

**KOLKATA PORT TRUST**  
**कोलकाता पत्तन न्यास**  
**An ISO 9001 : 2008 PORT**

यातायात विभाग  
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No.Tfc/Gzzy-241/Paperless RFID Permit

27.05.2020

**CIRCULAR**

All concerned are informed that as a part of Ease of Doing Business measure, paperless online RFID based permit system has been introduced by KoPT for all registered port users.

The service is available at the following URL : [www.koptrfid.in](http://www.koptrfid.in)

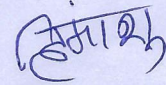
Further detailed guidelines may be seen and complied as per the attached Annexure A.

All registered RFID card/tag holders are advised to use the above facility with immediate effect for renewal / issuance of daily or term permits for man, vehicle and equipment for entry into dock area, without physically visiting Central Permit Office at Subhash Bhavan.

Please note that on and from 06:30 AM of 10/06/2020, the use paperless RFID Permit will become mandatory and the existing paper based permits will be discontinued.

All port users who have not yet collected RFID card / tags are advised to purchase the same from RFID counters at Central Permit Office at Subash Bhavan immediately but not later than 09/06/2020 to avoid inconvenience.

Encl : Annexure A



Traffic Manager

Annexure A - Circular No.Tfc/Gzzy-241/Paperless RFID Permit dated 27.05.2020

URL: [www.koptrfid.in](http://www.koptrfid.in)

1. All registered RFID card holders are encouraged to use online RFID portal ([www.koptrfid.in](http://www.koptrfid.in)) with immediate effect for renewal / issuance of Daily or Term Permits for men and vehicles, without visiting Subash Bhavan.
2. It will be mandatory to use of paperless RFID Permit from 06:30 AM of 10<sup>th</sup> June, 2020 for entering into docks of Kolkata Dock System and the paper based Permit will be discontinued.
3. Port users who have already obtained or will obtain paper permit from existing permit system at Subhash Bhawan during the period before 10<sup>th</sup> June, 2020, must also carry the paper permit along with RFID card / tag.
4. **Apart from carrying mandatory RFID Card/Tag, port users must also carry printouts of tax invoice including permit report, which will be available in the portal and port user's email account after successful payment.**
5. In the event of system malfunctioning / unavailability, the printout of tax invoice including permit report mentioned at (4) above or old paper permit mentioned at (3) above will be treated as valid permit for entry.
6. The existing paper based long-term permit holders are required to purchase RFID card / tag from RFID counters and update the same at Central Permit Office at Subash Bhawan immediately but not later than 09/06/2020 to avoid inconvenience.
7. Further to (6) above, all port users who have not yet collected RFID cards/ Tags, are required to purchase the RFID cards/tags from the RFID counters at Central permit office at Subhash Bhawan immediately but not later than 09/06/2020 to avoid inconvenience.
8. For any complications / issues port users may seek help from the below co-ordinates on a 24 x 7 basis :
  - a. Email : [rfid@kolkataporttrust.gov.in](mailto:rfid@kolkataporttrust.gov.in) / [rfid.kopt@nic.in](mailto:rfid.kopt@nic.in)
  - b. VOIP : +91 33 7100 3484 / +91 33 7100 3485
  - c. Cell : +91 7980548383 / +91 8617557899 / +91 7338224111
9. Issues remaining unresolved at (8) above may be escalated to Shri. Prakash Sarkar SATM +91 33 71003365 or to Shri A.K.Gop, EE EDP, KoPT : +91 96744-16460