



17TH MAY 2010

To All Customs Agents And Importers/Exporters

UPGRADE OF THE CUSTOMS ELECTRONIC SYSTEM

In the final days of this week a major technical and functional upgrade of the Customs Electronic System is being implemented, and this will inevitably though unfortunately lead to a period of downtime of all major systems excluding Transit. It is our intention to shut down the system immediately after the close of business on Thursday 20th May and the system will stay shut down over the weekend, becoming available again as from Monday morning 24th May.

We are trying to mitigate as far as possible the impact this will have on traders and operators and in order to do so we are adopting the fallback procedure described hereunder;

IMPORT

For goods that have to be released on Friday or during the weekend economic operators are urged to input import declarations, **to print them out**, and where possible to pay at the cashiers all taxable declarations at status 28 ahead of the shutdown. Our cashier at the central office will stay open until five on Thursday. **Declarations at status 40 (released) are also to be printed out.** If manifest is not yet available declaration may be created outside the manifest.

Declarants may input a declaration and send or approve the declaration so that the tax calculations are carried out and the results may be seen. Economic operators may then produce a signed cheque together with a printout of the declaration, all commercial and shipping documents to hand at the customer care office. This applies to all declarations.

Where all this turns out to be impossible due to too-tight timeframes, the system being already down or lack of sufficient documentation as a last resort operators are to submit a paper SAD detailing the goods being declared, together with all commercial and shipping documentation at their disposal plus a signed blank cheque. Paper and any physical controls will be made on the basis of this submission. These declarations will be converted to electronic as soon as the system comes back on line. In the meantime papers will be stamped and a manual receipt will be given for the duty and tax paid

EXPORT

For goods that have to be released on Friday or during the weekend economic operators are urged to input export declarations, and to print them out prior to that date. Declarations at status 40 (released) are also to be printed out. Commercial documents are to be presented along with the printout.

Where all this turns out to be impossible due to too-tight timeframes, the system being already down or lack of sufficient documentation as a last resort operators are to submit a paper SAD detailing the goods being declared, together with all commercial and shipping documentation at their disposal. Paper and any physical controls will be made on the basis of this submission. These declarations will be converted to electronic as soon as the system comes back on line.