

e-SANCHIT

As part of “Ease of doing business” initiative, with the objective of reducing physical interface customs and regulatory agencies and the trade (importers/exporters), e- SANCHIT was launched by the Central Board of Excise & Customs (CBEC). It is mainly for paperless processing, uploading of supporting documents, to facilitate the trading across borders.

The '**India Customs Single Window**' would allow importers and exporters, the facility to lodge their clearance documents online at a single point only. Required permissions, if any, from other regulatory agencies would be obtained online without the trader having to approach these agencies (Plant quarantine information system, Food safety and standards authority of India, Drug Controller General, Wildlife crime control Bureau, Textile Committee, Animal Quarantine and Certification service, EPCs, etc.). The Single Window Interface for Trade (SWIFT), would reduce interface with Governmental agencies, dwell time and the cost of doing business. CBEC had already executed major projects to automate Customs clearance processes and provide electronic data interchange (EDI) with all agencies.

Steps to upload documents

1. Login into ICEGATE website.
2. Access the e-SANCHIT application as provided in Menu.
3. Upload document by clicking on Upload Documents button
4. Validate all PDF documents by using valid Digital Signature.

Points to be considered before uploading in digital format.

1. Scanned documents should be clean in pdf.
2. Resolution should not be less than 200 dpi.
3. The file size should not be more than 75kb/A4 size page.
4. One document size should be upto 1 MB
5. If file size is more than 1 MB in volume, then it should be spilt and uploaded as two or more documents.

The detailed step by step procedure for electronic document upload can be viewed in https://www.icegate.gov.in/Download/eSANCHIT_Step_by_Step_Procedure_updated.pdf