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MUMBAI PORT AUTHORITY  
TRAFFIC DEPARTMENT

वरिष्ठ उप यातायात प्रबंधक, इंदिरा गोदी  
तिसरी मंजिल, आंबेडकर भवन,  
इंदिरा गोदी निल द्वार के पास,  
मुंबई: 400001.

**Sr. Dy. Traffic Manager,  
Indira Dock**  
Mumbai Port Authority  
3<sup>rd</sup> Floor, Ambedkar Bhavan,  
P.D'Mello Road, Nr.Blue Gate, ID,  
Mumbai - 400 001..

No.TM/ID/ Gate Pass/ 2040 of 2022-23 20 JAN 2023

CIRCULAR NO:- 19

As per List attached


Sub:- Standard Operating Procedure (SOP) for  
Cancellation of Gate Pass and issuance of  
New Gate Pass for delivery of cargo.

Presently Custom House Brokers (CHBs) / Importers are required make application and obtain written permission from Officer of Mumbai port Authority (MbPA) for cancellation of Gate Pass issued for delivery on previous day / dates and issuance of New Gate Pass for delivery of cargo.

2. As a measure of ease of doing business, it has been decided to discontinue the requirement of permission from Officer of Mumbai Port Authority (MbPA). Custom House Brokers (CHBs) / Importers can approach concerned Shed Superintendent / Asstt. Shed Superintendent with application and obtain new Gate Pass for delivery of cargo by following the Standard Operating Procedure (SOP) framed for the purpose, which is enclosed.

3. You are requested to inform your members to follow the Standard Operating Procedure (SOP).

DA: Standard Operating Procedure (SOP)

  
19.01.2023  
(R. J. SAWANT)  
SR. DY. TRAFFIC MANAGER  
OPERATION DOCKS

## LIST OF PORT USERS

1. The President, Maritime Association of Nationwide Shipping Agencies – India (MANSA)
2. The President, Brihanmumbai Custom Brokers Association (BCBA)
3. President, All India Importers & Exporters Association
4. The President, Indian Merchant Chambers
5. The President, Association of Multimodal Transport Operators' Association of India
6. The President, Bombay Chamber of Commerce & Industry
7. All India Association of Industries
8. The Director, India Pulses and Grain Association
9. The President, Shipping Corporation of India Ltd.
10. The President, Indian Sugar Exim Corporation
11. The President, Western Indian Shippers Association
12. The Chairman, Federation of Freight Forwarders Association of India
13. The President, Indira Container Terminal Pvt. Ltd., Mumbai
14. Indian Chemical Manufacturers Association
15. Bharat Petroleum Corporation Ltd.
16. Hindustan Petroleum Corporation of India
17. Indian Oil Corporation
18. The Secretary, Oil Coordination Committee
19. Indian National Ship Owners Association
20. The Secretary, Karanja Machhimar V. K. S. Society Ltd.
21. The Secretary, Federation of All India Sailing Vessels Industry Association
22. The Secretary, Maharashtra Sagari Matsyavyavasaik Sangh
23. Federation of Indian Export Organisation, Mumbai
24. President, Container Shipping Lines Association of India
25. President, All India Liquid Bulk Importers & Exporters Association
26. The Secretary, Iron and Steel Scrap Association of India
27. The Mumbai Ship to Shore Launch Owners' Association, Ballard Pier (MSSLOA)
28. The Secretary, Mumbai Jalvahatuk & Audhogik Sahakar Sanstha Maryadit, New Ferry Wharf, Mumbai
29. The Secretary, Gateway Elephanta Jalvahatuk Sanstha Maryadit, Apollo Bunder, Mumbai
30. The Secretary, Inland Vessel and Barge Owners' Association, Mumbai
31. The President, Indian Barge Owners Association, Mumbai
32. Confederation of Indian Industry, Western India, Mumbai
33. Society of Indian Automobile Manufacturers Association, New Delhi
34. Mumbai Bunder Launch Malak Mahasangh, Mumbai
35. Oil & Natural Gas Corporation, Mumbai
36. ICC Shipping Association, Mumbai
37. Indian Ship Breakers Association, Mumbai
38. Maharashtra Rajya Bus, Tempo, Truck Vahatuk Mahasangh, Mumbai
39. Maharashtra Crane Owners Association, Mumbai
40. Maruti Suzuki India Limited, Mumbai
41. Tata Motors Limited, Mumbai
42. Mahindra & Mahindra Limited, Mumbai
43. Volkswagen, Mumbai.