Duty Details

ICEGATE 2.0

USER MANUAL

Version 1.01

Date – 30.10.2026

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1 Getting Started.

Welcome to the User Manual for the ICEGATE 2.0 **Duty Details** functionality. This guide explains the features available in the module and the steps to view and track the status of Duty Details on the ICEGATE 2.0 portal.

2 Brief About User Manual.

The user manual is designed to provide step by step illustration of all the steps that are involved in the ICEGATE 2.0 module.

3 Overview.

The Duty details status module of ICEGATE consists of all the information which can be accessed after login into the ICEGATE portal to view the status/Information of Duty details and availing the services therein. During the process, users will be required to provide minimal details to obtain the status/Information of the functionality. Once the process is completed, the ICEGATE portal will display status/Information.

4 Eligible Roles for Duty Status.

The following are the eligible roles for Duty status.

1. IEC
2. CHA

5 Log in to ICEGATE Portal.

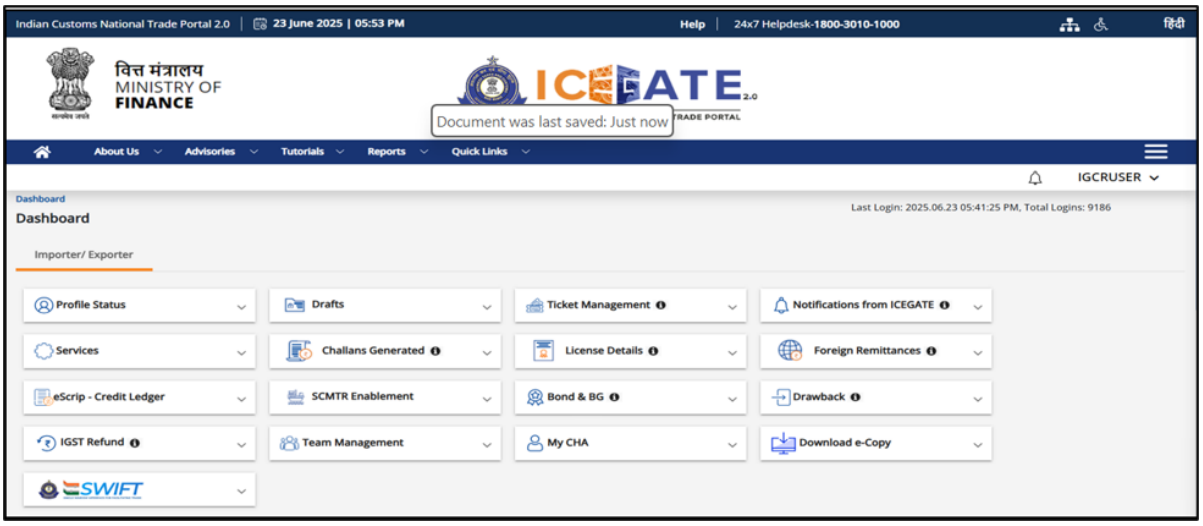
To access the ICEGATE 2.0 dashboard, the users will have to select appropriate user type before entering the login credentials.

The user needs to choose option as '**ICEGATE User**' in the '**User Type**' as shown in the screen below.

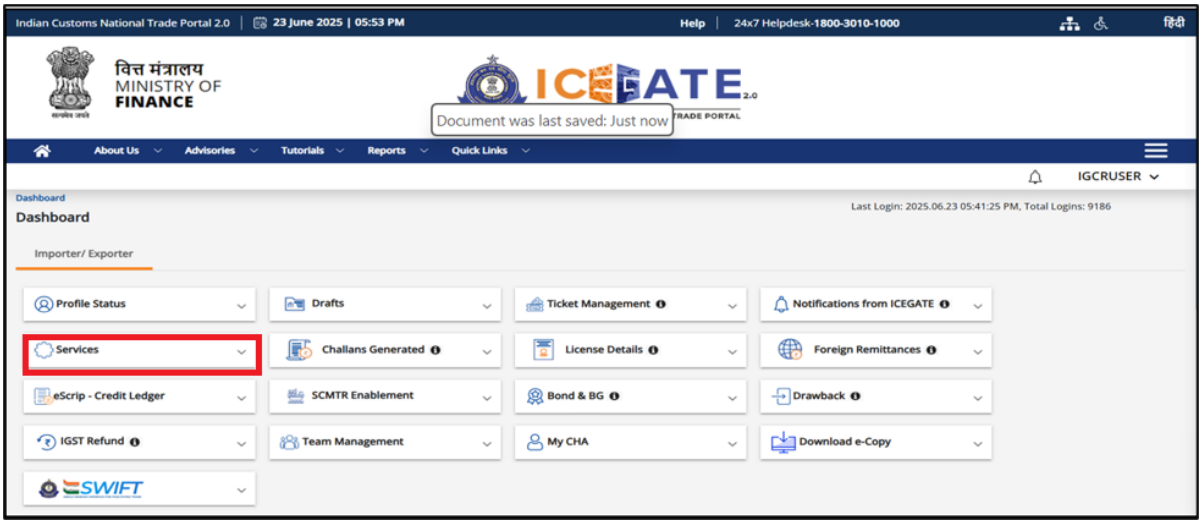


6 ICEGATE Dashboard

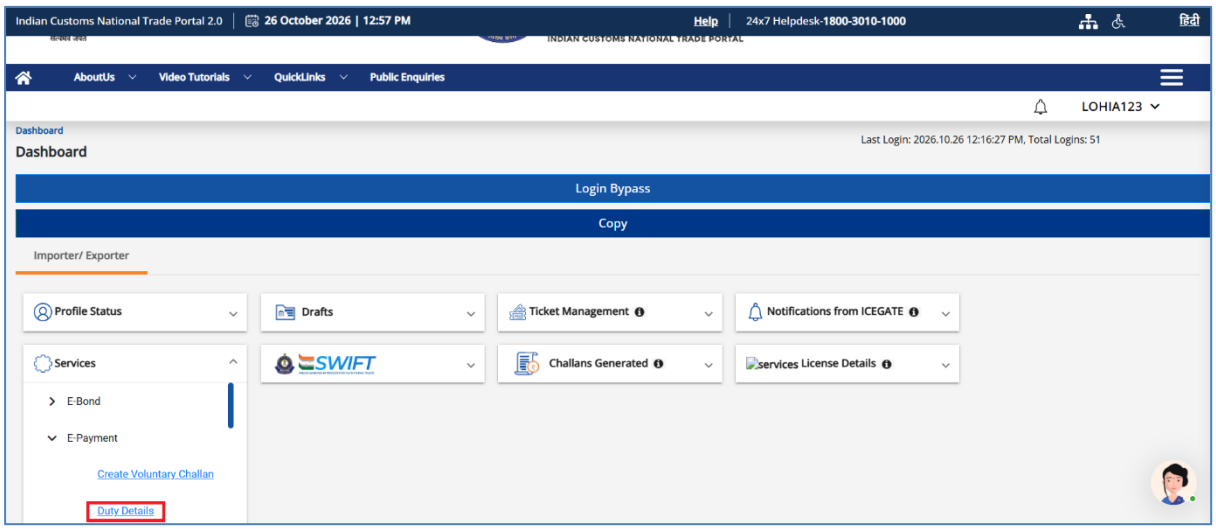
On successful login, the system will display the ICEGATE dashboard screen as shown below-



Go to the '**Services**' Widget



Clicking on '**Services'** widget will expand it for accessing the '**Duty Details**' link.



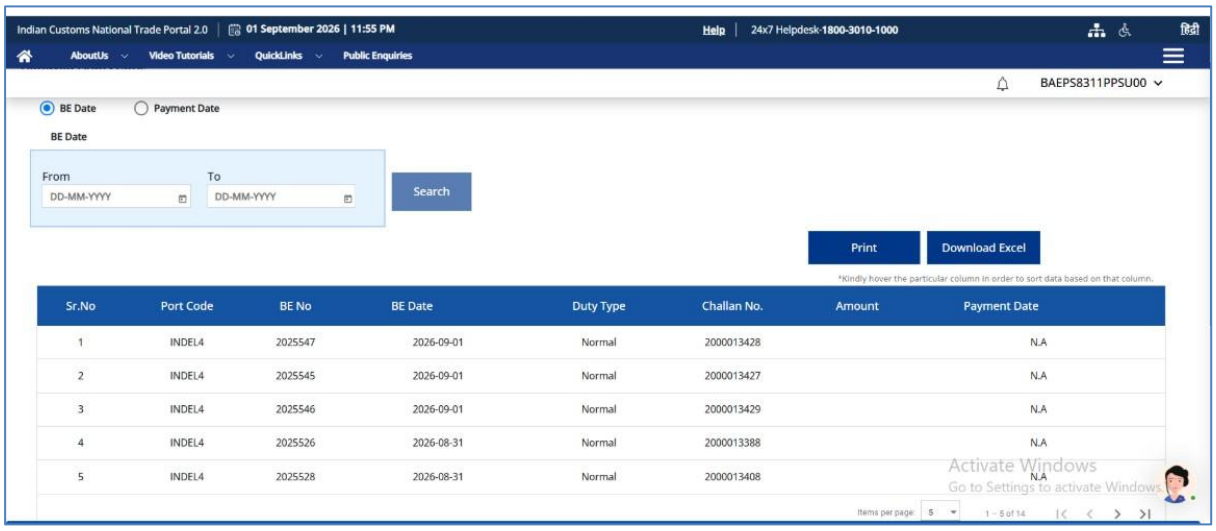
7 Duty Details

7.1 BE Status

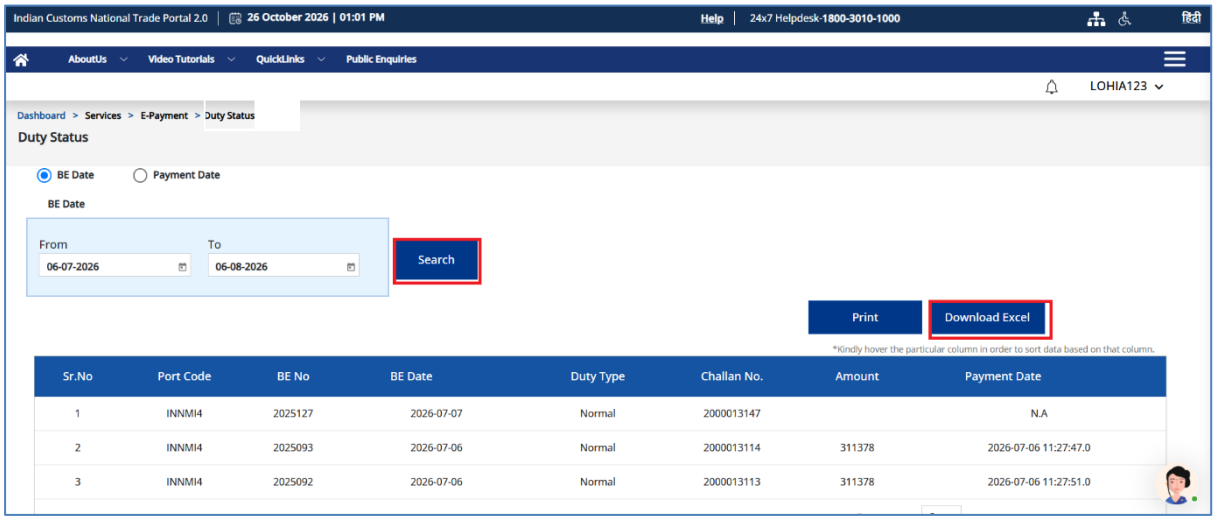
Click on the 'Duty Details' link. Upon clicking this link, the user will be redirected to a new page where two options will be available for checking Duty Detail status/information. The first option will be BE Date, which will be selected by default, and the second option will be Payment Date. The user will also be provided with date fields to enter the From Date and To Date for status.



On clicking the Search button without selecting any date, the user will be redirected to a new page, as shown below. The page will display Duty Details information for the last seven days by default, with the records listed in descending order.



In this section, the user will select the From Date as 06-Jul-2026 and the To Date as 06-Aug-2026. A maximum of one month's data can be fetched at a time. After selecting the date range, the user will click the Search button, and the page will be displayed as shown below.



7.2 Payment Status

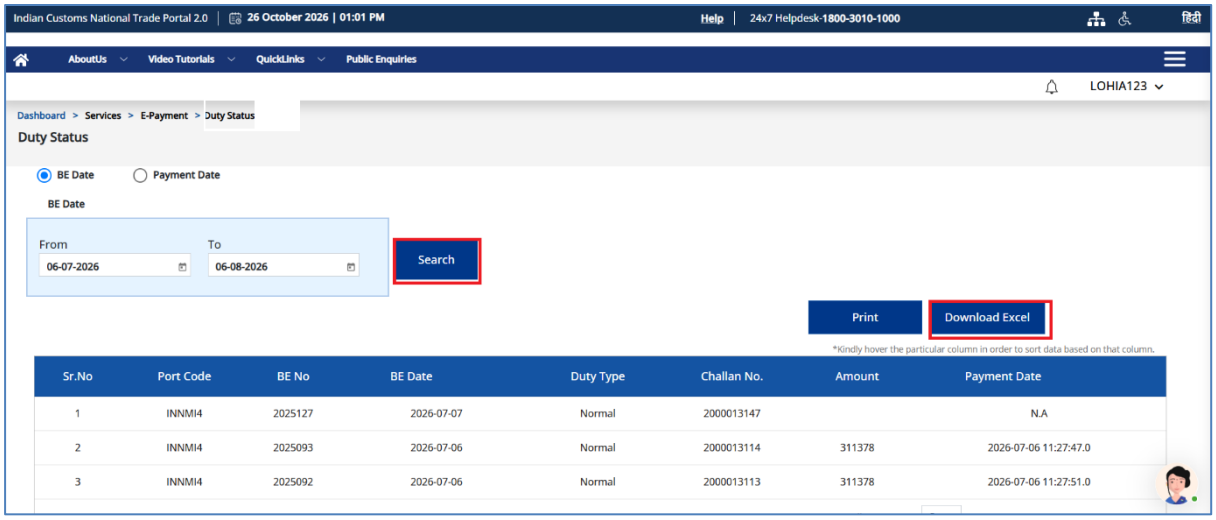
Now, the user will select the Payment Date option and choose the date range from 07-Nov-2025 to 07-Dec-2025. After clicking the Search button, the page will be displayed as shown below.



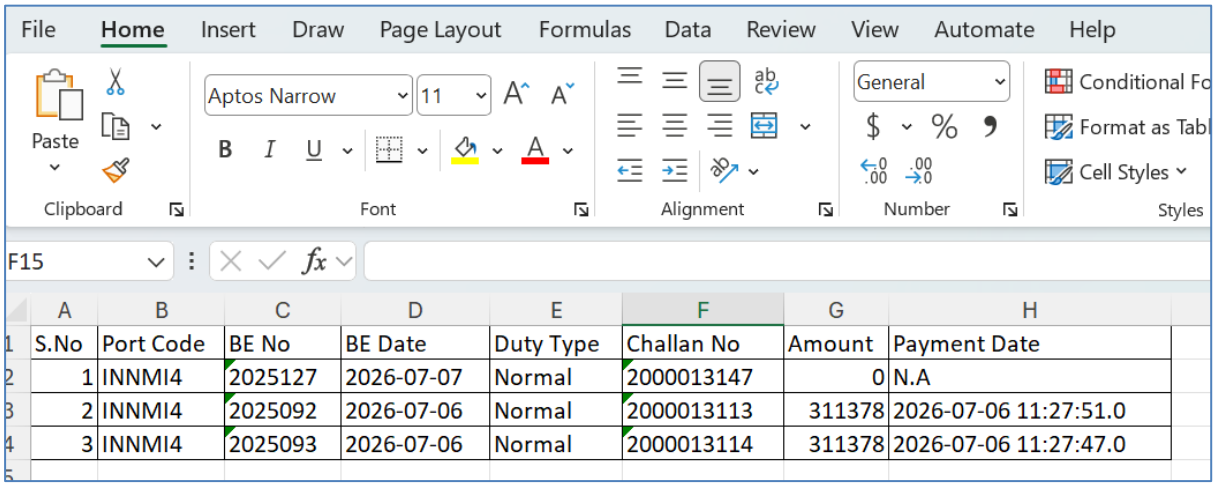
8 Common Functionality

8.1 Download Functionality

Under the “BE Date” option The user can then click on “Download Excel” to download the displayed records in Excel format.



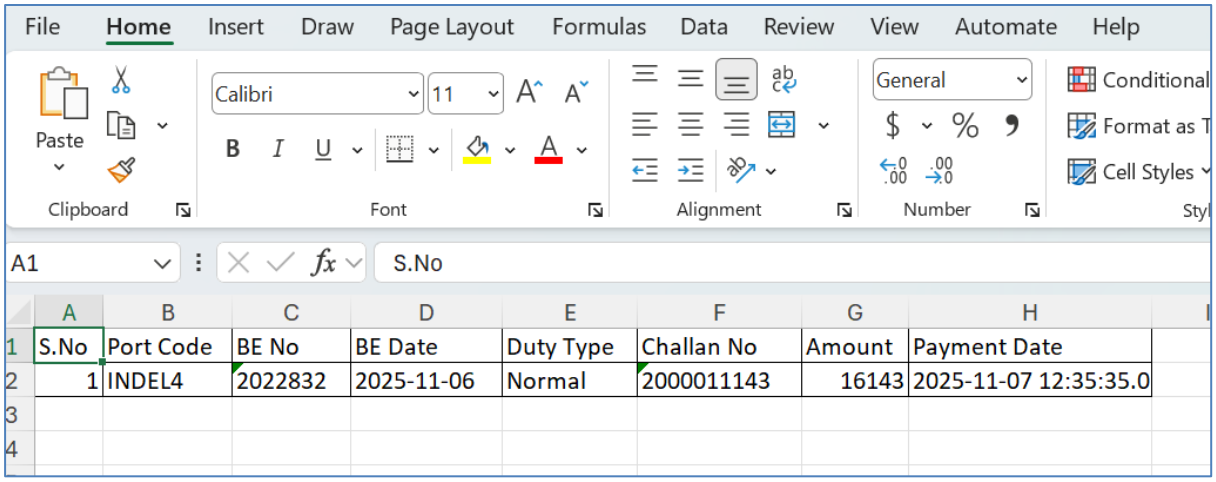
The downloaded Excel file will display the duty status details, including S.No., Port Code, BE No., BE Date, Duty Type, Challan No., Amount, and Payment Date.



Under the “Payment Date” option, the user can then click on “Download Excel” to download the displayed records in Excel format.

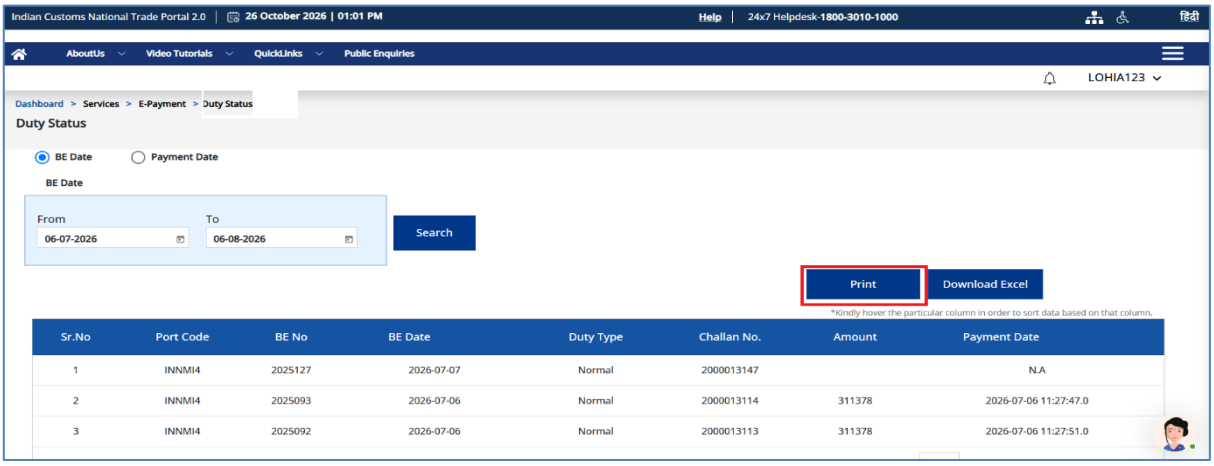


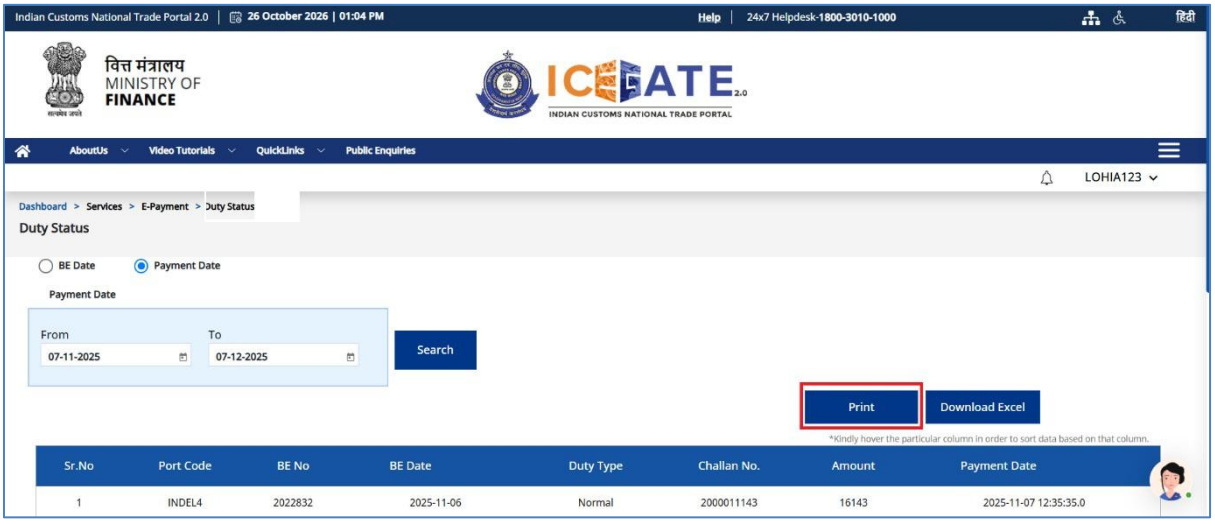
By Clicking on Download excel User can download the Excel file as shown below-



8.2 Print Functionality.

By clicking on the “Print” button, the user can print the displayed Duty Status details.


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Dashboard > Services > E-Payment > Duty Status
Duty Status
BE Date
Payment Date
BE Date
From
06-07-2026
To
06-08-2026
Search
Print
Download Excel
*Kindly hover the particular column in order to sort data based on that column.
Sr.No
Port Code
BE No
BE Date
Duty Type
Challan No.
Amount
Payment Date
1 INNMI4 2025127 2026-07-07 Normal 2000013147 N.A
2 INNMI4 2025093 2026-07-06 Normal 2000013114 311378 2026-07-06 11:27:47.0
3 INNMI4 2025092 2026-07-06 Normal 2000013113 311378 2026-07-06 11:27:51.0


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Dashboard > Services > E-Payment > Duty Status
Duty Status
BE Date
Payment Date
Payment Date
From
07-11-2025
To
07-12-2025
Search
Print
Download Excel
*Kindly hover the particular column in order to sort data based on that column.
Sr.No
Port Code
BE No
BE Date
Duty Type
Challan No.
Amount
Payment Date
1 INDEL4 2022832 2025-11-06 Normal 2000011143 16143 2025-11-07 12:35:35.0

9. Contact Us.

The contact details are as follows:

ADG, ICEGATE

Director General of Systems & Data Management,

CBIC 1st Floor, CR Building, IP Estate,

New Delhi – 110 109

Toll Free No: 1800-3010-1000

The user can also drop their queries at: Email: icegatehelpdesk@icegate.gov.in

