

**Trade and Transport Facilitation
Monitoring Mechanism in Bangladesh:
Baseline study series #3**

**Time Release Study of
Burimari Land Border
Crossing Station, Bangladesh**



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Time Release Study of Burimari Land Border Crossing Station, Bangladesh

The 3rd report of a series of 5 studies on Trade and Transport Facilitation Monitoring Mechanism (TTFMM) in Bangladesh

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Preface

In the process of undertaking the baseline study of Trade and Transport Facilitation Monitoring Mechanism (TTFMM) in Bangladesh, five studies are carried out to provide multiple facets of trade and transport facilitation covering export and import of specific products, corridors and border crossings. A synthesis report is also produced based on five study reports.

The current report is focused on the Time Release Study (TRS) at Burimari Land Border Crossing Station, Bangladesh. It is a stand-alone document itself and in the meantime the 3rd report of a series of 5 studies and feeds the synthesis report. As such, it needs to be read along with other reports to fully understand the background, key findings and conclusions of the TTFMM baseline study.

Acknowledgements

In preparing this report, great support was received from the host country which was essential for completion of the study. Contribution from Md Nojibur Rahman, Firoz Shah Alam, Abdul Hakim and Hasan Mohammad Tarek Rikabder is gratefully acknowledged.

The baseline study and the underlying project were managed by Tengfei Wang from ESCAP and Aileen Pangilinan from ADB under the guidance of Yann Duval and Ronald Antonio Q. Butiong. Tanya E. Marin, Linel Ann Reyes-Tayag, and Alona Mae Agustin from ADB provided support for the logistical arrangement of the workshops.

The report was prepared by Mohammad Farhad and Tengfei Wang. Data collection was carried out by Mohammad Farhad. Participants of the various workshops under the project, as detailed in **Appendix 1**, substantially contributed their expertise to enhance the quality of the project. Mashuk Al Hossain and Muhammad Minhaz Uddin Pahloan played a crucial role for organizing the TTFMM national validation workshop on 31 July-1 August 2016 in Dhaka, Bangladesh¹. Study design and supervision were provided by Tengfei Wang. Critical review is provided by Vyonna Bondi.

Shigeaki Katsu from Customs Training Institute, Japan was nominated by the World Customs Organization to deliver training on Time Release Study at the national workshop on TTFMM held in Dhaka on 28-29 April 2014. His guidance on application of TRS is gratefully acknowledged.

The TTFMM baseline study is funded under both ADB's Technical Assistance Special Fund and the Japan Fund for Poverty Reduction.

¹ <http://sasec.asia/index.php?page=event&eid=213&url=bgd-ttfmm-validation>

Executive Summary

The report is focused on the Time Release Study (TRS) at Burimari Land Border Crossing Station, Bangladesh. Following the *Guide to Measure the Time Required for the Release of Goods* prepared by the World Customs Organization², the study reviews border crossing procedures in detail and examines the border crossing time.

Data was conducted from 13 - 22 February 2016. Sample includes 41 export assignments and 97 import assignments. Results show that the average time taken for release of all types of exports cargoes amounts to approximately 2 hours 14 minutes, which includes, among others, 1 hour 13 minutes for customs procedures and 31 minutes for port authority clearance procedures. The average time taken for release of all types of import cargoes amounts to approximately 5 hours 12 minutes, which includes, among others, 2 hours 36 minutes for completing the procedures at port authority area-weighing and unloading, 3 hours 14 minutes for completing customs procedures, 18 minutes for completing banking procedures and 44 minutes for completing port authority clearance procedures.

This report finds high efficiency in import and export process but cautions that such high efficiency may be explained by the low traffic volume. It observes several areas for improvement. For example, in terms of customs internal operations, Assistant Revenue Officer's decisions are always referred to the Revenue Officer and the Revenue Officer's decisions are often referred to the Assistant Commissioner. The Assistant Commissioner's decisions can also be referred to higher levels of management. The purpose of this arrangement is to ensure checks and balance and accountability, it nevertheless reflects a duplication of work in the Customs procedures.

Recommendations for further enhanced border crossing efficiency are made according to the bottlenecks identified in the study. For example, it is proposed that the government agency needs to review the internal workflows to further simplify the customs clearance processes and address duplication of work by reassessing delegations of responsibility and repetitive procedures.

² More detailed information about the Guide is available at < http://www.wcoomd.org/en/topics/facilitation/instrument-and-tools/tools/pf_tools_time_release.aspx>.

Chapter 1. Introduction

The TTFMM baseline study in Bangladesh was conducted as a part of broad initiative to establish sustainable trade and transport facilitation monitoring mechanisms (TTFMM) in the country in the long term. The TTFMM project covers not only Bangladesh but also Bhutan and Nepal under the South Asia Subregional Economic Cooperation (SASEC) Program. In particular, the TTFMM baseline study aims to:

- 1) Explain the rationale for establishing TTFMM and key methodology for data collection and analysis.
- 2) Provide a set of indicators and underlying data on trade and transport facilitation performance in Bangladesh. Such baseline data will ensure that the progress or setbacks in trade facilitation performance in the country can be benchmarked.
- 3) Diagnose key bottlenecks and recommendations for removing bottlenecks and simplifying trade procedures. In this respect, the study provides policy recommendations to policy makers and stakeholders.
- 4) Propose a way forward to maintain the sustainability of TTFMM. Sustainability is at the core of the design of TTFMM.

The scope of the baseline studies of TTFMM was decided through a series of regional and national training workshops held in Bangkok, Thailand in November 2013, in Dhaka, Bangladesh in April, 2014, in Wuhan, China in October 2015 and in Bangkok, Thailand in January 2016. A wide range of stakeholders were consulted in this process, as shown in the lists of participants of different meetings in **Appendix 1**. After extensive exercise and discussion with the relevant stakeholders, it was agreed that the TTFMM baseline study in Bangladesh would cover the following processes, products and trade routes and corridors:

- (i) Export of plastic kitchenware and tableware from Bangladesh to Bhutan through Dhaka-Rangpur- Burimari- Changrabandha- Jaigoan- Phuentsholing- Thimphu; and
- (ii) Import of lentil from Nepal to Bangladesh through Kathmandu-Kakarvitta-Fulbari-Banglabandha-Dhaka.

More specifically, it was decided that the Business Process analysis (BPA) would cover all the above-mentioned products and corridors, Time Release Study (TRS) would cover border crossings at Burimari and Banglabandha land customs stations (LCS) and Time-Cost-Distance (TCD) /Corridor Performance Measurement and Monitoring (CPMM) would cover the corridors from Dhaka to Burimari and from Banglabandha to Dhaka.

The report is focused on Time Release Study (TRS) at Burimari Land Border Crossing Station, Bangladesh. It is a stand-alone document itself and in the meantime the 3rd report of a series of 5 studies and feeds the synthesis report. As such, it needs to be read along with other reports to fully understand the background, key findings and conclusions of the TTFMM baseline study.

Chapter 2. Methodology and Data Collection

2.1 Overview of Time Release Study (TRS)

Developed and promoted by the World Customs Organization (WCO), Time Release Study (or TRS) is used to measure the average time taken between the arrival of the goods and their release. The outcome of TRS enables Customs to identify both the problem areas and potential corrective actions to increase their efficiency.

Importance of measuring border crossing time using TRS has been widely recognized. The WTO Trade Facilitation Agreement (TFA) article 6.1 states that “*Members are encouraged to measure and publish their average release time of goods periodically and in a consistent manner, using tools such as, inter alia, the WCO Time Release Study.*” According to WCO, TRS has been conducted in 33 countries in the world including 19 countries in Asia and the Pacific, 9 countries in Africa and 5 countries from other region by 2015³. In Bangladesh, TRS was conducted at Chittagong and Benapole border crossing in 2014.⁴

2.2 Data collection

The timeframe for implementing TTFMM baseline study in Bangladesh was approximately 14 months and is shown in Table 2.1. The key activities are highlighted below.

Table 2. 1 Time frame for implementing TTFMM baseline study

| | 2015 | | | 2016 | | | | | | | | | | | |
|--|------|----|----|------|---|---|---|---|---|---|---|---|----|----|----|
| | 10 | 11 | 12 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| Sub-regional meeting to plan the baseline study in Wuhan, China | | | | | | | | | | | | | | | |
| Workshop to finalize the plan of the baseline study in Bangkok, Thailand | | | | | | | | | | | | | | | |
| Data collection on BPA | | | | | | | | | | | | | | | |
| Data collection on TRS | | | | | | | | | | | | | | | |
| Data collection on TCD/CPMM | | | | | | | | | | | | | | | |
| TTFMM database, analysis and draft reports | | | | | | | | | | | | | | | |
| National results validation meeting | | | | | | | | | | | | | | | |
| Refine TTFMM data and analysis, and finalize study report | | | | | | | | | | | | | | | |

Source: prepared by the study team

³ Source: <http://www.unescap.org/sites/default/files/01-WCO%20Time%20release%20study-Toshihiko%20Osawa.pdf>

⁴ See <http://www.nbr.gov.bd/contents/publication/48.pdf> and <http://www.nbr.gov.bd/contents/publication/49.pdf> for details.

The methodology outlined in the WCO's Guide titled "*The Time Required for the Release of Goods Version 2*" and the methodology used by the WCO and the International Finance Corporation in conducting TRS at Chittagong and Benapole were adopted in this study.

Phase 1- Preparation of the Study

This phase included appointment of a Consultant by ADB; design of the study (methodology, sampling etc.) with the guidance and technical assistance from UNESCAP; identifying and establishing contacts with stakeholders including the Bangladesh National Board of Revenue (NBR), Customs officials from Rangpur Customs Excise & Vat commissionerate and Burimari LCS; mapping of various steps in Import and Export processes; and development of study tools.

Phase 2- Preparing the TRS questionnaires in consultation with stakeholders

This phase was implemented in various stages. Firstly, ADB and UNESCAP, in collaboration with the WCO, organized a series of national workshops in Phuentsholing, Bhutan, Dhulikhel, Nepal, and Dhaka, Bangladesh during 2014 to enhance the capacity of policy makers and relevant stakeholders in implementing TTFMM and prepare for the TTFMM baseline studies. Concrete outcomes of these meetings include, among others, was the identification of products and corridors for the TTFMM baseline studies. Secondly, a sub-regional meeting was organized in October 2015 in Wuhan, China to take stock of progress made and discuss further steps. Subsequently, the ADB national consultant visited Rangpur and Customs Excise & Vat commissionerate, Banglabandha LCS and Burimari LCS during 23-27 December 2015 to establish contact with the key officials from Customs, Clearing and Forwarding Agents, Land Port Authority with support from the National Board of Revenue, brief and sensitize the scope and process of implementation of the TRS at the Banglabandha LCS and Burimari LCS and identify various steps of import and export procedures.

Another workshop for the implementation of TTFMM was organized in Bangkok, Thailand on 13–15 January 2016. Experts from ADB and UNESCAP, international consultants, all national consultants, customs officials, and freight forwarders attended the workshop. Key officials from NBR, Rangpur Customs Excise & Vat commissionerate, Burimari LCS and Banglabandha LCS, clearing and forwarding agents from both the land ports attended the workshop. The TRS questionnaires were drafted during the workshop.

Phase 3- Translating TRS questionnaires in local language

To facilitate data collection, the TRS questionnaires were translated into Bangla in consultation with the key customs officials and clearing and forwarding agents.

Phase 4- Pilot testing and finalisation of the TRS questionnaires

From 9 to 11 February 2016, key customs officials, clearing and forwarding agents and land port officials implemented pilot testing of the TRS questionnaires. The feedback from pilot testing was considered for finalisation of TRS questionnaires. Final questionnaires used in this TRS are attached as **Appendix 2**.

Phase 5- Data Collection

Initially it was decided that the Burimari TRS data collection would be conducted for a period of 5 regular working days commencing on the 13 February to 18 February 2016. However, due to low submission of Bill of Entry, the data collection period was extended until 22 February 2016. Data related to 97 import assignments and 41 export assignments were collected. TRS data collection was mainly implemented by the C&F Agents with support of Customs and Land Port Authority.

Phase 6- Data Analysis

Data were recorded and analyzed using a simple Microsoft Excel file.

Phase 7- National results validation meeting and follow-up activities

A national validation workshop was organized by the Bangladesh National Board of Revenue (NBR), in collaboration with ADB and ESCAP from 31 July-1 August, 2016 in Dhaka, Bangladesh and attended by representatives from relevant Government departments and private sector agencies. The project study team presented preliminary study findings and results to stakeholders including import and export process mapping, details of data collection and results from Time Release studies (TRS) carried out at Burimari and Banglabandha LCS. Comments from the workshop were taken into consideration by the project team to revise the report. Approximately one month after the meeting, the study team shared the revised reports with the NBR and meeting participants and incorporated further feedback for revision.

Chapter 3. Review of Import and Export Process in Burimari

A prerequisite for conducting TRS is to fully understand the import and export procedures because the TRS questionnaire needs to be designed to accurately reflect the trade process and procedures. This chapter reviews the import and export process in Burimari.

3.1 Overview of the Burimari Land Customs Station

Burimari Land Customs Station started its operation in 1988 to facilitate trade with India, Nepal and Bhutan by road. So far the port has been mainly used for trade with Bhutan and India. Major import items through the Land Port are stone boulders, dolomite powder, lime stone, coal, talcum powder, railway concrete slippers, oranges, apples, wheat, maize, seeds, cardamom etc. Bangladeshi goods are mainly exported to Bhutan using this Land Port. Major export items are readymade garments, waste fabrics (jhoot), aerated water, biscuits, potato chips, fruit juice, plastic tableware and kitchenware, melamine tableware, battery etc. Further information about the station is available in **Appendix 3** and **Appendix 4**.

3.2 Customs Procedures at the Burimari Customs Station

Customs processes at Burimari LCS are a combination of automated and manual procedures. This applies to both the import and export customs clearance process. Burimari LCS ASYCUDA World is the automated system which is used in Custom House; however, a manual ledger is also maintained here since connectivity and uninterrupted electricity supply is a major problem in this Customs House.

Clearing and Forwarding Agents (C&F Agents) play a major role in clearing import and export consignments. The customs release and clearance processes relies on reviews by Customs of hard copies of documentation. In almost every step of the customs clearance process, the hard copies of the import/export documents are returned by Customs to the C&F Agent for physical transferring of the documents to the next step of the process.

3.2.1 Import process

An Indian or Bhutanese truck carrying import goods to enter Bangladesh by Burimari Land Port has to undergo several procedures administered by various border agencies. The major steps involved in these procedures are detailed below:

- On arrival of import cargo at Zero Point of the border area, the Borderman of C&F Agencies, collects import manifest from the carrier;
- Entry of manifest and information about truck and driver for recording in Manifest ledger at Tong

House at the Zero Point;

- Entry of import cargo at the gate of BLPA and weighing of loaded truck at the Weigh Bridge;
- Submission of manifests by the C&F Agent to the Manifest Branch and subsequent processing by Customs;
- Submission of Bill of Import to Customs Clerk and entry in the ASYCUDA World;
- Examination and assessment of Import goods as per declaration by Customs officials (by Customs Intelligence where necessary);
- Assessment of duties and taxes by Customs officials,
- Payment of duty and taxes;
- Unloading of import goods and loading to Bangladeshi trucks;
- Providing Customs release order;
- Completion of BLPA release procedures including payment of port charges; and
- Final exit of import goods from Land Port.

There are 35 distinct steps involved in import processing from arrival of cargo at the border to its final release and exit from the Land Port, as shown in **Appendix 5**.

3.2.2 Export process

Export consignment processing at the Burimari Land Port is less complicated than the import processes. It comprises primarily of submission of the Bill of Export; entry in ledger and processing; Customs examination and assessment; payment of any duties and taxes; Customs and BLPA release and export. The main steps involved are:

- Arrival of Export consignment at the Land Port and entry at the gate.
- Submission of Bill of export and export documentation by the C&F Agent to Customs Clerk and entry in the ASYCUDA World;
- Customs examination and assessment;
- Payment of applicable fees, duties and taxes (if any);
- Customs and BLPA release and subsequent export.

Export processing involves 27 distinct steps from arrival of cargo at Land Port to its final release and subsequent export and border crossing, as shown in **Appendix 6**.

Chapter 4. Analysis and Findings

4.1 Import and Export Processing Time

Key results on the interval from arrival of cargo to release at Burimari are shown in Tables 4.1 through 4.3. Detailed breakdowns of the intervals at various steps of import and export procedures are presented in **Appendix 7 and Appendix 8**.

Table 4. 1 Average Time for Cargo Processing from Arrival to Release

| Intervals | Type of Cargo | Average Time |
|---|---------------|--------------------|
| Average time taken in Burimari for release of all types of Import cargo | Import | 5 hours 11 minutes |
| Average time taken in Burimari for release of all types of Export cargo | Export | 2 hours 14 minutes |

Source: prepared by the study team

Table 4. 2 Average Time for Import Cargo Processing

| Import Procedures | Average Time |
|--|--------------------|
| Port Authority Area-Weighing and Unloading (Some activities are done parallel to the Customs Procedures) | 2 hours 36 minutes |
| Customs Procedures | 3 hours 14 minutes |
| Banking Procedures | 0 hours 18 minutes |
| Port Authority Clearance Procedures (post Customs) | 0 hours 44 minutes |

Source: prepared by the study team

Table 4. 3 Average Time for Export Cargo Processing

| Export Procedures | Average Time |
|--|--------------------|
| Customs Procedures | 1 hours 14 minutes |
| Port Authority Clearance Procedures (post Customs) | 0 hours 31 minutes |

Source: prepared by the study team

TRS study at the Burimari Land Port yielded the following findings:

- Both import and export processing time is short due to low export-import traffic during the study period.

- There is no robust risk management system and no formal post clearance audit system. All Bills of Entry and Bills of Export are subject to full documentary checks and full examination by Customs and other border agencies, which hampers trade facilitation.
- Analysis of the process mapping reveals that the Assistant Revenue Officer's decisions are always referred to the Revenue Officer and the Revenue Officer's decisions are often referred to the Assistant Commissioner. Assistant Commissioner's decisions can also be referred to higher levels of management. While this may aim to ensure accountability, it nevertheless reflects duplication of work in the Customs procedures.
- No border agency official (except BGB and Police) wears a uniform which makes it challenging to identify who are border management personnel and who are members of the general public, C&F agents or traders.
- Although ASYCUDA World is introduced at Burimari LCS, both online and manual registers are maintained in this customs station. Lack of uninterrupted internet connectivity is one of the major problems for effective operationalization of ASYCUDA World.
- Lack of coordination between Customs and other border agencies in conduct inspections of import consignments sometimes lengthen the release procedures.

4.2 Key recommendations

Against the key bottlenecks identified, the following recommendations are proposed in this report:

- Install and operationalise a fully paperless system/single window to eliminate the use of hard copies of documents. Such a system would eliminate the time involved with physically moving documents from one location to another, reducing total customs release time and cost.
- Ensure uninterrupted connectivity of ASYCUDA World with the central server to ensure effective use of this online system. It would also help to minimize the use of the manual system presently used in parallel to the online system.
- Review the internal workflows to further simplify the customs clearance processes and address duplication of work by reassessing delegations of responsibility and repetitive procedures such as the referral of Bills of Entry and Export from the Assistant Revenue Officer to the Revenue Officer at each step of the current release and clearance process. Revenue Officers and Assistant Commissioners should perform periodic monitoring by checking a sample of the work for accountability and quality control purposes and focus on the higher end of the risk continuum.
- Implement a trusted trader program as outlined in the Revised Kyoto Convention and WTO's TFA. This would allow traders who meet certain criteria to benefit from simplified procedures such as

direct release, prior release, and simplified declaration. It would allow securing full benefits from the Authorized Economic Operator program, which NBR is developing currently.

- Full implementation of the selectivity module of ASYCUDA World for risk management.
- Upgrading skills of front line officials to better manage the paperless system/single window and overall risk management system.
- Strengthen the professional relationship with other actors involved in the customs clearing procedures.
- Improve infrastructure at Burimari including improvement of the capacity of the road sector of this land port, construction of a separate export yard/shed, installation of necessary equipment for loading and unloading of import and export cargo to replace present manual operation.

Appendix 1. List of participants of workshops for the TTFMM baseline study in Bangladesh

A1. Inception Workshop on Trade and Transport Facilitation Performance Monitoring

26-27 November 2013

Bangkok, Thailand

GOVERNMENT OF BANGLADESH

Mr. Sultan MD Iqbal

Member (Customs Intelligence & Audit)
National Board of Revenue, Dhaka

Mr. Nasir Arif Mahmud

Joint Secretary
Ministry of Shipping

Mr. AKM Akhter Hossain

President
Chittagong Customs Clearing & Forwarding Agents
Association, Agrabad, C/A

Mr. M. Nurul Amin

Deputy Director (CM)
Bangladesh Standard Testing Institute (BSTI)

Mr. AHM Ahsan

Trade Consultant (Deputy Secretary)
Ministry of Commerce

Mr. Afsarul Arifeen

Additional Secretary
The Federation of Bangladesh Chambers of
Commerce and Industry (FBCCI)

GOVERNMENT OF BHUTAN

Mr. Choiten Wangchuk

Director General, Department of Public Accounts
Ministry of Finance

Mr. Sonam Wangchuk

Director, Department of Trade
Ministry of Economic Affairs

Mr. Choyzang Tashi

Director, Department of Revenue and Customs
Ministry of Finance

Mr. Karma Dorji

Executive Director, Bhutan Agriculture and Food
Regulatory Authority (BAFRA)
Ministry of Agriculture and Forests

Mr. Palden Dorjee

General Manager
Forwarders and Clearing Agent

Mr. Sonam Dorji

Business Promotion Officer
Bhutan Chamber of Commerce and Industry

GOVERNMENT OF INDIA

Mr. Devendra Kumar Singh

Additional Director General of Foreign Trade
Directorate General of Foreign Trade
Ministry of Commerce and Industry

Mr. Sunil Kumar Das

Commissioner of Customs
Office of the Commissioner of Customs

Mr. N. Venkatesh

Additional Director General
Systems Directorate

Mr. Prabir De

Senior Fellow
Research and Information System for
Developing Countries (RIS), and
ASEAN-India Centre

GOVERNMENT OF NEPAL

Mr. Navaraj Dhakal

Under Secretary
Ministry of Commerce and Supplies

Mr. Damber Bahadur Karki

Under Secretary
Ministry of Physical Planning and Transport

Mr. Rajan Sharma

President
Nepal Freight Forwarders Association (NEFFA)

Mr. Sarad Bickram Rana
Executive Director
Nepal Intermodal Transport Development Board

**WORLD CUSTOMS ORGANIZATION
ASIA PACIFIC REGIONAL OFFICE FOR
CAPACITY BUILDING (ROCB A/P)**

Mr. Yoshihiro Kosaka
Head
WCO (ROCB A/P)

Mr. Sekhar Bonu
Director
SARC, South Asia Regional Department
sbonu@adb.org
Mr. Lawanya Kumar Dhakal,
Director
Department of Customs

Mr. Parashu Ram Adhikari
Senior Plant Protection Officer
Ministry of Agriculture and Development

RESOURCE PERSONS

Mr. Takashi Matsumoto
External Relations Coordinator
Office of the Secretary General
World Customs Organization

Ms. Pavaran Tanmesin
Director
Krabi Customs House

Mr. Sanghyup Lee
Director
Clearance Facilitation Section
Seoul Main Customs
Republic of Korea

ASIAN DEVELOPMENT BANK (ADB)

Mr. Ronald Antonio Butiong
Principal Regional Cooperation Specialist
SARC, South Asia Regional Department

Mr. Cuong Minh Nguyen
Senior Economist (Regional Cooperation)
SARC, South Asia Regional Department

Ms. Rosalind McKenzie
Regional Cooperation Specialist
SARC, South Asia Regional Department

Ms. Aileen Pangilinan
Associate Programs Officer
SARC, South Asia Regional Department

Mr. Jesusito Tranquilino
Regional Cooperation and Integration Expert
SARC, South Asia Regional Department

Ms. Linel Ann Reyes-Tayag
Operations Assistant
SARC, South Asia Regional Department

Mohammad Ehteshmaul Hoque
National Trade Facilitation Expert-Bangladesh
SARC, South Asia Regional Department

Achyut Bhandari
National Trade Facilitation Expert-Bhutan
SARC, South Asia Regional Department

Shyam Dahal
National Trade Facilitation Expert-Nepal
SARC, South Asia Regional Department

UNESCAP

Mr. Yann Duval
Chief, Trade Facilitation Unit
Trade and Investment Division

Mr. Tengfei Wang
Economic Affairs Officer
Trade Facilitation Unit
Trade and Investment Division

Mr. Fedor Kormilitsyn
Economic Affairs Officer
Transport Division

A2. National Workshop on Trade and Transport Facilitation Monitoring Mechanism

Dhaka, Bangladesh, 28-29 April 2014

Mr. Md. Jamal Uddin Ahmed
Joint Secretary, Roads Division
Ministry of Communication

Mr. Abdus Sattar Sheikh
Deputy Secretary
Ministry of Commerce

Mr. Mohammad Khairul Alam
Assistant Controller
Chief Controller, Import & Export

Mr. Md. Abdul Alim
Assistant Commissioner
National Board of Revenue

Mr. Chapal Chakmay
Assistant Commissioner
National Board of Revenue

Mr. Muhammad Imtiaz Hassan
Assistant Commissioner
National Board of Revenue

Mr. Md. Shahinur Kabir Pavel
Assistant Commissioner
National Board of Revenue

Mr. Mohammad Mahbub Hasan
Assistant Commissioner
National Board of Revenue

Mr. Mohammad Mostofa Jamal Haider
Deputy Commissioner Tax
National Board of Revenue

Mr. Mohammed Shaha Alam
Assistant Commissioner Tax
National Board of Revenue

Mr. Md Jahangir Alam
Assistant Commissioner Tax
National Board of Revenue

Mr. Md. Shaifur Rahaman
Assistant Commissioner Tax
National Board of Revenue

Mrs. Roksana Tarannum
Senior Assistant Secretary
Ministry of Environment and Forest

Mr. Anisur Rahman
Senior Assistant Secretary
Ministry of Industries

Mr. Shah Zahirul Islam
Additional DG (Operation)
Ministry of Railway

Mrs. Sirat Mahmuda
Assistant Chief
Ministry of Shipping

Mr. Tapan Kumar Chakravorty
Additional Secretary
Bangladesh Land Port Authority

Mr. Md. Maniruzzaman
Chief Planning
Chittagong Port Authority

Ms. Begum Rahima Akter
Information Officer
Export Promotion Bureau

Mr. Rama Dewan
Deputy Chief
Bangladesh Tariff Commission

Mr. Nora Alam Siddique
Deputy Secretary
Economic Relations Division

Mrs. Ifrat Ara Bagom
Deputy Secretary
Federation of Bangladesh Chambers of
Commerce and Industry

Mr. Md. Sheikh Mohammad Farid
President
Dhaka Customs Agent Association

Dr. Mostafa Abid Khan
Director (Programme, Research and Policy
Advocacy)

Dr. Mohammad Abu Yusuf
Senior Fellow

Mr. Mohammad Farhad
Research Fellow

Mr. Md. Shoaib Akhtar
Research Associate

Ms. Seikh Ruksana Burhan
Research Associate

Mr. Ismat Jarin Dina
Research Associate

RESOURCE PERSONS

Dr. Somnuk Keretho
Director
Institute for Information Technology Innovation
Faculty of Engineering
Kasetsart University, Thailand

Mr. Shigeaki Katsu
Trainer
Customs Institute of Japan
Ministry of Finance

**UN ECONOMIC AND SOCIAL
COMMISSION
FOR ASIA AND THE PACIFIC**

Yann Duval
Chief
Trade Facilitation
Trade and Investment Division

Tengfei Wang

Economic Affairs Officer
Trade Facilitation
Trade and Investment Division

Fedor Kormilitsyn
Economic Affairs Officer
Transport Facilitation and Logistics Section
Transport Division

ASIAN DEVELOPMENT BANK

Cuong Minh Nguyen
Senior Economist (Regional Cooperation)
SARC, South Asia Department

Mr. Mashuk Hossain
Consultant
South Asia Department

Jacqueline Lam
Consultant (Trade Economist)
South Asia Department

A3. Trade and Transport Facilitation Monitoring Mechanism (TTFMM) meeting

Shangri-La Hotel, Wuhan, China, 21 October 2015

BANGLADESH

Mr. Md. Abdul Hakim, First Secretary (Customs Modernization), National Board of Revenue
Dhaka, Bangladesh

BHUTAN

Mr. Sonam Phuntsho Wangdi, Joint Secretary,
Ministry of Economic Affairs, Thimphu, Bhutan

Mr. Dhendup, Deputy Collector, Regional Revenue and Customs Office, Department of Revenue and Customs, Phuentsholling, Bhutan

Mr. Kesang Yeshey, Assistant Collector, Regional Revenue and Customs Office, Department of Revenue and Customs, Phuentsholling, Bhutan

INDIA

Mr. Zubair Riaz Kamili, Additional Commissioner, Customs Commissionerate, New Delhi

Mr. Prabir De, Professor, India habitat Centre, Zone 4B, Lodhi Road, New Delhi, India

NEPAL

Mr. Toya Narayan Gyawali, Joint Secretary, Ministry of Commerce and Supplies, Kathmandu

Mr. Bishnu Prasad Paudel, Director, Customs Department, Kathmandu, Nepal

Mr. Ananta Prasad Timsina, Customs Reform and Modernization Section, Department of Customs, Kathmandu, Nepal

Mr. Sharma Rajan, President, Nepal Freight Forwarders Association and Member of Nepal Trade & Transport Facilitation Committee, Kathmandu, Nepal

INTERNATIONAL TRADE CENTRE (ITC)

Mr. Mohammad Saeed
Senior Advisor on Trade Facilitation

ASIAN DEVELOPMENT BANK (ADB)

Ms. Rosalind McKenzie
Regional Cooperation Specialist
Regional Cooperation and Operations
Coordination Division (SARC)
South Asia Department

Mr. Achyut Bhandari
National Trade Facilitation Expert
Independent of ADB for Bhutan
Thimphu, Bhutan

Mr. Mohammad Farhad
ADB Consultant/Customs Expert
Asian Development Bank (ADB)
Dhaka, Bangladesh

Mr. Sarad Bickram Rana
National National Customs Procures Expert
Asian Development Bank (ADB)
Kathmandu, Nepal

Dr. Posh Pandey
Chairman
South Asia Watch on Trade Economics and Environment (SAWTEE)
Kathmandu, Nepal

ESCAP

Mr. Tengfei Wang
Economic Affairs Officer

A4. Workshop for the Implementation of TTFMM Baseline Studies

Bangkok, Thailand, 13-15 January 2016

BANGLADESH

Mr. Md. Firoz Shah Alam
Member (Customs: Audit, Modernisation & Intl.
Trade)
National Board of Revenue

Mr. Md. Abdur Rob
Deputy Secretary
Ministry of Commerce

Mr. Hasan Mohammad Tarek Rikabder
Joint Commissioner
Customs Excise & Vat commissionerate,

Mr. Md. Enamul Hoque
Assistant Commissioner
Customs Excise & Vat commissionerate

Mr. Md. Sayeduzzaman Sayed
Sayed Enterprise (Clearing & Forwarding Agent,
Import and Export, and Transport) President,
Burimari C&F Agents Association

Mr. Md. Rezaul Karim
C&F Agent, Freight Forwarder &
Importer-Exporter
President, Banglabandha C&F Agents Association
Director, Panchagrah Chamber of Commerce &
Industry

BHUTAN

Mr. Karma Drukpa
Regional Director
Regional Trade and Industry Office

Mr. Pema Wangchen
Joint Commissioner
Liaison and Transit Office
Royal Bhutan Customs Office

Mr. Tandin Wangchhen
Joint Collector
Customs and Excise Division
Department of Revenue and Customs

Ms. Deki Gyamtsho
Deputy Collector
Regional Revenue and customs Office
Department of Revenue and Customs

Ms. Tshering Choden
Executive Director
Bhutan Clearing and Forwarding Agent

INDIA

Mr. Kundan Kumar
Superintendent
Department of Revenue (CBEC)
Ministry of Finance

NEPAL

Mr. Jib Raj Koirala
Joint Secretary
International Trade Relations
Ministry of Commerce & Supplies

Mr. Mimangsa Adhikari
Director
Customs Reforms & Modernization Section
Department of Customs

Mr. Nirmal Kumar Mainali
Customs Officer
Birgunj Customs
Kumar Bhattarai
Customs Officer
Mechi Customs Office

Mr. Rajan Sharma
President
Nepal Freight Forwarders Association

UNESCAP

Mr. Yann Duval
Chief, Trade Facilitation Unit
Trade and Investment Division

Mr. Tengfei Wang
Economic Affairs Officer

ASIAN DEVELOPMENT BANK (ADB)

Ms. Aileen Pangilinan
Programs Officer
South Asia Department

Mr. Acyut Bhandari
ADB Consultant

Mr. Phuntsho Wangdi
ADB Consultant

Dr. Posh Pandey
ADB Consultant

Mr. Sarad Bickam Rana
ADB Consultant

Mr. Prabir De
ADB Consultant

Mr. Mohammad Farhad
ADB Consultant

Ms. Leticia de Leon
ADB Consultant

Ms. Alona Mae Agustin
ADB Consultant

A5. National Validation workshop on Baseline Study of Trade and Transport Facilitation Monitoring Mechanism (TTFMM)

Dhaka, Bangladesh, 31 July – 1 August 2016

1. Mr. Md. Firoz Shah Alam, Member, National Board of Revenue
2. Mr. Mohammad Zakir Hossain, Joint Secretary, Ministry of Agriculture
3. Ms. Nasreen Afroz, Director, Prime Minister's office
4. Ms. Sultana Yasmin, Deputy Secretary, Road Transport and Highways Division
5. Mr. Md. Jasim Uddin Badol, Deputy Secretary, Ministry of Industries
6. Mr. Muhammad Anisur Rahman, Bangladesh Bank
7. Mr. Md. Nurul Haque, Sonali Bank Ltd.
8. Mr. Md. Abdul Hakim, First Secretary, National Board of revenue
9. Mr. Hasan Mohammad Tarek Rikabder, Joint Commissioner, Customs, Excise and VAT, Commissionerate, Rangpur
10. Ms. Sirat Mahmuda, Senior Assistant Chief, Ministry of Shipping
11. Mr. Muhammad Minhaz Uddin Pahloan, Second Secretary, National Board of revenue
12. Mr. Anis Ahmed Ndc, Director (Traffic), Bangladesh Land Port Authority
13. Ms. Rabeya Akter, Senior Assistant Secretary, Economic Relations Division (ERD)
14. Mr. Md. Ziaur Rahman, Assistant Controller, Ministry of Commerce
15. Mr. Manzur Ahmed, Advisor, FBCCI
16. Mr. Syed Md. Bakhtiar, Director-Ports & Customs, Bangladesh Freight Forwarders Association
17. Mr. Razvee Ahmed, Assistant Commissioner, Banglabandha LC Station
18. Ms. Iftekhar jahan, Assistant Commissioner, Sonamasjid LC Station
19. Mr. Md. Motiar Rahman, Assistant Commissioner, Burimari LC Station
20. Mr. Sheikh Md. Farid, President, Dhaka Customs Agents Association
21. Mr. Mahbub Alam, Commercial Manager, Pran RFL Group
22. Mr. Biplop Kumar Saha, Proprietor, M/S Pinky Enterprise (Exporter of plastic Tableware)
23. Mr. Md. Salauddin Sikder, Assistant General Manager, M/S Durable Plastic Ltd (Exporter of plastic tableware)
24. Mr. Farhad Sorif, Commercial Manager, National Fittings and Accessories Ltd.
25. Mr. Md. Zahid Hossain, Importer of Lentils
26. Mr. A.K.M. Murad, Proprietor, M/S Shoshi Traders
27. Mr. Alauddin Babu, Proprietor, M/S Nayan International
28. Mr. Ajoy Dhor, Proprietor, MIS Trade Syndicate
29. Mr. Tengfei Wang, Economic Affairs Officer, UNESCAP
30. Mr. Prabir De, Researcher, Research and Information System for Developing Countries (RIS), India
31. Mr. Mohammad Farhad, National consultant, ADB
32. Mr. Mashuk Al Hossain, National consultant, ADB

Appendix 2. Questionnaire for TRS data collection in Burimari LCS

Bangladesh Time Release Study 2016

Burimari TRS – Export

Purpose of Survey

The Asian Development Bank (ADB) and the United Nations Economic and Social Commission for Asia and the Pacific (UNESCAP) is supporting the National Board of Revenue, Bangladesh to conduct a Time Release Study in order to identify bottlenecks in the release process that negatively affect the time taken to release cargo. The results of this study will be used to eliminate such bottlenecks. Your co-operation in accurately completing this questionnaire is appreciated.

(*)= Mandatory – if indicated for a section, mandatory questions for the section, mandatory questions for the section must be completed/ if indicated for a question, the question must be completed if the section is used

| | |
|---|--|
| Section A – TRS Data (*) | |
| 1. Name of Exporter | |
| 2. Business Identification Number | |
| 3. Agent Identification Number | |
| 4. Bill of Export Number and Date | |
| 5. Manifest Number | |
| 6. Name of Product | |
| 7. HS Code (declared) | |
| Section B – Land Port Shed | |
| 8. Date and Time of arrival of consignment at land port yard and entry | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 9. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in the Land Port Shed | |
| Section C – Bill of Export | |
| 10. Date and Time of C&F Agent submits hard copy of Bill of Export and supporting documentations to customs | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 11. Date and Time of customs assign Bill of Export number (ASYCUDA) | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 12. Date and Time of C&F Agent delivers Bill of Export file to Revenue Officer/Assistant Commissioner | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 13. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section C | |
| Section D– Assessment | |
| 14. Date and time of Revenue Officer/Assistant Commissioner examine completed file and refers it to Assistant Revenue Officer (Assessment Officer) for Assessment and gives file to C&F Agent | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 15. Date and time of C&F Agent submits Bill of Export and documents Assistant Revenue Officer (Assessment Officer) | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |

| | |
|---|--|
| 16. Date and time of Assistant Revenue Officer (Assessment Officer) completes assessment and provides assessment report | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 17. Date and time of Revenue Officer recheck duty and finalize assessment | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 18. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section D | |
| Section E – Examination | |
| 19. Date and Time of Revenue Officer/Assistant Commissioner to assign Assistant Revenue Officer (Examination Officer) for examination | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 20. Date and Time of Assistant Revenue Officer (Examination Officer) obtains samples/ examination | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 21. Date and Time of Assistant Revenue Officer (Examination Officer) completes examination and put reports | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 22. Examination and samples in accordance with declaration | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| INSTRUCTION: If answer to above is YES, go to question 26 | |
| 23. If examination differs from declaration, date and time findings are noted in file | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 24. Date and time of further examination – commences | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 25. Date and time of further examination – ends | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 26. Date and Time of Assistant Revenue Officer returns file to C&F Agent | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 27. Date and Time of C&F Agent delivers file to Revenue Officer/Assistant Commissioner with examination result | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 28. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section E | |
| Section F – Payment of Duty and Taxes | |
| 29. Date and time of C&F Agent pays assessed duty at bank (if any) by TR Challan | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 30. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section F | |
| Section G – Loading and Unloading | |
| 31. Date and time of Unloading from Bangladeshi Truck and loading to Indian/Bhutanese truck – commence | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 32. Date and time of Unloading from Bangladeshi Truck and loading to Indian/Bhutanese truck – ends | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 33. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section G | |
| Section H– Customs Release | |
| 34. Date and time of C&F Agent submits documents to Customs for release | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 35. Date and time of Assistant Revenue Officer print Customs Release Order | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |

| | |
|--|--|
| 36. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section H | |
| Section I – Port Authority Release | |
| 37. Date and time of C&F Agent submits Customs Release Order to Land Port officials | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 38. Date and time of Port dues calculated and calculations given to C&F Agent | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 39. Date and time of C&F Agent pays port dues to Port Authority | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 40. Date and time of Port verification of documents | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 41. Date and time of gate pass issued with joint signatures | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 42. Date and time of entry at exit gate and Truck exits Bangladesh | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 43. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section I | |
| 44. Additional Comments (if any) | |

বাংলাদেশ টাইম রিলিজ ষ্টাডি (টিআরএস)-২০১৬

-বুড়িমারী টিআরএস-রপ্তানি প্রক্রিয়া-

জরিপের উদ্দেশ্য:

এশিয়ান উন্নয়ন ব্যাংক (ADB) এবং জাতিসংঘের এশীয় এবং প্রশান্ত মহাসাগরীয় কমিশন (UNESCAP), বাংলাদেশ জাতীয় রাজস্ব বোর্ড (NBR) কে বুড়িমারী স্থলবন্দরে টাইম রিলিজ ষ্টাডি পরিচালনায় সহযোগিতা করেছে। এই জরিপের উদ্দেশ্য হলো আমদানি ও রপ্তানি পণ্য ছাড়করণ (রিলিজ) করার ক্ষেত্রে যে সমস্ত কারণে অতিরিক্ত সময় লাগে তা চিহ্নিত করা। এই জরিপের প্রাপ্ত ফলাফল এ সমস্ত প্রতিবন্ধকতা দূর করার ক্ষেত্রে ব্যবহৃত হবে। যথাযথ ভাবে প্রশ্নমালা পূরণে সহযোগিতার জন্য আপনাকে অসংখ্য ধন্যবাদ।

(*) = বাধ্যতামূলক

| সেকশন এ-টি আর এস তথ্য (*) | | | | | | | | |
|---------------------------------|--|--|-----|--|-----|--|-------|-------|
| ১। | রপ্তানিকারকের নাম | | | | | | | |
| ২। | ট্রেড লাইসেন্স এর নম্বর | | | | | | | |
| ৩। | সিএন্ডএফ এজেন্ট এর লাইসেন্স নম্বর | | | | | | | |
| ৪। | বিল অব এক্সপোর্ট-এর নম্বর এবং তারিখ | | | | | | | |
| ৫। | মেনিফেস্ট-এর নম্বর এবং তারিখ | | | | | | | |
| ৬। | পণ্যের নাম | | | | | | | |
| ৭। | এইচএস কোড (HS Code) | | | | | | | |
| সেকশন বি-ল্যান্ড পোর্ট সেড | | | | | | | | |
| ৮ | স্থল বন্দর ইয়ার্ডে মালামাল (কনসাইনমেন্ট) আগমন এবং প্রবেশ লিপিবদ্ধ করার তারিখ ও সময় | | দিন | | মাস | | ঘণ্টা | মিনিট |
| ৯ | কমেন্ট (বক্তব্য): যদি ল্যান্ড পোর্ট সেডে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | |
| সেকশন সি-বিল অফ এক্সপোর্ট | | | | | | | | |
| ১০ | সিএন্ডএফ এজেন্ট কর্তৃক কাষ্টমসের নিকট বিল অফ এক্সপোর্ট-এর মূলকপিসহ সংশ্লিষ্ট কাগজপত্র জমাদানের তারিখ ও সময় | | দিন | | মাস | | ঘণ্টা | মিনিট |
| ১১ | কাষ্টমস কর্তৃপক্ষ কর্তৃক বিল অব এক্সপোর্ট এর নম্বর প্রদানের তারিখ ও সময় (ASYCUDA) | | দিন | | মাস | | ঘণ্টা | মিনিট |
| ১২ | সিএন্ডএফ এজেন্ট কর্তৃক বিল অব এক্সপোর্ট ফাইল রাজস্ব কর্মকর্তা/ সহকারী কমিশনারকে প্রদানের তারিখ ও সময় | | দিন | | মাস | | ঘণ্টা | মিনিট |
| ১৩ | কমেন্ট (বক্তব্য): যদি সেকশন সি তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | |
| সেকশন ডি -মূল্যায়ন (এসেসমেন্ট) | | | | | | | | |
| ১৪ | রাজস্ব কর্মকর্তা/ সহকারী কমিশনার কর্তৃক এসেসমেন্ট করার জন্য সহকারী রাজস্ব কর্মকর্তা (Assessment Officer) নিয়োগ করে সিএন্ডএফ | | দিন | | মাস | | ঘণ্টা | মিনিট |

| | | | | | | | | | |
|--|--|---|-----|----------------------|-----|----------------------|-------|----------------------|-------|
| | এজেন্টকে ফাইল প্রদান করার তারিখ ও সময় | | | | | | | | |
| ১৫ | সিএন্ডএফ এজেন্ট কর্তৃক বিল অব এক্সপোর্ট সহ সকল কাগজপত্র (ডকুমেন্টেশন) সহকারী রাজস্ব কর্মকর্তার (Assessment Officer) নিকট প্রদানের তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> | মিনিট |
| ১৬ | সহকারী রাজস্ব কর্মকর্তা কর্তৃক এসেসমেন্ট সম্পন্ন করে এসেসমেন্ট রিপোর্ট প্রদান করার তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> | মিনিট |
| ১৭ | রাজস্ব কর্মকর্তা কর্তৃক শুদ্ধ পুন: মূল্যায়ন করা এবং এসেসমেন্ট চূড়ান্ত করার তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> | মিনিট |
| ১৮ | কমেন্ট (বক্তব্য): যদি সেকশন ডি-তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | | |
| সেকশন ই- পরীক্ষা (Examination) | | | | | | | | | |
| ১৯ | রাজস্ব কর্মকর্তা/ সহকারী কমিশনার কর্তৃক পরীক্ষা (Examination) করার জন্য সহকারী রাজস্ব কর্মকর্তা (Examination Officer) নিযুক্ত (Assign) করার তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> | মিনিট |
| ২০ | সহকারী রাজস্ব কর্মকর্তা (Examination Officer) কর্তৃক নমুনা গ্রহণ/ পরীক্ষা শুরুর তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> | মিনিট |
| ২১ | সহকারী রাজস্ব কর্মকর্তা (Examination Officer) পরীক্ষা সম্পন্ন করে রিপোর্ট প্রদানের তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> | মিনিট |
| ২২ | ঘোষণার (Declaration) সাথে নমুনা ও পরীক্ষার ফলাফলের মিল পাওয়া গেছে | হ্যাঁ <input type="text"/> <input type="text"/> | | | | | | | |
| নির্দেশনা: যদি উপরোক্ত প্রশ্নের উত্তর যদি হ্যাঁ হয় তবে সরাসরি ২৬নম্বর প্রশ্নের উত্তর প্রদান করুন | | | | | | | | | |
| ২৩ | যদি ঘোষণার সাথে পরীক্ষার ফলাফলে ভিন্নতা হয় তাহলে তা ফাইলে লিপিবদ্ধ করার তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> | মিনিট |
| ২৪ | পুন: পরীক্ষার তারিখ ও সময়-শুরু | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> | মিনিট |
| ২৫ | পুন: পরীক্ষার তারিখ ও সময়-শেষ | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> | মিনিট |
| ২৬ | সহকারী রাজস্ব কর্মকর্তা (Examination Officer) কর্তৃক সিএন্ডএফ এজেন্টকে ফাইল ফেরত প্রদানের তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> | মিনিট |
| ২৭ | সিএন্ডএফ এজেন্ট কর্তৃক রাজস্ব কর্মকর্তা/ সহকারী কমিশনার-কে পরীক্ষার ফলাফল জানিয়ে ফাইল ফেরত প্রদানের তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> | মিনিট |
| ২৮ | কমেন্ট (বক্তব্য): যদি সেকশন ই-তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | | |
| সেকশন এফ- শুদ্ধ এবং কর প্রদান | | | | | | | | | |
| ২৯ | সিএন্ডএফ এজেন্ট কর্তৃক ধার্যকৃত শুল্ক এবং কর (যদি থাকে) টিআর (TR) চালানোর মাধ্যমে ব্যাংকে জমা করণের তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> | মিনিট |
| ৩০ | কমেন্ট (বক্তব্য): যদি সেকশন এফ-তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | | |

| সেকশন জি –লোডিং এবং আনলোডিং | | | | | | | | |
|--|---|----------------------|-----|----------------------|-----|----------------------|-------|----------------------------|
| ৩১ | বাংলাদেশী ট্রাক হতে মালমাল অবমুক্ত (আনলোড) করার তারিখ ও সময় এবং ভারতীয়/ভূটানের ট্রাকে মালমাল লোড করা –শুরু | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> মিনিট |
| ৩২ | বাংলাদেশী ট্রাক হতে মালমাল অবমুক্ত (আনলোড) করার তারিখ ও সময় এবং ভারতীয়/ভূটানের ট্রাকে মালমাল লোড করা –শেষ | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> মিনিট |
| ৩৩ | কমেন্ট (বক্তব্য): যদি সেকশন জি-তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | |
| সেকশন এইচ-কাষ্টমস অবমুক্ত (কাষ্টমস রিলিজ) | | | | | | | | |
| ৩৪ | সিএন্ডএফ কর্তৃক কাষ্টমস অবমুক্ত (রিলিজ) করার জন্য সকল কাগজপত্র জমা প্রদানের তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> মিনিট |
| ৩৫ | সহকারী রাজস্ব কর্মকর্তা কর্তৃক কাষ্টমস অবমুক্ত আদেশ (Release Order) মুদ্রনের তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> মিনিট |
| ৩৬ | কমেন্ট (বক্তব্য): যদি সেকশন এইচ-তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | |
| সেকশন আই-স্বলবন্দের কর্তৃপক্ষ কর্তৃক অবমুক্ত (রিলিজ) | | | | | | | | |
| ৩৭ | স্বল বন্দের কর্মকর্তার নিকট কাষ্টমস অবমুক্ত আদেশ (Release Order) সিএন্ডএফ এজেন্ট কর্তৃক জমা করার তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> মিনিট |
| ৩৮ | স্বলবন্দের পাওনা (Fees) সিএন্ডএফ এজেন্টকে জানানোর তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> মিনিট |
| ৩৯ | সিএন্ডএফ কর্তৃক স্বলবন্দের পাওনা (Fees) জমার তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> মিনিট |
| ৪০ | বন্দের কর্তৃপক্ষ কর্তৃক কাগজপত্র যাচাইয়ের তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> মিনিট |
| ৪১ | যুক্তস্বাক্ষরের মাধ্যমে জারিকৃত গেটপাস প্রদানের তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> মিনিট |
| ৪২ | বর্হিগমনগেটে লিপিবদ্ধ করার তারিখ ও সময় এবং বাংলাদেশ হতে ট্রাক এর প্রস্থান | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘন্টা | <input type="text"/> মিনিট |
| ৪৩ | কমেন্ট (বক্তব্য): যদি সেকশন আই তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | |
| ৪৪ | অতিরিক্ত বক্তব্য (যদি থাকে) | | | | | | | |

Bangladesh Time Release Study 2016

Burimari TRS – Import

Purpose of Survey

The Asian Development Bank (ADB) and the United Nations Economic and Social Commission for Asia and the Pacific (UNESCAP) is supporting the National Board of Revenue, Bangladesh to conduct a Time Release Study in order to identify bottlenecks in the release process that negatively affect the time taken to release cargo. The results of this study will be used to eliminate such bottlenecks. Your co-operation in accurately completing this questionnaire is appreciated.

(*)= Mandatory – if indicated for a section, mandatory questions for the section, mandatory questions for the section must be completed/ if indicated for a question, the question must be completed if the section is used

| | |
|---|--|
| Section A – TRS Data (*) | |
| 1. Name of Importer | |
| 2. Business Identification Number | |
| 3. Agent License Number | |
| 4. Bill of Entry Number and Date | |
| 5. Manifest Number and Date | |
| 6. Name of Product | |
| 7. HS Code | |
| Section B – Zero Point | |
| 8. Date and time of submission of Manifest at Zero Point (Manifest Point) | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 9. Date and time of entry of Manifest at Zero Point (Manifest Point) | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 10. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in the Zero Point | |
| Section C – Port Authority Area | |
| 11. Date and time of arrival of truck at the weighing bridge by the Land port gate and record weight of loaded truck | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 12. Date and Time of loaded truck arrives at land port shed area/yard | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 13. Date and time of unloading of truck – commence | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 14. Date and time of unloading of truck – ends | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 15. Date and time of unloaded truck arrive at the weighing bridge and record weight of unloaded truck | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 16. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section C | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| Section D – Manifest Branch | |
| 17. Date and time of Manifest Branch of Customs receives manifest from assigned Assistant Revenue Officer of Weigh Bridge | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 18. Date and time of C&F Agent gives all import documents to Manifest Branch | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |

| | |
|---|--|
| 19. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section D | |
| Section E – Bill of Entry Record | |
| 20. Date and time of C&F Agent submits Bill of Entry to Customs | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 21. Date and time of Customs assigns Bill of Entry number (ASYCUDA) | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 22. Date and time of C&F Agent delivers Bill of Entry file to Revenue Officer/Assistant Commissioner | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 23. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in the Bill of Entry Record Process | |
| Section F – Examination | |
| 24. Date and time of Revenue Officer/Assistant Commissioner to assign Assistant Revenue Officer (examination Officer) for examination | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 25. Date and time of Assistant Revenue Officer (examination Officer) obtains samples/ examination | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 26. Date and time of land port authority provide Net weight of the product | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 27. Date and time of Assistant Revenue Officer (examination Officer) completes examination and put up reports | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 28. Examination and samples in accordance with declaration | YES <input type="checkbox"/> NO <input type="checkbox"/> |
| INSTRUCTION: If answer to above is YES, go to question 32 | |
| 29. If examination differs from declaration, date and time findings are noted in file | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 30. Date and time of further examination – commences | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 31. Date and time of further examination – ends | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 32. Date and time of Assistant Revenue Officer (examination Officer) returns file to C&F Agent | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 33. Date and time of C&F Agent delivers file to Revenue Officer/Assistant Commissioner with examination result | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 34. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section F | |
| Section G – Assessment | |
| 35. Date and time of Revenue Officer/Assistant Commissioner examine completed file and refers it to Assistant Revenue Officer (Assessment Officer) for Assessment and gives file to C&F Agent | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 36. Date and time of C&F Agent submits Bill of Entry and documents to Assistant Revenue Officer (Assessment Officer) | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 37. Date and time of Assistant Revenue Officer (Assessment Officer) completes assessment and provides assessment report | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |

| | |
|--|--|
| 38. Date and time of Revenue Officer recheck duty and finalize assessment | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 39. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section G | |
| Section H – Payment of Duty and Taxes | |
| 40. Date and time of C&F Agent pays assessed duty at bank by TR Challan | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 41. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section H | |
| Section I – Customs Release | |
| 42. Date and time of Date and time C&F Agent submits copy of TR Challan to Customs | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 43. Date and time of Assistant Revenue Officer print Customs Release Order (Out Pass) | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 44. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section I | |
| Section J – Port Authority Release | |
| 45. Date and time of C&F Agent submits Customs Release Order to Land Port officials | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 46. Date and time of Port dues calculated and calculations given to C&F Agent | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 47. Date and time of C&F Agent pays port dues to bank | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 48. Date and time of C&F Agent submits bank receipt to Land Port | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 49. Date and time of Port authority verifies the documents | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 50. Date and time of gate pass issued with joint signatures | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 51. Date and time of entry at exit gate and Truck exits | <input type="text"/> day <input type="text"/> mth <input type="text"/> hr <input type="text"/> min |
| 52. COMMENT: Use this section to record any extra ordinary circumstances that affected the time taken in Section J | |
| 53. Additional Comments (if any) | |
| | |

বাংলাদেশ টাইম রিলিজ ষ্টাডি (টি আর এস) - ২০১৬

-বুড়িমারী টিআরএস-আমদানি প্রক্রিয়া-

জরিপের উদ্দেশ্য:

এশিয়ান উন্নয়ন ব্যাংক (ADB) এবং জাতিসংঘের এশীয় এবং প্রশান্ত মহাসাগরীয় কমিশন (UNESCAP), বাংলাদেশ জাতীয় রাজস্ব বোর্ড (NBR) কে বুড়িমারী স্থলবন্দরে টাইম রিলিজ ষ্টাডি পরিচালনায় সহযোগিতা করেছে। এই জরিপের উদ্দেশ্য হলো আমদানি ও রপ্তানি পণ্য ছাড়করণ (রিলিজ) করার ক্ষেত্রে যে সমস্ত কারণে অতিরিক্ত সময় লাগে তা চিহ্নিত করা। এই জরিপের প্রাপ্ত ফলাফল এ সমস্ত প্রতিবন্ধকতা দূর করার ক্ষেত্রে ব্যবহৃত হবে। যথাযথভাবে প্রশ্নমালা পূরণে সহযোগিতার জন্য আপনাকে অসংখ্য ধন্যবাদ।

(*) = বাধ্যতামূলক

| সেকশন এ - টি আর এস তথ্য (*) | | | | | | | | |
|-------------------------------------|--|--|-----|--|-----|--|-------|-------|
| ১। | আমদানিকারক এর নাম | | | | | | | |
| ২। | ট্রেড লাইসেন্স এর নম্বর | | | | | | | |
| ৩। | সিএন্ডএফ এজেন্ট এর লাইসেন্স নম্বর | | | | | | | |
| ৪। | বিল অব এন্ট্রি-এর নম্বর এবং তারিখ | | | | | | | |
| ৫। | মেনিফেস্ট-এ র নম্বর এবং তারিখ | | | | | | | |
| ৬। | পণ্যের নাম | | | | | | | |
| ৭। | এইচ এস কোড (HS Code) | | | | | | | |
| সেকশন বি -জিরো পয়েন্ট | | | | | | | | |
| ৮ | জিরো পয়েন্টে মেনিফেস্ট জমা করার তারিখ ও সময় (মেনিফেস্ট পয়েন্ট) | | দিন | | মাস | | ঘণ্টা | মিনিট |
| ৯ | জিরো পয়েন্টে মেনিফেস্ট লিপিবদ্ধ করার তারিখ ও সময় (মেনিফেস্ট পয়েন্ট) | | দিন | | মাস | | ঘণ্টা | মিনিট |
| ১০ | কমেন্ট (বক্তব্য): যদি জিরো পয়েন্টে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | |
| সেকশন সি -স্থলবন্দর কর্তৃপক্ষ এলাকা | | | | | | | | |
| ১১ | স্থলবন্দরের গেট দিয়ে মালমাল বোঝাই (লোডেড) ট্রাক ওজন সেতুতে (Weighing Bridge) আগমন ও ওজন করার তারিখ ও সময় | | দিন | | মাস | | ঘণ্টা | মিনিট |
| ১২ | স্থলবন্দর সেড এলাকাতে মালমাল বোঝাই (লোডেড) ট্রাক আগমনের তারিখ ও সময় | | দিন | | মাস | | ঘণ্টা | মিনিট |
| ১৩ | ট্রাক হতে মালমাল নামানো (আনলোড)-শুরু | | দিন | | মাস | | ঘণ্টা | মিনিট |
| ১৪ | ট্রাকহতে মালমাল নামানো (আনলোড)-শেষ | | দিন | | মাস | | ঘণ্টা | মিনিট |
| ১৫ | স্থলবন্দর সেড এলাকা হতে খালি (আনলোডেড) ট্রাক ওজন সেতুতে (Weighing Bridge) আগমন ও ওজন করার তারিখ ও সময় | | দিন | | মাস | | ঘণ্টা | মিনিট |
| ১৬ | কমেন্ট (বক্তব্য): যদি সেকশন সি তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে | | | | | | | |

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|---|--|--|-----|--|-----|--|-------|-------|
| | লিপিবদ্ধ হবে। | | | | | | | |
| সেকশন ডি-মেনিফেস্ট শাখা | | | | | | | | |
| ১৭ | ওজন সেতুতে (Weighing Bridge) নিযুক্ত সহকারী রাজস্ব কর্মকর্তা (ARO)হতে কাষ্টমস এর মেনিফেস্ট শাখায় মেনিফেস্ট প্রাপ্তির তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ১৮ | সিএন্ডএফ এজেন্ট কর্তৃক মেনিফেস্ট শাখায় আমদানির সকল কাগজপত্র (ডকুমেন্ট) জমাকরণের তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ১৯ | কমেন্ট (বক্তব্য): যদি সেকশন সি তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | |
| সেকশন ই- বিল অব এন্ট্রি (Bill of Entry) লিপিবদ্ধকরণ | | | | | | | | |
| ২০ | সিএন্ডএফ এজেন্ট কর্তৃক বিল অব এন্ট্রি কাষ্টমসে জমা প্রদানের তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ২১ | কাষ্টমস কর্তৃক বিল অব এন্ট্রি নম্বর প্রদানের তারিখ ও সময় (ASYCUDA World) | | দিন | | মাস | | ঘন্টা | মিনিট |
| ২২ | সিএন্ডএফ এজেন্ট কর্তৃক বিল অব এন্ট্রি (BoE)ফাইল রাজস্ব কর্মকর্তা/সহকারী কমিশনারের নিকট জমা করার তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ২৩ | কমেন্ট (বক্তব্য): যদি সেকশন ই তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | |
| সেকশন এফ- পরীক্ষা (Examination) | | | | | | | | |
| ২৪ | রাজস্ব কর্মকর্তা /সহকারী কমিশনার কর্তৃক পরীক্ষা (Examination) করার জন্য সহকারী রাজস্ব কর্মকর্তা (ARO)কে নিযুক্ত (Assign) করার তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ২৫ | সহকারী রাজস্ব কর্মকর্তা (Examination Officer) কর্তৃক নমুনা গ্রহণ/পরীক্ষা শুরুর তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ২৬ | বন্দর কর্তৃপক্ষ কর্তৃক পণ্যের নেট ওজন স্লিপ প্রদানের তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ২৭ | সহকারী রাজস্ব কর্মকর্তা (Examination Officer) পরীক্ষা সম্পন্ন করে রিপোর্ট প্রদানের তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ২৮ | ঘোষণার (Declaration) সাথে নমুনা ও পরীক্ষার ফলাফলের মিল পাওয়া গেছে | | | | | | | |
| নির্দেশনা: যদি উপরোক্ত প্রশ্নের উত্তর যদি হ্যাঁ হয় তবে সরাসরি ৩২ নম্বর প্রশ্নের উত্তর প্রদান করুন | | | | | | | | |
| ২৯ | যদি ঘোষণার সাথে ফলাফলের ভিন্নতা হয় তাহলে তা ফাইলে লিপিবদ্ধ করার তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৩০ | পুন: পরীক্ষার তারিখ ও সময়- শুরু | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৩১ | পুন: পরীক্ষার তারিখ ও সময়- শেষ | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৩২ | সহকারী রাজস্ব কর্মকর্তা (Examination Officer) কর্তৃক সিএন্ডএফ এজেন্টকে ফাইল ফেরত প্রদানের তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৩৩ | সিএন্ডএফ এজেন্ট কর্তৃক রাজস্ব কর্মকর্তা/ | | দিন | | মাস | | ঘন্টা | মিনিট |

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| | সহকারী কমিশনার-কে পরীক্ষার ফলাফল জানিয়ে ফাইল ফেরত প্রদানের সময় ও তারিখ | | | | | | | |
| ৩৪ | কমেন্ট (বক্তব্য): যদি সেকশন এফ এ কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | |
| সেকশন জি – মূল্যায়ন/ এসেসমেন্ট (Assessment) | | | | | | | | |
| ৩৫ | রাজস্ব কর্মকর্তা/সহকারী কমিশনার কর্তৃক পরীক্ষা পর্ব সম্পন্ন করে সহকারী রাজস্ব কর্মকর্তা (Assessment Officer) নিয়োগ করে সিএন্ডএফ এজেন্টকে ফাইল প্রদান করার সময় ও তারিখ | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৩৬ | সিএন্ডএফ এজেন্ট কর্তৃক বিল অব এন্ট্রি সহ সকল কাগজপত্র (ডকুমেন্ট) সহকারী রাজস্ব কর্মকর্তার (Assessment Officer) নিকট প্রদানের তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৩৭ | সহকারী রাজস্ব কর্মকর্তা কর্তৃক এসেসমেন্ট সম্পন্ন করে এসেসমেন্ট রিপোর্ট প্রদান করার তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৩৮ | রাজস্ব কর্মকর্তা কর্তৃক শুদ্ধ পুন: মূল্যায়ন করা এবং এসেসমেন্ট চূড়ান্ত করার তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৩৯ | কমেন্ট (বক্তব্য): যদি সেকশন জি তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | |
| সেকশন এইচ- শুদ্ধ এবং কর প্রদান | | | | | | | | |
| ৪০ | সিএন্ডএফ এজেন্ট কর্তৃক ধার্যকৃত শুদ্ধ টিআর (TR) চালানের মাধ্যমে ব্যাংকে জমাকরণের তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৪১ | কমেন্ট (বক্তব্য): যদি সেকশন এইচ তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | |
| সেকশন আই-কাষ্টমস অবমুক্ত করণ (কাষ্টমস রিলিজ) | | | | | | | | |
| ৪২ | সিএন্ডএফ এজেন্ট কর্তৃক টিআর (TR) চালানের কপি কাষ্টমসের নিকট জমা প্রদানের তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৪৩ | সহকারী রাজস্ব কর্মকর্তা কর্তৃক কাষ্টমস ছাড়করণ আদেশ (আউট পাস) প্রদান করার তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৪৪ | কমেন্ট (বক্তব্য): যদি সেকশন আই-তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | |
| সেকশন জে-স্বলবন্দের কর্তৃপক্ষ কর্তৃক অবমুক্ত করণ (রিলিজ) | | | | | | | | |
| ৪৫ | সিএন্ডএফ এজেন্ট কর্তৃক কাষ্টমস ছাড়করণ আদেশ (আউট পাস) স্বল বন্দের কর্মকর্তার নিকট জমা করার তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৪৬ | স্বলবন্দের কর্তৃপক্ষ কর্তৃক স্বল বন্দের ফি সিএন্ডএফ এজেন্টকে জানানোর তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৪৭ | সিএন্ডএফ এজেন্ট কর্তৃক স্বলবন্দের ফি ব্যাংকে জমা করার তারিখ ও সময় | | দিন | | মাস | | ঘন্টা | মিনিট |
| ৪৮ | সিএন্ডএফ এজেন্ট কর্তৃক ব্যাংক জমার রশীদ (রিসিট) | | দিন | | মাস | | ঘন্টা | মিনিট |

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| | স্থলবন্দর কর্তৃপক্ষকে প্রদানের তারিখ ও সময় | | | | | | | | |
| ৪৯ | বন্দর কর্তৃপক্ষ কর্তৃক কাগজপত্র যাচাই সম্পন্ন করার তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘণ্টা | <input type="text"/> | মিনিট |
| ৫০ | যুক্ত স্বাক্ষরের মাধ্যমে জারিকৃত গেটপাস প্রদানের তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘণ্টা | <input type="text"/> | মিনিট |
| ৫১ | কার্গো/ ট্রাক স্থলবন্দর ত্যাগ করার সময় প্রস্থান গেটে (Exit Gate) লিপিবদ্ধ করার তারিখ ও সময় | <input type="text"/> | দিন | <input type="text"/> | মাস | <input type="text"/> | ঘণ্টা | <input type="text"/> | মিনিট |
| ৫২ | কমেন্ট (বক্তব্য): যদি সেকশন জে-তে কোন বিশেষ বা অস্বাভাবিক কারণে বিলম্ব হয়, তা এই অংশে লিপিবদ্ধ হবে। | | | | | | | | |
| ৫৩ | অতিরিক্ত বক্তব্য (যদি থাকে) | | | | | | | | |
| | | | | | | | | | |

Appendix 3. A few photos of the Burimari Land Port

Burimari land port- Administration building



Burimari land port- No Mans Land-Import cargo crossing the Border



Zero Point Tong Ghor for entry register



Import Cargos moving toward Burimari land port



Data Entry for the ASYCUDA World



Assessment of import file by customs official



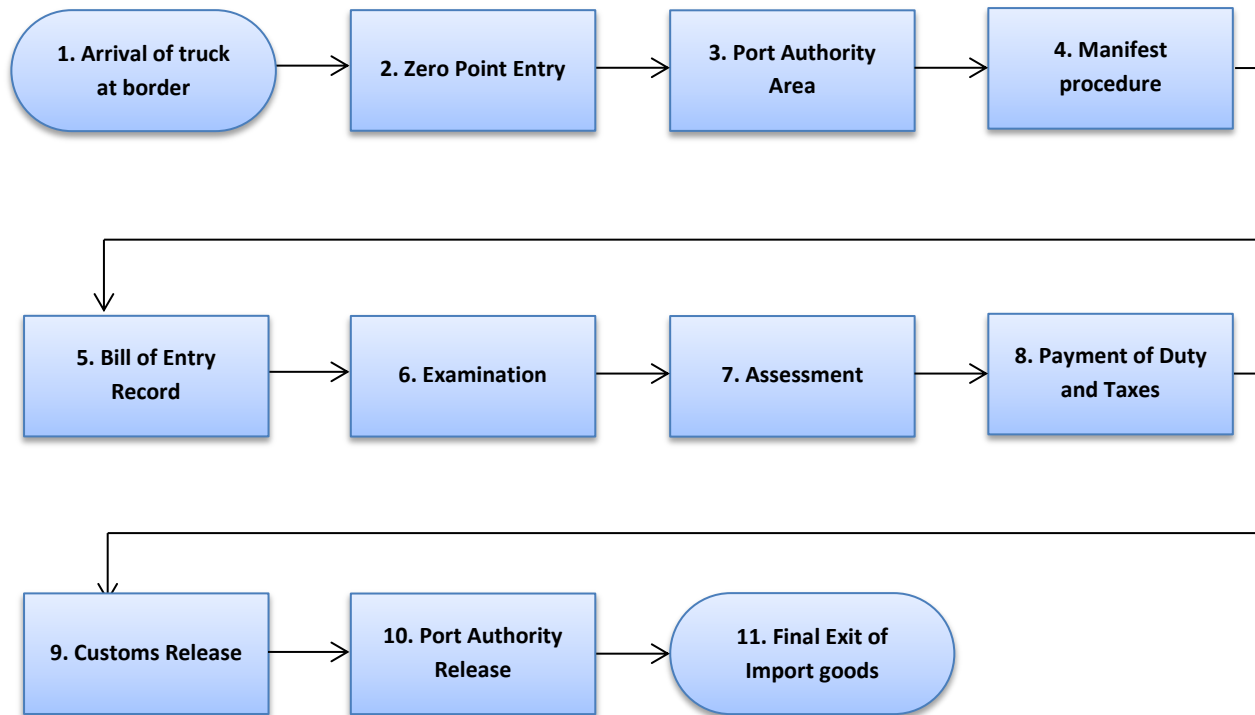
Appendix 4. Burimari Land Port: at a glance

| | |
|-------------------------|---|
| Bangladesh side | Burimari, Patgram, Lalmonirhat |
| Indian side | Changrabandha, Mekhaliganj, West Bengla India |
| Operator | Bangladesh Land Port Authority |
| Date of Declaration | 12/01/2002 |
| Start Date of operation | April 09, 2010 |
| Storage capacity | 1800 MT |
| Land area | 11.15 Acre |
| Infrastructure | Shed-3, Open yard-1, Transshipment yard-1, Digital Weigh bridge scale-1 (100 ton), Administrative buildings, labour shed, standby power generator, observations towers, Security posts, Boundary wall |
| Manpower | Administrative personnel 9, Security personnel 19, |
| Principal Import | Goods are mainly imported from Bhutan. Under a mutual arrangement the Bhutanese trucks are allowed to ply through to India to Burimari to unload goods. Import items are stone boulder, dolomite powder, lime stone, coal, talcum powder, railway concrete slipper, orange, apple, wheat, maize, seeds, cardamom etc. |
| Principal Exports | Readymade garments, waste fabrics (jhoot), aerated water, biscuits, potato chips, fruit juice, plastic tableware and kitchenware, melamine tableware, battery etc. |

Appendix 5. Import Process

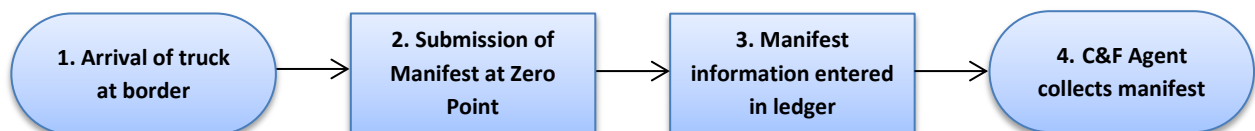
IMPORT PROCESS – PORT OF BURIMARI

A: OVERVIEW



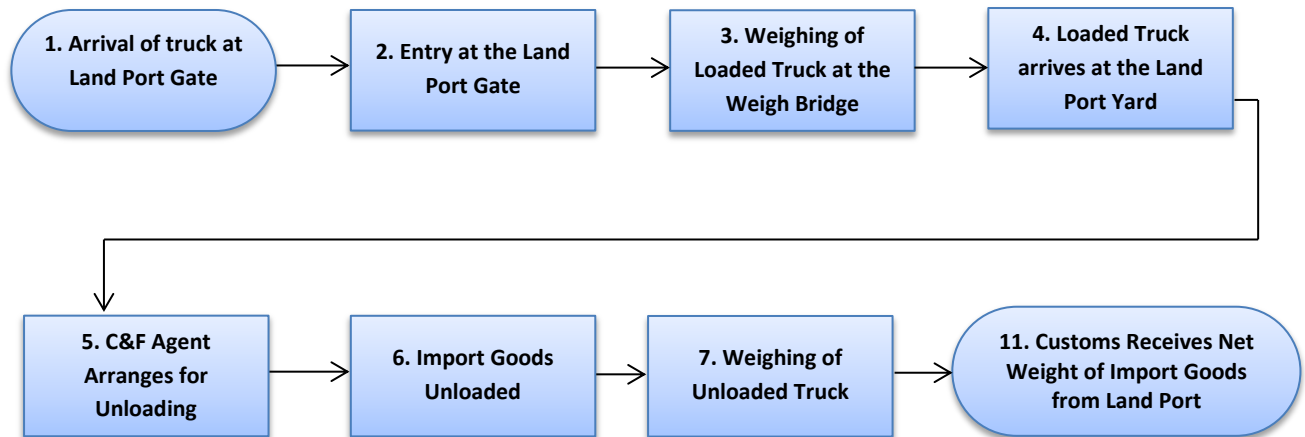
IMPORT PROCESS – PORT OF BURIMARI

A.1: ZERO POINT ENTRY



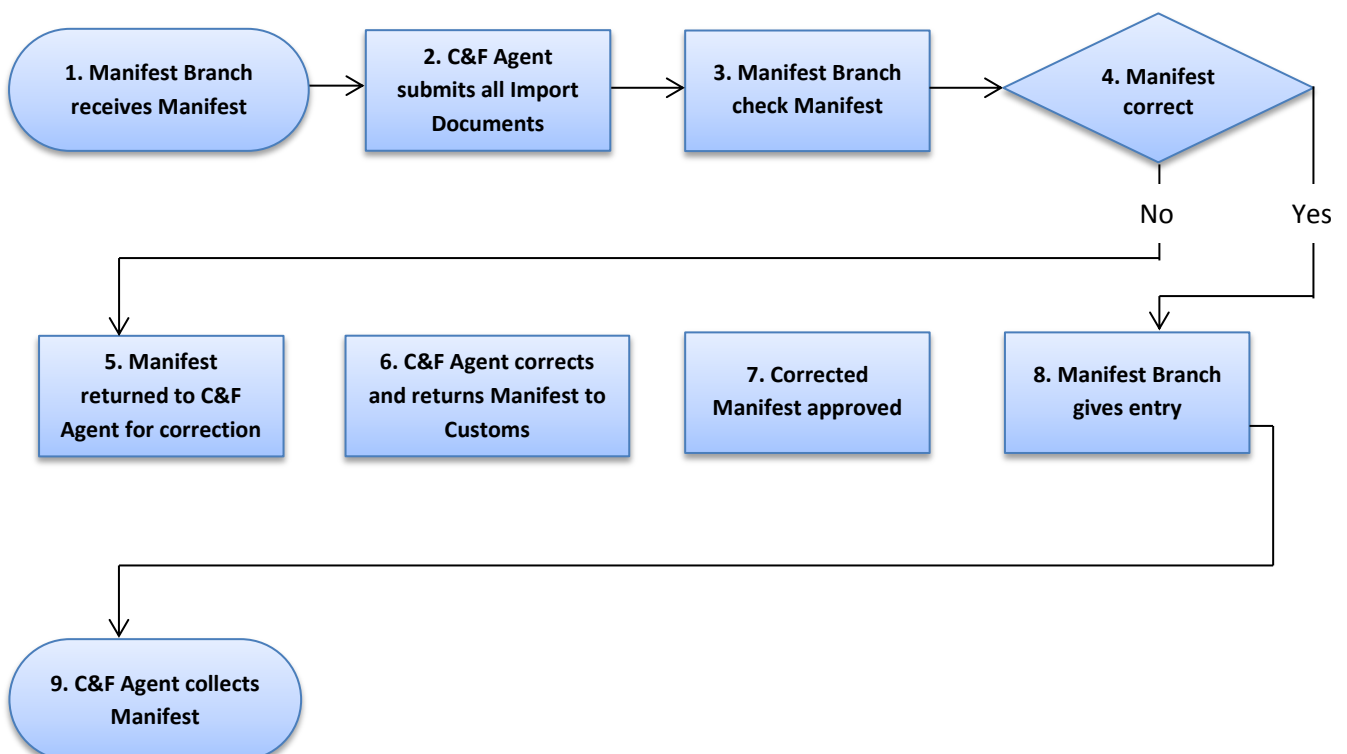
IMPORT PROCESS – PORT OF BURIMARI

A.2: PORT AUTHORITY AREA



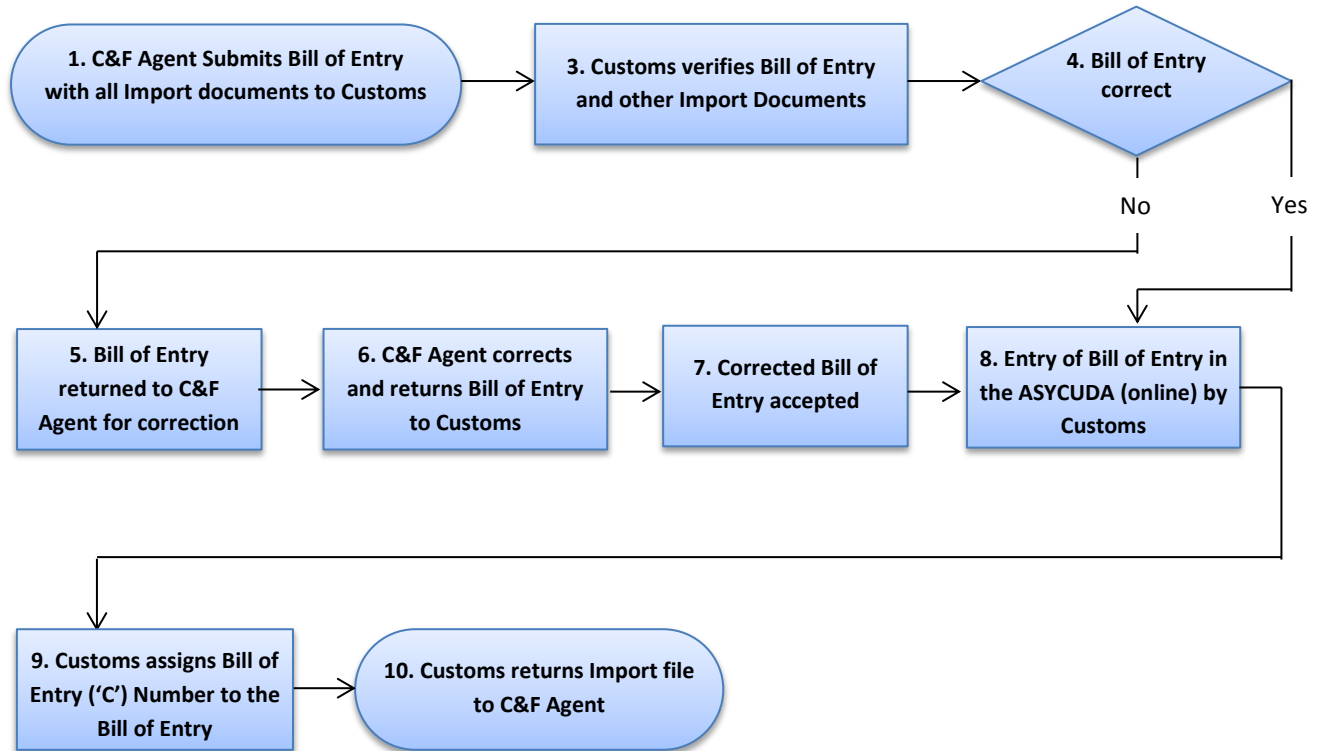
IMPORT PROCESS – PORT OF BURIMARI

A.3: MANIFEST PROCEDURE



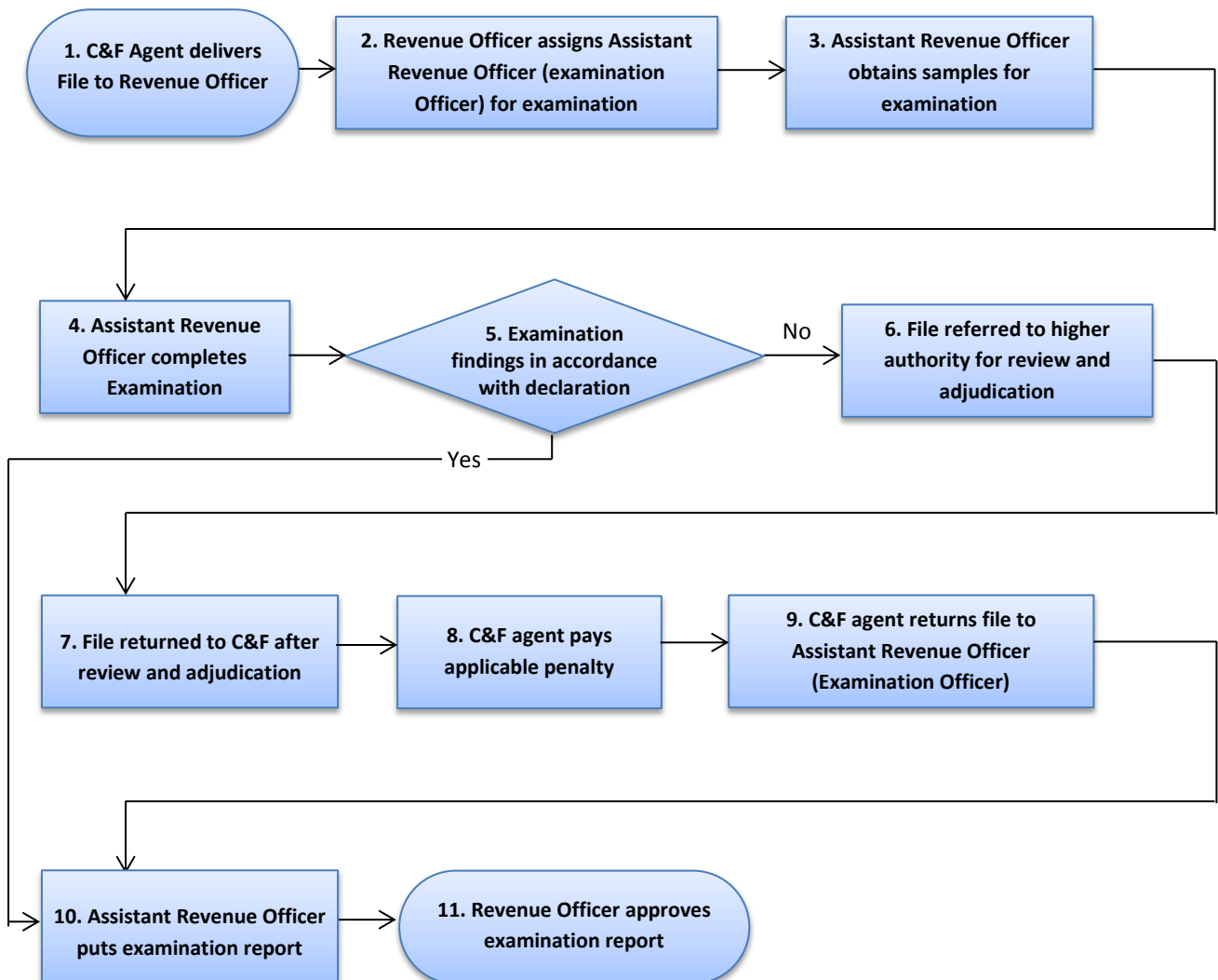
IMPORT PROCESS – PORT OF BURIMARI

A.4: BILL OF ENTRY RECORD/PROVIDE CUSTOMS DECLARATION



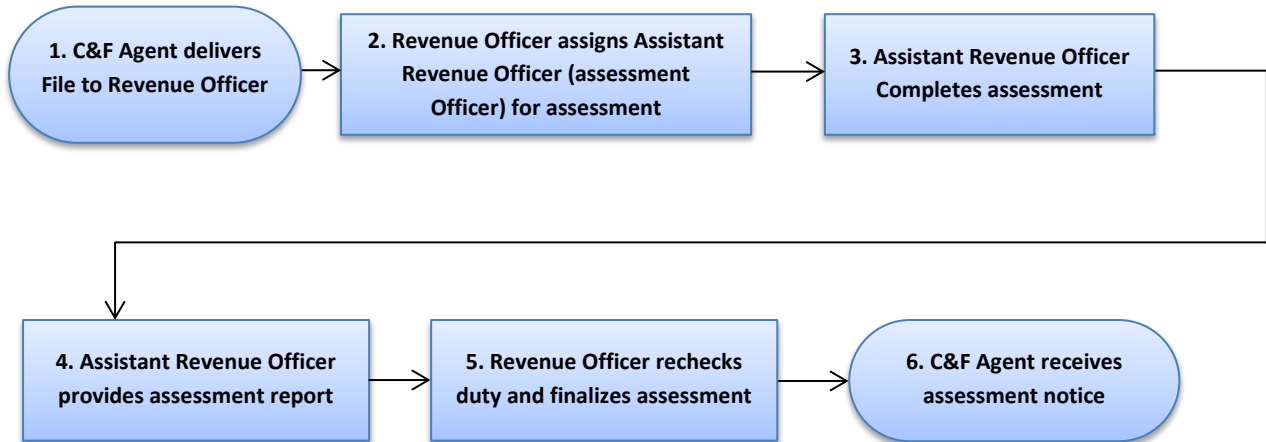
IMPORT PROCESS – PORT OF BURIMARI

A.5: EXAMINATION



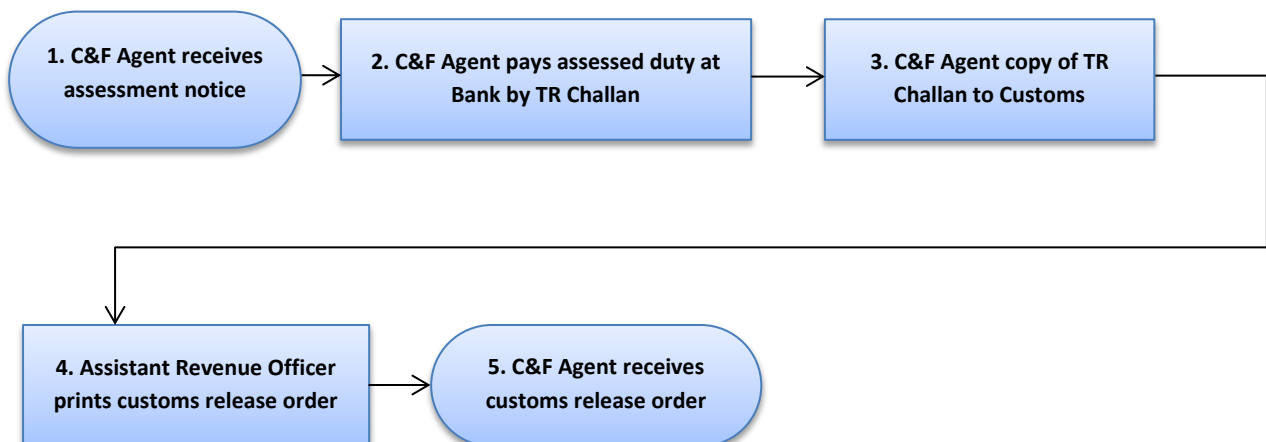
IMPORT PROCESS – PORT OF BURIMARI

A.6: ASSESSMENT



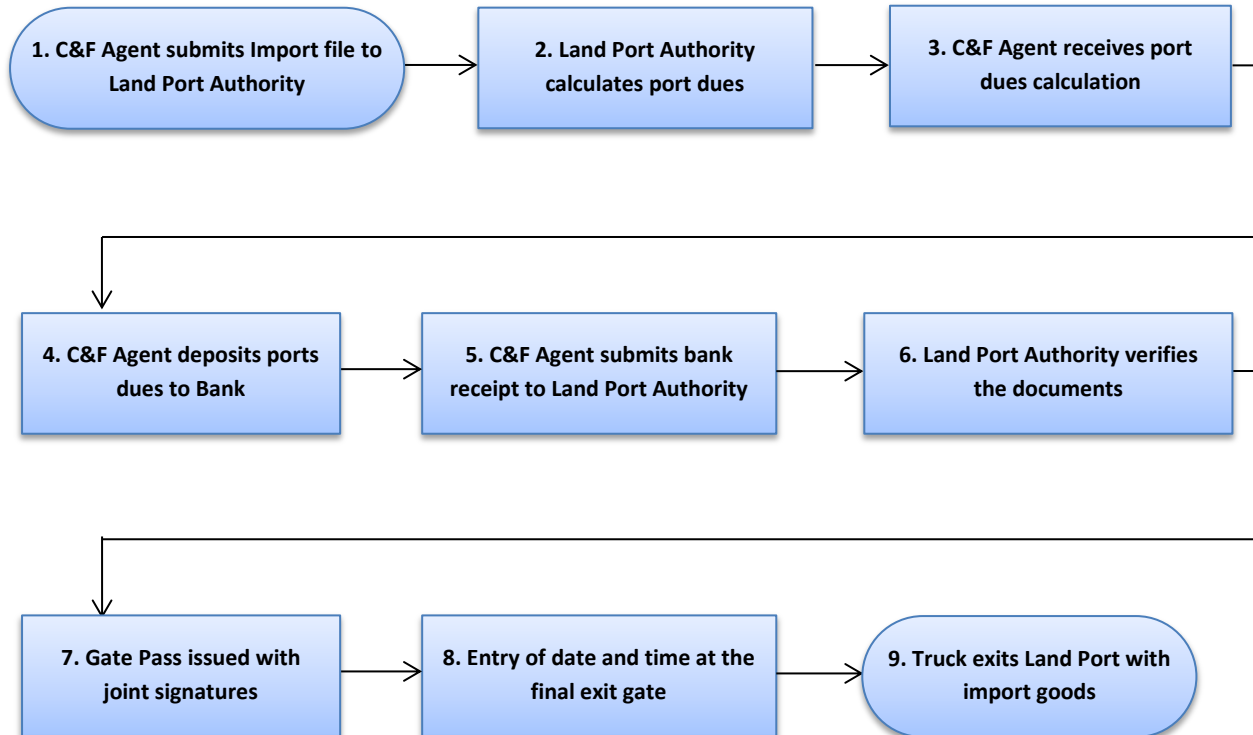
IMPORT PROCESS – PORT OF BURIMARI

A.7: PAYMENT OF DUTY AND TAXES- CUSTOMS RELEASE



IMPORT PROCESS – PORT OF BURIMARI

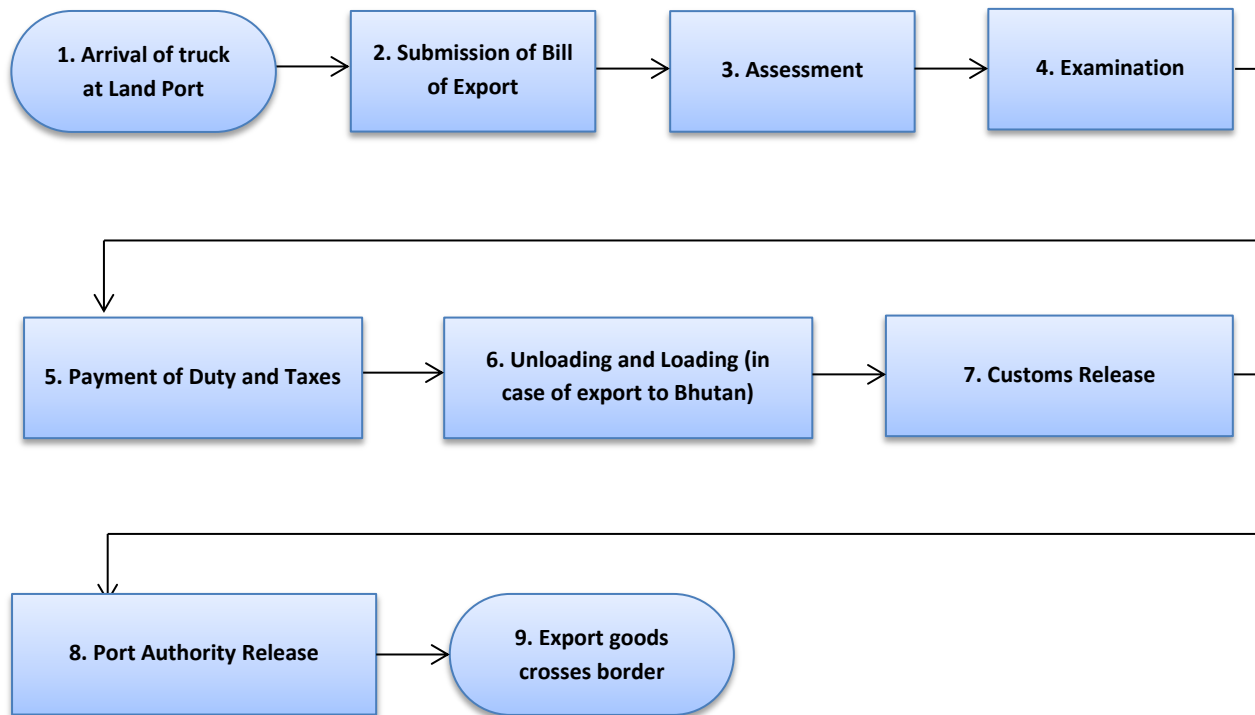
A.8: PORT AUTHORITY RELEASE- FINAL EXIT OF IMPORT GOODS



Appendix 6. Export Process

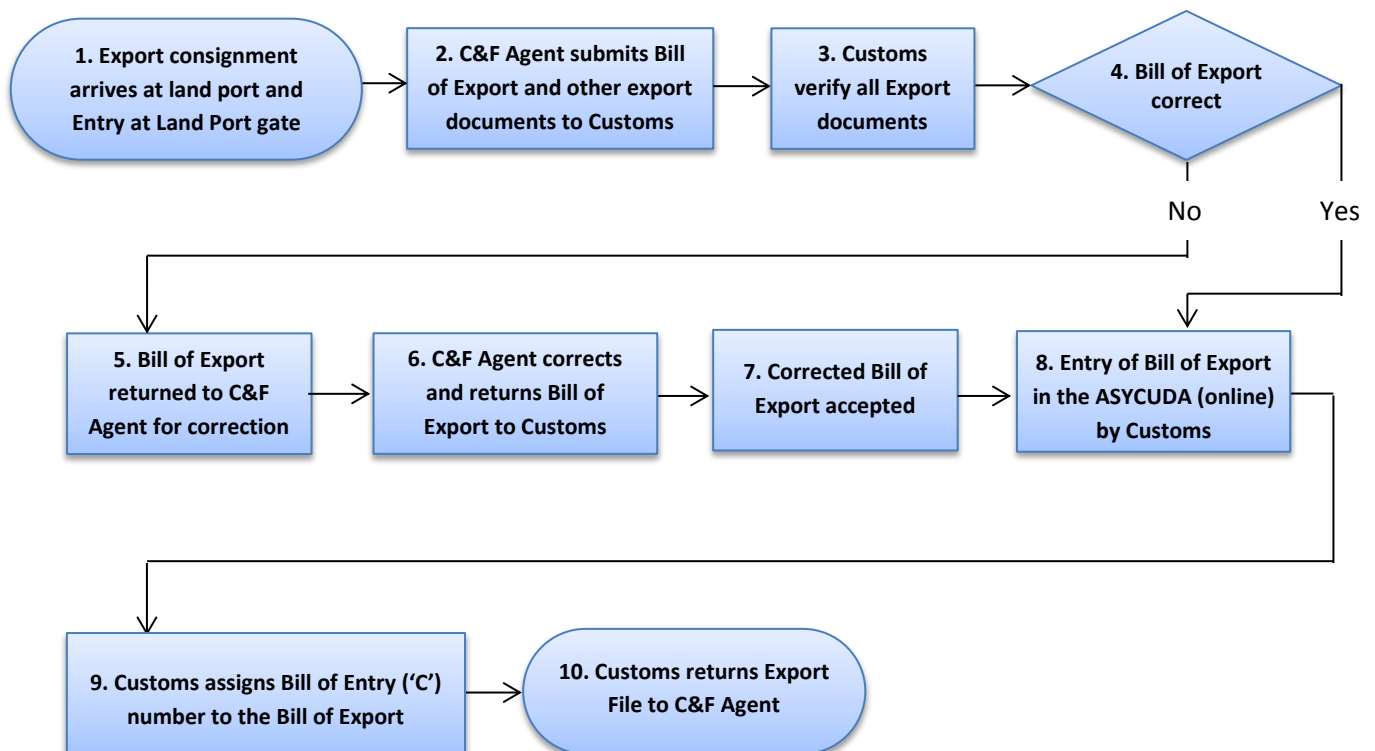
EXPORT PROCESS – PORT OF BURIMARI

B: OVERVIEW



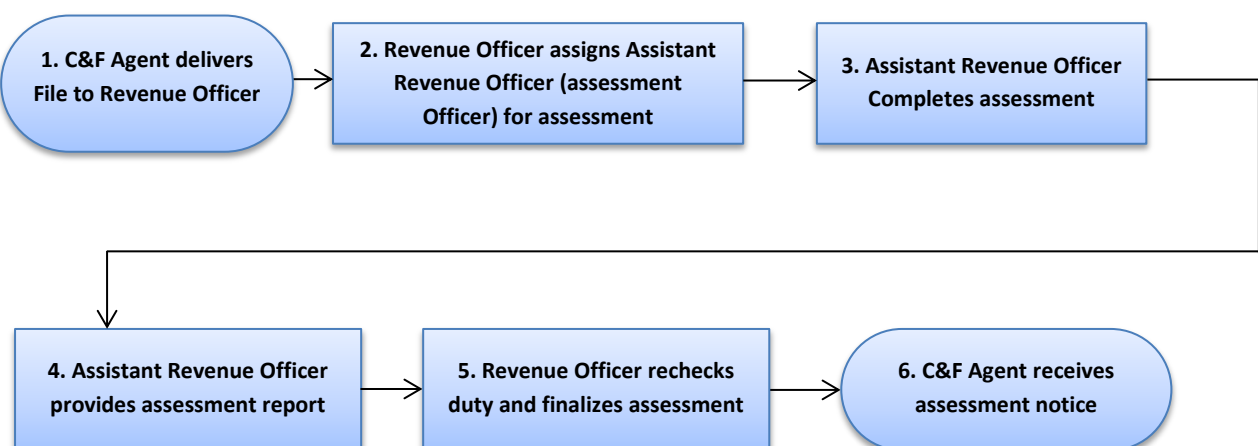
EXPORT PROCESS – PORT OF BURIMARI

B.1: SUBMISSION OF BILL OF EXPORT /PROVIDE CUSTOMS DECLARATION



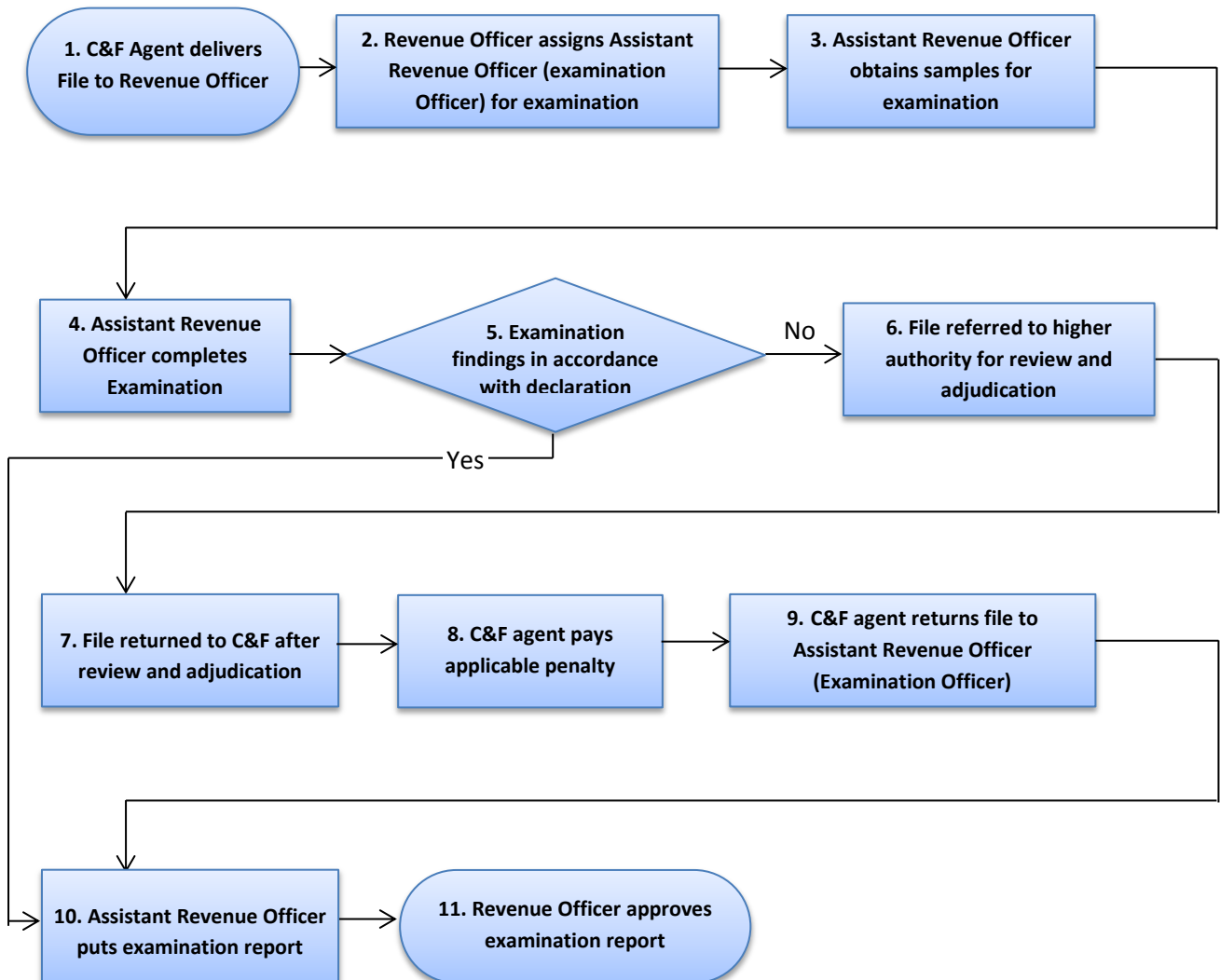
EXPORT PROCESS – PORT OF BURIMARI

B.2: ASSESSMENT



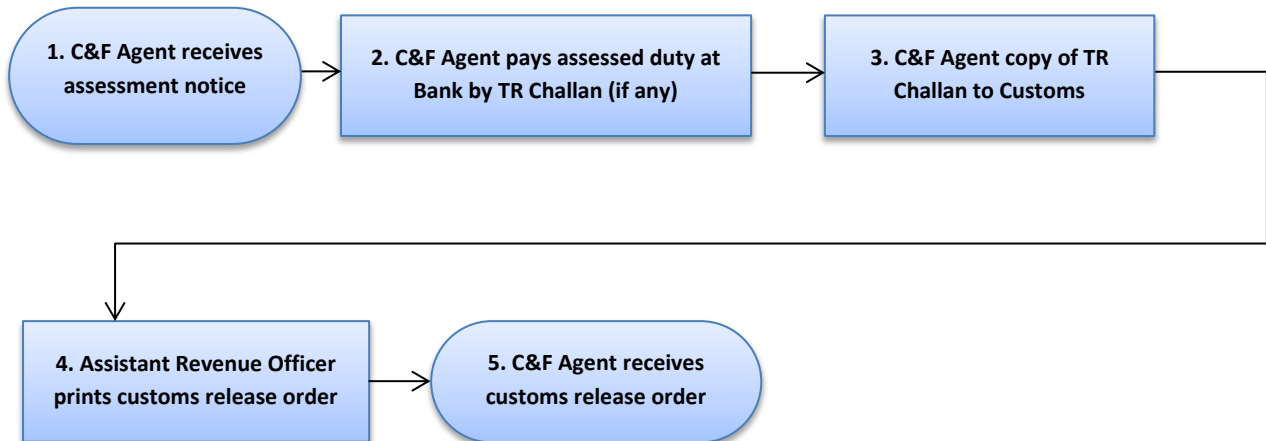
EXPORT PROCESS – PORT OF BURIMARI

B.3: EXAMINATION



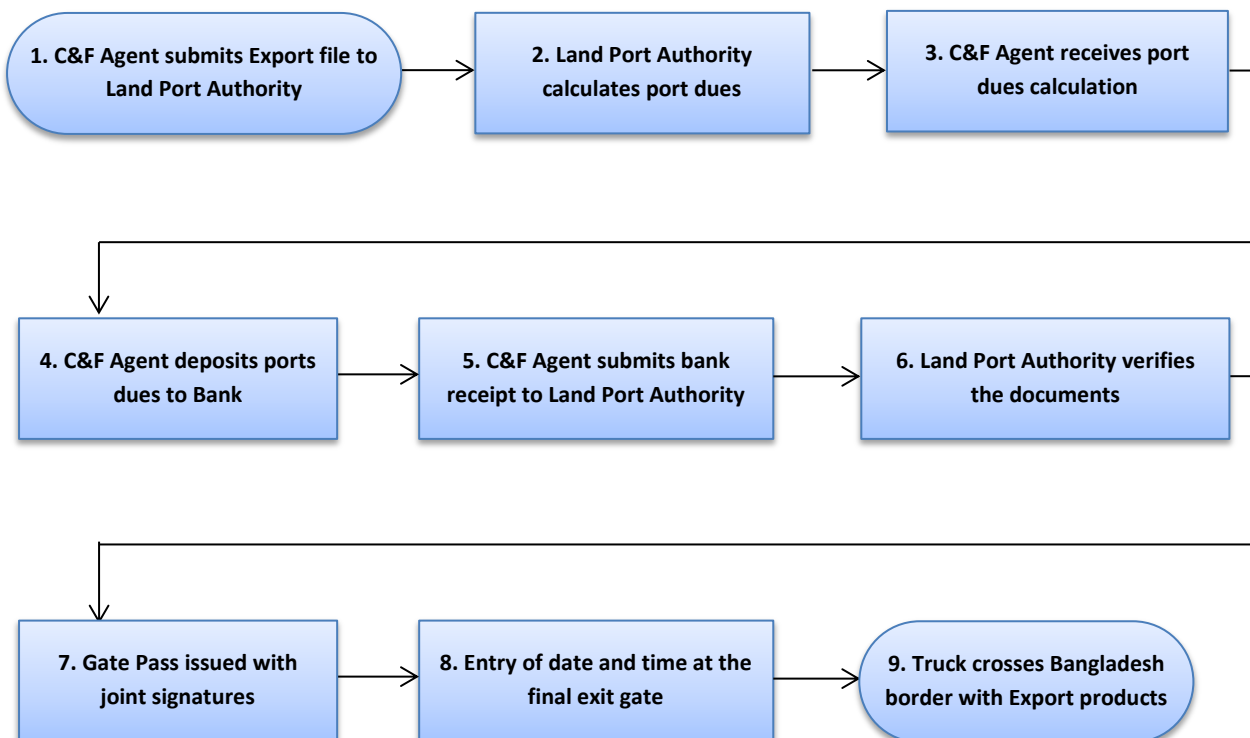
EXPORT PROCESS – PORT OF BURIMARI

B.4: PAYMENT OF DUTY AND TAXES (if any)- CUSTOMS RELEASE



EXPORT PROCESS – PORT OF BURIMARI

B.5: PORT AUTHORITY RELEASE- BORDER CROSSING OF EXPORT GOODS



Appendix 7. Time required for the import steps

The questionnaires utilised for this study (see Appendix 4) were divided into sections to capture the time required for completion of various procedures that were applied in importing or exporting goods. These procedures are implemented by Bangladesh Customs, the Bangladesh Land Port Authority, Scheduled Bank and Clearing and Forwarding Agents. The following tables show the results of the data analysis expressed as average times.

The Average Time column shows the average time for each procedure. Consequently, each row should be viewed individually. Where there was no data for a particular interval, it will not be recorded in the table – for instance in the Import questionnaire, there was no data recorded relating to re-examination (questions 29 to 31 for import and questions 23 to 25 and questions 31 to 33 for export procedures) consequently nothing on this subject is shown in the tables.

Average time taken for release of Import cargo

| Intervals | Average Time | Responsible Body |
|---|--------------------------------------|---|
| The average time taken in Burimari for release of all types of Import cargo | 5 hours 11 minutes 46 Seconds | Bangladesh Customs, Land Port Authority, Bangladesh Border Guard, Scheduled Bank and C&F Agents |

Zero Point Entry

| Intervals | Average Time | Responsible Body |
|---|-------------------------------------|-------------------------------------|
| Date and time of submission of Manifest at Zero Point (Manifest Point) TO completion of entry of Manifest at Zero Point (Manifest Point) | 0 hours 4 minutes 32 Seconds | Customs And Bangladesh Border Guard |

Port Authority Area-Weighing and Unloading

| Intervals | Average Time | Responsible Body |
|---|--------------------------------------|--|
| Date and time of entry of Manifest at Zero Point (Manifest Point) TO completion of weighing of loaded Truck at the weigh bridge | 0 hours 5 minutes 51 Seconds | Land Port Authority |
| Date and Time of loaded truck arrives at land port shed area/yard TO completion of unloading of imported goods | 2 hours 20 minutes 9 Seconds | Land Port Authority, Importers/C&F Agents |
| Date and time of arrival of truck at the weighing bridge by the Land port gate TO completion of weighing of unloaded Truck at the weigh bridge | 2 hours 36 minutes 36 Seconds | Customs, Land Port Authority, Importers/C&F Agents |

Manifest Branch

| Intervals | Average Time | Responsible Body |
|---|--------------------------------------|------------------------|
| Date and time of entry of Manifest at Zero Point (Manifest Point) TO C&F Agent submits all import documents to Manifest Branch | 0 hours 21 minutes 43 Seconds | Customs and C&F Agents |

Bill of Entry Processing

| Intervals | Average Time required | Responsible Body |
|---|--------------------------------------|------------------|
| Date and time of C&F Agent submits Bill of Entry to Customs TO Customs assigns Bill of Entry number (ASYCUDA) | 0 hours 15 minutes 54 Seconds | Customs |
| Date and time of Customs assigns Bill of Entry number (ASYCUDA) TO C&F Agent delivers Bill of Entry file to Revenue Officer/Assistant Commissioner | 0 hours 4 minutes 56 Seconds | Customs |

Examination

| Intervals | Average Time | Responsible Body |
|---|-------------------------------------|------------------|
| Revenue Officer/Assistant Commissioner assigns Assistant Revenue Officer (examination Officer) for examination TO Assistant Revenue Officer (examination Officer) completes examination and put up reports | 2 hours 3 minutes 52 Seconds | Customs |

Assessment

| Intervals | Average Time | Responsible Body |
|--|-------------------------------------|------------------|
| Revenue Officer/Assistant Commissioner assigns Assistant Revenue Officer (Assessment Officer) for examination TO Assistant Revenue Officer (Assessment Officer) completes assessment and provides assessment report | 0 hours 16 minutes 8 Seconds | Customs |
| Assistant Revenue Officer (Assessment Officer) provides assessment report TO Revenue Officer to recheck duty and finalize assessment | 0 hours 5 minutes 36 Seconds | Customs |

Payment of Duty and Taxes

| Intervals | Average Time | Responsible Body |
|--|--------------------------------------|-------------------------|
| Revenue Officer finalizes assessment TO C&F Agent submits copy of TR Challan to Customs | 0 hours 17 minutes 59 Seconds | Customs, Scheduled Bank |

Customs Release

| Intervals | Average Time | Responsible Body |
|---|-------------------------------------|------------------|
| C&F Agent submits copy of TR Challan to Customs TO Assistant Revenue Officer print Customs Release Order (Out Pass) | 0 hours 9 minutes 39 Seconds | Customs |

Port Authority Release

| Intervals | Average Time | Responsible Body |
|--|--------------------------------------|---------------------|
| Date and time of C&F Agent submits Customs Release Order to Land Port Officials TO Date and time of gate pass issued with joint signatures | 0 hours 44 minutes 23 Seconds | Land Port Authority |
| Date and time of gate pass issued with joint signatures TO Date and time of entry at exit gate and Truck exits | 0 hours 20 minutes 46 Seconds | Land Port Authority |

Appendix 8. Time required for the export steps

Average time taken for release of Export cargo

| Intervals | Average Time | Responsible Body |
|---|--------------------------------------|---|
| The average time taken in Burimari for release of all types of Export cargo | 2 hours 14 minutes 26 Seconds | Bangladesh Customs, Land Port Authority, Bangladesh Border Guard, Scheduled Bank and C&F Agents |

Bill of Export Processing

| Intervals | Average Time | Responsible Body |
|--|--------------------------------------|--|
| Arrival of consignment at the land port yard TO C&F Agent submits hard copy of Bill of Export and supporting documentations to customs | 0 hours 22 minutes 41 Seconds | Bangladesh Customs, Land Port Authority and C&F Agents |
| C&F Agent submits hard copy of Bill of Export and supporting documentations to customs TO customs assign Bill of Export number (ASYCUDA) | 0 hours 4 minutes 1 Seconds | Bangladesh Customs and C&F Agents |

Assessment

| Intervals | Average Time | Responsible Body |
|---|--------------------------------------|-----------------------------------|
| Revenue Officer/Assistant Commissioner assigns Assistant Revenue Officer (Assessment Officer) for Assessment TO finalization of assessment report | 0 hours 16 minutes 12 Seconds | Bangladesh Customs and C&F Agents |

Examination

| Intervals | Average Time | Responsible Body |
|---|--------------------------------------|-----------------------------------|
| Revenue Officer/Assistant Commissioner to assign Assistant Revenue Officer (Examination Officer) for examination TO C&F Agent delivers file to Revenue Officer/Assistant Commissioner with examination result | 0 hours 16 minutes 31 Seconds | Bangladesh Customs and C&F Agents |

Customs Release

| Intervals | Average Time | Responsible Body |
|---|-------------------------------------|-----------------------------------|
| C&F Agent submits documents to Customs for release TO Assistant Revenue Officer print Customs Release Order | 0 hours 4 minutes 48 Seconds | Bangladesh Customs and C&F Agents |

Port Authority Release

| Intervals | Average Time | Responsible Body |
|--|--------------------------------------|---|
| C&F Agent submits Customs Release Order to Land Port officials TO gate pass issued with joint signatures | 0 hours 19 minutes 37 Seconds | Land Port Authority and C&F Agents |
| Date and time of gate pass issued with joint signatures TO Export Cargo Truck exits Bangladesh | 0 hours 11 minutes 51 Seconds | Bangladesh Customs, Land Port Authority, C&F Agents and Border Guard Bangladesh |