How to Submit Shipping Bill (SB) Details for Re-Transmission to DGFT

Exporters can easily submit their Shipping Bill (SB) details for re-transmission through the ICEGATE Portal by following these simple steps:

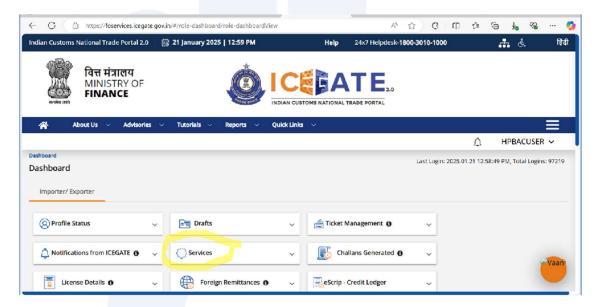
Step-by-Step Process:

Step 1:

Log in to the **ICEGATE Portal** using your respective user credentials.

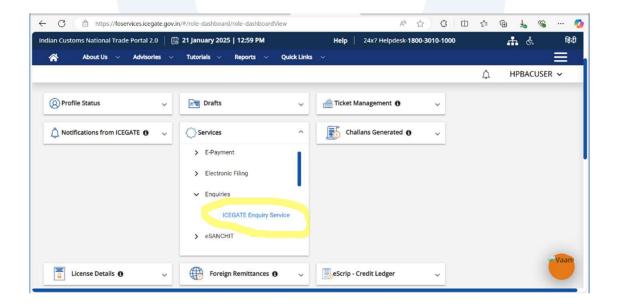
Step 2:

Once logged in, click on the "Services" widget available on the dashboard.

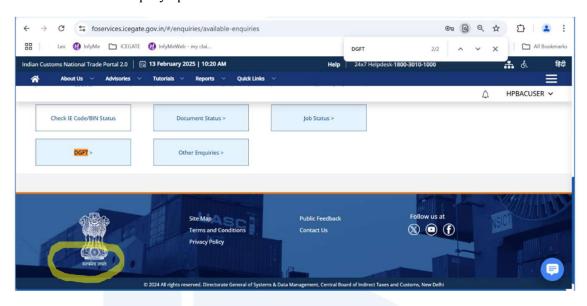


Step 3:

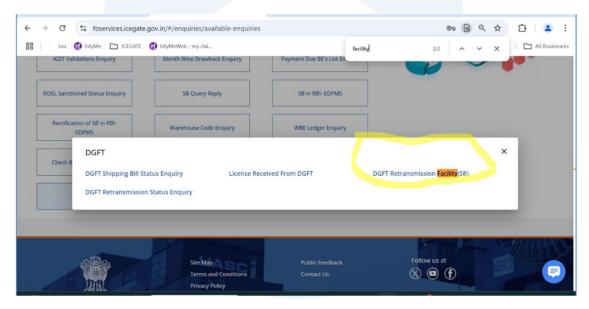
Navigate to the "Enquiries" section and click on "ICEGATE Enquiry Service."



Step 4:Select the "**DGFT**" enquiry option from the available list.



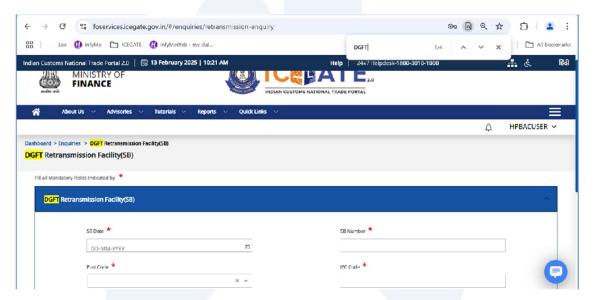
Step 5: Click on "DGFT Retransmission Facility (SB)" to proceed.



Step 6:

Fill in all the mandatory fields with the correct Shipping Bill details:

- (i) Shipping Bill Date (SB Date)
- (ii) Shipping Bill Number (SB Number)
- (iii) Port Code
- (iv) Importer Exporter Code (IEC)



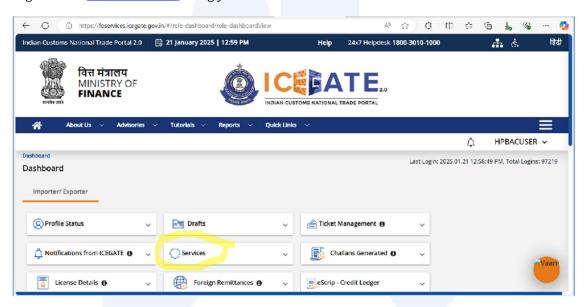
How to Check Retransmission Status of Shipping Bills

After submitting the Shipping Bill (SB) details for re-transmission, exporters can easily track the status of their request through the ICEGATE Portal. Follow the steps below to check the **Retransmission Status**:

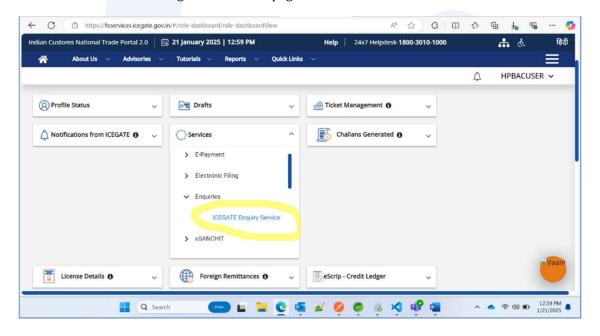
Step-by-Step Process:

Step 1:

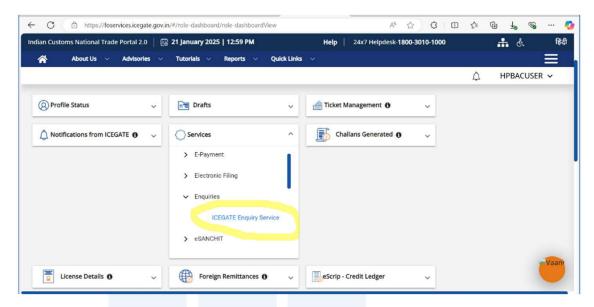
Log in to the **ICEGATE Portal** using your credentials.



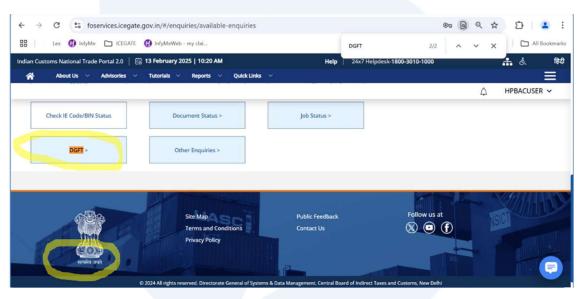
Step 2: Click on the "**Services**" widget on the homepage.



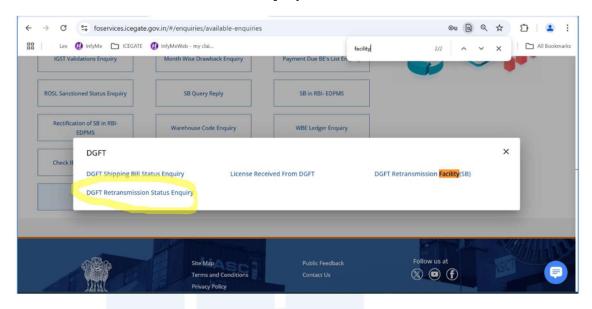
Step 3:Navigate to the "Enquiries" section and click on "ICEGATE Enquiry Service."



Step 4: Select the "**DGFT**" option from the available menu.



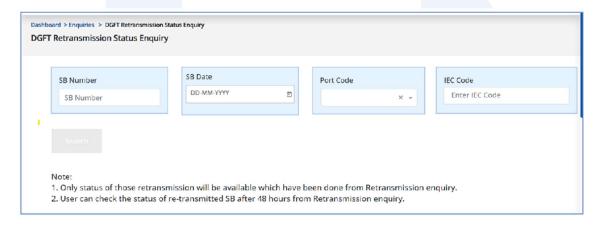
Step 5: Click on "**DGFT Retransmission Status Enquiry**."



Step 6:

Fill in the mandatory fields with accurate details:

- (i) Shipping Bill Number (SB Number)
- (ii) Shipping Bill Date (SB Date)
- (iii) Port Code
- (iv) Importer Exporter Code (IEC)



Possible Status Messages

Upon submission, the system may display one of the following status messages:

- **Invalid Shipping Bill No/Date**: The SB number or date entered is incorrect.
- **EGM not filed**: The Export General Manifest (EGM) has not been filed.
- **Shipping Bill is provisionally assessed**: The SB is pending finalization.
- **EGM date must be less than today's date**: Ensure the EGM date is earlier than the current date.
- **Shipping Bill already recorded for DGFT transmission today**: The SB has already been queued for transmission.
- Shipping Bill does not contain LIC/DEPB/DFIA/ROSCTL/DBK Scroll is not generated/ROSCTL claim is present: Specific incentive-related data or scroll generation is pending.