SEZ Online –

New Functionalities/Features

Build Version 2.71

Release: April 2020

Functionalities made available on the SEZ Online system are reviewed and enhanced / modified from time to time. New functionalities are added in the system based on the inputs and requirements received from various user groups. These functionalities are developed based on understanding developed by NDML team from study of existing practices and procedures in this regard and efforts are made to provide features on the system those are compliant with the procedural and technical requirements. However, users are requested to refer the relevant legal and authorized documents and formations for reference on legal and authentic aspects of the transactions before filing transactions.
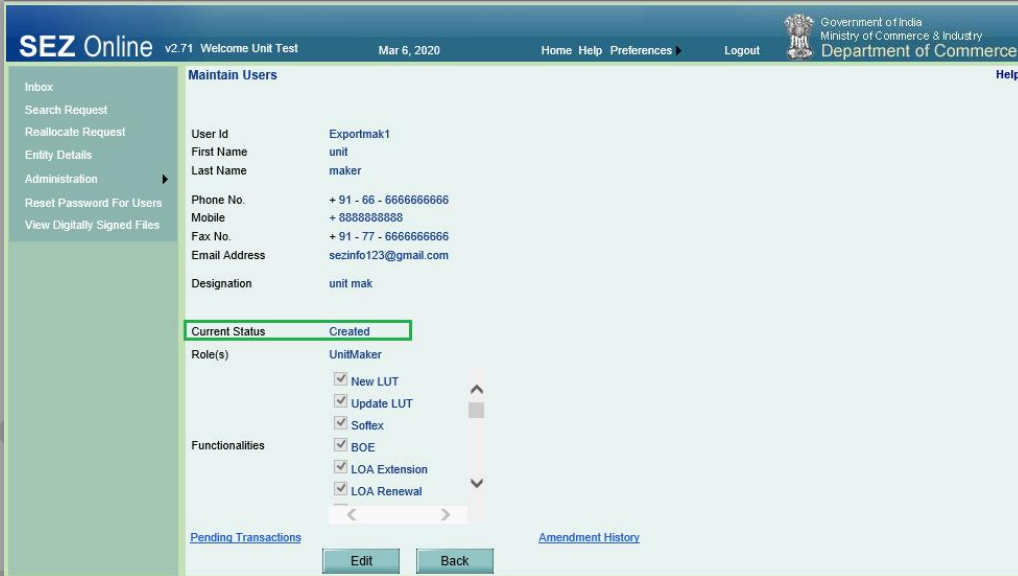
New Functionalities/Features-

1   Changes in User Management

1.1   "First Login?" functionality

When Entity admin users create operational users for their respective entities (Admin, Maker, Approver & CHA), such users would be required to setup their password before first log-in. This would be achieved by using "First Login" feature. Email ID is now a compulsory field for registration of the users. When new users are created, the system will send an email communication to the registered email ID of the user. This email will indicate the process of "First Login" functionality. User will be guided to follow below process:

I.   Entity Admin user creates a new Entity user under "Maintain Users" screen with the required role and functionalities assigned (as per the existing functionality)

II.   The status of this newly created user will be marked as "Created" as shown below

III. Once the Entity Admin registers a new user, an email notification will be sent to this Entity user for intimation of user id and setting up of password using "First Login?" functionality.

IV.   This newly created Entity user will be required to access "First Login?" link on Login page.

V.   On click of "First Login?" link, entity user will be redirected to First Login screen as shown below. For e.g. User Id of the newly created user is "Exportmak1"

VI.   Entity user will enter User ID, Email Address and Mobile No (which are captured by Entity admin user at the time of user creation)

VII.   Once user submits valid User ID, Email Address and Mobile No. with the Captcha, the following screen will be displayed to the user for validation of communication details.

VIII.   User will be mandatorily required to verify his Mobile No. in order to proceed with his first time login password set up. (Email verification can be done later also. The process for email verification and Mobile verification is as per the existing one.)

IX.   Once the Mobile No. verification is successful, the user will be directed to the next screen for setting up his first time login password.

X. Once the password is set successfully, the status of this newly created user will now get changed to "Active" and user can start transaction creation / processing as per role/functionality assigned.

1.2 Enhancement in User Management Facility

Entity Admin User plays an important role of creation of new entity users, assignment of roles, mapping of functionalities like LOA Renewal, BOE etc. and digital signature certificate mapping and corresponding changes, if any. To facilitate easy user management, User Search has been made more specific and easy with few additional filter parameters. It will also help in faster action in functions of existing users if any corrections/amendment is needed.

User IDs available will be presented as a dropdown under User ID field. User IDs can also be searched/filtered by passing other input parameters such as Mobile, Email, Status, First Name or Last Name. Entity admin can specify any one input parameter to search the required entity user.

1.3 User ID – Status Maintenance

User IDs created by Entity admin user for operational users are having various statuses like "Active" or "Disabled". These statuses maintained are made more specific with reference to action taken.

Active: User IDs in working status will be marked as "Active".

Locked: When user passes wrong password for more than five times - user gets locked and status "Locked" is set. In this status the password can be reset and user access restored. New

transactions would continue to get allocated for a locked-in user. When user passes wrong password for more than five times - user gets locked and status "Locked" is set and corresponding email is send to respective entity user's email address.

Suspended: Entity Admin is also provided with facility to mark the entity user's status as "Suspended". This can be used when a particular user is not available for some days, then entity admin user can mark him as "Suspended". In this status new transactions will not be allocated to a suspended user. User access will be disabled during the period of suspension. Such user can be "Unsuspended" later on and access can be restored.
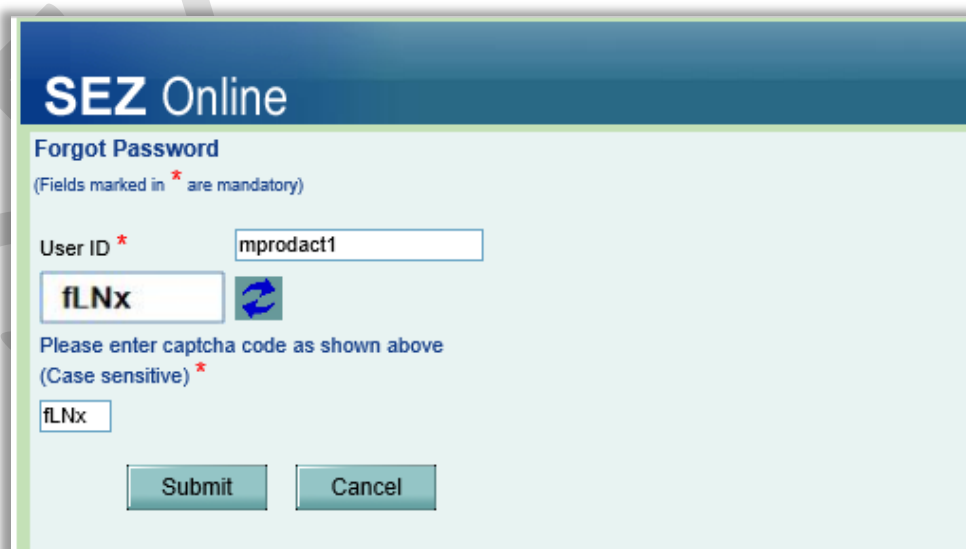
Disabled: Entity admin can also disable user ID when official is relieved from his/her role and is no longer expected to access and operate SEZ Online system. Status will be maintained in such case as Disabled. Once the User is disabled, he / she cannot access the system. Fresh transactions will not be allocated to the user. Once the User is disabled, the access cannot be restored again.

Unlocking a Locked User:

User which gets locked on account of passing incorrect Password with multiple attempts can be unlocked by user itself using forgot password link. This can be done using OTP sent on mapped & verified mobile number / email ID. User ID can also be unlocked by admin ID.

Steps for unlocking User ID are as below:

I.   Click on Forgot Password link on login page.
II.   On Forgot Password screen, enter a valid User Id and correct Captcha and click on Submit.

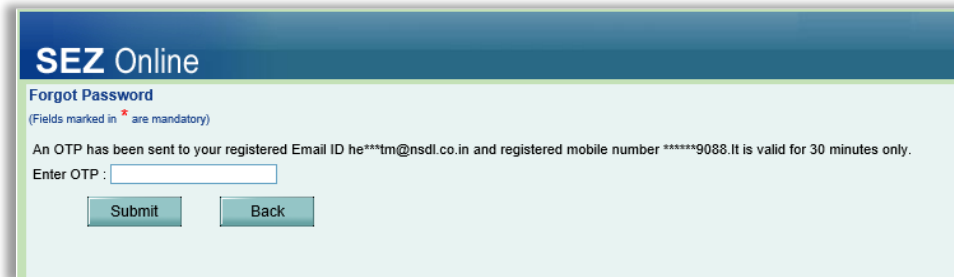III.   An OTP will be sent on email address as well as mobile no. registered with SEZ Online System to unlock and reset the password for the user id.
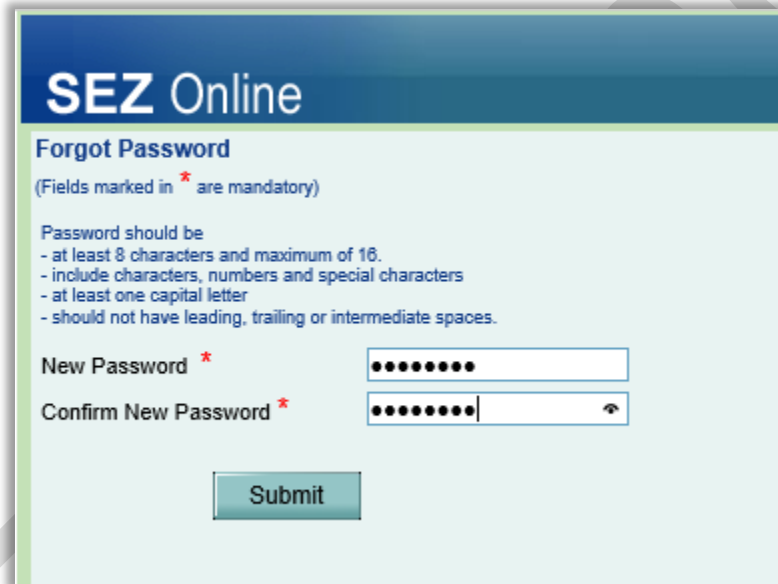
IV.   Enter the correct OTP and Submit. Once the OTP is submitted the following screen for resetting the password will be displayed. User is required to set the new password in order to activate the user id and login again.
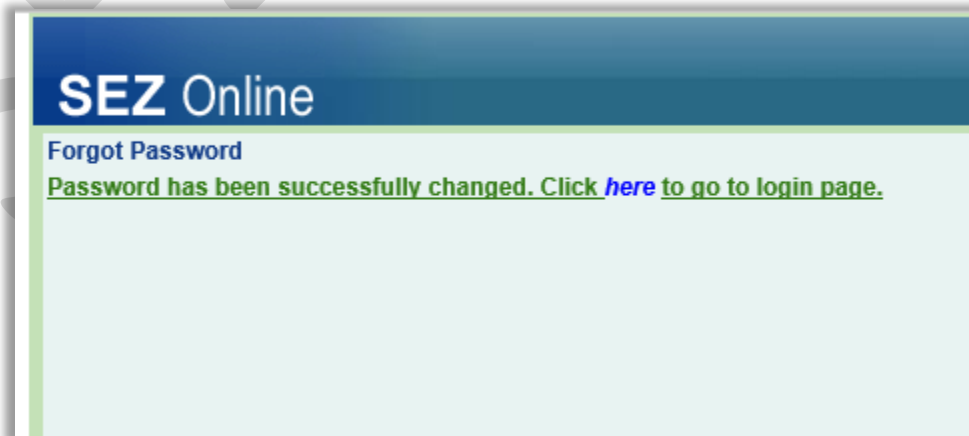
V.   Once the password has been changed successfully, the following message will be displayed and the user id is activated.

Activating a Suspended User:

User ID suspended by admin ID can be activated using admin ID. Admin User can view the user details and update the User Status from "Suspended" to "Active".

Notes:

- Entity Admin will be able to disable / suspend User IDs even when transactions are pending in common pool or even if some transactions are already accepted by such user.
- Upon disabling / suspension, accepted requests will be released to common pool i.e. inbox of users with same role/functionality assignment.
- If no other Entity user is present in the Entity with the required role assignment, then such transactions will move to the Inbox of active Entity Admin users for that Entity.
- The following message will be shown for status updates – Suspended and Disabled.
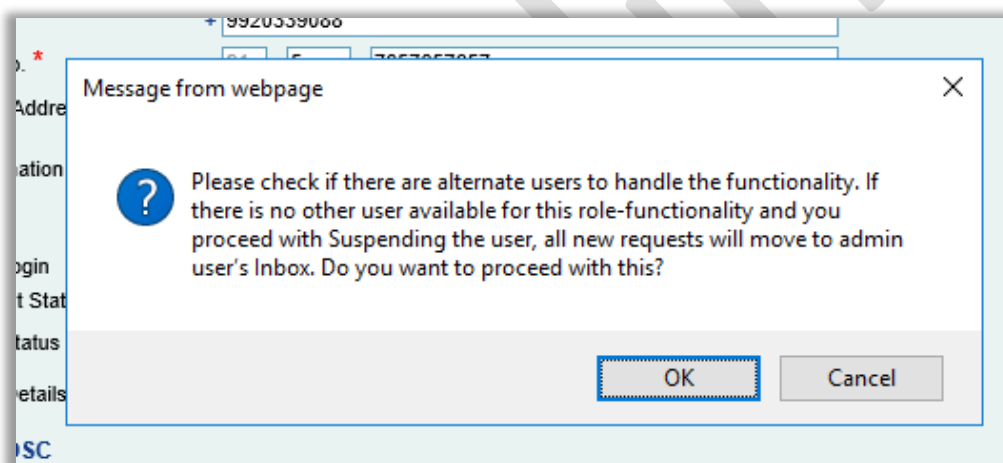
1.4 Facility to View Pending Transactions

Below additional facility has been introduced on Maintain Users screen while viewing user details – Pending Transactions (hyperlink), Amendment History (hyperlink) and Last Login (text).

On click of **Pending Transactions** link, the following window containing the functionality wise count of pending transactions, whether in common pool / accepted by the user, gets popped up which will help to understand the pendency or for reallocation or Entity Admin to update the User ID status as either Disabled or Suspended.

1.5 Facility to View User Amendment History:

A facility has been introduced which will help the Admin User to view the details of history of amendment in details of the User and role assignments.

On click of **Amendment History**, the following window showing all the amendments done in the user details/ -functionality assignments is presented

User ID who has done the amendment	Role	Date & Time of Amendment	What has been amended	Old Value	New Value	By which functionality	Reason
prodact1	UnitAdmin	05-03-2020 03:07:27 PM	Functionality	Advance Duty Deposit, APR, Bill Of Export, BOE, Debonding, DTA Procurement, DTA Procurement with Export Benefit, DTA Sale, DTA Services Procurement Form, Free Form, Gist Of Contract, Intra SEZ Transfer, LOA Extension, LOA Renewal, LUT Details Submission, Monthly Reports, New LUT, Service Exports Reporting Form, Shipping Bill, Softex, Status Certification, Sub Contracting, Temporary Removal, Unit Lease Deed, Update LUT, Zone to Zone Transfer	Advance Duty Deposit, APR, Bill Of Export, BOE, Debonding, DTA Procurement, DTA Procurement with Export Benefit, DTA Sale, DTA Services Procurement Form, Free Form, Gist Of Contract, Intra SEZ Transfer, LOA Renewal, LUT Details Submission, Monthly Reports, New LUT, Service Exports Reporting Form, Shipping Bill, Softex, Status Certification, Sub Contracting, Temporary Removal, Unit Lease Deed, Update LUT, Zone to Zone Transfer	Maintain Users	
prodact1	UnitAdmin	05-03-2020 03:06:47 PM	Mobile	9920339088	1212121212	Maintain Users	

Last Login label will populate the last login date and time of the user.

Note: This information about pending transactions and amendment history is pertaining to user selected only.
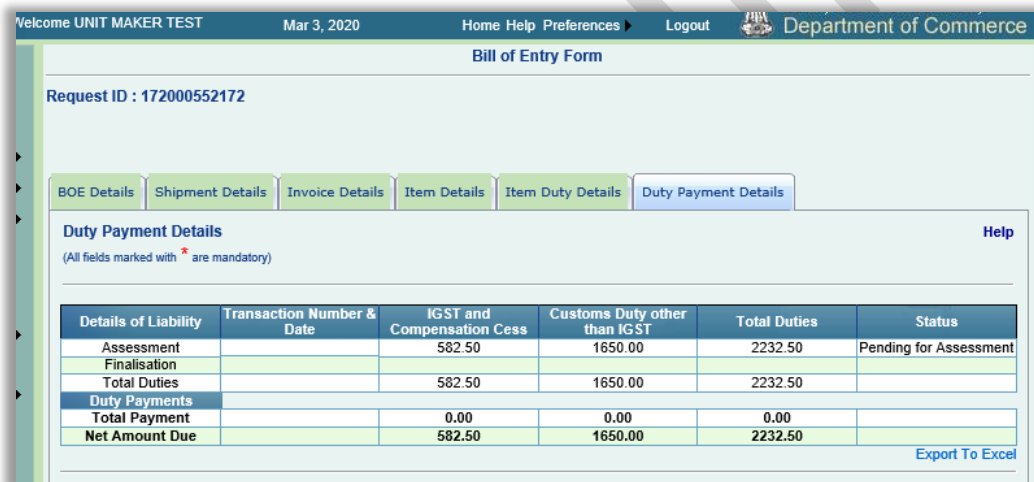
2   Changes in Import transactions - Rounding off the Duty Amounts

All duty amounts will now be rounded-off at each duty component level i.e. BCD, IGST, CVD. Etc. E.g. if there are five items in a Bill of Entry where total of the BCD of these five items becomes 100.3, it will be rounded off to 100. Likewise rounding will happen for each distinct duty component. Total duty amount will be presented after rounding off at individual duty component level and addition of the same.

This is as per instruction of Principal CCA, CBIC and this is being done as a pre-requisite for enabling online payment of customs duty.

Currently duty is presented as shown in below accounting table format.

Current presentation without rounding off:

New presentation after rounding off:

Below is the example which shows rounding off logic being implemented in this release.

Duty Names	Item 1	Item 2	Total	Rounded Off value
BCD	1500.25	1500.30	3000.55	**3001**
Health Cess – Customs	500.21	300.89	801.10	**801**
IGST	654.25	683.92	1338.17	**1338**
Compensation Cess	9290.35	8890.99	18181.34	**18181**
ADE	4160.22	4160.00	8320.22	**8320**
GSI	650.00	650.72	1300.72	**1301**
Schedule II	1040.00	1040.00	2080.00	**2080**
Health Cess – CVD	0.00	539.50	539.50	**540**
SWS on Customs	735.00	788.95	1523.95	**1524**
SAD	0.00	0.00	0.00	**0**
Total Duty Amount	18530.28	18555.27	37085.55	**37086**

Note: There will be no change in presentation of individual item level duty calculation information in "Show Calculation" screen.