



TRAFFIC DEPARTMENT

No.TD/TM/GEN-289/567

Dated, the 28<sup>th</sup> March, 2026

TRADE CIRCULAR

**Sub:** Execution of transactions in EBS – Reg.

The POS module of EBS has gone live on 24.12.2025 and all the transactions are being carried out in POS from 01.01.2026. It has come to notice that some of the stakeholders are not performing certain transactions like Import Application, Export Application, LEO, VCN linking, Service requests, Draft Survey, Ullage Survey etc which is leading to discrepancies in data capturing and invoice generation. Further, it is noticed that Port Users are not selecting the correct cargo type and service type while doing the assessment. In a recent case, Ammonium Nitrate was selected as Dry Bulk instead of Break Bulk resulting in picking incorrect wharfage rate by the system.

Completion and accurately performing all the transactions are essential in the system for capturing the data and for generating correct invoices. In this regard, Port Users are requested to ensure that all required transactions are duly performed in the system in a timely and accurate manner with correct entries so as to generate invoices without any delay.

This trade circular is issued for information and guidance of all concerned.

*Bl*  
*28/03/26*  
Sr.Asst.Traffic Manager  
Paradip Port Authority

*PM*  
*28.03.26*

*28.03.26*

Copy to:

- (i) All Importers/ Steamer Agents/ Exporters/ Stevedores, PPA for kind information and necessary action.
- (ii) All officers of Traffic Department for kind information and necessary action.
- (iii) TechM for information and necessary action.
- (iv) PMU for information and necessary action.
- (v) All sections of Traffic Department for information and necessary action.
- (vi) Sr. Deputy Director, EDP Cell for kind information with a request to upload the same in PPA website.