

Government of the People's Republic of Bangladesh
Custom House Dhaka

File No.-5-Cus12(16) Niti Pordhoti/Asycuda World/2012

Date:- 20/02/14

1. Chairman,
Airlines Operator Committee,
Room No.20-22 (2nd floor),
HSIA, Airport, Dhaka.
2. Secretary,
Airlines Operator Committee,
Room No.07,
HSIA, Airport, Dhaka.

Subject: e-filling of Cargo Manifest in ASYCUDA World.

Dear Mr. A K M Junaied / Ms Nasrin Sultana

As you might be aware that Bangladesh Customs has introduced electronic submission of cargo manifest for goods imported into Bangladesh through the newly installed ASYCUDA World (AW) system. All relevant stakeholders related with this submission process have been duly sensitized and necessary training has been imparted to the users.

Dhaka Custom House being the prime gateway for air cargo coming into Bangladesh is going to introduce electronic submission of manifest from **01 March 2014**. In this regard User ID & Password has already been issued to your designated officer. The process that needs to be followed to submit the e-Manifest is as follows :

1. Login into Bangladesh Customs portal www.customs.gov.bd using the ID and password issued to your designated officer and manually upload the XML files containing the manifest data in XML.
2. Manifest should be uploaded into the AW system as soon as the aircraft departs for Bangladesh and prior to the arrival into Bangladesh.
3. Airlines must upload the final house airway bill containing the details of the final consignee while submitting the manifest and before registration of the manifest by Customs.

Please advise your office to be compliant with the aforementioned directives; else Customs may initiate penal action against the negligent airline for any violation of Customs Act, 1969. Should you need any further assistance to submit the manifest as requested, please feel free to contact our ASYCUDA team.

20/02/14
(Hossain Ahmed)
Commissioner
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