

# CUSTOM COMPLIANCE POLICY

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# Policy on Customs compliance

As a 100% exported oriented garment manufacturing industry we performed the following formalities with the customs.

To start the 100% export oriented business to get the facilities from the customs that means to import the duty free goods we have to issued a bonded warehouse licenses from customs authority (Customs Bond Commissioner ate) .

In this regard we have bonded warehouse licenses where the issuing authority mention in the licenses that what kind of goods we can be import & export under the bonded warehouse licenses facilities.

Our duty free import goods facilities are mainly Yarn & Accessories. for import of goods from the abroad we have to maintain the UD from the BKMEA/BGMEA (customs cell) .

for release the imported goods from the customs authority we have to submit the import documents just like ,supplier invoice ,packing list , BB l/c , B/L, UD, Insurance policy Bank no objection certificate ,Export L/c ,Supplier P.I/Indent, LCA -F, to our nominated CNF agent . after received the such paper our C&f agent furnished the all formalities with the customs authority to release the goods from customs station. at the time of releasing goods the customs issued a Bill of Entry against the consignment which also entry on Passbook (issued against Bonded warehouse licenses) after release the goods the C&f agent delivered the goods to our factory warehouse on their responsible . Then the factory furnished the all production formalities as per buyer requirement and informed the commercial Department to making documents for export.

As informed by the factory the commercial department furnished the all commercial work to shipped the goods through customs authority .In this regards commercial department has to make documents as like Commercial Invoice, packing list, & issued the EXP form from the lien bank & submit the Export Invoice, packing list, EXP form, UD, Export L/c , VBF-9A, to our nominated C&F agent to shipped the goods.

After furnished the all formalities to export the goods the C&F agent return the all sending documents to us certified on export Shipping Bill. The name of exporter Importer , Quantity of goods, invoice No, Export L/c no, EXP form No, & Quantity of Yarn consumption also mentioned in the Shipping Bill , which also entry on pass book.

As such way we furnished the all Import & Export formalities with the customs for a Year. After furnished the export & import formalities we have to submit performance report to the customs (Bond licenses issuing authority) for auditing the imported goods as per customs prescribed form.

In this regard we have to submit UD, Invoice, Packing list, Bill of Entry, export shipping bill, & B/L ,PRC (proceed realization certificate issued form lien Bank) .

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If the customs authority found that our submitted documents are correct as per performance report then the customs authority complete the audit and supplied the report to us. And automatically our licenses became renewed for the next year.

This is the written policy with the customs.

Related documents:

- i) Production purchase order
- ii) Raw material invoice.
- iii) Shipping /receiving documents
- iv) Cutting Register
- v) Sewing Record
- vi) Quality control record
- vii) Export documents