

Export Cycle

Inco-Terms		Responsibility												
	Shipper's Factory RAJASTHAN	By Road →	ICD (Inland Container Depo)	Custom Clearance	By Concor →	Origin Port (Mundra ,Kolkata SeaPort, Haldia, Nhavasheavport)		By Sea/Air →	Destination Port -USA		Custom Clearance	Duty Payment	By Road →	Consignee's Factory USA
		(Transporter)	DhanNad	(LEO)	(By Rail /Road)	CFS	Terminal	(By Vessel)	Terminal	CFS		(OOC)	(Transporter)	
	EXW						FOB			C&F, CIF	DDU			DDP
EXW	Shipper	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee
FOB	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee	Consignee
C&F	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Consignee	Consignee	Consignee	Consignee
CIF	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Consignee	Consignee	Consignee	Consignee
DDU	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Consignee	Consignee	Consignee
DDP	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Shipper	Consignee	Consignee
Steps	Shipper's Dos		Export Cycle											
Steps	Process # 1: Banking & Finance													
1	<p>To Send Proforma Invoice to Consignee with mention below points.</p> <ol style="list-style-type: none"> 1. Inco-terms i.e. EXW, FOB, C&F, CIF, DDU, DDP 2. Payment terms i.e. Advance, D/A, CAD, LC-At Sight/ Usance 30,45,60,90,120,180,270 days 3. Bank details with swift code & IBAN Number (International Bank Account Number) 4. Generic goods description in P.I. (As per custom tariff / Advance Authorisation) 5. HS Code 6. Last date of Shipment 7. Tolerance percentage in value & quantity 8. Port of Loading 9. Port of Discharge 													
2	<p>Payment procedure</p> <ol style="list-style-type: none"> 1. Advance Payment : If Advance payment done by shipper, then bring its payment swift copy and cross check with our bank. 2. IF Letter of Credit : To give instruction to consignee for open L/C with below Clarification. <ol style="list-style-type: none"> 1) 40A: Irrevocable 2) 31D: Date and Place of Expiry 3) 39A: Percentage Credit Amt Tolerance 4) 42C: Drafts at (30,45,60,90,120,180,270 days from B/L date) 5) 43P: Partial Shipments : (Permitted / Prohibited) 6) 43T: Transhipments : (Permitted / Prohibited) 7) 44E: Port of Loading/Airport of Dep. : 8) 44F: Port of Discharge/Airport of Destination: 9) 44B: Place of Final Destination / of Delivery 10) 44C: Latest Date of Shipment 11) 45A: Description of Goods &/or Services 12) 46A: Documents Required 13) 47A: Additional Conditions 14) 49: Confirmation Instructions <p>Before L/C transmittion, give Instruction to consignee for L/C draft and check above point to avoide amendment.</p>													
Steps	Process # 2 Logistics - International Freight Forwarding													

3	<p>Once Goods ready for export, shipper have to contact to shipping line and share below information and give nomination for Export Shipment.</p> <ol style="list-style-type: none"> 1. Commodity 2. Types of shipment : <ol style="list-style-type: none"> a. By Sea : <ol style="list-style-type: none"> i. FCL (Full Container Load – 20Ft / 40Ft) ii. LCL (Less Container Load – CBM) How to calculate CBM : <table border="0" style="margin-left: 40px;"> <tr> <td style="padding-right: 20px;">If dimension in CM</td> <td>Step (i) LXBXH/6000 =Volumetric Weight</td> </tr> <tr> <td></td> <td>Step (ii) V.M. Weight/166.67=C.B.M.</td> </tr> <tr> <td style="padding-right: 20px;">If dimension in Inches</td> <td>Step (i) LXBXH/366.67 =Volumetric Weight</td> </tr> <tr> <td></td> <td>Step (ii) V.M. Weight/166.67=C.B.M.</td> </tr> </table> b. By Air : Kg / Volumetric weight 3. Types of Inco-terms : CFR 4. Supplier's factory/pick up Address : 5. POL : Pipavav/Mundra Port, India 6. POD : Karachi Port, Pakistan 7. Place of Delivery/Destination : 8. Transit Time 9. Route (Direct / Via) 10. 14 days Free Container detention if FCL Shipment 11. Other Condition if any <p style="margin-left: 40px;">Types of B/L : RFS - Shipping line issue before shipment sail out & SOB - After shipment sail out Pre-Intimate to S/L if need TALAX, SEAWAY BILL, SURRENDERED - If original B/L not required</p> 	If dimension in CM	Step (i) LXBXH/6000 =Volumetric Weight		Step (ii) V.M. Weight/166.67=C.B.M.	If dimension in Inches	Step (i) LXBXH/366.67 =Volumetric Weight		Step (ii) V.M. Weight/166.67=C.B.M.
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4	After given nomination to shipping line, take booking/delivery order from shipping line based on expot loading cargo								
5	To take Insurace policy / Insurance certificate / Intimate to Insurance Company								
6	To bring empty container at Shipper's factory and load container with presence of excise officer and lock the container by seal								
Steps	Process # 3 Custom Clearance & Bank								
7	<p>To prepare Pre-shipment documents while loading container. After prepared pre-shipment documents to send scan copy to CHA and original hard copy forward with container (given to driver)</p> <p>Pre-Shipment Documents:</p> <ol style="list-style-type: none"> 1. Pro-Forma Invoice 2. Letter of Credit 3. Pre Shipping Invoice 3. Packing-list 4. IGST (1) To pay IGST duty and Rebate) or (2) To take LUT from GST for F.Y. 5. SDF (Statutory Declaration Form) , If Free of cost shipment then take GR waiver from bank 6. Duty Draw-back declaration 7. EVD (Export Value Declaration) 8. Shipping Bill - Provide by CHA 								
8	<p>Based on scan copy of pre-shipping documents, CHA file Shipping Bill in custom EDI System (Electronic Data Interchange)</p> <p>CHA send checklist of Shipping Bill and after shipper's confiramtion, CHA submit file for shipping bill Important Checklist points...</p> <ol style="list-style-type: none"> 1. HS Code (Sources www.cbec.gov.in – Tariff) 2. Generic goods description as per HS Code 3. Invoice No. & date, FOB Value 3. To check DBK Amt (% and Value cap – whichever is less) (Sources www.cbec.gov.in – Drawback Schedule) 4. To mention word "We intend to claim rewards under Merchandise Exports From India Scheme (MEIS) : For taking MEIS benefits (Sources www.dgft.gov.in - MEIS Rate 								
9	Only after generation of shipping bill number, ICD/Port authority give permission to "GET IN" cargo/container in ICD or SEA-PORT								

9	<p>CHA proceed to custom clearance on behalf of Shipper based on Pre-Shipment Documents & Shipping Bill</p> <ol style="list-style-type: none"> 1. Appraisalment / Assessment 2. Examination / Inspection 3. DBK 4. Sample Drawn 5. Test Report 6. LEO (Let Export Order) --- <p>Shipper can track custom clearance process through custom website : www.icegate.gov.in (https://enquiry.icegate.gov.in/ -> Document Status -> Shipping Bill)</p>
10	Container load on Rail /or By Road- Authority given by CONCOR (Container Corporation India)
11	Container should be reached before cut off (before 2 days) of vessel sail out date. After then container load on vessel and vessel sail out as per schedule
12	<p>Shipping line / Forwarding agent issue Bill of Lading draft. Shipper have to check the all details and give final approval for final print.</p> <p>- Bill of Lading is Negotiable Instrument, So without original Bill of Lading, consignee can not release cargo/container (However If Non Negotiable Bill of Lading require then pre-intimate to shipping line/forwarding agent, So Shipping Line / Forwarding Agent issue "TALAX B/L, SEAWAY BILL B/L, SURRENDERED B/L)</p> <p>-Shipper have two option to take B/L (1) "RFS B/L (Receive For Shipment)" - Shipping line issue before shipment sail out & (2) SOB B/L (Ship On Board)- After shipment sail out</p>
13	Shipping line issue their debit note of ocean freight. Shipper can release Bill of Lading from Shipping Line after payment against debit note
Steps	Process # 4 Post Shipment Documents & Banking
14	<p>Shipper prepare Post Shipment documents and send scan copy (N/N copy) to consignee by email and original submit to his bank if payment terms D/A; CAD or L/C. if open credit then documents send directly to consignee...</p> <ol style="list-style-type: none"> 1. Commercial Invoice 2. Packing-list 3. Bill of Lading - Issue by Shipping Line / Forwarding Agent 4. Certificate of Origin / Preferential certificate of origin - Issue by Chamber of Commerce 5. Insurance Certificate - Issue by Insurance Company 6. Bill of Exchange 7. Test Certificate or Other documents (as per L/C)
15	To take Forward Contract OR Supplier's Credit (Bills Discounting)
	<p>A new exporter/shipper should have contact to below company/organisation, once received export order...</p> <ol style="list-style-type: none"> 1. To contact ECGC (Export Credit Guarantee Corporation) for Payment security and rating of consignee 2. To contact Third Party Inspection company e.g. SGS 3. To contact bank for EPC (Export Packing Credit) for Pre-Shipment Finance against L/C 4. To Contact Insurance Company for Empty Container & Marine Insurance based on Inco-Terms