

**SAMUDERA SHIPPING LINE (INDIA) PVT LIMITED.**

**SOP FOR ISSUING E DO TO CONSIGNEE OR THEIR AGENT DURING THE LOCK DOWN PERIOD**

**GENERAL PROCEDURE**

- RECEIVING SCAN COPY OF OBL AND OTHER DOCUMENTS OVER MAIL FROM CONSIGNEE OR FROM THEIR AGENT.
- SENDING PROFORMA INVOICE TO CONSIGNEE OR THEIR AGENT.
- RECEIVING PAYMENT FROM CONSIGNEE OR FROM THEIR AGENT ON ELECTRONIC FUND TRANSFER.
- **RECEIVING OF OBL AND OTHER DOCUMENTS :**
  - A> CFS DELIVERY : RESPECTIVE CFS'S.
  - B> DOCK DELIVERY : ACCORDING TO THE CONVENIENCE OF CONSIGNEE OR THEIR AGENT .  
ALTERNATIVELY, OUR OPERATION STAFF MEMBERS ARE COLLECTING OBL AT PORT.
- **ISSUE OF EDO THROUGH PCS SYSTEM ON COMPLETION OF AFORESAID PROCEDURE.**

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