

USER MANUAL

0

Sindh Excise Taxation and Narcotics Control (ET&NC) Module

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ABSTRACT

Welcome to the Sindh Excise Taxation and Narcotics Control User Manual! Pakistan Single Window (PSW) Sindh Excise Taxation and Narcotics Control User Manual is your step-by-step guide on how to request for approval and rejection of exemption/waiver of Cess Payment Requests (with and without Bank Guarantee) through the PSW portal. This user manual provides background of the PSW system while describing its key features.

1. INTRODUCTION

Pakistan Single Window (PSW) is an electronic portal that allows parties involved in cross border trade and transport to lodge standardized information and documents using a singleentry point to fulfil all import, export, and transit related regulatory requirements. The information is transmitted electronically and individual data elements for clearance and regulatory approvals need only to be submitted once. Use of the PSW portal is allowed to authorized users who have completed the subscription process and in case of subscription is expired, they have initiated and concluded renewal process. Once subscribed and registered with PSW, you can access the PSW to perform cross border trade and transit related activities including online payment of taxes and OGA fees.

The PSW aims to simplify your cross-border trade and transport experience. This module will facilitate the trader/customs agent to apply online for approval and rejection of exemption/waiver of Sindh Infrastructure Development Cess Payment Requests (with and without Bank Guarantees) from the Sindh Excise Taxation and Narcotics Control Department. The application for the same shall be received and processed through the PSW portal. Similarly, sharing of documents required for processing of regulatory approval requests shall be enabled by the PSW.

This new platform will automate all trade related business processes of Sindh ET&NC including the processes for approval and rejection of exemption/waiver of Cess Payment Requests (with and without Bank Guarantee). With the PSW system going live, there will be no Sindh ET&NC office visits for manual submission of applications for the issuance of regulatory approvals. The processing of application will be done online, where you can have a clear visibility of the action being performed on the same. For example, if, during the processing of approval/rejection of waiver of Cess Payment Request, the Sindh ET&NC officer requests for any document required for a consignment, then a notification will be generated automatically by the PSW system which will appear in the trader's dashboard.

2. BACKGROUND

As a signatory to the WTO's Trade Facilitation Agreement (2015), Pakistan has notified the establishment of a 'National Single Window' (NSW) as a 'Category C' commitment with effect from 22nd February 2017. To implement NSW the Government of Pakistan has promulgated the Pakistan Single Window Act, 2021 while declaring Pakistan Customs as the Lead Agency. Pakistan Customs has established a dedicated PSW Company (PSWC), as a not-for-profit Company under Companies Act, 2017, to implement the PSW program. The PSWC has been designated as the Operating Entity under the PSW Act for developing and maintaining the PSW portal in collaboration with 77 different public sector entities involved in regulation of cross border trade in Pakistan. The PSWC will digitize the processes of public sector entities, related to regulation of international trade. This will not only reduce the time and costs but also increase compliance and immensely benefit economic operators like importers, exporters, freight forwarders, clearing agents, shipping companies, transporters etc. The implementation of the PSW program will also enhance government controls and transparency. By creating a national electronic trade and logistics platform the PSW will help Pakistan integrate better into the regional and global single window systems. It will facilitate integration into global value chains and enable Pakistan to become hub for regional and international transit and trade.

3. SALIENT FEATURES OF SINDH ET&NC MODULE

- A complete online solution for the processes of approval and rejection of exemption/waiver of Cess Payment Requests (with and without Bank Guarantees).
- Caters to all the needs of Sindh ET&NC department related to processing of exemption/waiver of Cess Payment Requests.
- A complete and comprehensive log of the activities on the trader's online request for exemption/waivers of Cess Payment Requests will be visible to the trader/custom agent in the system.

4. SYSTEM REQUIREMENTS

- To use PSW Portal on Windows®, the subscriber will require:
 - a. Google Chrome Browser.
 - b. Windows 7, Windows 8, Windows 8.1, Windows 10 or later
 - c. An Intel Pentium 4 processor or later that's SSE3 capable.
- To use PSW Portal on Mac®, the subscriber will need:
 - d. Google Chrome Browser
 - e. OS X El Capitan 10.11 or later.

5. STEP BY STEP PROCESS

5.1. USER LOGIN

i. Please visit "www.psw.gov.pk" and click on the 'Login' option.



ii. After clicking on the login option, you will be redirected to the login interface. Here, you will be required to enter your login credentials.



Figure 2

5.2. PROCESS FOR SINDH INFRASTRUCTURE CESS EXEMPTION/WAIVER PAYMENT REQUESTS

i. Upon successful Login, A dashboard will appear. At the Home screen, click on the 'LPCO' option.

⊗PSW	E Search anything			◎ 13568	AILLY PAKISTAN (PRIVATE) LIMITED * TR *
A Home	Dashboard				
Registration		-	_		
Sindh Infrastructure	Registration	Single Declaration	Child User Management	E LPCO	Profile Management
Development Cess Exemption/Waiver		=	-		
lmport Permits	UPS UPS	Value Added Services	PSW Messages	WeBOC Messages	EIF/EFE Management
🖻 LPCO					
	Recoveries	Appeals	Feedback and Complaints	Complain Management System	Classification Committee
	Advance Ruling Issuance (ARI)	Authorize Customs Agent	Goods Declaration	Financial Instrument	Research Audit
	Document(s) Requested	Adjudication	Duty Drawback	Licenses & Quotas	User Support System
	Financial Securities	Carrier Declaration	Refund Management	EE MIS	Payment Management



ii. Under LPCO section, click on 'Sindh Infrastructure Development Cess Exemption/Waiver' option.

⊗PSW	E Search anything	© 13568 ♥ L HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED ▼ TR ▼
☆ Home Pregistration	Sindh Infrastructure Development Cess Exemption/Walver Home / LPCO /	
Single Declaration Sindh Infrastructure Development Cess Examplian Mainer	Seed Enlistments Catch Certificate Import Licenses	REX Registration Endorsement
Import Permits	Import Permits Export Permits Export Certificates	Release Orders
	Sindh Infrastructure Development Cess Exemption/Waiver Sindh Cess Exemption/Waiver Against NTN/FTN	



iii. Click on the 'Create Cess Exemption/Waiver' option.

⊗PSW	■ Search anything						HAGLER BAILLY PAKISTA	N (PRIVATE) LIMITED • TR •					
☆ Home Pregistration	Sindh Infrastructure De Home / LPCO / Sindh Infras	evelopment Cess Exemp tructure Development Cess	ption/Waiver Exemption/Waiver /										
Single Declaration													
Sindh Infrastructure P Development Cess Exemption/Waiver	Sindh Infrastructure Development CESS Exemption/Walver												
Import Permits	Trader Name /Agent N	Request Number	BL/AWB Number	GD/SD Status	Bank Guarantee	Submitted On	Status	Actions					
E LPCO	Hagler Bailly Pakistan (Pvt) Ltd		automation-067	Assigned to Cashier	No		Draft	e					
	Hagler Bailly Pakistan (Pvt) Ltd	0100303-19122023	BL-41700811211	Assigned to Cashier	No	19/12/2023	Rejected	e)					
	Hagler Bailly Pakistan (Pvt) Ltd	0100300-04122023	awb-306	Assigned to Cashier	Yes	04/12/2023	Rejected	۵					
	Hagler Bailly Pakistan (Pvt) Ltd	0100299-04122023	awb-306	Assigned to Cashier	Yes	04/12/2023	Rejected	۲					
	M/S CIRIN Karachi	0100295-30112023	awb-304	Assigned to Cashier	Yes	30/11/2023	Rejected	Ð					
	M/S CIRIN Karachi	0100292-30112023	SA-301120231	Assigned to Cashier	Yes	30/11/2023	Rejected	କ					
	M/S CIRIN Karachi	0100290-30112023	awb-303	Assigned to Cashier	Yes	30/11/2023	Rejected	Ð					
	4							•					
	H H 1 2 3	4 > > 15	 items per page 					1 - 15 of 81 items					

Figure 5

iv. Here you will be required to select declaration, against which Cess exemption shall be requested. Click on 'Select Declaration' option.

⊗PSW	■ Search anything			◎ 13568 . LAGLER B	SAILLY PAKISTAN (PRIVATE) LIMITED • TR •
 ☆ Home ⑦ Registration ☆ Single Declaration 	Create Sindh Infrastructure Developi Home / LPCO / Sindh Infrastructure Develop Please complete all the steps to create an e	ment Cess Exemption/Waiver oment Cess Exemption/Waiver / Create / xemption request. All fields are mandatory es	xcept the ones marked as Optional.		⊗ Save
Sindh Infrastructure	Exemption / Waiver Details Bank Guarantee Details	Declaration Information BL/AWB Number	IGM Number	Index Number	+ Select Declaration
le Import Permits	Documents	Importer Address	IGM Importer Name	Agent Name	Cess Amount (Rs.)
		Additional Input Data Rule(s) Law(s) Please Select Rule(s)/Law(s) Remarks	Rule(\$1_ave(\$) Description		Save & Proceed

Figure 6

v. Here you can search declaration through BL number and click on required declaration.

⊗PSW		E Search anything	I					() 13568	.	HAGLER BAILLY PAKIST	AN (PRI	VATE) LIMITED 👻 TR 👻
		Create Sindh Infrast Home / LPCO / Sindh Inf Please complete all the	ructure Developr rastructure Develop steps to create an e	cture Development Cess Exemption/Waiver structure Development Cess Exemption/Waiver / Create / spe to create an exemption request. All fields are mandatory except the ones marked as Optional.								
		Exemption / Waiver De	tails	🖹 Decla	aration Information							+ Select Declaration
Exemption/Waiver		Bank Guarantee Detail	5	BL/AWB N	lumber	IGM Numbe	r	Index Number		Importer Nar	ne	
🕞 Import Permits	Decla	ration Selection	BL Number		VIR Number	Declaration Type	Trader Name	BL Date		Status		
	BL	No	awb-303		KPAF-0118-29112023	HC	M/S CIRIN Karachi	29-11-202	23	Assigned to Cashier	^	
			BL-41700811211		KPPI-0345-31082023	HC	Hagler Bailly Pakistan (Pvt) Ltd	19-10-202	23	Assigned to Cashier		
			BL-10007377731		KPPI-0439-19102023	HC	Hagler Bailly Pakistan (Pvt) Ltd	27-10-202	23	Assigned to Cashier		
			QICT 2		KPPI-0037-02032021	HC	Hagler Bailly Pakistan (Pvt) Ltd	23-11-202	23	Assigned to Cashier		
			automation-067		KPPI-0283-03072023	HC	Hagler Bailly Pakistan (Pvt) Ltd	10-08-202	23	Assigned to Cashier	Ŧ	
		Close	н н 1	2 3	H 5 T items	s per page				1 - 5 of 11	items	
												Save & Proceed

Figure 7

vi. Select relevant 'Rule', provide Remarks, and click on 'Save & Proceed' option.

⊗PSW	E Search anything				BAILLY PAKISTAN (PRIVATE) LIMITED • TR •
 Home Registration Single Declaration Single Infractaucture 	Create Sindh Infrastructure Develoy Home / LPCO / Sindh Infrastructure Develo Please complete all the steps to create an Exemption / Waiver Details	prenet Cess Exemption/Waiver opment Cess Exemption/Waiver / Create / exemption request. All fields are mandatory ex Declaration Information	icept the ones marked as Optional		Save + Select Declaration
Development Cess Exemption/Waiver	Bank Guarantee Details	BL/AWB Number	IGM Number	Index Number	Importer Name
🕞 Import Permits	Documents	awb-303	118	2	M/S CIRIN Karachi
LPCO		Importer Address	IGM Importer Name	Agent Name	Cess Amount (Rs.)
		PECHs Karachi	Hamid		PKR 339.00
		Additional Input Data			
		Rule(s) Law(s)	Rule(s) Law(s) Description		
		US-14-1	Goods Belonging to Federal Government	or Provincial Government or a Foreign Mission	or Personal Baggage
		Remarks			
					Save & Proceed

Figure 8



vii. Under Bank Guarantee details tab, click on 'Create New Guarantee' option.

Figure 9

viii. Add Bank Guarantee details and click on 'Save' option.

⊗PSW	E Search anything						© 13568	P. 1	HAGLER BAILLY PAKISTAN	(PRIVATE	LIMITED • TR •
♣ Home Pregistration	Create Sindh Infrastructure Development Cess Exemption/Waiver Home / LPCO / Sindh Infrastructure Development Cess Exemption/Waiver / Create / Please complete all the steps to create an exemption request. All fields are mandatory except the ones marked as Optional.										
Single Declaration Sindh Infrastructure	Exemption / Waiver Details	Bank Guarantee(s)						6	Select Existing Guarantee	+ Crea	te New Guarantee
Development Cess Exemption/Waiver	Bank Guarantee Details	Bank Guarantee Number	Bank Guarantee Value	Currency	Issued On	Expiry	Submitted On	Bank	Bank Guarantee Balance	Status	Actions
 Import Permits Bar LPCO 	nk Guarantee Selection										*
	Bank Guarantee Number			Bank Guarante	e Value						Save & Proceed
	BG-112039			10,000,000					*		
	PKR			10-01-2024					8		
	Expiry			Bank							
	19-11-2025			Standard Cl	nartered Bank (P	Pakistan) Ltd			× *		
									Close Save		

Figure 10

ix. You can also select previously saved guarantees, by clicking on 'Select Existing Guarantee' option.

⊗PSW	■ Search anything						O 13568 🖉	. 1	HAGLER BAILLY PAKISTAN	(PRIVATE)	LIMITED • TR •
Home Registration	Create Sindh Infrastructure Devel Home / LPCO / Sindh Infrastructure Deve Please complete all the steps to create a	opment Cess Exemption/W elopment Cess Exemption/Waive in exemption request. All fields a	/aiver er / Create / are mandatory except the	ones marke	f as Optional.						⊗ Save
Single Declaration	Exemption / Waiver Details	Bank Guarantee(s)		6	Select Existing Guarantee	+ Create	e New Guarantee				
Exemption/Waiver	Bank Guarantee Details	Bank Guarantee Number	Bank Guarantee Value	Currency	Issued On	Expiry	Submitted On	Bank	Bank Guarantee Balance	Status	Actions
Import Permits	Documents	BG-112039	1000000	PKR	10-01-2024	19-11-2025	10-01-2024	SCB	1000000	Active	
										Back S	ave & Proceed

Figure 11

x. Here you can search and select existing bank guarantee.

⇔PSW	Search anythin	g							Ø 1	3568 🖉	н	IAGLER BAILLY PAKISTAN	(PRIVATE)	
	Create Sindh Infras Home / LPCO / Sindh In Please complete all the	tructure D frastructure steps to cre	evelopment Cess Exempt Development Cess Exempt rate an exemption request A	ption/W ion/Waive W fields ai	a <mark>iver</mark> r / Create / re <i>mandatory</i>	except the one	es marked as Oj	ptional.						⊘ Save
Single Declaration	Exemption / Waiver D	letails	👔 Bank Guarant	ee(s)							5	Select Existing Guarantee	+ Creat	e New Guarantee
Exemption/Waiver	Bank Guarantee Deta		Bank Guarantee N	lumber	imber Bank Guarantee Value Curr		Currency Issu	cy Issued On Expiry Submitte		nitted On	Bank	Bank Guarantee Balance	Status	Actions
Import Permits	Bank Guarantee Selection	S. No.	Bank Guarantee Number	Bank	Currency	Issued On	Expiry	Submitted On	Value	Balance	Status		ive	1
80.00	Bank Guarantee Number	.1	BG-112039	SCB	PKR	10-01-2024	19-11-2025	10-01-2024	100000	100000	Active			ave & Proceed
		2	ebg-scb-23-/3092	AKB	PKR	21-12-2023	21-12-2023	21-12-2023	1	1	Expired	ź		
		3	BG_Expiry_Dec9	BAF	PKR	19-12-2023	20-12-2023	20-12-2023	224444	224444	Expired	ł		
		4	BG_Expiry_Dec8	BAF	PKR	01-12-2023	20-12-2023	20-12-2023	324000	324000	Expired	i		
		5	BG_Expiry_Dec7	DIB	PKR	01-12-2023	19-12-2023	20-12-2023	450000	450000	Expired	ł		
	Close	н 4	1 2 3 4	ь н	5 *	items per page						1 - 5 of 48 ite	ns	

Figure 12





Figure 13

xii. Under the Documents tab, select relevant document type, upload the document and press 'Submit Request' button.

⊗PSW	■ Search anything		◎ 13568 🗳 L HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED - TR ·
 ☆ Home Pegistration Trade Deplete time 	Create Sindh Infrastructure Developn Home / LPCO / Sindh Infrastructure Develop Please complete all the steps to create an ex	nent Cess Exemption/Waiver ment Cess Exemption/Waiver / Create / emption request. All fields are mandatory except the ones marked as Optional.	⊘ Save
Sindh Infrastructure Pevelopment Cess Exemption/Waiver	Exemption / Waiver Details Bank Guarantee Details	As per regulatory policy of the department, the listed documents are mandatory. Document Type	
🗟 Import Permits	Documents	Şelect Document Type	× •
E LPCO		Upload File Select files Only.pdf files are allowed for uploading. File size max limit is 2MB.	Drop files here to upload
		i) No documents upl	oaded yet Back Submit Request

Figure 14



xiii. Your request is successfully submitted to ET&NC department.

Figure 15

xiv. You can view submitted requests by clicking on the 'View' action button.

⊗PSW	E Search anything					🕲 13568 🖤	HAGLER BAILLY PAKI	STAN (PRIVATE) LIMITED 🔻 TR 🍷
A Home	Sindh Infrastructure Devel Home / LPCO / Sindh Infrastruc	Iopment Cess Exemption/V cture Development Cess Exempt	Vaiver ion/Waiver /					
	Sindh Infrastructure Develo	pment CESS Exemption/Waive	ır			Search	۹ +	Create Cess Exemption/Waiver
Exemption/Waiver	Trader Name /Agent Name	Request Number	BL/AWB Number	GD/SD Status	Bank Guarantee	Submitted On	Status	Actions
E rico	Hagler Bailly Pakistan (Pvt) Ltd	0100255-02112023	BL-00002	Assigned to Cashier	Yes	02/11/2023	Submitted	•
	Hagler Bailly Pakistan (Pvt) Ltd	0100251-02112023	BL-10007377731	Assigned to Cashier	No	02/11/2023	Document Called	e 5
	Hagler Bailly Pakistan (Pvt) Ltd	0100250-27102023	BL0057374341	Assigned to Cashier	No	27/10/2023	Approved	0
	Hagler Bailly Pakistan (Pvt) Ltd	0100249-27102023	BL-10007377731	Assigned to Cashier	Yes	27/10/2023	Rejected	ම
	Hagler Bailly Pakistan (Pvt) Ltd	0100258-06112023	BL-559976341	Assigned to Cashier	Yes	06/11/2023	Approved	Ð
	Hagler Bailly Pakistan (Pvt) Ltd	0100247-26102023	BL-2224440011	GD Cancellation by AC	Yes	26/10/2023	Void	Ð
	Hagler Bailly Pakistan (Pvt) Ltd	0100240-24102023	BL-004426661	Assigned to Cashier	Yes	24/10/2023	Approved	۲
	Hagler Bailly Pakistan (Pvt)		BL-774431112	Assigned to Cashier	Yes		Draft	∅ • •
	H + 1 2 + H	50 • items per page						1 - 50 of 82 items

Figure 16

⊗PSW	E Search anything								0	13568 🔗.	L HAGLE	R BAILLY PAKIST	AN (PRIVATE) LIN	
🛠 Home	Sindh Infrastructure De Home / LPCO / Sindh Infras	evelopment Cess Exer tructure Development Ces	nption/Waive as Exemption/W	er Vaiver / View /										
 ☐ Single Declaration Sindh Infrastructure ☑ Development Cess Exemption/Waiver 	Assigned to Ca	Assigned to Cashier		Request Number 0100307-10012024 Proc 10-0		Process 10-01-2	Processed On 10-01-24		Bank Guarantee Yes				Expand	
B Import Permits	Exemption / Waiver Info	rmation												
E LPCO	BL/AWB Number awb-303		IG 11	M Number 18			Inde 2	ex Number		I	importer Name M/S CIRIN Ki	arachi		
	Importer Address PECHs Karachi		IG Ha	M Importer Name amid			Cess PKI	s Amount(Rs.) R 339.00			Rules(s) / Law(s) US-14-1			
	Bank Guarantee(s)													> 🗗
	Bank Guarantee Number	Bank Guarantee Value	Currency	Issued On	Expiry	Bank	Bank Guarantee Balance	Physically Received						1
	BG-112039	10000000	PKR	10-01-2024	19-11-2025	SCB	10000000							*
	Remarks													
														le
	Officer Comments													
														4

xv. Upon clicking, View interface of submitted request will be displayed.

Figure 17

xvi. If Documents are requested by ET&NC officer, your request status will be updated to 'Document called'. You can click on 'Upload Document' option for uploading requested documents.

⊗PSW	E Search anything					© 13568	HAGLER BAILL	Y PAKISTAN (PRIVATE) LIMITED * TR *
☆ Home Provide the image of the i	Sindh Infrastructure Deve Home / LPCO / Sindh Infrastruc	lopment Cess Exemption/ cture Development Cess Exem	Waiver ption/Waiver /					
 ☐ Single Declaration Sindh Infrastructure ☑ Development Cess 	Sindh Infrastructure Develo	opment CESS Exemption/Waiv	ver			Sear	rch Q	+ Create Cess Exemption/Waiver
Exemption/Waiver	Trader Name /Agent Name	Request Number	BL/AWB Number	GD/SD Status	Bank Guarantee	Submitted On	Status	Actions
	Ltd	0100020-12072023	DL-003322531	Assigned to Cashier	TES	12/07/2023	Approved	<u>ه</u>
0	Hagler Bailly Pakistan (Pvt) Ltd	0100017-12072023	BL-5582831711	Assigned to Cashier	Yes	12/07/2023	Approved	Ð
	Hagler Bailly Pakistan (Pvt) Ltd	0100016-12072023	SES 23	Assigned to Cashier	Yes	12/07/2023	Approved	۲
	Hagler Bailly Pakistan (Pvt) Ltd	0100009-12072023	BL-774431112	Assigned to Cashier	Yes	12/07/2023	Approved	ම
	Hagler Bailly Pakistan (Pvt) Ltd	0100008-11072023	BL-00001	Waiting For Cess	Yes	11/07/2023	Approved	.
	Hagler Bailly Pakistan (Pvt) Ltd	0100131-20062023	BL-65324747231	Assigned to Cashier	No	20/06/2023	Document Called	e B
	Hagler Bailly Pakistan (Pvt) Ltd	0100130-20062023	BL-65324747231	Assigned to Cashier	No	20/06/2023	Rejected	Ð
	Hagler Bailly Pakistan (Pvt) Ltd	0100129-20062023	BL-65324747231	Assigned to Cashier	No	20/06/2023	Rejected	Ð
	4							•
	H 4 1 2 F H	50 🔻 items per page						1 - 50 of 82 items

Figure 18

xvii. Here you can view the Officer Remarks and Upload the requested document. After uploading documents, press 'Submit' button to submit document against the request.

* PSW	Search Anything	1 976 🛓 ASCO INTERNATIONAL - TR
Home	Sindh Infrastructure Development Cess Exemption/Waiver Hone /LPCO/ Sindh Infrastructure Development Cess Exemption/Waiver	
		1
	Upload Documents Please upload the required documents.	
	Officer's Remarks	0
		No documents uploaded yet
	Document Type	` 2
	Select Document Type	_
	Select File	
	Select fires. Drop files here to upload Only jpeg, jpg, pdf & png files are allowed for uploading. File size max limit is 2MB.	
	Connects	
	Contractor	
	011000	
	Back	

Figure 19

xviii. You can also 'Edit and Delete' Drafts by clicking on relevant button.

⊗PSW	E Search anything					🕲 13568 👻	HAGLER BAILLY PAKIS	TAN (PRIVATE) LIMITED * TR *			
🛠 Home	Sindh Infrastructure Devel Home / LPCO / Sindh Infrastruc	lopment Cess Exemption/V cture Development Cess Exempt	Vaiver ion/Waiver /								
Gingle Declaration	Sindh Infrastructure Develo	q + q	create Cess Exemption/Waiver								
Exemption/Waiver	Trader Name /Agent Name	Request Number	BL/AWB Number	GD/SD Status	Bank Guarantee	Submitted On	Status	Actions			
E LPCO	M/S CIRIN Karachi	0100307-10012024	awb-303	Assigned to Cashier	Yes	10/01/2024	Rejected	•			
	Hagler Bailly Pakistan (Pvt) Ltd		automation-067	Assigned to Cashier	No		Draft				
	Hagler Bailly Pakistan (Pvt) Ltd	0100303-19122023	BL-41700811211	Assigned to Cashier	No	19/12/2023	Rejected	Ð			
	Hagler Bailly Pakistan (Pvt) Ltd	0100300-04122023	awb-306	Assigned to Cashier	Yes	04/12/2023	Rejected	Ð			
	Hagler Bailly Pakistan (Pvt) Ltd	0100299-04122023	awb-306	Assigned to Cashier	Yes	04/12/2023	Rejected	Ð			
	M/S CIRIN Karachi	0100295-30112023	awb-304	Assigned to Cashier	Yes	30/11/2023	Rejected	۲			
	M/S CIRIN Karachi	0100292-30112023	SA-301120231	Assigned to Cashier	Yes	30/11/2023	Rejected	۹			
	M/S CIRIN Karachi	0100290-30112023	awb-303	Assigned to Cashier	Yes	30/11/2023	Rejected	۲			
	Handre Balle Baller Baller Baller										
	H 4 1 2 3 4	+ H 15 • i	tems per page					1 - 15 of 82 items			

Figure 20

Copyright © Pakistan Single Window

5.3. PROCESS FOR SINDH CESS EXEMPTION / WAIVER AGAINST NTN / FTN

i. Upon successful Login, A dashboard will appear. At the Home screen, click on the 'LPCO' option.

Search anything			🕲 13568 🖉 🔹 HAGLER BAI	ILLY PAKISTAN (PRIVATE) LIMITED * TR *
ashboard ome /				
Registration	Single Declaration	Child User Management	LPC0	Profile Management
VPS	Value Added Services	PSW Messages	WeBOC Messages	EIF/EFE Management
Recoveries	Appeals	Feedback and Complaints	Complain Management System	Classification Committee
Advance Ruling Issuance (ARI)	Authorize Customs Agent	Goods Declaration	Financial Instrument	Assessment/ Audit
Document(s) Requested	Adjudication	Duty Drawback	Licenses & Quotas	User Support System
Financial Securities	Carrier Declaration	(in the second s		Payment Management
	Search anything shboard me / Registration UPS Recoveries Advance Ruling Issuance Advance Ruling Issuance Reposed Document(s) Requested Financial Securities	Search anything shboard me / Registration Image: Declaration	Search anything shboard Image: Registration Image: Single Declaration Image: UPS Image: Single Declaration Image: UPS Image: Single Declaration Image: Recoveries Image: Single Declaration Image: Recoveries Image: Single Declaration Image: Recoveries Image: Appeals Image: Advance Ruling Issuance Image: Authorize Customs Agent Image: Document(s) Requested Image: Adjudication Image: Financial Securities Image: Carrier Declaration Image: Financial Securities Image: Carrier Declaration	Search anything Image: Addication Imag

Figure 21

ii. Under LPCO section, click on 'Sindh Cess Exemption/Waiver Against NTN/FTN' option.

⊗PSW	E Search anything		-	Ø 13568	LER BAILLY PAKISTAN (PRIVATE) LIMITED 🔻 TR 🔹
 ☆ Home Pegistration 	Sindh CESS Exemption/Waiver Against I Home / LPCO /	ITN/FTN			
 ➢ Single Declaration Sindh Infrastructure P Development Cess Exemption/Waiver 	Seed Enlistments	Catch Certificate	Import Licenses	REX Registration Endorsement	Certificate of Origin Form
lmport Permits	Import Permits	Export Permits	Export Certificates	Release Orders	Release Bank Guarantee
	Sindh Infrastructure Development Cess Exemption/Waiver	Sindh Cess Exemption/Waiver Against NTN/FTN			
			•		

Figure 20

⊗PSW	E Search anything					③ 1356	8 🕙 よ HAGLER BAILLY I	PAKISTAN (PRIVATE) LIMITED 🔻	TR •
A Home	Sindh CESS Exemption/Waiver Agains Home / LPCO / Sindh CESS Exemption Agains	t NTN/FTN st NTN /							
Single Declaration Sindh Infrastructure Development Cess Exemption/Waiver Calimont Permits	Sindh Infrastructure Development CESS B	Exemption/Wai	Search Q	+ Create Cess Exemption/Waiv	er				
	Trader Name	Trader NTN	Request Number	Requested On	Effective Date	End Date	Status	Actions	
E LPCO	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100149- 03012024	03/01/2024			Assigned To Officer	Ð	Î
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100147- 31102023	31/10/2023			Rejected	۲	U
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100144- 24102023	24/10/2023	24/10/2023	24/10/2023	Approved	ଳ	H
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100143- 20102023	20/10/2023	20/10/2023	20/10/2023	Approved	۲	
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100141- 21082023	21/08/2023	22/08/2023	23/08/2023	Approved	୭	
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100139- 16082023	16/08/2023	17/08/2023	18/08/2023	Approved	@	
	HACLER RAILLY DAKISTAN (DRII/ATE)	s per page	0100034-					1 - 12 of 12 ite	▼ ms



iv. Here you will be required to select the relevant rule and provide remarks. Click on 'Save & Proceed' option for next tab.

⊗PSW	■ Search anything		13568	₩,	LAGLER BAILLY PAKISTAN (F	PRIVATE) LIMITED 🔻	TR •
A Home	Create Sindh CESS Exemption/W. Home / LPCO / Sindh CESS Exemption / Please complete all the steps to create	iver Against NTN/FTN gainst NTN / Create / In exemption request. All fields are mandatory except the ones marked as Optional.				Ø 5	Save
 Single Declaration Sindh Infrastructure Development Cess Eventation Watter 	Exemption / Waiver Information Documents	Basic Information	Territor Marro				
Import Permits Import Permits		0656781	HAGLER B	BAILLY P	AKISTAN (PRIVATE) LIMITED		
		Rule(s) Law(s) US-14-1	Remarks				
						Save & Procee	ed
				_			

Figure 22

v. In Documents Tab, you can select relevant Document type upload file through 'Select files' option. After uploading the document, click on 'Submit' button to submit the request.

* PSW	Search Anything		\$\$ 976	ASCO INTERNATIONAL • TR
Home	Create Sindh Cess Exemption/Waiv Home / LPCO / Create Sindh Cess Exem	ver Against NTN/FTN ption/Waiver Against NTN/FTN		
	Step 2 of 2 All fields are mandatory except the ones	marked as Optional		+ Save + Cancel
	Exemption / Waiver Information	Document Type		
	Documents	Select Document Type		•
		Uplead File		
		Select files		Drop files here to upload
		Only jpeg, jpg, pdf & png files are allowed for uploading. File size max limit is 2M8.		
		Image: Control of the second secon		
				Back

Figure 23

vi. Your request for Cess Exemption/Waiver against NTN/FTN has been submitted successfully to the Sindh ET&NC Officer. Click on 'View' button to see detail interface.

⇔PSW & Home	E Search anything Sindh CESS Exemption/Waiver Agains	t NTN/FTN				3 1356	8 HAGLER BAILLY PAKISTAN	N (PRIVATE) LIMITE	ED 🔻 TR 🔻
Registration Single Declaration Sindh Infrastructure	Home / LPCO / Sindh CESS Exemption Agains	t NTN /	ver Against NTN				Search Q + Crea	te Cess Exemption	n/Waiver
Development Cess Exemption/Waiver Import Permits	Trader Name	Trader NTN	Request Number	Requested On	Effective Date	End Date	Status	Actions	
E LPCO	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED HAGLER BAILLY PAKISTAN (PRIVATE)	0656781	0100149- 03012024 0100147-	03/01/2024			Assigned To Officer	9	1
	LIMITED HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	31102023 0100144- 24102023	24/10/2023	24/10/2023	24/10/2023	Approved	9	
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100143- 20102023	20/10/2023	20/10/2023	20/10/2023	Approved	Ð	
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100141- 21082023	21/08/2023	22/08/2023	23/08/2023	Approved	۲	
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100139- 16082023	16/08/2023	17/08/2023	18/08/2023	Approved	0	
	HAGI ER BAIL LY PAKISTAN (PRIVATE)	: per page	0100034-					1 - 12	▼ of 12 items



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⊗PSW	Search anything					1356	58 🖌 🛔	HAGLER BAILLY PAK	ISTAN (PRIVATE) LIMITE	D ▼ TR ▼
😤 Home	Sindh CESS Exemption/Waiver Agains	t NTN/FTN								
Registration	Home / LPCO / Sindh CESS Exemption Agains	st NTN /								
🚡 Single Declaration										
Sindh Infrastructure Development Cess Exemption/Waiver Import Permits	Sindh Infrastructure Development CESS	Search	۹ +	Create Cess Exemption	n/Waiver					
	Trader Name	Trader NTN	Request Number	Requested On	Effective Date	End Date	Status		Actions	
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100149- 03012024	03/01/2024			Assigned To (Officer	ම	^
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100147- 31102023	31/10/2023			Rejected		۲	1
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100144- 24102023	24/10/2023	24/10/2023	24/10/2023	Approved		۵	1
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100143- 20102023	20/10/2023	20/10/2023	20/10/2023	Approved		۲	
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100141- 21082023	21/08/2023	22/08/2023	23/08/2023	Approved		୭	
	HAGLER BAILLY PAKISTAN (PRIVATE) LIMITED	0656781	0100139- 16082023	16/08/2023	17/08/2023	18/08/2023	Approved		۲	
	HAGIER RAILLY PAKISTAN (PRIVATE)	s per page	0100034-						1 - 12	▼ of 12 items

Figure 27

6. CONTACT INFORMATION NEED ANY ASSISTANCE?

Please feel free to contact us as:

Email: support@psw.gov.pk Phone: 021-111-111-779





+92-51-9245605

info@psw.gov.pk

www.psw.gov.pk