



GOVERNMENT OF SAINT LUCIA
MINISTRY OF FINANCE
CUSTOMS & EXCISE DEPARTMENT

**NOTICE
NO. 2 of 2021**

CUSTOMS NOTICE OF MAY, 2021

TO ALL STAKEHOLDERS

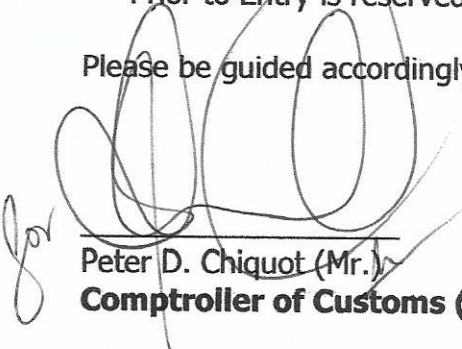
The Customs and Excise Department (the Department) wishes to inform you of our impending upgrade of our **Automated System for Customs Data (ASYCUDA World)**. The launching of this upgrade is scheduled for 21st June, 2021. With the upgrade, the Department will widen the functionality of our system while enhancing existing services to the trading community. These enhancements are anticipated to benefit both traders and the department in several areas including quicker clearance times of goods.

To effect this upgrade some policy and manifest procedure changes will take effect. These changes will affect Cargo Operators, including Ship Agents, Airline Agents, Courier Companies and Non Vessel Operating Cargo Consolidators (NVOCC). The changes are as follows:

1. All Cargo being reported must be submitted on manifests registered at border offices. Clearance offices are to be used for SAD declaration preparation.
2. Cargo agents are required to use SCAC and IATA codes to identify carriers they represent as agents.
3. Cargo agents are to correctly identify the vessel/flight voyage as the port where the voyage started and the port where the voyage ends. A single manifest must be used to report inward and outward cargo when the voyage ends at a subsequent port.
4. Cargo agents must provide the original port of loading when cargo changes vessels along the way to its destination.
5. The use of freight codes is now mandatory. This is to clearly identify the individual component charges making up the total cost for getting the cargo to Saint Lucia.
6. Vehicles reported as cargo must now be inserted into the vehicle page of the bill of lading. The vehicle VIN/Chassis, Make and Condition information is now mandatory.

7. The Customs Boarding officer or Airport staff will now insert an electronic entry on the manifest to confirm the date and time of arrival of the vessel or aircraft. This is to aid in determining the actual time of arrival for manifest amendments.
8. All vessel sharing agreements are to be clearly stated on the manifest by including the SCAC/IATA Codes of the Co-Loaders. This option applies only to agents with SCAC/IATA Codes.
9. All Non Vessel Operating Cargo Consolidators (NVOCC) are required to report their cargo within the stipulated time frame required by law.
10. The Agent Release function must be invoked by all cargo agents before the cargo can be released through the print Customs Release Order procedure. The agent release may also be employed as a control mechanism to control the release of cargo after the freight charges has been collected by the agent.
11. The Out of Charge Note will now be reserved for extreme situations where ASYCUDA is unavailable.
12. Cargo Agents are required to issue transit waybills of type 821 to all Consolidators or NVOCCs where the cargo is to be transferred to a Border or Clearance Office other than the Office of entry.
13. Consolidators and NVOCCs moving cargo between Offices are required to degroup the Master Waybill and validate the degroupage. A T1 must be submitted to Customs for the transfer of the cargo. The T1 replaces the Form 47 Permit to Remove Goods Prior to Entry. Use of the Permit to Remove Goods Prior to Entry is reserved for extreme situations where ASYCUDA is unavailable.

Please be guided accordingly.



Peter D. Chiquot (Mr.)
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