

CBIC BANK ACCOUNT MANAGEMENT MODULE

Advisory for Authorized Dealer Code (ADC) Bank Account Registration -
Applicable to a new Bank Account Registration and Modification of an
existing Bank Account registered against an AD Code at a Port Location

Authorized Dealer
Code Bank Account
Registration Advisory

A. Background

Every IEC holder registers himself in multiple Port locations with their bank account number as provided by an Authorized Dealer Bank Branch to commence Import/Export of Cargo. This facility has been provided for the registered users of ICEGATE

1. Regular registered users holding a valid digital signature
2. Simplified registered users

to register a new account or modify a registered Bank account provided Authorized Dealer Bank Branch, earlier done through Customs Locations.

Bank Account registration under Authorised Dealer Code is mandatory for Drawback refund claims by any IEC Holder.

IMPORTANT: Only one AD Code Bank account is allowed to be registered for an IEC holder for one location.

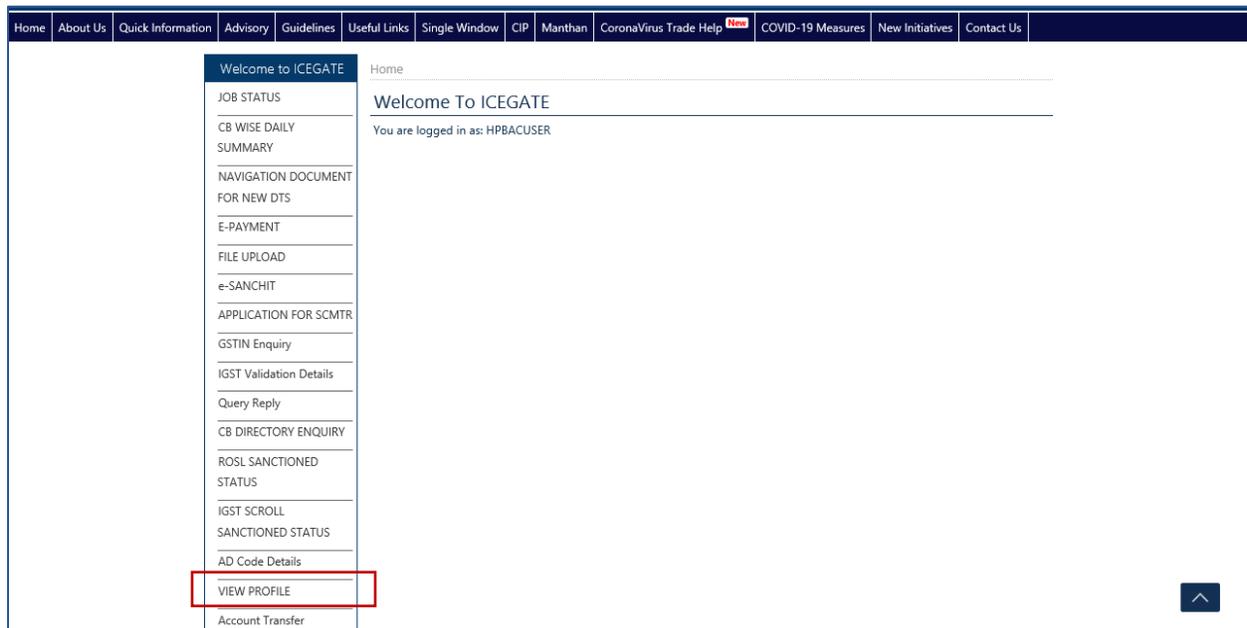
B. General guidelines

1. Locations added in User profile

Users are advised to ensure that all their Ports of operation are added in their Registered User profile at ICEGATE. The following process can be followed to add a location in the User profile

Step 1: Login at ICEGATE

Step 2: Click on View Profile

A screenshot of the ICEGATE web portal. The top navigation bar includes links for Home, About Us, Quick Information, Advisory, Guidelines, Useful Links, Single Window, CIP, Manthan, CoronaVirus Trade Help, COVID-19 Measures, New Initiatives, and Contact Us. The main content area shows a "Welcome to ICEGATE" message and a list of user options. The "VIEW PROFILE" option is highlighted with a red rectangular box. Other options include JOB STATUS, CB WISE DAILY SUMMARY, NAVIGATION DOCUMENT FOR NEW DTS, E-PAYMENT, FILE UPLOAD, e-SANCHIT, APPLICATION FOR SCMTR, GSTIN Enquiry, IGST Validation Details, Query Reply, CB DIRECTORY ENQUIRY, ROSL SANCTIONED STATUS, IGST SCROLL SANCTIONED STATUS, AD Code Details, and Account Transfer. The user is logged in as HPBACUSER.

Step 3: Click on Modify option

Step 4: Click on Add location option and select the respective location and submit.

Once Location added successfully, IEC holder needs to select the Bank Management System option and accordingly perform action to Add Bank Account for Authorized Dealer Code Bank Account Registration.

2. Mandatory documents

User are advised to prepare the following documents before proceeding to add/update a Bank account.

Document Code	Code Name	Code Description
046PB1	Passbook Photo	Photo Passbook of Running Bank Account
046L01	Bank Letter or Certificate	Bank Letter or Certificate for A/C Holder

3. Digital Signature guidelines

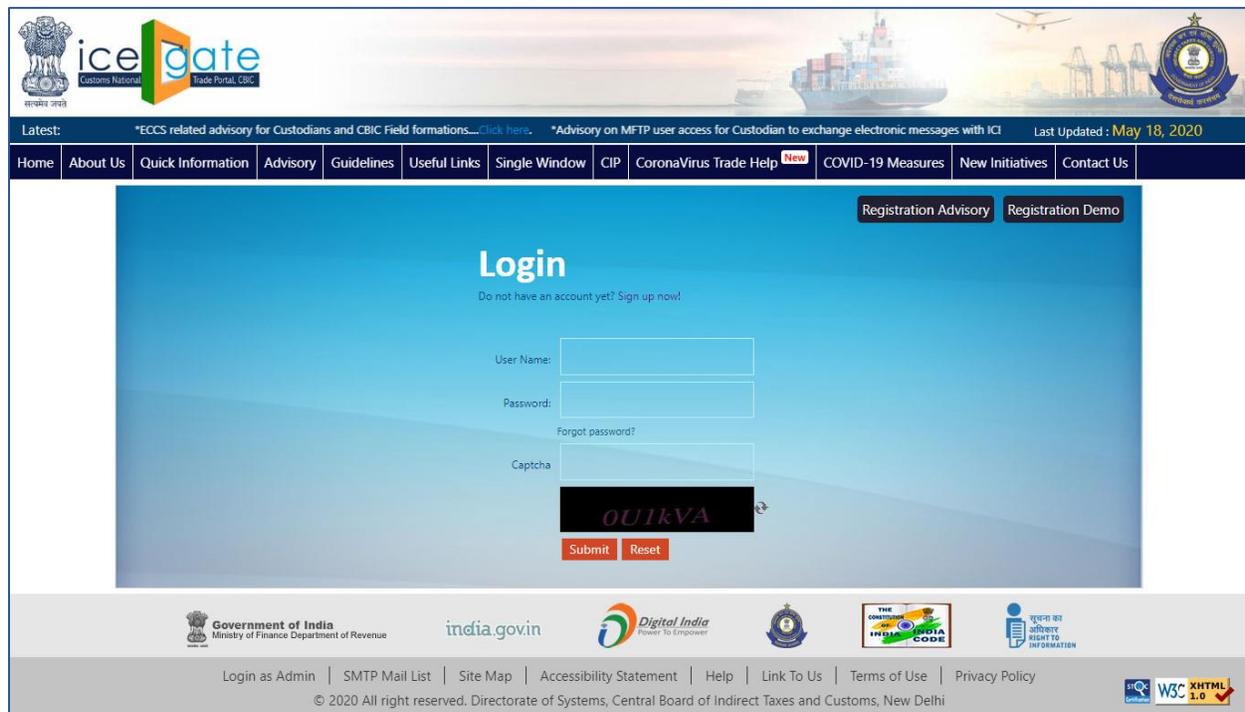
Registered users may use their digital signature (Class-3 category) to sign the documentary proofs and upload them in e-SANCHIT and provide the IRN number hence received.

Simplified Registered Users will be asked to enter valid IRN number of the documents he has uploaded in e-SANCHIT and the '**Uploading ICEGATE ID**' (ICEGATE ID of the Registered user whose Digital Signature has been used to sign the uploaded documents. The list of document in support of the Bank Account held by the Entity may be uploaded as mentioned under Section B.2. User may upload either one of the document and accordingly enter the 16 digit IRN number (ex. 202010XXXXXX145)

C. Step by Step guide

1. Step 1: Login at ICEGATE

Login into ICEGATE with ICEGATE Login ID and password



icegate
Customs National Trade Portal, CBIC

Latest: *ECGS related advisory for Custodians and CBIC Field formations...[Click here](#). *Advisory on MFTP user access for Custodian to exchange electronic messages with ICI Last Updated : May 18, 2020

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Registration Advisory Registration Demo

Login

Do not have an account yet? Sign up now!

User Name:

Password:

[Forgot password?](#)

Captcha 

Government of India
Ministry of Finance Department of Revenue

india.gov.in

Digital India
Power to Empower

THE
COMBINED
INDIA
CODE

सूचना का
अभिरक्षक
RIGHT TO
INFORMATION

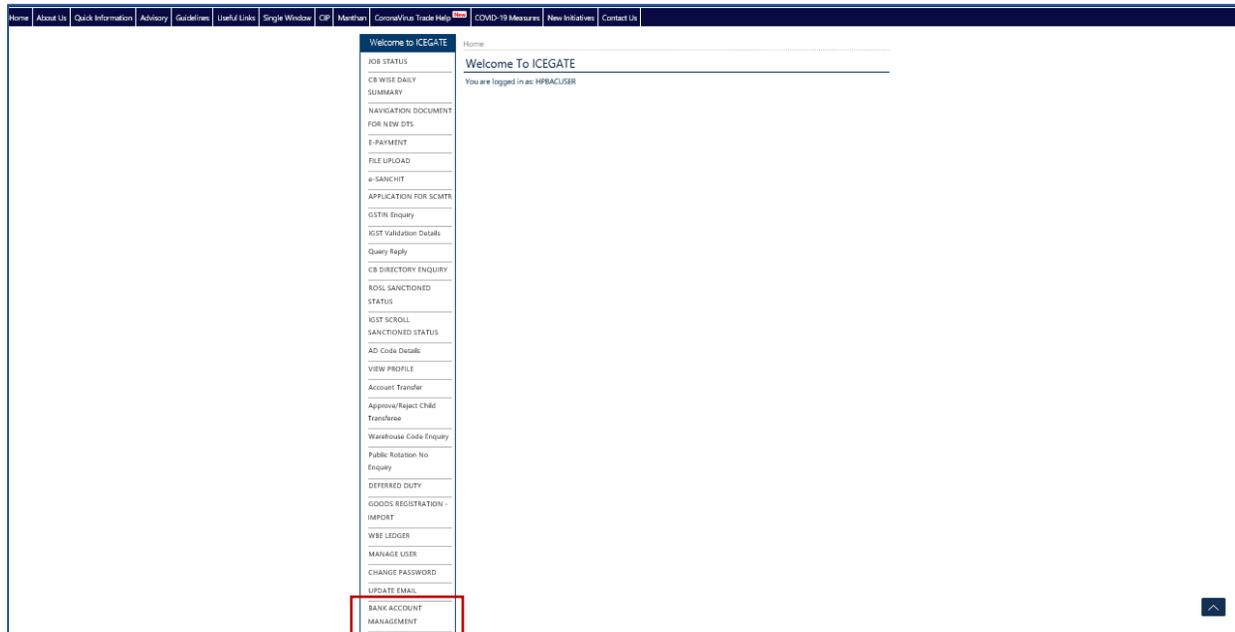
Login as Admin | SMTP Mail List | Site Map | Accessibility Statement | Help | Link To Us | Terms of Use | Privacy Policy

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W3C XHTML 1.0

2. Step 2: Bank Account Management Module

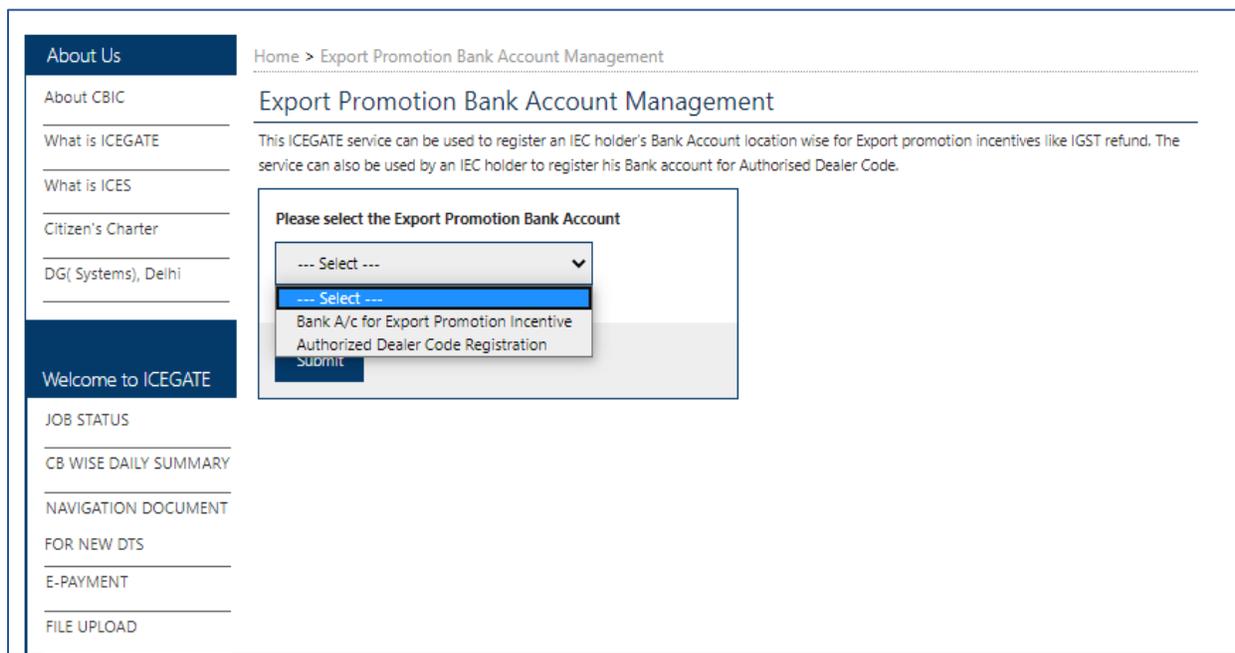
On left panel click on **Bank Account Management**, Export Promotion Bank Account Management page appears



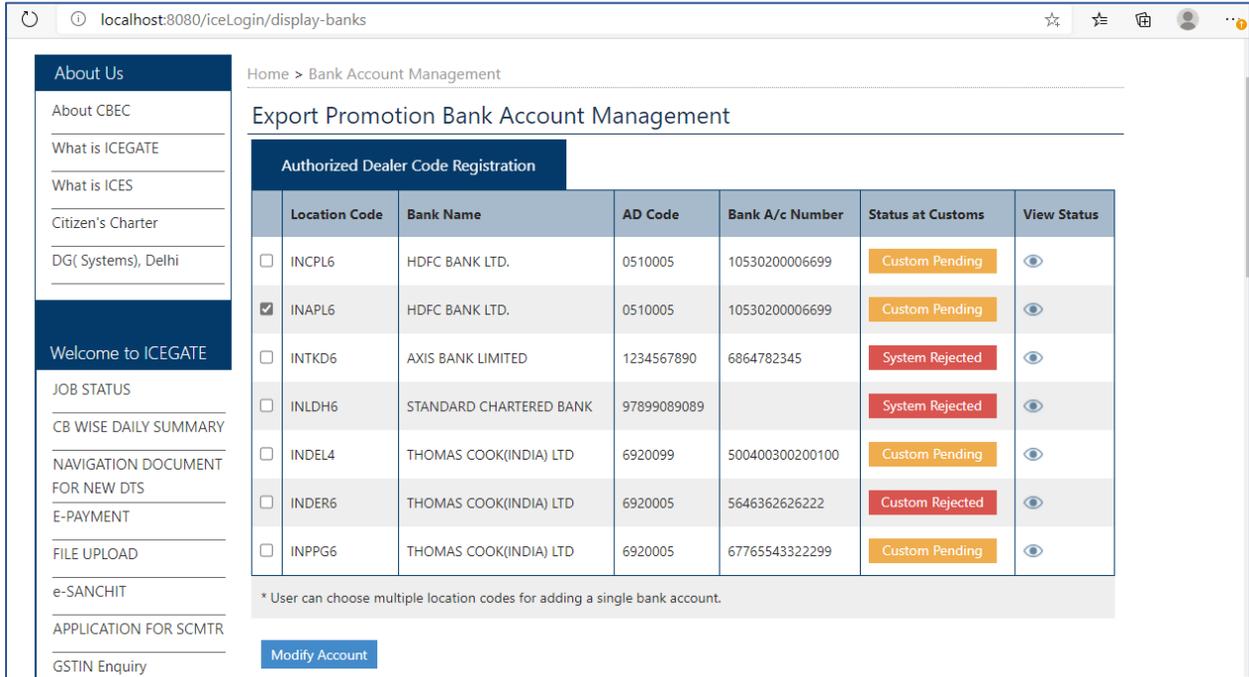
3. Step 3: AD Code Bank Account Registration Dashboard

On Export Promotion Bank Account Management page, the user gets two options in the dropdown

- a. Bank A/c for Export Promotion Incentive and
- b. Authorized Dealer Code Registration



Select the **Authorized Dealer Code Registration** and click on **Submit** to view the dashboard for AD Code Bank Account Registration.



Home > Bank Account Management

Export Promotion Bank Account Management

Authorized Dealer Code Registration

	Location Code	Bank Name	AD Code	Bank A/c Number	Status at Customs	View Status
<input type="checkbox"/>	INCP6	HDFC BANK LTD.	0510005	10530200006699	Custom Pending	
<input checked="" type="checkbox"/>	INAPL6	HDFC BANK LTD.	0510005	10530200006699	Custom Pending	
<input type="checkbox"/>	INTKD6	AXIS BANK LIMITED	1234567890	6864782345	System Rejected	
<input type="checkbox"/>	INLDH6	STANDARD CHARTERED BANK	97899089089		System Rejected	
<input type="checkbox"/>	INDEL4	THOMAS COOK(INDIA) LTD	6920099	500400300200100	Custom Pending	
<input type="checkbox"/>	INDER6	THOMAS COOK(INDIA) LTD	6920005	5646362626222	Custom Rejected	
<input type="checkbox"/>	INPPG6	THOMAS COOK(INDIA) LTD	6920005	67765543322299	Custom Pending	

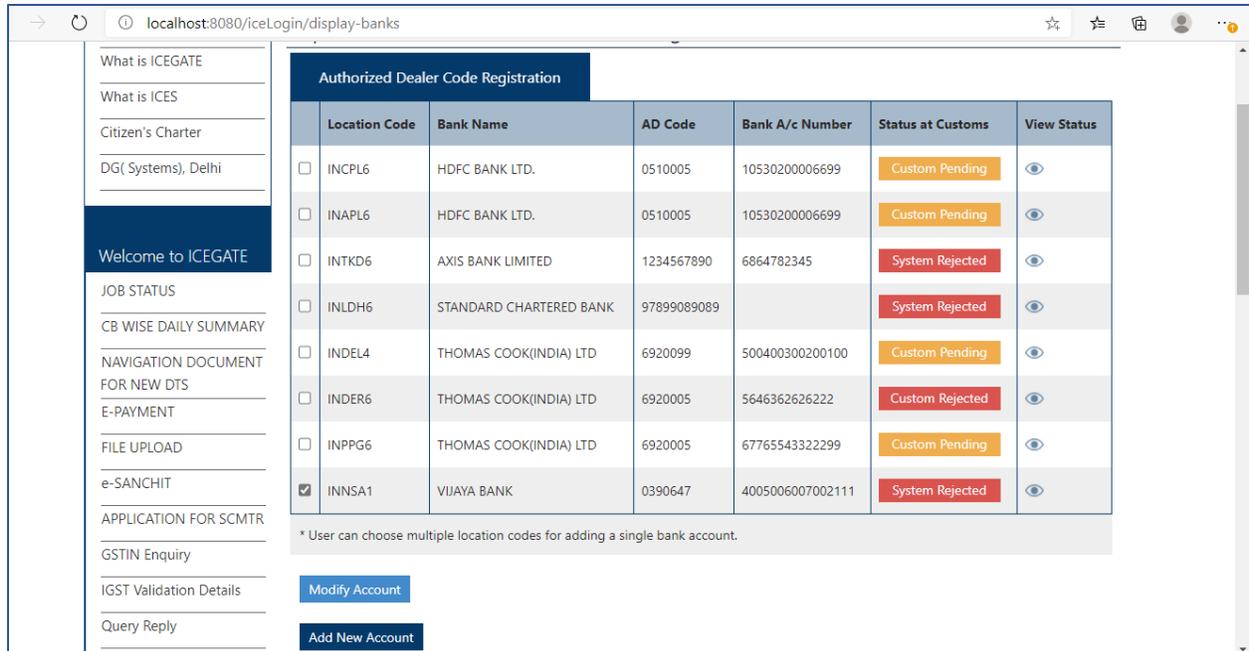
* User can choose multiple location codes for adding a single bank account.

[Modify Account](#)

Kindly ensure that guidelines under Section B.1. in case Location code(s) is (are) not visible or dashboard appears empty with the error **“No location added for the user”**

4. Step 4: Add New Account

User will be able to Add Account option at the bottom of the Dashboard next to Modify Account only if an account is not registered for any of his registered locations previously. If user has added bank account for all his registered locations, he won't be able request for bank account addition for any location.

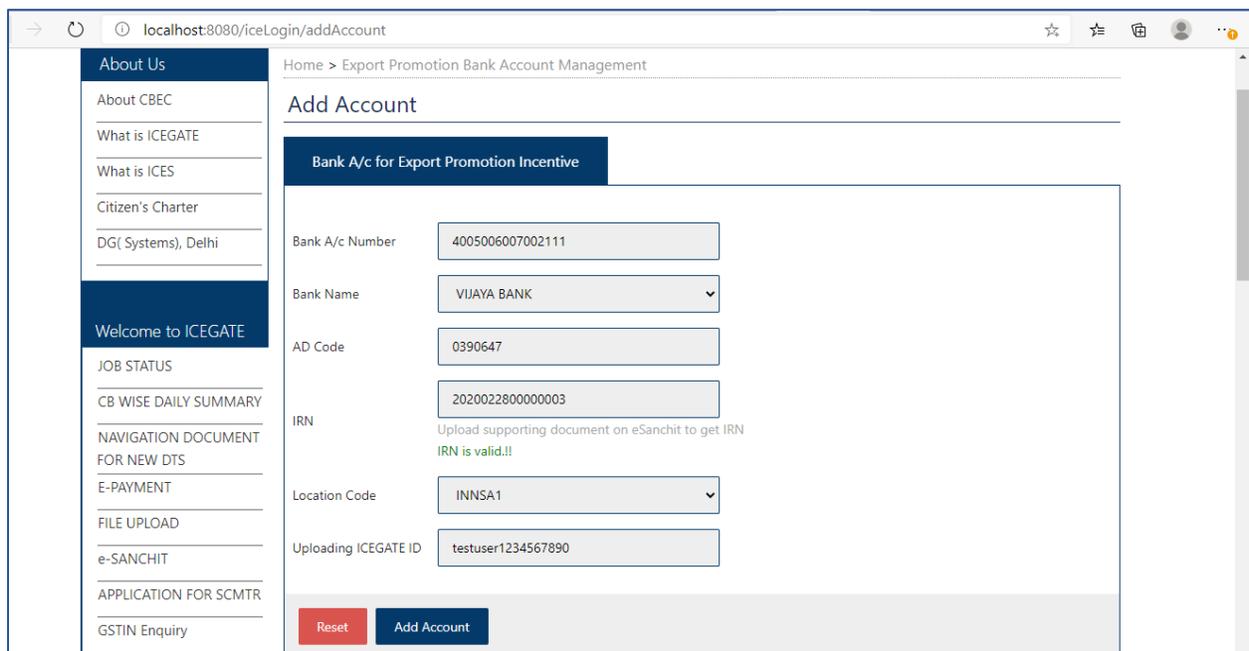


	Location Code	Bank Name	AD Code	Bank A/c Number	Status at Customs	View Status
<input type="checkbox"/>	INCP6	HDFC BANK LTD.	0510005	10530200006699	Custom Pending	
<input type="checkbox"/>	INAP6	HDFC BANK LTD.	0510005	10530200006699	Custom Pending	
<input type="checkbox"/>	INTK6	AXIS BANK LIMITED	1234567890	6864782345	System Rejected	
<input type="checkbox"/>	INLDH6	STANDARD CHARTERED BANK	97899089089		System Rejected	
<input type="checkbox"/>	INDEL4	THOMAS COOK(INDIA) LTD	6920099	500400300200100	Custom Pending	
<input type="checkbox"/>	INDER6	THOMAS COOK(INDIA) LTD	6920005	5646362626222	Custom Rejected	
<input type="checkbox"/>	INPPG6	THOMAS COOK(INDIA) LTD	6920005	67765543322299	Custom Pending	
<input checked="" type="checkbox"/>	INNSA1	VIJAYA BANK	0390647	4005006007002111	System Rejected	

* User can choose multiple location codes for adding a single bank account.

[Modify Account](#) [Add New Account](#)

Click the **Add New Account** button to open the form as shown below:



Home > Export Promotion Bank Account Management

Add Account

Bank A/c for Export Promotion Incentive

Bank A/c Number:

Bank Name:

AD Code:

IRN:
Upload supporting document on eSanchit to get IRN
IRN is valid.!!

Location Code:

Uploading ICEGATE ID:

[Reset](#) [Add Account](#)

1. User is required to fill in this form
2. The location dropdown contains only those locations on which user is registered and he has not added any bank account for the same.
3. Bank list dropdown has auto complete feature in which user may enter some key word from bank name and bank name gets searched.

4. User is asked to select bank name and enter valid AD code of the Bank Branch. This code can be fetched the *AD Code Help Enquiry* available on the left panel of the post login page shown to a registered user (<https://www.icegate.gov.in/EnqMod/adCodeEntry>)

Latest: GA category. Please [click here](#) for detailed advisory. *CBIC is proud to unveil two of its latest IT innovations: 'AITTHI@Indian Customs' mobile app. and 'ICEDASH - Indi

Welcome to ICEGATE Home > Icegate Login Home > AD Code Detail

AD Code Help

You are logged in as: HPBACUSER

Search here your Bank branch address...

AD Code	Branch Name
0330123	, GUDAVALLIVARI STREET , D NO 27-33-18 GUDAVALLIVARI STREET BUCKINGHAMPET VAIJAYAWADA 520002 , 520002
0330124	, MAIN ROAD KANUMOLU , MAIN ROAD KANUMOLU 521106 , 521106
0330125	, MAIN ROAD , MAIN ROAD , KONDAPALLY 521228 , 521228
0330126	, THIRUVURU ROAD , 8-242 VISSANNAPETA , 521215
0330127	, BEHIND HINDU COLLEGE , 24-2-87, CHENNAI TRUNK ROAD BEHIND HINDU COLLEGE GUNTUR 522003 , 522003
0330128	, 15/276, BRINDAVANAM , SYNDICATE BANK, NELLORE , 524001
0330080	, NARAYAN PETH , 712.NARAYAN PETH, LAXMI ROAD P.B.713, PUNE. 411030 , 411030
0330081	, SNEHA CENTRE , SNEHA CENTRE.1182/2.FURGUSSON COLLEGE ROAD SHIVAJINAGAR, PUNE400004 , 400004
0330082	, OFF WHC ROAD, SALASAR PARK , 121/1 NAGPUR LAW COLLEGE , 440010
0330083	, AVENUE RD , 84 CENTRAL AVENUE RD SEWASADAN CHOWK GANDHIBAGH NAGPUR 440018 , 440018
0330084	, DR. ATMARAM BORKAR ROAD, P.O.193 , SYNDICATE BANK, EDC HOUSE, GROUND FLOOR PANAJI , 403001
0330085	, CONFRARIA BUILDING , CONFRARIA BUILDING BAIXOP DO IGREJA AGASSAIM , 403204

The AD code is validated against bank name.

5. The User is asked to enter valid IRN number of the documents he has uploaded in e-SANCHIT and uploading ICEGATE ID. Here the Document in support of the Bank Account held by the Entity may be uploaded (refer Section B.2.). In case the user does not have his own Class 3 Digital Signature, user is suggested to use the digital signature (Class-3 category) of any other person (Registered at ICEGATE), sign the document and accordingly upload to e-SANCHIT. Once the IRN number is received, the IRN Number and ICEGATE ID (from which the user has uploaded documents on e-SANCHIT) is required to be provided in the form input.
6. Once the user enters all valid inputs and clicks on Save Change, a six-digit OTP is sent to user's email id and mobile number and user is directed to the OTP page as below:

*List of Nodal Officers from the CBIC Customs Zones/Formations for facilitating Customs clearances amidst the C

Useful Links | Single Window | CIP | CoronaVirus Trade Help | COVID-19 Measures | New Initiatives | Contact Us

About Us

About CBIC

What is ICEGATE

What is ICES

Citizen's Charter

DG(Systems), Delhi

Welcome to ICEGATE

JOB STATUS

CB WISE DAILY SUMMARY

NAVIGATION DOCUMENT FOR NEW DTS

E-PAYMENT

FILE UPLOAD

e-SANCHIT

APPLICATION FOR SCMTR

Home > Export Promotion Bank Account Management

One Time Password Verification

Please enter OTP received on your registered mobile number

Re-send OTP
Verify OTP

- Once the OTP is verified, request for bank account modification is submitted to ICEGATE. When the bank account add request is approved by ICEGATE, the bank account details will start reflecting on AUTHORISED DEALER CODE dashboard. User can check the status of his request by clicking on the View icon next to a registration request entry

What is ICES

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GSTIN Enquiry

IGST Validation Details

Query Reply

CB DIRECTORY ENQUIRY

Authorized Dealer Code Registration

	Location Code	Bank Name	AD Code	Bank A/c Number	Status at Customs	View Status
<input type="checkbox"/>	INCLP6	HDFC BANK LTD.	0510005	10530200006699	Custom Pending	👁
<input type="checkbox"/>	INAPL6	HDFC BANK LTD.	0510005	10530200006699	Custom Pending	👁
<input type="checkbox"/>	INTKD6	HDFC BANK LTD.	0510005	10530200006699	Custom Pending	👁
<input type="checkbox"/>	INLHD6	STANDARD CHARTERED BANK	97899089089		System Rejected	👁
<input type="checkbox"/>	INDEL4	THOMAS COOK(INDIA) LTD	6920099	500400300200100	Custom Pending	👁
<input type="checkbox"/>	INDER6	THOMAS COOK(INDIA) LTD	6920005	5646362626222	Custom Rejected	👁
<input type="checkbox"/>	INPPG6	THOMAS COOK(INDIA) LTD	6920005	67765543322299	Custom Pending	👁
<input checked="" type="checkbox"/>	INNSA1	VIJAYA BANK	0390647	4005006007002111	System Rejected	👁

* User can choose multiple location codes for adding a single bank account.

Modify Account
Add New Account

localhost:8080/iceLogin/display-banks

Authorized Dealer Code Registration

Location Code	Bank Name	AD Code	Bank A/c Number	Status at Customs	View Status
<input type="checkbox"/> INCPL6	HDFC BANK LTD.	0510005	1053020006699	Custom Pending	

Bank A/c for Export Promotion Incentive > View Status

Location Code	Bank Name	Bank IFSC/AdCode	Bank A/c Number	Status at Customs	Error Codes
INNSA1	VIJAYA BANK	0390647	4005006007002111	System Rejected	108,106.

Error Code	Error Description
000	ADCODE REQ SUBMITTED
100	IEC Blacklisted
101	IEC Suspended
102	IEC Cancelled
103	IEC not registerd or Invalid IEC

[Close](#)

8. On Status page, the user can view request status with error code if any.
9. User can view description of the error code.
10. Status at Custom may have following status:
 - a. **System Pending** - Request is pending for verification at system level.
 - b. **System Rejected** - Request has an error
 - c. **Custom Approved** - Request has no error and ICEGATE has approved the request. The bank account will be reflected on dashboard once the request is Custom Approved.
 - d. **Custom Rejected** - Request has been rejected by ICEGATE officers.
 - e. **Custom Pending** - Request has no any system level error and request is pending at ICEGATE.

5. Step 5: MODIFY Account

User can select one or more location from Authorized Dealer Code dashboard and click on Modify Account to open the Modify Account page.

*List of Nodal Officers from the CBIC Customs Zones/Formations for facilitating Customs clearances amidst the Covid-19 crisis. Please [click here](#) for detail.

Home > Export Promotion Bank Account Management

Modify Account

Bank A/c for Export Promotion Incentive

Note: The Bank Account Number for All Location will be updated with the New Bank Account Number.

Location Code:

New Bank A/c Number:

Bank Name:

AD Code:

IRN:
Upload supporting document on eSanchit to get IRN

Uploading ICEGATE ID:

1. On the Modify page, the registered locations and Banks list gets prepopulated in the form
2. The Bank list dropdown has auto complete feature in which user may enter some key word from bank name and bank name gets searched.
3. The User is asked to select bank name and enter valid AD code. This code can be fetched the AD Code Help Enquiry available on the left panel of the post login page shown to a registered user (<https://www.icegate.gov.in/EnqMod/adCodeEntry>)

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Home > Icegate Login Home > AD Code Detail

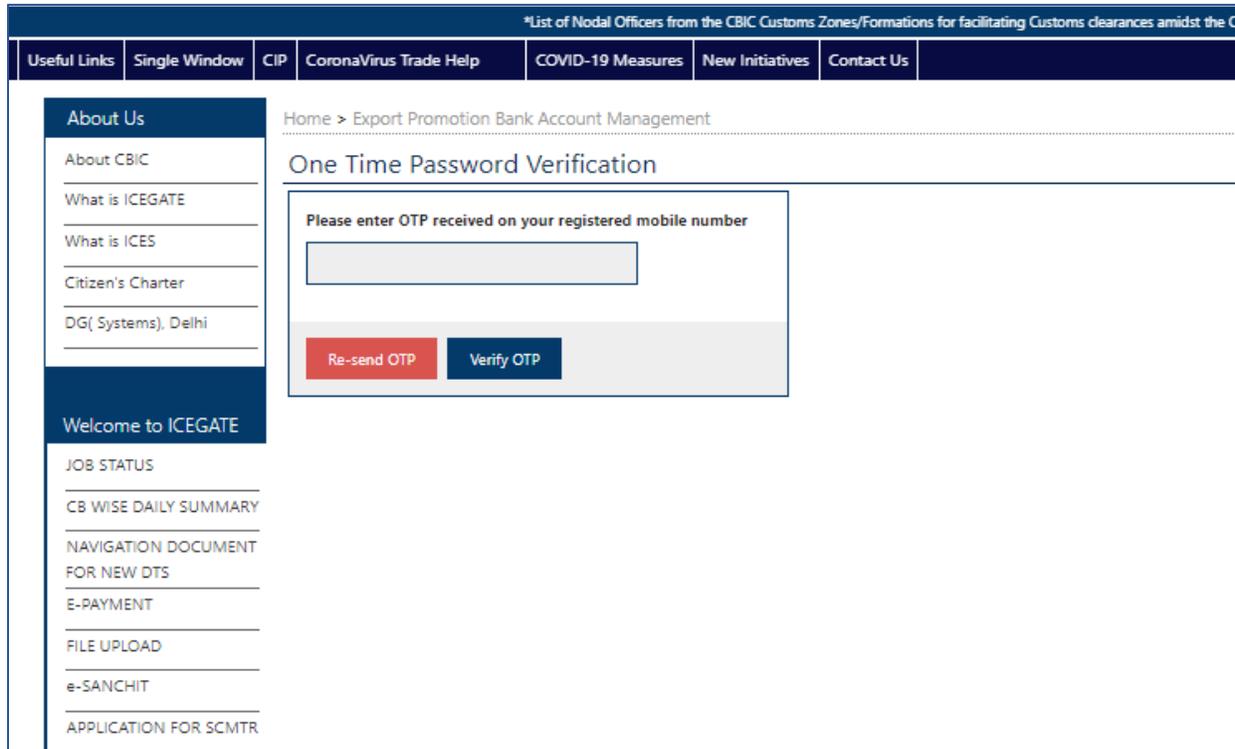
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AD Code	Branch Name
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0330125	, MAIN ROAD , MAIN ROAD , KONDAPALLY 521228 , 521228
0330126	, THIRUVURU ROAD , 8-242 VISSANNAPETA , 521215
0330127	, BEHIND HINDU COLLEGE , 24-2-87, CHENNAI TRUNK ROAD BEHIND HINDU COLLEGE GUNTUR 522003 , 522003
0330128	, 15/276. BRINDAVANAM , SYNDICATE BANK, NELLORE , 524001
0330080	, NARAYAN PETH , 712.NARAYAN PETH, LAXMI ROAD P.B.713, PUNE. 411030 , 411030
0330081	, SNEHA CENTRE , SNEHA CENTRE.1182/2,FURGUSSON COLLEGE ROAD SHIVAJINAGAR, PUNE400004 , 400004
0330082	, OFF WHC ROAD, SALASAR PARK , 121/1 NAGPUR LAW COLLEGE , 440010
0330083	, AVENUE RD , 84 CENTRAL AVENUE RD SEWASADAN CHOWK GANDHIBAGH NAGPUR 440018 , 440018
0330084	, DR. ATMARAM BORKAR ROAD, P.O.193 , SYNDICATE BANK, EDC HOUSE, GROUND FLOOR PANAJI , 403001
0330085	, CONFRARIA BUILDING , CONFRARIA BUILDING BAIXOP DO IGREJA AGASSAIM , 403204

The AD code is validated against bank name.

4. The User is asked to enter valid IRN number of the documents he has uploaded in e-SANCHIT and uploading ICEGATE ID. Here the Document in support of the Bank Account held by the Entity may be uploaded (refer Section B.2.). In case the user does not have his own Class 3 Digital Signature, user is suggested to use the digital signature (Class-3 category) of any other person (Registered at ICEGATE), sign the document and accordingly upload to e-SANCHIT. Once the IRN number is received, the IRN Number and ICEGATE ID (from which the user has uploaded documents on e-SANCHIT) is required to be provided in the form input.
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Home > Export Promotion Bank Account Management

One Time Password Verification

Please enter OTP received on your registered mobile number

Re-send OTP | Verify OTP

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- CB WISE DAILY SUMMARY
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- E-PAYMENT
- FILE UPLOAD
- e-SANCHIT
- APPLICATION FOR SCMTR

6. Once the OTP is verified, request for bank account modification is submitted to ICEGATE. When the bank account add request is approved by ICEGATE, the bank account details will start reflecting on Authorized Dealer Code dashboard. User can check the status of his request by clicking on the View icon next to a registration request entry

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Authorized Dealer Code Registration

	Location Code	Bank Name	AD Code	Bank A/c Number	Status at Customs	View Status
<input type="checkbox"/>	INCP6	HDFC BANK LTD.	0510005	10530200006699	Custom Pending	View
<input type="checkbox"/>	INAP6	HDFC BANK LTD.	0510005	10530200006699	Custom Pending	View
<input type="checkbox"/>	INTK6	AXIS BANK LIMITED	1234567890	6864782345	System Rejected	View
<input type="checkbox"/>	INLDH6	STANDARD CHARTERED BANK	97899089089		System Rejected	View
<input type="checkbox"/>	INDEL4	THOMAS COOK(INDIA) LTD	6920099	500400300200100	Custom Pending	View
<input type="checkbox"/>	INDER6	THOMAS COOK(INDIA) LTD	6920005	5646362626222	Custom Rejected	View
<input type="checkbox"/>	INPPG6	THOMAS COOK(INDIA) LTD	6920005	67765543322299	Custom Pending	View
<input checked="" type="checkbox"/>	INNSA1	VIJAYA BANK	0390647	4005006007002111	System Rejected	View

* User can choose multiple location codes for adding a single bank account.

[Modify Account](#)
[Add New Account](#)

Home > Bank Account Management

Speaking: Aditya Tyagi (Internal)

Export Promotion Bank Account Management

Authorized Dealer Code Registration

Bank A/c for Export Promotion Incentive > View Status

Location Code	Bank Name	Bank IFSC/AdCode	Bank A/c Number	Status at Customs	Error Codes
INMUN1	PUNJAB NATIONAL BANK	03000IW	06051010001660	System Rejected	106.

Error Code	Error Description
109	Bank account updation request under process.New request not permitted
108	Invalid Supporting Document
107	Account already registered with another IEC
106	IEC has already registered the account with this bank
105	Invalid AD Code

[Close](#)

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 - d. **Custom Rejected** - Request has been rejected by ICEGATE officers.
 - e. **Custom Pending** - Request has no any system level error and request is pending at ICEGATE