	87667432	Mohit	F-Card	MOHIT_001	8109287309
INALA3	Alang	87667432	Mohit	F-Card	MOHIT_001	8109287309
INHZA1	Hazira Port, Surat	87667432	Mohit	F-Card	MOHIT_001	8109287309
INBLR4	Bangalore ACC	87667432	Mohit	F-Card	MOHIT_001	8109287309
INAMD4	Ahmedabad ACC	87667432	Mohit	F-Card	MOHIT_001	8109287309
INDEL4	Delhi ACC	87667432	Mohit	F-Card	MOHIT_001	8109287309
INBED1	Bedi Port	87654321	Naman	G-Card	NAMAN123	+919717162171
INALA3	Alang	87654321	Naman	G-Card	NAMAN123	+919717162171

Items per page: 1 - 10 of 17

In case of Custodians, the screen shows 'Number of Custodians' with their – Location Code, UID, Name of Personnel, Designation, and Registration Date.



Dashboard > Team Management

Team Management

Search: or Designation: Location Code: [Clear All](#)

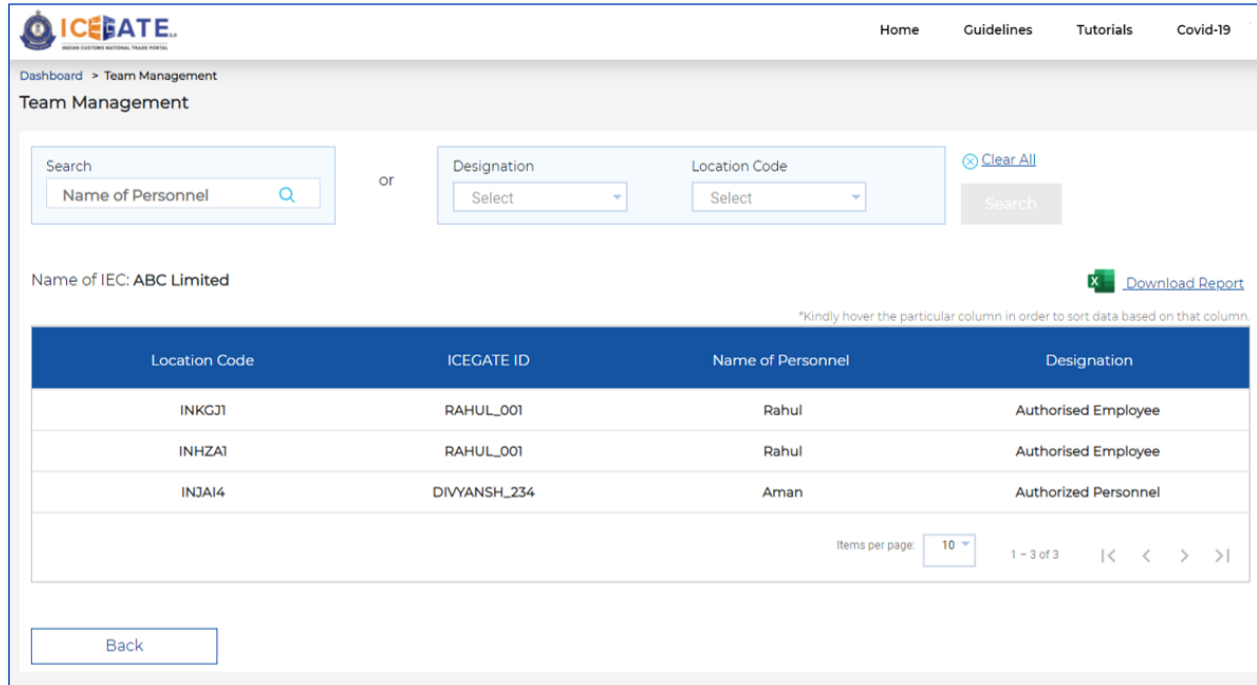
Name of Custodian : Future Group [Download Report](#)

*Kindly hover the particular column in order to sort data based on that column.

Location Code	UID	Name of Personnel	Designation	Registration Date
INLON6	DAKSHIT_123	Rashi Pandey	Officer	24.02.2021
INBLR4	DAKSHIT_123	Rashi Pandey	Officer	24.02.2021

Items per page: 1 - 2 of 2

In case of Importer/Exporter, the screen shows 'Name of IEC' with their – Location Code, ICEGATE ID, Name of Personnel, and Designation.



Dashboard > Team Management

Team Management

Search: or Designation: Location Code: [Clear All](#)

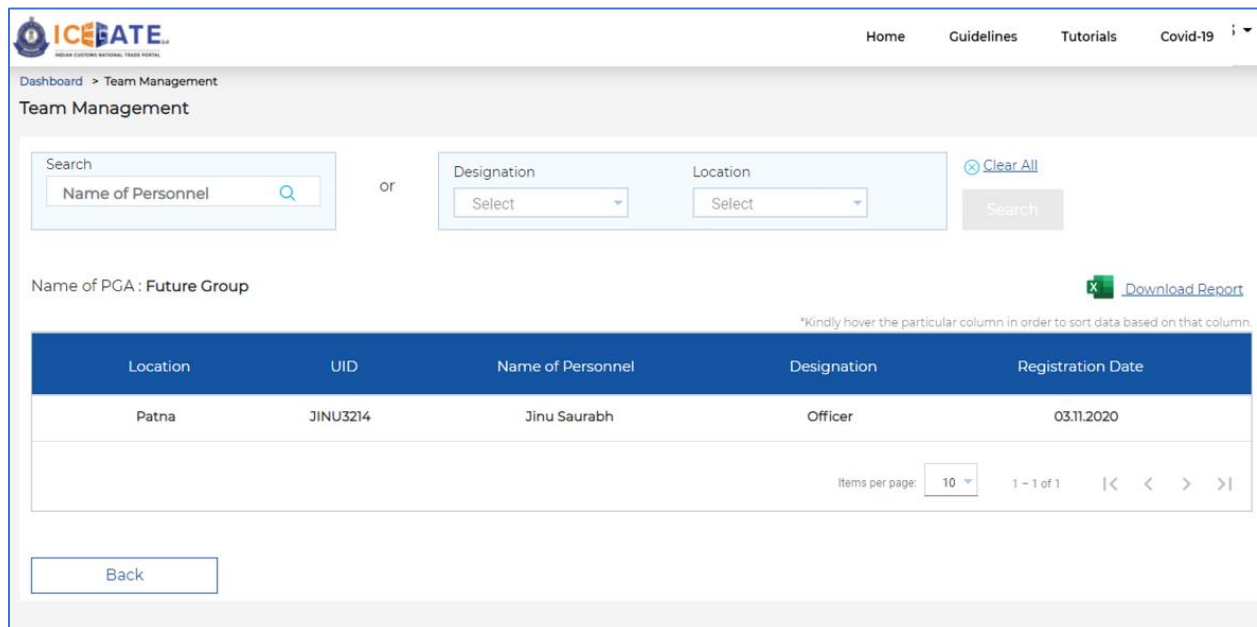
Name of IEC: ABC Limited [Download Report](#)

*Kindly hover the particular column in order to sort data based on that column.

Location Code	ICEGATE ID	Name of Personnel	Designation
INKGJ1	RAHUL_001	Rahul	Authorised Employee
INHZA1	RAHUL_001	Rahul	Authorised Employee
INJA14	DIYANSH_234	Aman	Authorized Personnel

Items per page: 10 1 - 3 of 3 |< < > >|

In case of PGA, the screen shows 'Name of PGA with their – Location, UID, Name of Personnel, Designation, and Registration Date.



Dashboard > Team Management

Team Management

Search: or Designation: Location: [Clear All](#)

Name of PGA: Future Group [Download Report](#)

*Kindly hover the particular column in order to sort data based on that column.

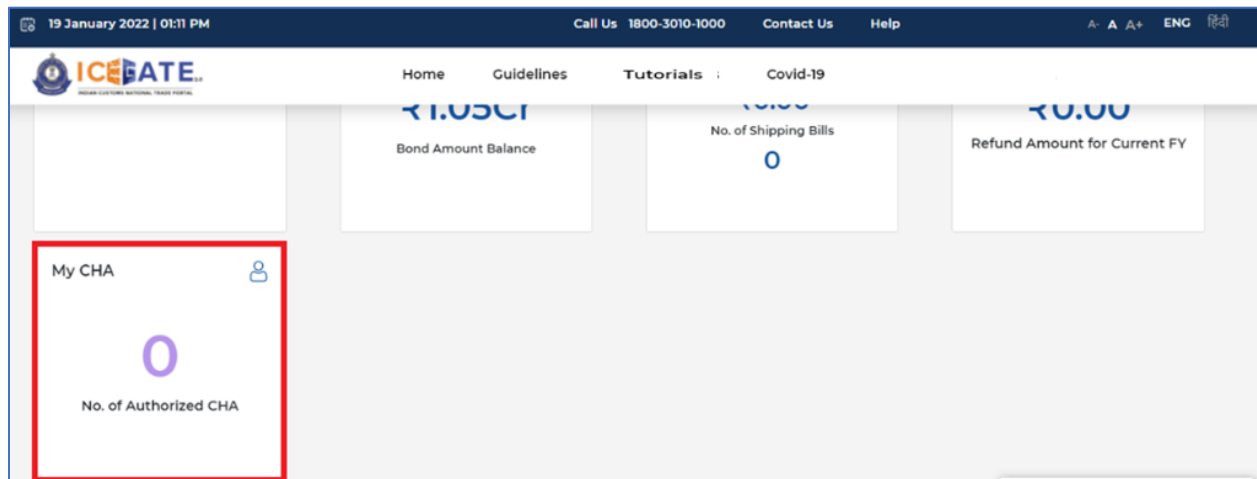
Location	UID	Name of Personnel	Designation	Registration Date
Patna	JINU3214	Jinu Saurabh	Officer	03.11.2020

Items per page: 10 1 - 1 of 1 |< < > >|

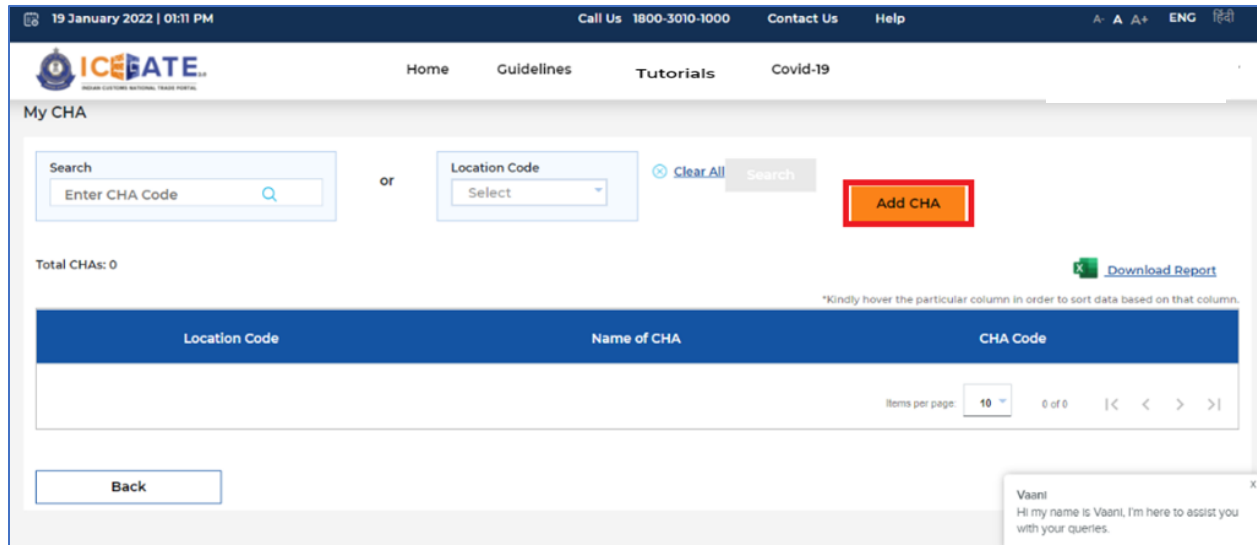
7.13 My CHA

The Widget is only meant for Importers/Exporters. The user can view the list of authorized CHAs providing service to him in different Customs locations. The user can add new CHA at the location.

System will display the total number of authorized CHAs providing service to him.



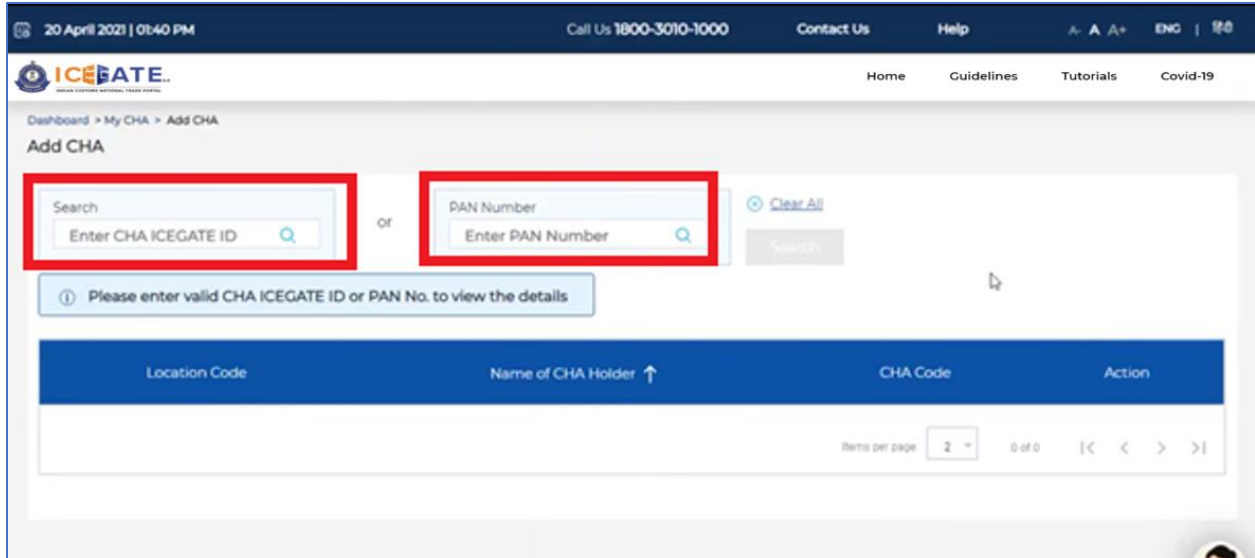
The user can search, sort, and download reports. The report will show the details - Location Code, Name of CHA and the CHA Code.



To add a new CHA for a location, the user needs to press <Add CHA>. The screen displayed is as follows:

User needs to enter ICEGATE ID or PAN Number of the CHA.

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20 April 2021 | 01:40 PM Call Us 1800-3010-1000 Contact Us Help ENG

ICEGATE Home Guidelines Tutorials Covid-19

Dashboard > My CHA > Add CHA

Add CHA

Search or PAN Number [Clear All](#)

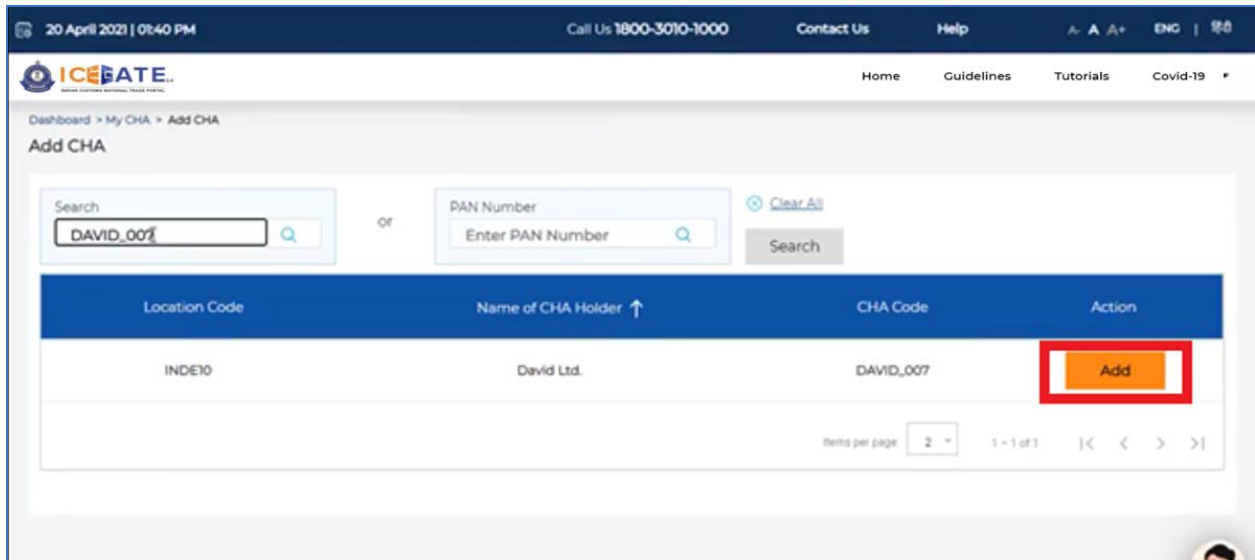
Please enter valid CHA ICEGATE ID or PAN No. to view the details

Location Code	Name of CHA Holder ↑	CHA Code	Action
---------------	----------------------	----------	--------

Items per page: 2 0 of 0 < >

System will display the Customs Broker Name and CHA Code.

To confirm user needs to Press on Action <Add> button.



20 April 2021 | 01:40 PM Call Us 1800-3010-1000 Contact Us Help ENG

ICEGATE Home Guidelines Tutorials Covid-19

Dashboard > My CHA > Add CHA

Add CHA

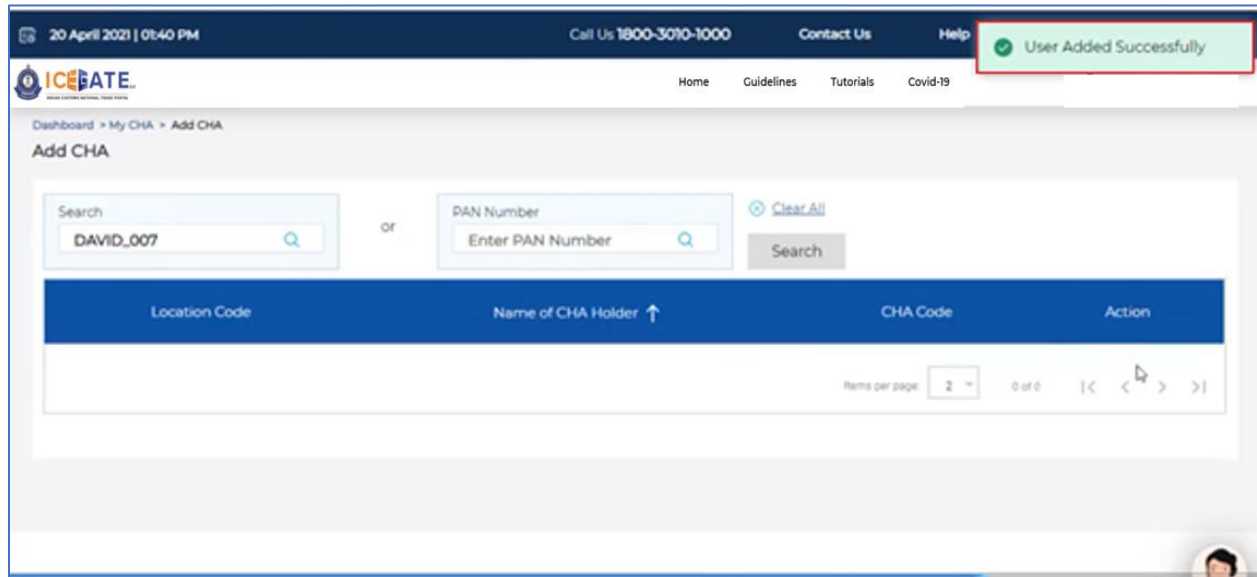
Search or PAN Number [Clear All](#)

Location Code	Name of CHA Holder ↑	CHA Code	Action
INDE10	David Ltd.	DAVID_007	<input type="button" value="Add"/>

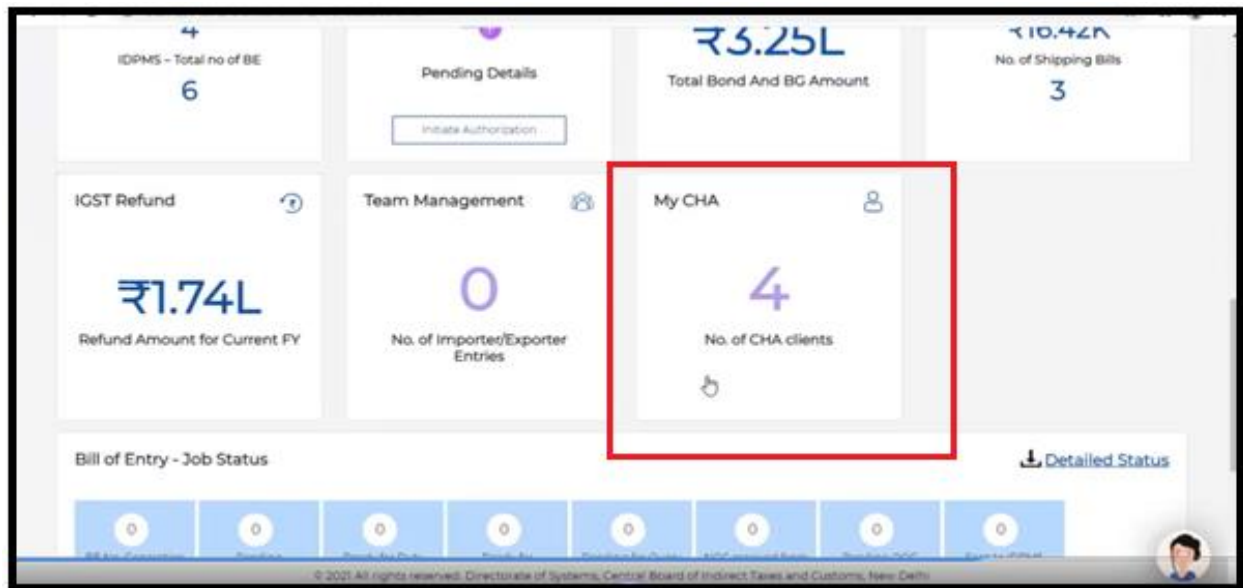
Items per page: 2 1 - 1 of 1 < >

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The message 'User Added Successfully' will appear.



The added CHA will lead to an increase in value at Dashboard.



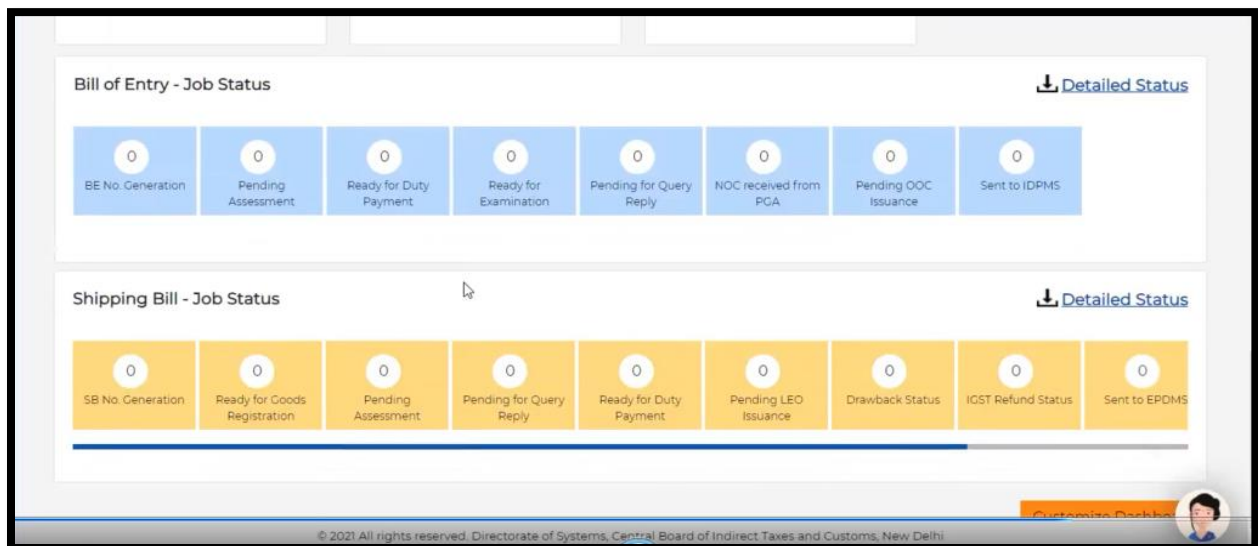
7.14. Status of Bill of Entry (BE)/Shipping Bill (SB)

The widget is for Importers/Exporters and Customs Brokers to view the status of BE and SB, which are under process at different Customs locations.

In case of BE, the system will display the number of documents pending at different stages, namely – number of documents submitted (BE Number Generation), Pending for Assessment, Ready for Duty Payment, Ready for Examination, Pending for Query Reply, NOC Received from PGA, Pending for OOC, and send to IDPMS.

The System display is the total number of documents being processed at different Customs Locations.

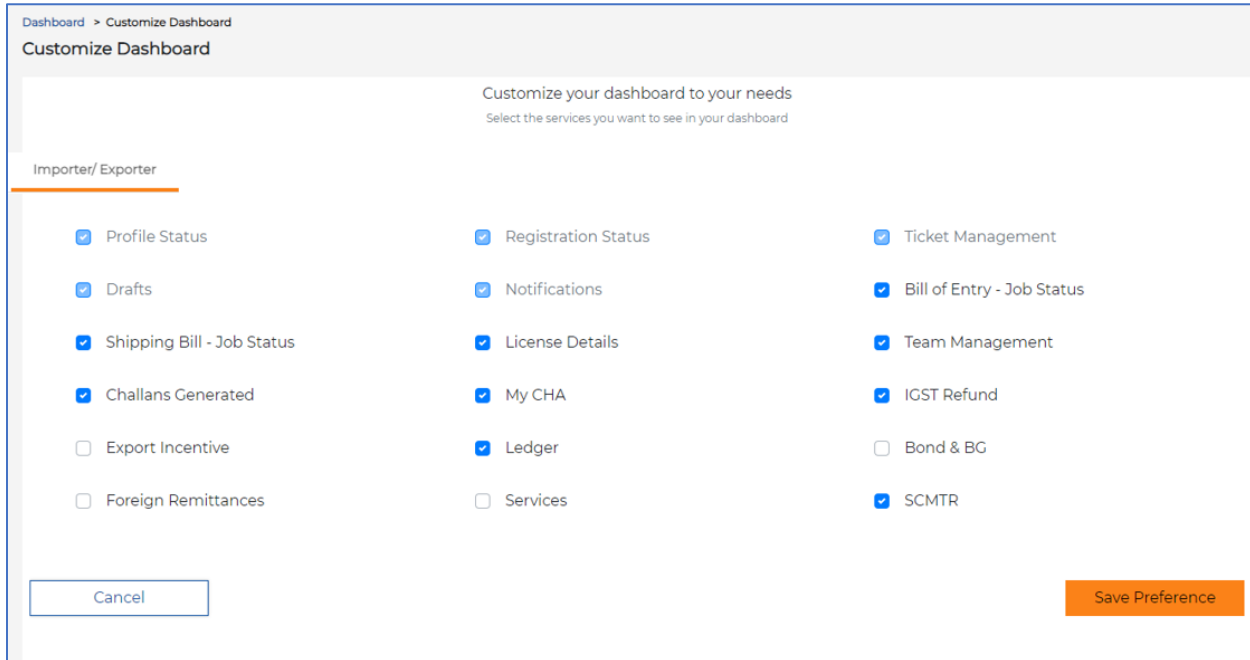
In the case of Shipping Bill System will display the number of documents at different stages of processing, namely – Shipping Bill Submitted (SB Number Generated), Ready for Goods Registration, Pending Assessment, Pending for Query reply, Ready for Duty Payment, Pending LEO, Drawback Status, IGST Refund Status, and Sent to EDPMS.



8. Customized Dashboard

The user can customize his/her dashboard by enabling and disabling certain Widgets. There is no option to disable some widgets for instance Profile Status, Ticket Management and Notifications.

The user can hide other customizable widgets such as Status of BE; Status of Shipping Bill, etc., by deselecting. On selecting the “Customized Dashboard”, System will display the roles for which the user has registered. User needs to select the role and customize the Dashboard. The screen displayed is as follows:



Dashboard > Customize Dashboard

Customize Dashboard

Customize your dashboard to your needs
Select the services you want to see in your dashboard

Importer/ Exporter

<input checked="" type="checkbox"/> Profile Status	<input checked="" type="checkbox"/> Registration Status	<input checked="" type="checkbox"/> Ticket Management
<input checked="" type="checkbox"/> Drafts	<input checked="" type="checkbox"/> Notifications	<input checked="" type="checkbox"/> Bill of Entry - Job Status
<input checked="" type="checkbox"/> Shipping Bill - Job Status	<input checked="" type="checkbox"/> License Details	<input checked="" type="checkbox"/> Team Management
<input checked="" type="checkbox"/> Challans Generated	<input checked="" type="checkbox"/> My CHA	<input checked="" type="checkbox"/> IGST Refund
<input type="checkbox"/> Export Incentive	<input checked="" type="checkbox"/> Ledger	<input type="checkbox"/> Bond & BG
<input type="checkbox"/> Foreign Remittances	<input type="checkbox"/> Services	<input checked="" type="checkbox"/> SCMTR

Cancel Save Preference


For example, in case of user role “Importers/Exporters” system will display the list of widgets available to the user. User can uncheck the widgets that are not required. The unchecked widget will be hidden from the dashboard.

Customized Dashboard – Before Customization


Dashboard • Dashboard
Dashboard

Last Login: 2021.07.28 04:56:23 PM, Total Logins: 1908

Importer/ Exporter

Profile Status ⚙️

 100% Complete
[View Your Profile](#)

Registration Status 📄
 4/13
[Add New Role](#)
 ■ Approval Pending 4
 ■ Roles Applied 13


Drafts 📧

 ■ Registration Draft 1
 ■ Filing Draft 0


Ticket Management 📄
 Data Could Not Be Retrieved Currently

Notifications 🔔
 Notifications Not Available

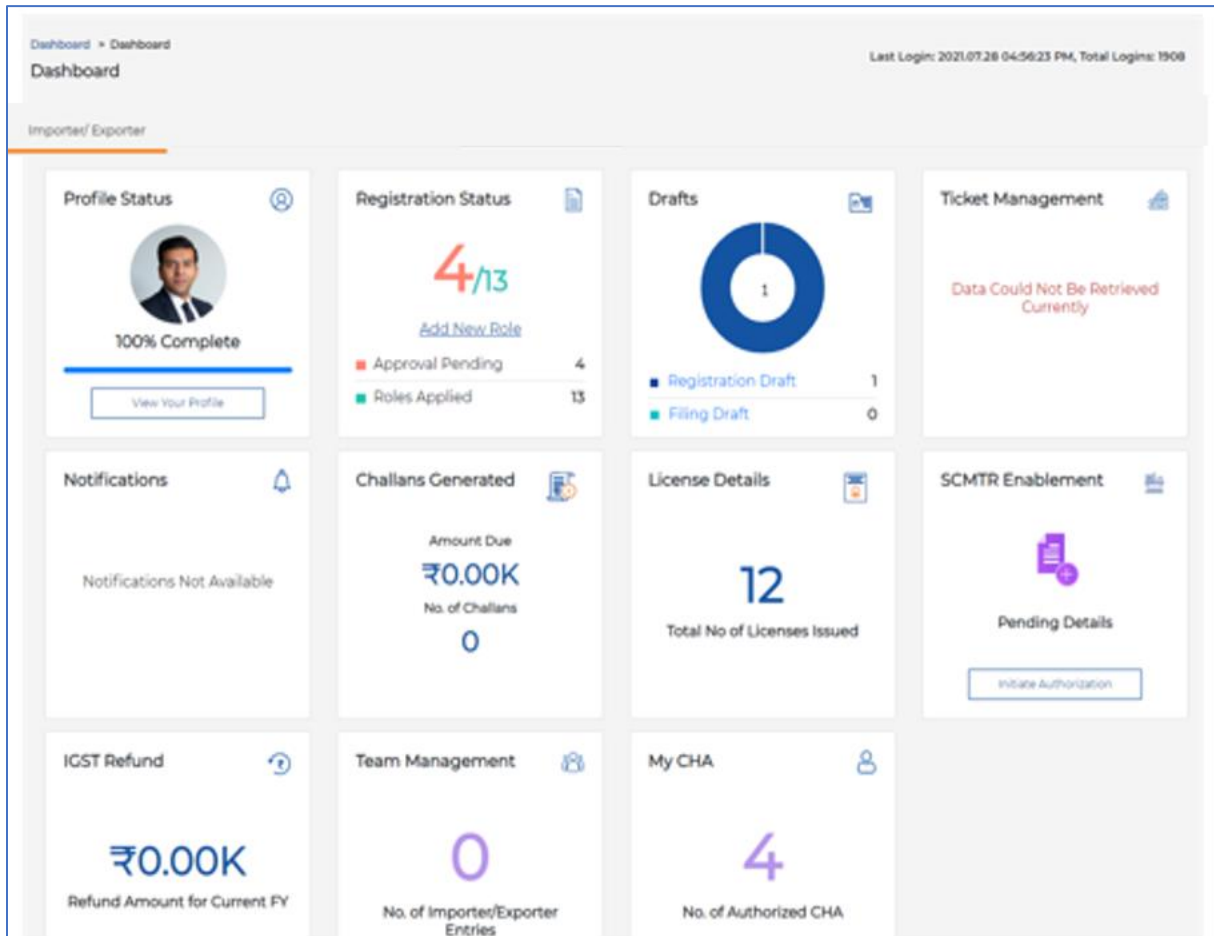
Challans Generated 📄
 Amount Due
 ₹0.00K
 No. of Challans
 0

License Details 📄
 12
 Total No of Licenses Issued

SCMTR Enablement 📄

 Pending Details
[Initiate Authorization](#)

Team Management 👤

 No. of Importer/Exporter Entries
 0

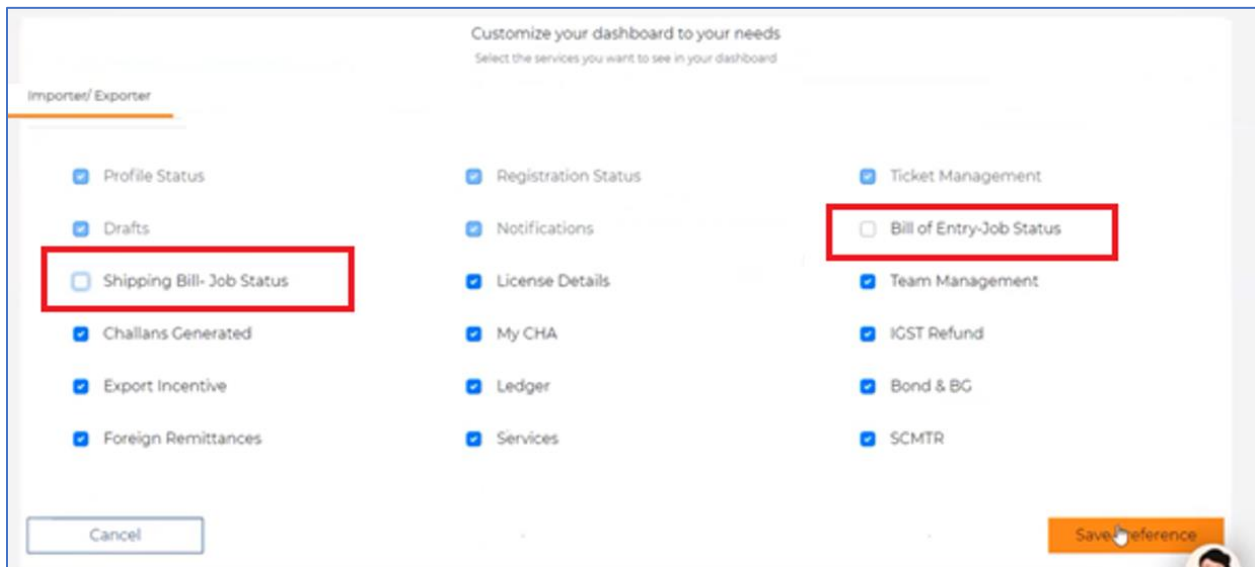
Customized Dashboard – After Customization



Dashboard » Dashboard
 Last Login: 2021.07.28 04:56:23 PM, Total Logins: 1908

Imported/ Exporter

- Profile Status:** 100% Complete. [View Your Profile](#)
- Registration Status:** 4/13. [Add New Role](#)
 - Approval Pending: 4
 - Roles Applied: 13
- Drafts:** 1
 - Registration Draft: 1
 - Filing Draft: 0
- Ticket Management:** Data Could Not Be Retrieved Currently
- Notifications:** Notifications Not Available
- Challans Generated:** Amount Due ₹0.00K, No. of Challans 0
- License Details:** Total No of Licenses Issued: 12
- SCMTR Enablement:** Pending Details. [Invoice Authorization](#)
- IGST Refund:** ₹0.00K Refund Amount for Current FY
- Team Management:** No. of Importer/Exporter Entries: 0
- My CHA:** No. of Authorized CHA: 4



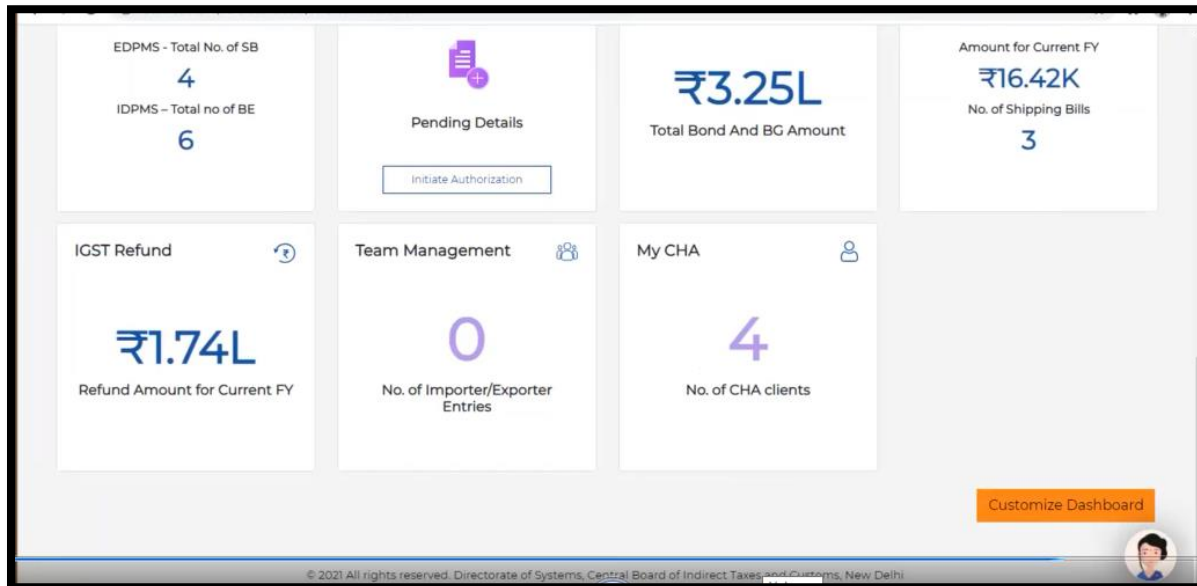
Customize your dashboard to your needs
 Select the services you want to see in your dashboard

Imported/ Exporter

- Profile Status
- Drafts
- Shipping Bill- Job Status
- Challans Generated
- Export Incentive
- Foreign Remittances
- Registration Status
- Notifications
- License Details
- My CHA
- Ledger
- Services
- Ticket Management
- Bill of Entry-Job Status
- Team Management
- IGST Refund
- Bond & BC
- SCMTR

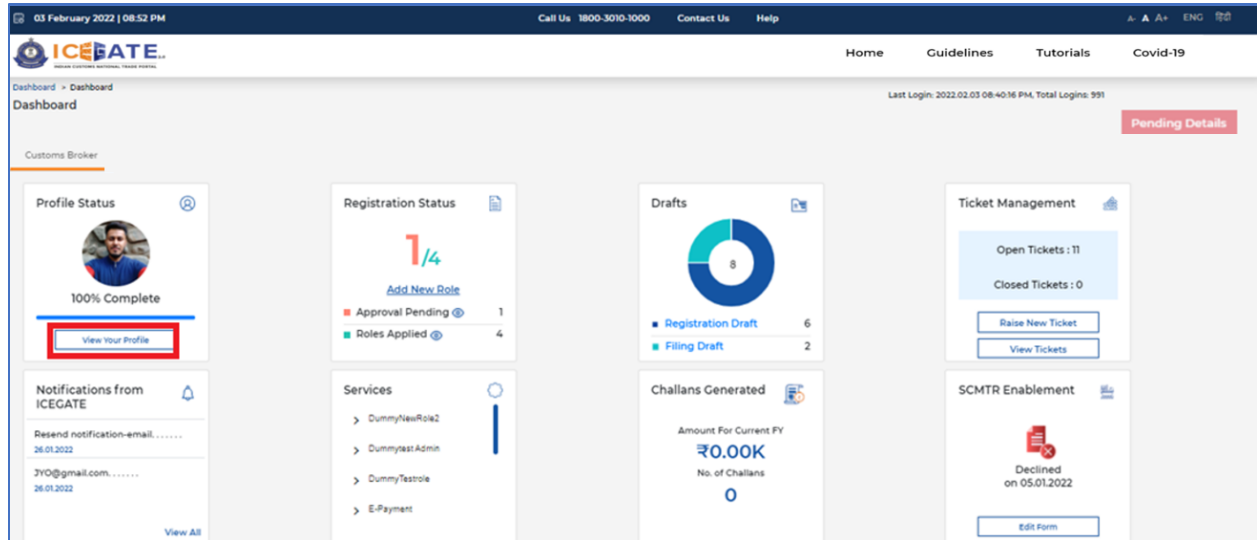
[Cancel](#) [Save Reference](#)

The screen display after unchecking the widgets (Shipping Bill - Job Status, Bill of Entry – Job Status) the user Dashboard will appear as follows:



8.1 Profile Details and Amendments

The user can view the Profile Status, details and make amendments, if required. The Profile Details include - Personal Details, Role Details, Bank Account, Organization Details, Child Details and Alert Management.



Clicking on the link shown above, system will display the screen as shown below:


01 July 2021 | 10:13 AM Call Us 1800-3010-1000 Contact Us Help ENG

ICEGATE 2.0 Home Guidelines Tutorials Covid-19

Dashboard > Profile > Personal Details

Personal Details - Importer/ Exporter

Personal Details



[Edit Image](#)

Name: Aman

[Change Password](#) [De-Register From ICEGATE](#)

PAN: AQAPK****

Designation: Primary Level

DSC Issuing Authority: IDRBT Certifying Authority

DSC Expiry Date: 24.06.2022

Digital Certificate: [4567746.pdf](#)

Address [Edit](#)

Line 1: Golden Highs

Line 2: Golden Enclave

City: Delhi State: Delhi Pin Code: 208004

Email Address [Edit](#): aashish_kapur@infosys.com

Mobile [Edit](#): +91 - 7742989248

[Update](#)

Other Functionality under Personal Details:

The user can select from menu option and make amendments. User can perform the following actions:

1. Change Password

User may decide to make a change in the password (the process is already explained in previous section in this manual)

2. De-register from ICEGATE

Under this screen, user is also provided an option to 'De-Register' from ICEGATE. On de-registration, all the roles of the user will be disabled and therefore this option must be exercised with caution.

3. Update Profile Details

The functionalities to edit and update are provided to the user. Users can edit an image, phone number, email address and postal address. Click <Edit> to update

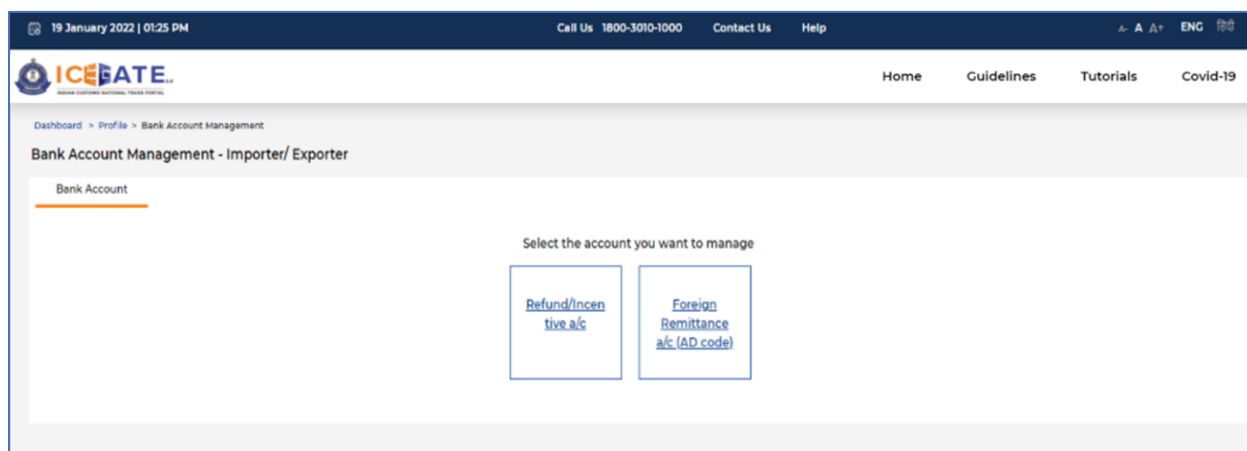
8.2 Bank Account

The module covers detailed information pertaining to registration of Bank Account(s) on ICEGATE for the purposes of collection of export incentives and declaration of banks used for making foreign remittances.

Click on the Tab <**Bank Account**>.

On clicking the tab, the system will display two types of accounts.

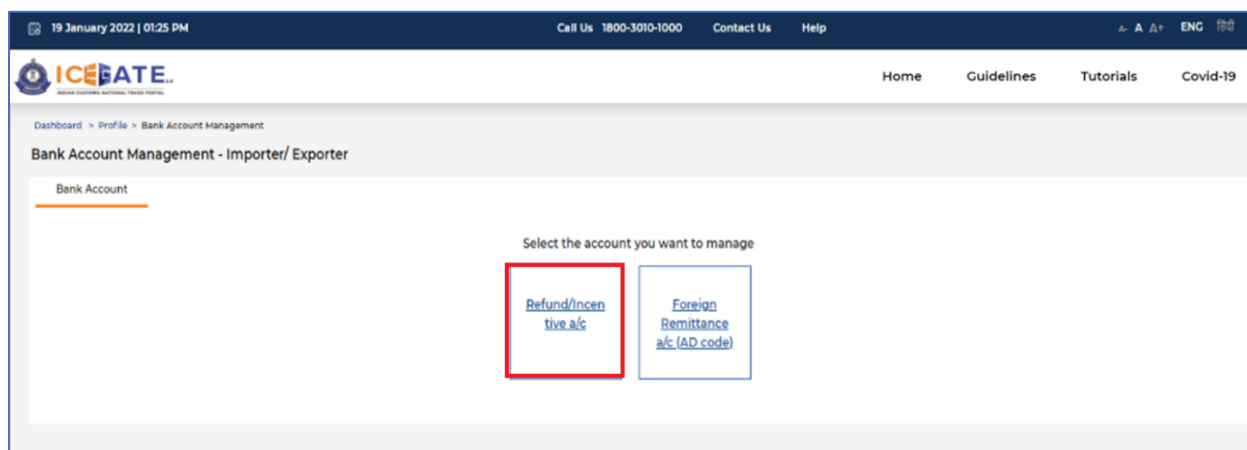
1. Refund/Incentive Account and
2. Foreign Remittance Account (Authorized Dealer Code)



8.2.1 Refund/Incentive Account

The Refund/Incentive account will show the bank accounts added by the user for the purpose of collection of export incentives granted by the Customs department.

The user needs to click on “**Refund/Incentive Account**”.

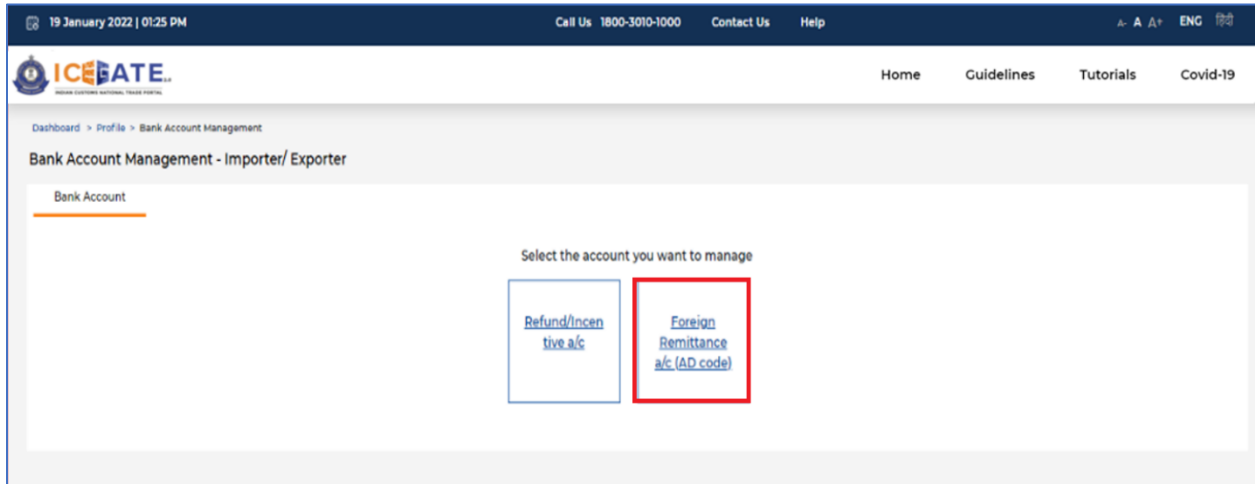


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8.2.2 Foreign Remittance Account

The foreign remittances account will show the declaration of banks used for making foreign remittances.

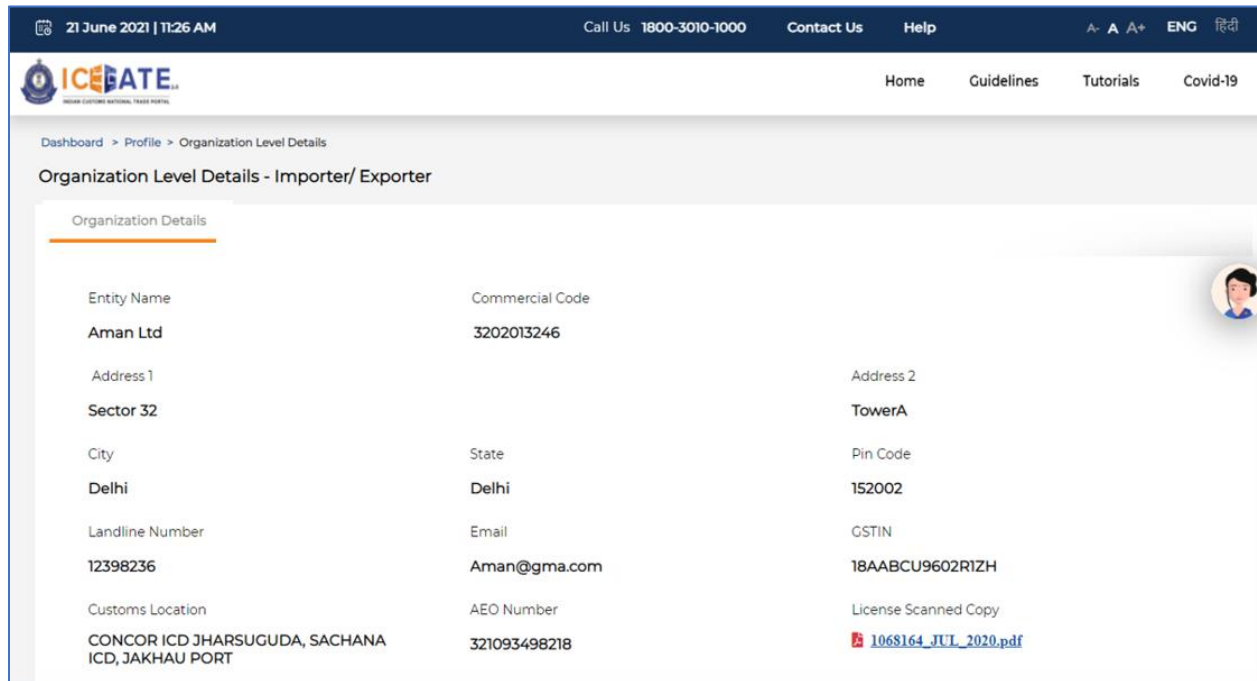
The user needs to click on **“Foreign Remittance Account”**.




8.3 Organizational Details

The organizational details entered at the time of Registration by the user will be displayed in the profile section under Organizational details tab.

All the values in the Organizational Details, which were entered during the time of registration, are fetched from the Database.



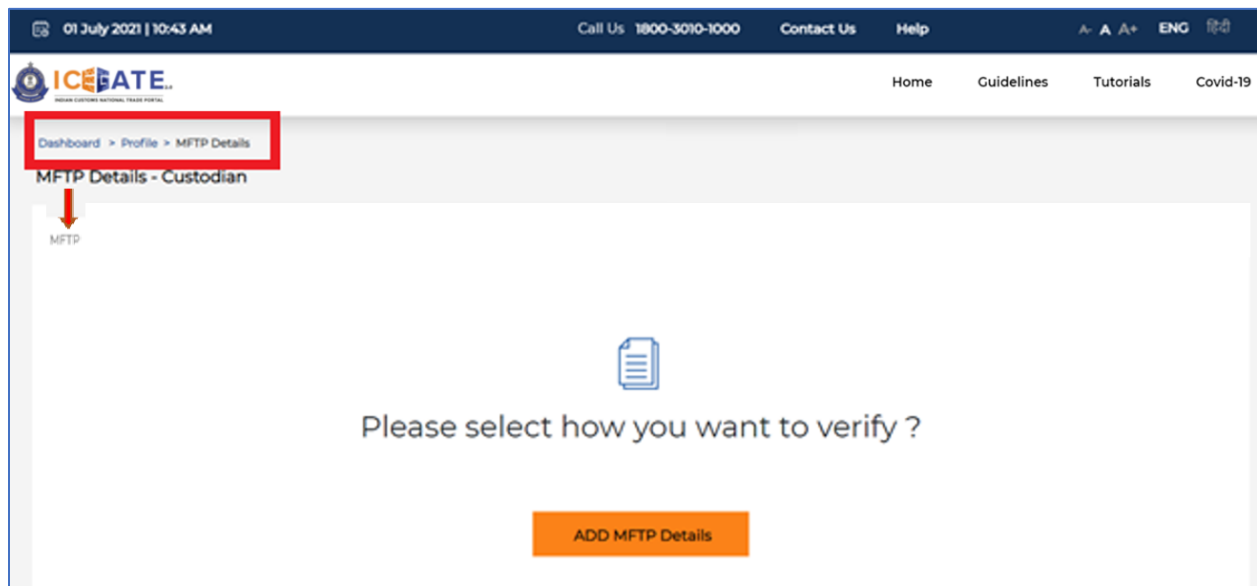
The screenshot displays the ICEGATE portal interface. At the top, there is a navigation bar with the date and time (21 June 2021 | 11:26 AM), contact information (Call Us 1800-3010-1000), and links for Contact Us and Help. The language is set to English (ENG) and Hindi (हिंदी). Below the navigation bar, the ICEGATE logo is visible, along with links for Home, Guidelines, Tutorials, and Covid-19. The main content area shows the breadcrumb trail: Dashboard > Profile > Organization Level Details. The title of the page is "Organization Level Details - Importer/ Exporter". Underneath, there is a section titled "Organization Details" which contains a table of information for the user "Aman Ltd".

Organization Details		
Entity Name	Commercial Code	
Aman Ltd	3202013246	
Address 1	Address 2	
Sector 32	TowerA	
City	State	Pin Code
Delhi	Delhi	152002
Landline Number	Email	GSTIN
12398236	Aman@gma.com	18AABCU9602R1ZH
Customs Location	AEO Number	License Scanned Copy
CONCOR ICD JHARSUGUDA, SACHANA ICD, JAKHAU PORT	321093498218	 1068164_JUL_2020.pdf

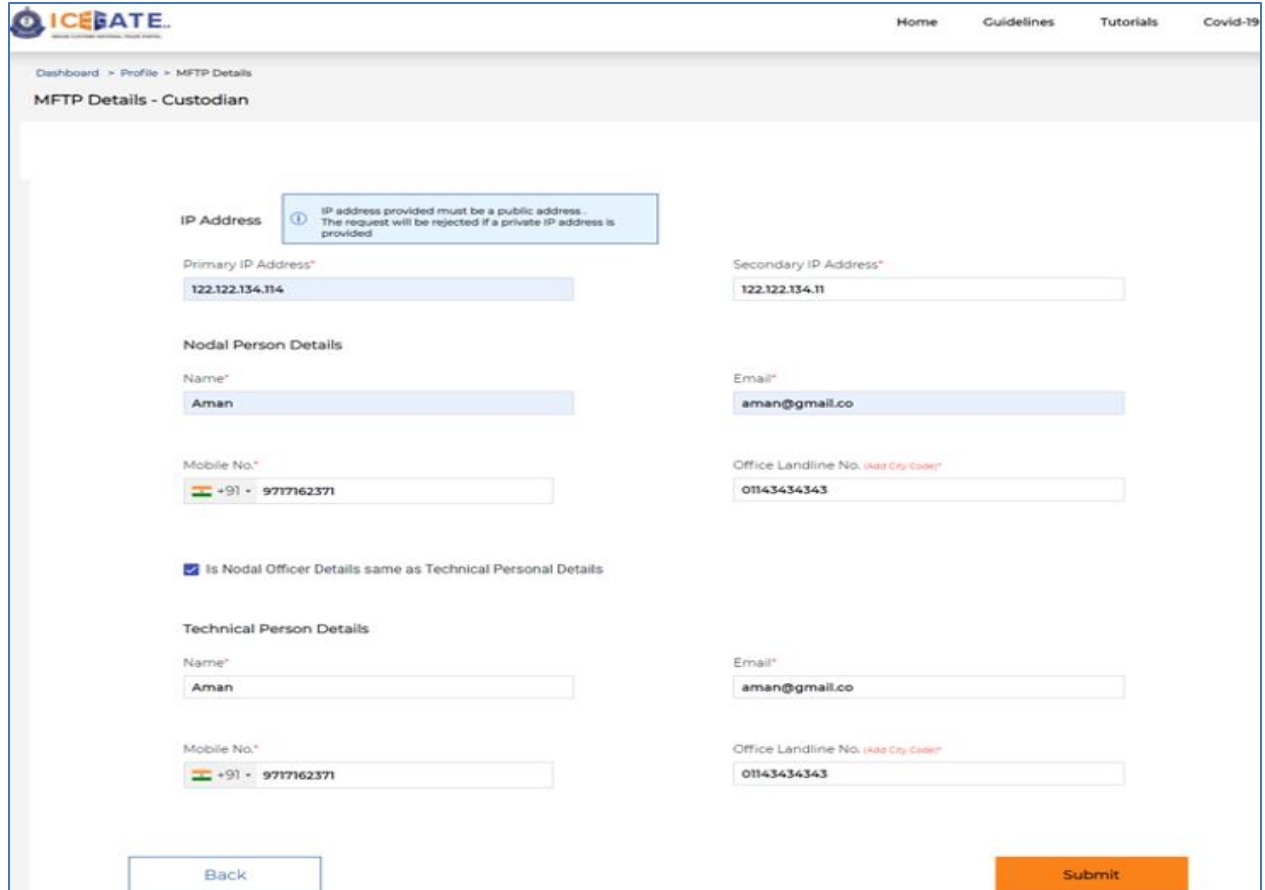
8.4 MFTP Details

MFTP services are extended for – Custodians – CONCOR and Custodians at ICD Locations; Air Cargo Locations; Customs Brokers and other trading partners. MFTP Services are used for exchange of messages securely with these trading partners. For the purpose, each trading partner, needs to nominate a Nodal Officer and Technical Officer and their particulars need to be registered on the ICEGATE Portal. To Register the details of the officers the user needs to select – Dashboard >> Profile >> MFTP Details.

System will display the following screen.



Click on **<Add MFTP Details>** button.



Dashboard > Profile > MFTP Details

MFTP Details - Custodian

IP Address IP address provided must be a public address .
The request will be rejected if a private IP address is provided

Primary IP Address* 122.122.134.114

Secondary IP Address* 122.122.134.11

Nodal Person Details

Name* Aman

Email* aman@gmail.co

Mobile No.* +91 - 9717162371

Office Landline No. (Add City Code)* 01143434343

Is Nodal Officer Details same as Technical Personal Details

Technical Person Details

Name* Aman

Email* aman@gmail.co

Mobile No.* +91 - 9717162371

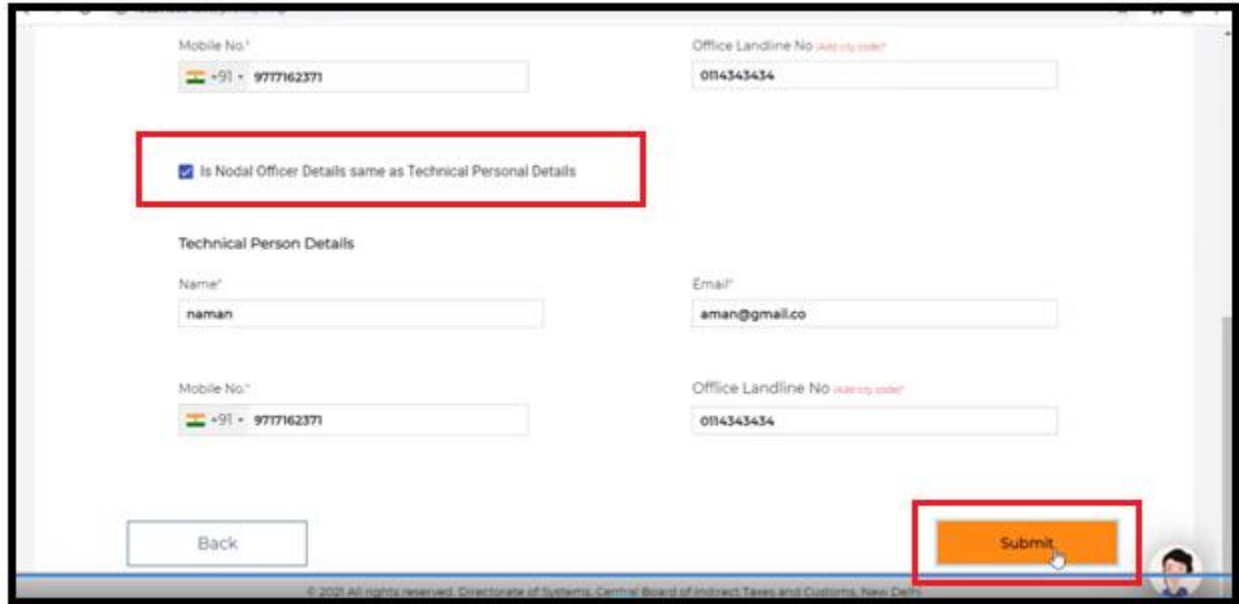
Office Landline No. (Add City Code)* 01143434343

Back Submit

The user needs to provide the details of the Nodal Officer and the Technical Officer. The screen displayed is as shown below.

In case where the Nodal Officer himself is the Technical Person, user needs to click the checkbox – *Is Nodal Officer Details same as Technical Personal Details*. In such a case, the details of Technical Officer will be auto filled.

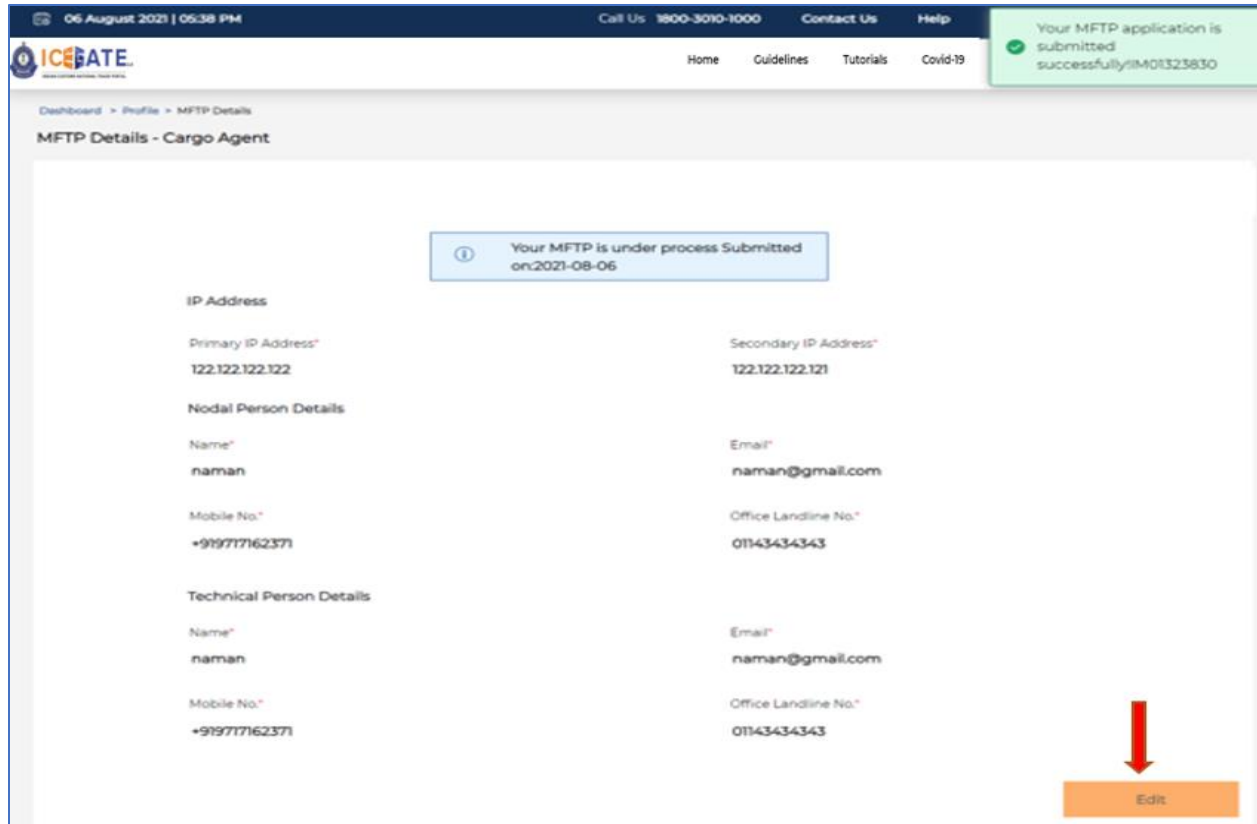
Otherwise, the Technical Officer details need to be filled in.



The screenshot shows a web form for logging in. At the top, there are two input fields: 'Mobile No.' with a dropdown for country code (India) and a text field containing '9777162371', and 'Office Landline No.' with a text field containing '0114343434'. Below these is a checkbox labeled 'Is Nodal Officer Details same as Technical Personal Details' which is checked. Under the heading 'Technical Person Details', there are four input fields: 'Name' with 'naman', 'Email' with 'aman@gmail.co', 'Mobile No.' with '9777162371', and 'Office Landline No.' with '0114343434'. At the bottom left is a 'Back' button, and at the bottom right is an orange 'Submit' button. A red box highlights the checkbox, and another red box highlights the 'Submit' button. A small profile picture of a person is visible in the bottom right corner of the form area.

After filling in, the details, click on <**Submit**>button.

System will generate a Ticket/Reference Number. The details are as follows.



06 August 2021 | 05:38 PM

Call Us 1800-3010-1000 Contact Us Help

ICEGATE Home Guidelines Tutorials Covid-19

Your MFTP application is submitted successfully!IM01323830

Dashboard > Profile > MFTP Details

MFTP Details - Cargo Agent

Your MFTP is under process Submitted on:2021-08-06

IP Address

Primary IP Address* 122.122.122.122

Secondary IP Address* 122.122.122.121

Nodal Person Details

Name* naman

Email* naman@gmail.com

Mobile No.* +9197717162371

Office Landline No.* 01143434343

Technical Person Details

Name* naman

Email* naman@gmail.com

Mobile No.* +9197717162371

Office Landline No.* 01143434343

Edit

On submission, the Request will be forwarded to the ICEGATE Officials for processing. User cannot Edit the Request, once submitted.

Edit MFTP Details

The user can make changes to the nominations both in case of Approval or Rejection, by the ICEGATE Officials. The <Edit> button will be enabled after the processing by ICEGATE Officials.



Nodal Officer Details

Name* naman.garg

Email* garg.naman5@gmail.com

Mobile No.* +9197717162371

Offline Landline No.* 01143434343

Technical Person Details

Name* naman.garg

Email* garg.naman5@gmail.com

Mobile No.* +9197717162371

Offline Landline No.* 01143434343

Edit

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Click on **<Edit>** and update the details; and submit.

8.5 Child Details

In this section, a parent user will be able to see the all the child users registered under the same organization. Clicking on a child user's name will show the details of each child user.

9. Glossary

SL No	Term/Acronym	Description
1	BA	Business Analyst
2	BE	Bill of Entry
3	BG	Banks Guarantee
4	BRD	Business Requirements Document
5	CBIC	Central Board of Indirect Taxes and Customs
6	CFS	Container Freight Station
7	CHA	Customs House Agent also known as Customs Broker
8	CONCOR	Container Corporation of India Limited
9	DRN	Document Reference Number
10	DSC	Digital Signature Certificate
11	EDPMS	Export Data Processing and Monitoring System
12	EGM	Export General Manifest
13	eSANCHIT	e-Storage and Computerized Handling of Indirect Tax Documents
14	ICD	Inland Container Depot
15	ICEGATE	Indian Customs Electronic Gateway
16	ICES	Indian Customs EDI System
17	IDPMS	Import Data Processing and Monitoring System
18	IEC	Importer Exporter Code
19	IFSC	Indian Financial System Code
20	IGM	Import General Manifest

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21	IGST	Integrated Goods and Services Tax
22	IRN	Image Reference Number
23	LEO	Let Export Order
24	MFTP	Managed File Transfer Protocol
25	NOC	No Objection Certificate
26	NVOCC	Non-Vessel Operating Common Carrier
27	OOC	Out of Charge
28	OTP	One-time Password
29	PAN	Permanent Account Number
30	PAO	Period after Opening
31	PFMS	Public Financial Management System
32	PGA	Participating Government Agencies
33	PM	Project Manager
34	RFP	Request for proposal
35	RMS	Risk Management System
36	SB	Shipping Bill
37	SCMTR	Sea Cargo Manifest and Transshipment Regulations
38	SRS	Software Requirements Specification
39	SMS	Short Message Service
40	UI	User Interface
41	UIN	Unique Identification Number

10. Index

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11. Contact Us

The contact details are as follows:

Directorate General of Systems

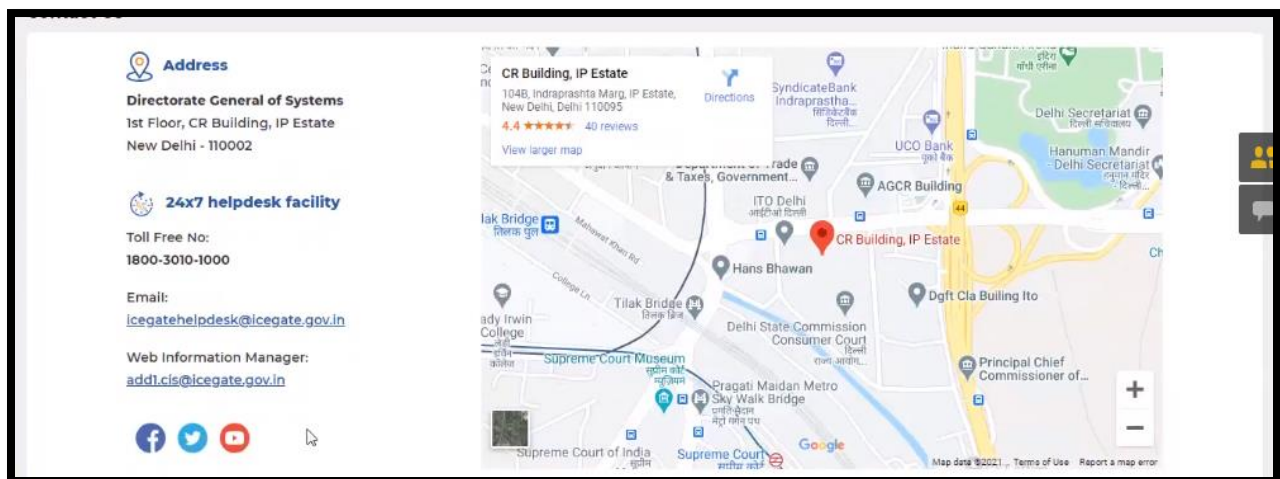
1st Floor, CR Building, IP Estate

New Delhi – 110002

Toll Free No: 1800-3010-1000

The user can also drop their queries at:

Email: icegatehelpdesk@icegate.gov.in



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Date: 28-09-2022

Version 1.01