



HAULIER INFORMATION PACK



JANUARY 2021



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HAULIER INFORMATION PACK

Here is our quick fire information document, highlighting some issues that may catch hauliers out from 1st January 2021 when the new customs rules are introduced.

MAKE SURE YOUR CUSTOMER IS PREPARED BEFORE COLLECTING!

When you first receive the transport order, ask the exporter / importer to confirm that all customs formalities will have been completed PRIOR to you collecting the goods. Delays at port = costs for you!

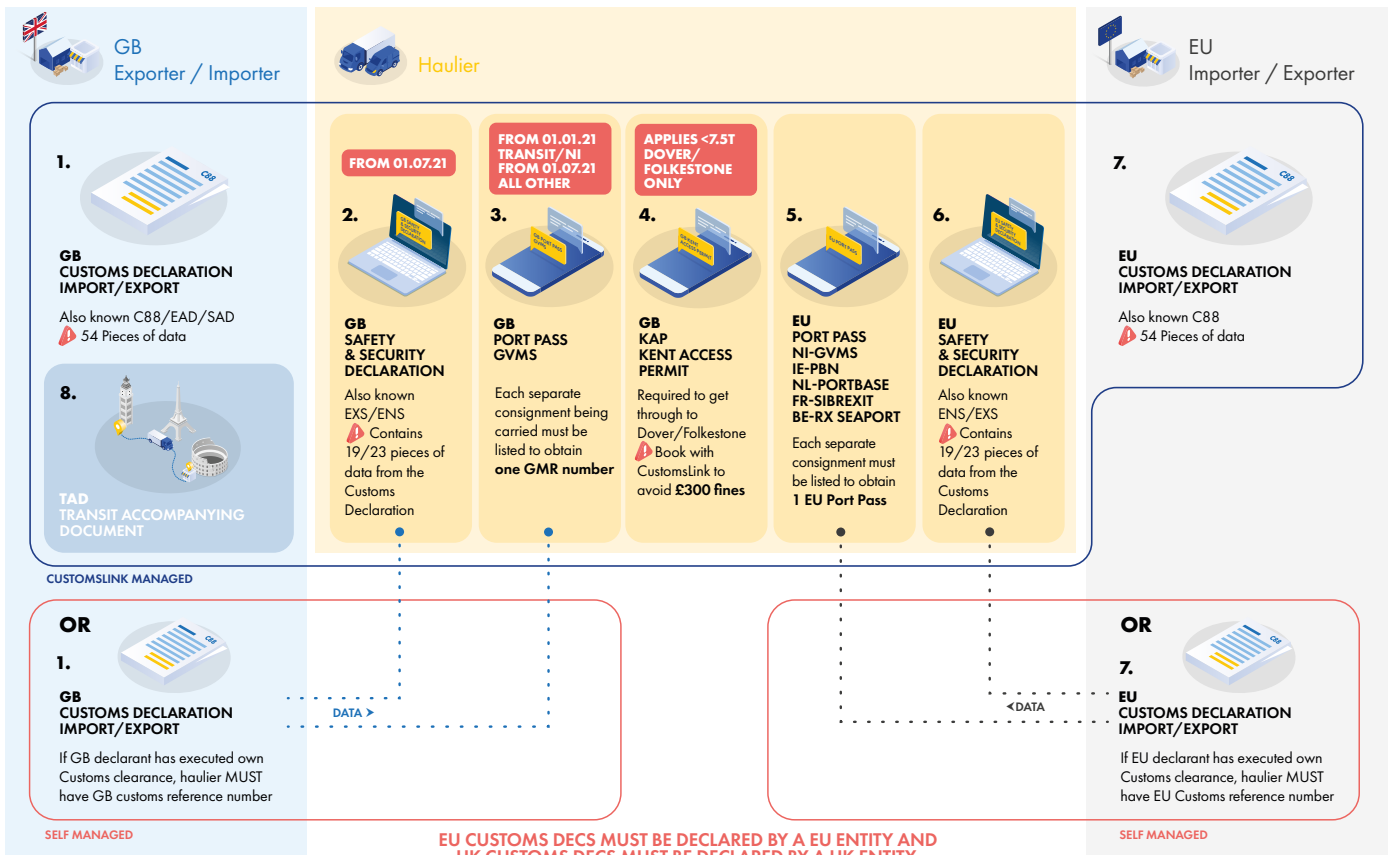


WHAT IS THE MINIMUM YOU NEED TO DO?

If you are entering or leaving GB, there are procedures which you **MUST** execute to make sure you can still deliver goods to their destination.

Provided the EXPORTER and IMPORTER have completed all the relevant customs declarations (import / export declarations / transit) you will need to execute the yellow sections as a minimum.

DOCUMENTS NEEDED TO MANAGE A BASIC EXPORT & IMPORT CUSTOMSLINK FULLY MANAGED SERVICE 1-8



**EU CUSTOMS DECS MUST BE DECLARED BY A EU ENTITY AND
UK CUSTOMS DECS MUST BE DECLARED BY A UK ENTITY.
CUSTOMSLINK CAN HELP ARRANGE THIS FOR YOU.**

TRAVEL DIRECTION GB-EU



SECTION N°	REQUIREMENT	FURTHER INFORMATION	CUSTOMSLINK
2	FROM 01.07.21 GB Safety & Security	Not required until 1 st July 2021 *	Yes
3	GB Port Pass GVMS	If carrying goods under transit / travelling to Northern Ireland	Yes
4	KAP (Kent Access Permit)	+7.5T – only applicable if travelling SOUTH into Kent to Dover / Folkestone - £300 fine if undeclared	Yes
5	EU Port Pass	Enter all IMPORT consignment MRN numbers to obtain 1 (one) ref. FR-SI Brexit NL-Portbase BE-RX Seaport IR-PBN NI-GVMS	Yes
6	EU Safety & Security ENS	Via ferry company GB > NL / GB > BE / GB > ES (unaccompanied only)	Yes
		To ICS direct: GB > FR / GB > IE / GB > ES (driver accompanied)	

EU-GB (diagram in reverse order)

SECTION N°	REQUIREMENT	FURTHER INFORMATION	CUSTOMSLINK
5	EU Port Pass	Enter all EXPORT consignment MRN numbers to obtain 1 (one) ref. FR-SI Brexit NL-Portbase (requires licence) BE-RX Seaport IR-PBN NI-GVMS	Yes
3	GB Port Pass GVMS	If carrying goods under Transit / travelling to Northern Ireland	Yes
2	FROM 01.07.21 GB Safety & Security S&SGB ENS	ENS to enter the UK *	Yes

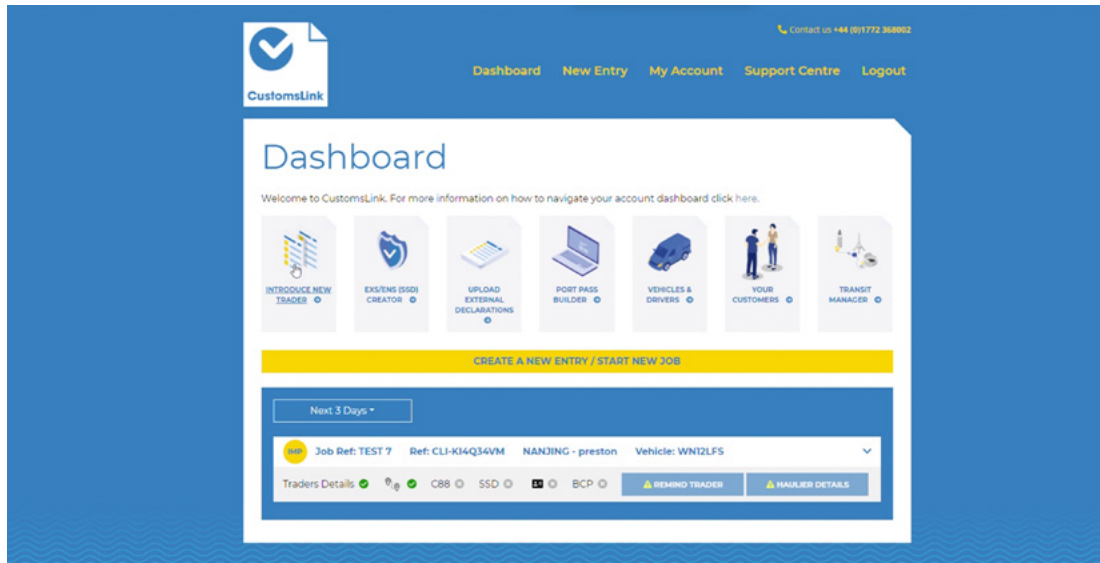
* In GB only EXS required from 01.01.21 (normally executed with export declaration). GB ENS required from 01.07.2021

CUSTOMSLINK CAN PROVIDE ASSISTANCE FOR ALL THESE PROCESSES



HAULIERS WITH ABILITY TO INVITE TRADERS

We are now at a point where we have to manage your expectations. We have experienced a number of hauliers who are continuing to invite **new** traders to the CustomsLink platform.



We must ask those hauliers who have the ability to invite traders to thoroughly understand the requirements likely to be asked of you, including volumes of customs entries and what type of commodity they are carrying.



We will be locking down the ability to invite new traders to manage the volume of entries. Customers with declarations which require no intervention will be allowed to continue.



REMEMBER NORTHERN IRELAND IS STILL IN THE CUSTOMS UNION

For hauliers, moving goods GB > NI, whilst you will not need to export from GB you will need to make an import declaration and a ENS safety and security declaration into NI. For goods moving NI > GB, with “unfettered access” rules being applied there are no customs formalities to contend with.

If you are moving goods Northern Ireland > ROI > GB unfettered access rules will not apply. The Northern Ireland exporter will complete an export declaration, but no GB Import will be required.

WHAT IS TRADER SUPPORT SERVICE (TSS) NORTHERN IRELAND?



This is a UK GOV free to use service to help NI traders import goods from GB into NI.

NI remains part of The Customs Union, and therefore customs formalities are required to move goods from GB to NI*. There are no customs formalities to move goods NI to GB. The TSS will complete basic import declarations for NI importers.

The service also provides support to hauliers to complete Safety & Security ENS declarations GB-NI.

The TSS does NOT provide all of the services provided by CustomsLink.

[gov.uk/guidance/trader-support-service](https://www.gov.uk/guidance/trader-support-service)



GROUPAGE & PART LOADS

It stands to reason that the more individual consignments there are (different customers), the more customs declarations there are, which means the risks of getting stopped by border officials does increase. However, if all your exporters and importers have completed the customs formalities, and you have completed the GB-EU Safety & Security Declarations, along with relevant port passes (see below), these risks should be reduced. Also if you are grouping loads – think about how the need to travel to a BCP for one part of the load could affect other loads which may be time sensitive.

GO TO BCP (BORDER CONTROL POINTS) ON PAGE 11.

GROUPAGE & PART LOADS LOAD PLANS

If you are moving groupage and part loads, it is really important that you obtain a detailed load plan. The load plan should contain location information of individual consignments that are on the vehicle. This should be provided by the warehouse team. The reason for this is, that IF you do get stopped by border teams who want to inspect part of the load, you need to be able to quickly identify where the specific goods are on the vehicle.

Without a good load plan, border teams may not be able to locate the consignment they want to inspect, which potentially could cause you delays and cost you and your business money.



THINK : 10 minutes to build a load plan = could save you hours at the port.

GO TO BCP (BORDER CONTROL POINTS) ON PAGE 11.



SAFETY & SECURITY DECLARATIONS GB-EU ENS

From January 1st 2021, the “Carrier” is responsible for completing the Safety & Security ENS submission. This “task” has been up streamed in the supply chain, making the hauliers responsible executing this declaration.

Note SSD ENS declarations must be completed 2 hours before the ship arrival at the port of ENTRY. Example : 2 hours before ship arrives in Calais, from Dover.



SSD response times do differ depending on which EU jurisdiction the ENS declarations are entering. We advise minimum 4 hours before arriving at a port.

If your SSD gets rejected, this will need manual intervention and we will contact you to resolve. This will only be during our normal operational working hours.

WHERE WILL YOU GET THE INFORMATION FROM?

You will get all the information needed from the export declaration C88 / SAD document.

HOW MUCH INFORMATION IS NEEDED TO COMPLETE A GB-EU ENS?

It all depends how many different consignments have on the load, but there could be a lot of extra work here for you and your team. Remember your time is money! On a normal export declaration there are 54 pieces of information. From this information, 19 pieces of data are needed. Including :

Reference Number
Consignee
Declarant/Representative
Identity and nationality of active means of transport crossing the border
Mode of transport at the border
Place of Loading
Location of Goods
Packages and Description of goods
Item No.
Commodity Code
Gross mass (kg)



WHERE CAN I MAKE THIS GB-EU ENS DECLARATION?

These declarations have to be completed by the Haulier to allow entry into the EU/ NI. The 19 pieces of data will be supplied to you by the Trader / Exporter from their C88 / SAD/ Export declaration.



The haulier must follow the data routing listed below:

COUNTRY OF ARRIVAL IN EU	HOW TO SUBMIT
Netherlands / Belgium	Haulier > CustomsLink > Ferry Co > Import control system (ENS)
Spain Unaccompanied	
Spain Driver Accompanied	Haulier > CustomsLink > Import control system (ENS)
Ireland	
Northern Ireland	
France	

From 01.07.2021 EU-GB movements will require an ENS Safety and Security declaration to be submitted to UK SSGB system



WHAT ARE PORT PASSES?

ALSO KNOWN AS PRE-LODGEMENTS /
LOGISTICS ENVELOPE SYSTEMS

Most countries with a ferry/train connection with GB have their own Port Pass system





WHAT SHOULD I BE AWARE OF IF I AM CARRYING LICENSED GOODS?

Make sure you have all the licenses before setting off. This is very important, when carrying licensed goods for example animals, animal products and products of non-animal origin from non-EU countries. Such as carrying live animals require you to carry the ORIGINAL signed vet certificate.

LICENSED GOODS



If goods are in the following categories, your exporter / importer / trader must provide the relevant export licenses or certificates you need :

- Animal, plants, food and agricultural products
- Chemicals and waste
- Controlled goods
- Diamonds
- Sanctions



If goods are EXCISE, you need to make sure the documents include any export licenses or certificates you need:

- Alcohol
- Tobacco
- Certain oils

The CustomsLink platform does not cover every type of import and export. See page 19 and always check with our onboarding team before registering

IF IN DOUBT, CHECK GOV.UK



IF LICENSED GOODS, CHECK OUT THE BORDER CONTROL POINT (BCP)

If you are carrying animals, animal products and products of non-animal origin from GB and non-EU countries, you will have to visit a Border Control Point (BCP) or as they used to be known Border Inspection Point (BIP). These are a very significant and additional change in the supply chain. At the BCP the goods will be checked by an official to confirm all the licences etc are correct.

- Not all BCP's can check all goods. Make sure you know which BCP can **check the type of goods you are carrying**
- BCP's may NOT be close to ports, resulting in additional mileage and delays. Make sure you cover these costs in your pricing.
- BCP's nearly always need booking 24/48 hours in advance – this is the responsibility of the exporter
- Local costs may apply. Make sure you are clear who is paying these costs
- Be aware of BCP opening hours. If you are late, you may miss your inspection time resulting in delays
- If you turn up at a port that does not have the correct BCP for your goods you will be stopped and the goods could be destroyed



WHAT HAPPENS IF I NEED TO CHANGE THE FERRY / TRAIN ROUTING OF MY VEHICLE?


The importer will need the specific ROUTE / DATE / VESSEL NAME you are traveling on.

The vessel name is not required if you are travelling on Holyhead-Dublin / Dover-Calais / Dover-Dunkerque / Folkestone – Calais.

If your routing changes you will need to:

ACTION	BY WHOM
Create new / amend ferry booking	You / your team
Update IMPORT declaration / Transit	Importer needs to make these changes
Update Safety & Security Declaration ENS	You / your team

If routing changes occur, it is likely that in the first few weeks in 2021, there could be some relaxing of rules. We advise proceeding with extreme caution and make sure you ensure your supply chain is kept aware of all the correct details.

 **THINK** : 2 minute phone call Vs 2 hour delay at port.





WHAT IS CUSTOMS TRANSIT PROCEDURE?

This is a summary of what you need to know. We have produced a more comprehensive **step by step guide** This will be a commonly used customs process.



WHERE IS IT USED ?

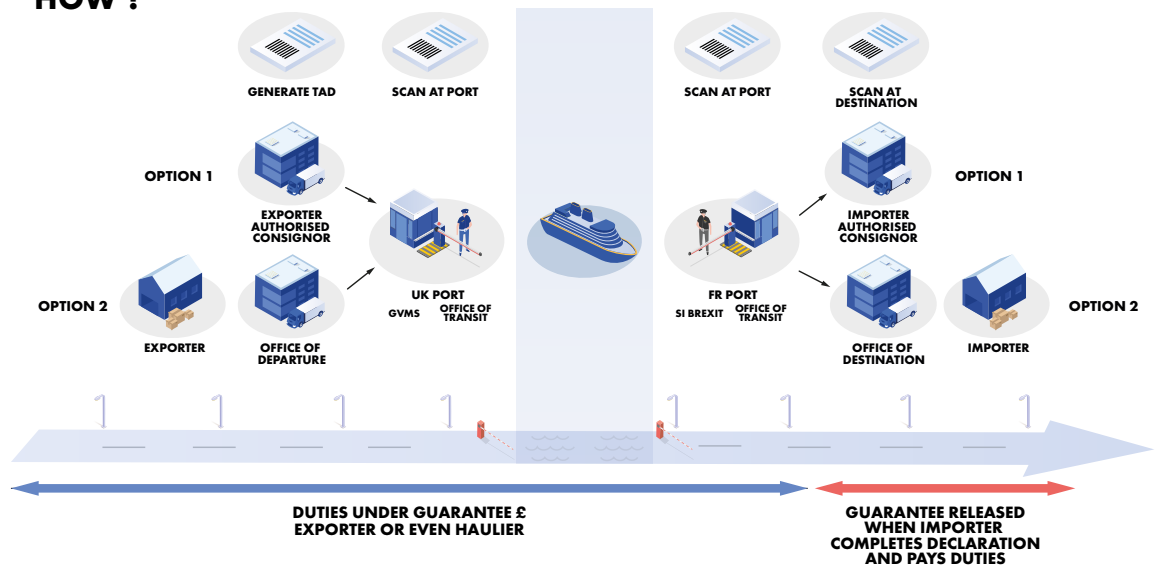
The Customs Transit procedure allows for the temporary suspension of duties, taxes and commercial policy measures that are applicable at import. As such, it allows customs clearance formalities to take place at the point destination rather than at the point of entry into the customs territory.

Customs transit is particularly relevant where a single customs territory (like the EU) is combined with multiple fiscal territories (FR/BE/DE/NL): it allows the movement of goods under transit from their point of entry into the Union (eg Calais, FR) to their point of clearance (eg DE or IT), where both the customs and national fiscal obligations will then be taken care of.

WHY IS IT USED ?

It allows the goods to be moved under a temporary suspension of taxes and duties, and reduces any risk of delays at a border, by shifting the departure and destination inland
a) away from border and potential congestion, b) closer to the customer premises.

HOW ?





WHAT IS CUSTOMS TRANSIT PROCEDURE? CONT.

- 1) The trader or haulier or agent **MUST** be registered to complete on the NCTS (New Computerised Transit System) **GOV.UK guidance** to complete a TRANSIT process. CustomsLink can execute this for you.
- 2) The haulier or trader or agent **MUST** have a comprehensive guarantee. Check if you need a **customs guarantee**

The vehicle has to be sealed if all the goods are moving under transit. If part of a load is moved under transit, the goods must be suitable packaged and sealed, to ensure there are no loss of goods en-route. **Check rules**

This process has to start at specific locations:

- 1) Authorised consignor
- 2) Office of departure (HMRC sites where HMRC can if needed check the load to make sure the goods on the Transit are present and correct)

Points 1-2 above are where the Transit Accompanying Document (TAD) will be printed.

Note This original document must be kept with the vehicle and ready to be scanned at the next Office of Transit.

The TAD will need scanning at when you enter or leave a customs territory, or when passing through a port connected to a port pass system eg. GVMS, SIBREXIT etc, the port will act as an office of transit. Finally, the goods are either discharged at;

- 1) an authorised consignee premises acting as final office of destination, or
- 2) a specific customs office of destination.

Note : if the importer is using a specific customs office of destination, this may not be close to the delivery address. Check with your customer. When the goods arrive at 1 or 2, the Importer will have completed the import declaration and also pay any duties. The Transit guarantee will then be closed, and the goods usually entered into free circulation.



LEGAL RISKS

JURISDICTIONS – who can and cannot make submissions.

An exporter / importer can ONLY make submissions in the country they are based. This also applies to any business that is executing the “last mile” of the submission into the relevant revenue authority.

Example – An exporter or haulier based in the Republic of Ireland, can create declarations AND make the “final mile” submission to revenue in the ROI revenue authority. They CANNOT make the “final mile” revenue submissions in the UK authority. This applies to both directions

The CustomsLink process has removed all complexities, and make sure the correct legal entity completes the “final mile” declarations in the correct revenue authority jurisdiction.

LEGAL RESPONSIBILITIES

As a haulier there are two options :

	WHAT ARE YOU DOING?	WHO IS DECLARANT?	RISK
1	Contributing ONLY routing data for your Importer / Exporter / Trader	Importer / Exporter / Trader	No legal risks
2	You are managing the Customs process for your Importers / Exporters & Traders	Haulier is paying for the Import / Export declaration. Option to use Importers deferment / Tan account or Hauliers own.	Legal risks. See below.

If option two :

WHERE ARE YOU ESTABLISHED?	WHERE IS YOUR CUSTOMER?	WHAT IS YOUR LEGAL ROLE?
GB	GB	Broker - DIRECT REPRESENTATIVE
GB	Ireland	Trade service provider
ROI	ROI	Broker- DIRECT REPRESENTATIVE
ROI	GB	Trade service provider



LEGAL RISKS CONT.


As a haulier, if you are acting as a broker for your customer, this means that CustomsLink and our network of local agents, are acting as your sub-agent. You as the declarant are acting in a DIRECT REPRESENTATIVE capacity with your customer. This is just the “chain” that allows you to submit the declarations within the CustomsLink platform which acts as the gateway to the correct revenue authority.

Your customer must sign an LOA or power of attorney to enable CustomsLink to facilitate the customs entry.

If NONE is applicable above, you are acting in a freight forwarding capacity and arranging the Customs declaration. The Importer / Exporter MUST sign a LOA / Power of attorney DIRECTLY with the CustomsLink platform and our assigned local agent network, allowing DIRECT REPRESENTATION.

WHAT DOES SELF-REPRESENTATION / DIRECT REPRESENTATION / INDIRECT REPRESENTATION MEAN?

In customs, declarations can be submitted to revenue bodies under three types of representation 1) self-representation 2) indirect representation 3) direct representation

	TYPE OF REPRESENTATION	WHAT THIS MEANS
	Self-representation	The Importer/Exporter are representing themselves. This is NOT provided by CUSTOMSLINK.
	Direct Representation	The broker is acting on behalf of the Importer/Exporter/ Trader. This reduces, but not removes, any liability in the event of an error or omission made by the Importer/ Exporter. It is imperative to maintaining records and a full audit trail. CustomsLink provides a full audit trail.
	Indirect Representation	The broker is acting directly on behalf of the Exporter/ Importer. Acting Indirectly means that the broker shall be jointly and severally liable for all customs liabilities arising from the customs related transactions. This service is NOT provided by CUSTOMSLINK.



LEGAL RISKS CONT.

The law is explicit, Article 19.1 of the UCC states :

“When dealing with the customs authorities, a customs representative shall state that he or she is acting on behalf of the person represented and shall state whether the Representation is Direct or Indirect”.

CustomsLink manages this process on your behalf.

CUSTOMSLINK ONLY transacts on a DIRECT REPRESENTATION BASIS. This means that YOU CAN ONLY ACT ON A DIRECT REPRESENTATION BASIS.



IMPORTANT

We strongly recommend you receive legal guidance to ensure you fully understand your responsibilities, potential fines etc by acting as a broker. Full details of our Terms and Conditions

If you fail at any time to get the correct LOA / Power of attorney, automatically you will be acting in an INDIRECT CAPACITY.



ATA CARNET RORO



ATA Carnet's are provided by your local chamber of commerce. CustomsLink will be offering a digital solution in 2021.

Why is it used ?

Allows for goods detailed on the ATA Carnet to be exported and the re-import as many times as required, over a period of time with a suspension of duties to be paid.

ATA Carnets are NOT used for temporary exportation of construction, repair or maintenance of, for earth moving and like projects. For these items you must complete a temporary export and a temporary import.

When is it used ?

It is used to allow the temporary export and import of goods, for example equipment, machinery, film & audio equipment, samples etc. The ATA Carnet covers 87 countries including all countries part of the EU.



Please see our detailed guide

HOW TO USE AN ATA CARNET

EMPTY VEHICLES

Country	Empty Vehicle	Empty Trailer	Empty Container	Empty Trailer/Container	Notes
USA	Yes	Yes	Yes	Yes	
UK	Yes	Yes	Yes	Yes	
EU	Yes	Yes	Yes	Yes	
Other	Yes	Yes	Yes	Yes	

We have produced a detailed breakdown of what is required when shipping empty vehicles.

Please see our guide for **EMPTY VEHICLES**



WHAT DON'T WE DO?



Diamonds, repatriation of dead bodies, body parts, weapons, military, excise products, pharmaceuticals, dangerous goods, IMPORT or EXPORT of personal effects, bullion, precious stones, bank notes or coins, currency, cheques, treasury notes, bonds, negotiable instruments or securities of any kind, living creatures, dangerous drugs, computer chips, memory cards, mobile phones, spirits, cigarettes or tobacco products unless specifically covered by the policy wording.

Excluding weapons and/or arms and/or ammunition and/or explosives and/or parts and/or associated accessories and/or materials and/or ingredients of all kinds.

Please read through our **Terms and Conditions** and the **End Users License Agreement**

CALL CUSTOMSLINK TO DISCUSS

- Aircraft on ground shipments
- Express courier services
- Shipments for airlines

For our full range of customs services available call us on : **+44 (0)1772 368002**

Alternatively you can contact us via the **CustomsLink website** or email : **help@customs-link.com**

Always check with the onboarding team before registering to check we can support you

INSPECTION COSTS AND DISBURSEMENTS



From time to time, instances will occur where Government agencies do want to execute inspections. These will involve 3rd party costs which will be passed on plus an administration fee. Please make sure you have discussed this with your customer to avoid future discrepancies. These charges will vary from location to location.