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1 **SCOPE**

a) This manual describes the completion and presentation of the Customs clearance declarations (CCD) when:

i) Goods are imported;

ii) Removed in transit / bond;

iii) Exported from the local market or ex warehouse; and

iv) When goods are moved between South Africa and the BLNS countries.

b) The purpose of this manual - is to ensure uniform implementation of Customs procedures in the CCD process.

c) The manual combines the attributes of previously separate manuals accommodating import, export and cross-border requirements.

d) These guidelines take account of both current and future implementing provisions and procedures. Where necessary both current and future ‘coding’ or terminology is used.

e) The manual provides the description of data elements as required for CCDs using the Customs Procedure Codes (CPC).

f) The SAD 500 remains the physical CCD form for the presentation of a Customs clearance.

g) **Inclusions**

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</table>
2 HEADER DETAILS

2.1 Declarant Reference No. (Local reference number)

**REPRESENTATION:** LRN  
**WCO3 PATH:** Declaration ID (D014)  
**FIELD TYPE and LENGTH:** AN 35

**Description:**
Denotes the unique ID which the trader assigns to the consignment in question. It is otherwise known as the Local Reference Number (LRN). The number is made up of the ‘Agent Code’ (N8), the ‘Office of Entry’ (AN3), ‘Date of Entry’ [CCYYMMDD] (AN 8), and a unique ‘Client Serial Number’ (N6) and must be entered in this sequence on the CCD.

**Operations Ref:** None

**Location:**  
SAD ‘For Official Use’ Box. CD1: Consignment Details > LRN

**Rules and Conditions of Usage:**

- **a)** The LRN the unique number issued by the declarant must remain the same for the lifecycle of a CCD.
- **b)** The LRN may not be amended.

---

<table>
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<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
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<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

2.2 District Office Code

**REPRESENTATION:** Office of Declaration  
**WCO3 PATH:** Declaration.DeclarationOfficeID (065)  
**FIELD TYPE and LENGTH:** AN 3

**Description:**
The district (branch) office code must be inserted. Release of the goods will be attained at this place.

**Operations Ref:** SC-CF-04-A01 – District Office Alpha Codes

**Location:**  
SAD Box A1. CD1: Transport and Routing > Office of Declaration

**Rules and Conditions of Usage:**

- **a)** Required on all CCDs.
- **b)** If the office code of any Previous Procedure MRN declared on an import CCD is not equal to the codes as per SC-CF-04-A01 the CCD will be outright rejected.
- **c)** The District Office data field cannot be changed. If an amendment is required, the CCD must be replaced and the original CCD cancelled.

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<th>SUPPLM</th>
<th>P.SUPPLM</th>
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2.3 Assessment Date

**REPRESENTATION:** Assessment Date  
**WCO3 PATH:** Declaration.DutyTaxFee.TaxationDateTime (382)  
**Field Type and Length:** AN 8

**Description:**
The date of assessment/acceptance of the original CCD to be inserted as CCYYMMDD format.

**Operations Ref:** None
2.4 Transaction Type

REPRESENTATION: Message Function
WCO3 PATH: Declaration.MessageFunctionCode (017)
FIELD TYPE and LENGTH: AN 3

Description:
A code which describes the function of a CCD, for example, it defines if it is an original, amended, cancelled or replacement clearance.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tr>
<td>4</td>
<td>Change</td>
</tr>
<tr>
<td>1</td>
<td>Cancellation</td>
</tr>
<tr>
<td>5</td>
<td>Replace (Not for cargo)</td>
</tr>
</tbody>
</table>

Operations Ref: None

Rules and Conditions of Usage:

a) Required for all CCDs.

b) A transaction type defines the type of clearance being submitted, for example:
   i) “9” = An original clearance. Message function code “9” must be used for first time clearance of an import, export or transit consignment, EXCEPT in the case of a substitution or replacement clearance, where message function code “5” will apply.
   ii) “4” = A change or amendment clearance where the content of any original or substitution clearance requires an amendment. An amendment clearance includes the change to any header or line information or the cancellation of a line item.

   A) When AMENDING an original or substitution CCD:
      I) Always provide full header, totals and all line details.
      II) In respect of import clearance amendments, always provide ‘Total Duties Due’ and ‘Total VAT Due’.
      III) Any ‘header level’ data field information can be amended EXCEPT the declarant’s Local Reference Number (LRN), the Procedure Category Code (PCC), and the District Office.
      IV) Any ‘line level’ data field can be amended EXCEPT the PCC and/or CPC combination. As the case with original CCDs in respect of warehoused goods, the ‘previous’ CPC may be different across line items. In other words, previous CPCs 40, 41, and 44 can be used on a single clearance on multiple line items, respectively.

   B) When ADDING a line item:
      I) Such line must always be added to the end of the CCD, taking into account any lines which may have been cancelled. Example: Using the above scenario – a trader wishes to add an additional line item in a second amendment, he / she must submit a CCD reflecting line items “1”, “3”, “4” and “6”.
      II) If lines are deleted, and a new line is thereafter to be added, such line must not be declared in the space of the deleted lines. Example: If line items “2” and
C) Validation control changes

I) The following errors will result in outright rejection of a CCD:

<table>
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<tr>
<th>Rejection error description</th>
<th>Description</th>
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<tr>
<td>Original declaration not on Customs and Excise information system</td>
<td></td>
</tr>
<tr>
<td>Un-finalised amended CCD on original declaration exist</td>
<td></td>
</tr>
<tr>
<td>Client unknown</td>
<td></td>
</tr>
<tr>
<td>FICA status unknown</td>
<td></td>
</tr>
<tr>
<td>No banking information</td>
<td></td>
</tr>
<tr>
<td>Drawback error</td>
<td></td>
</tr>
</tbody>
</table>

II) The MRN of the original CCD being cancelled must be inserted in the field provided at header level.

III) If the Previous Procedure MRN used in a CCD is older than two (2) years, motivation from the client for such must be included with the supporting documents.

D) Amendments and Offsetting

I) Offsetting – for any CCD where an amendment thereto results in a combination of both debits / credits across different duty types, the billing of such debits / credits will be offset across all lines to derive a final amount for accounting purposes. This implies that only one (1) amended CCD will be required to cater for the debit and credit.

II) However, should separate amended CCDs be submitted the system will use the first amended CCD to perform the billing based on nett line items (offsetting), according to (A) above. The second amended CCD (which currently is the refund) will be processed by the system as a free CCD due to the over and under payments already processed.

III) Nett effect credit amended CCDs, including any amended CCD where a credit is due on VAT, will be subject to a refund audit and the submission of supporting documents.

iii) “1” = A cancellation clearance where the full content of any original or substitution clearance requires to be cancelled. A cancellation clearance implies the cancellation of a complete CCD.

A) Declarants must only supply header and total details on the cancellation clearance.

B) The ‘Total Duties Due’ and ‘Total VAT Due’ data fields must be inserted on imports.

C) ‘Total Lines’ data field must always reflect zero.

D) The MRN of the original CCD being cancelled must be inserted in the field provided at header level.

E) BLNS will notify users when the following requirements become applicable:

I) Cancellation scenario 1: A CCD is lodged but goods did not arrive. The cancellation clearance must indicate relevant ‘payment code’.

II) Cancellation scenario 2: Goods have been declared with incorrect PCC. Indicate relevant ‘payment code’.

III) Cancellation scenario 3: A CCD is lodged, but goods cannot be used according to the PCC / CPC combination declared OR the trader is not entitled to clear goods under the original PCC / CPC combination declared. Indicate relevant ‘payment code’.

<table>
<thead>
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<th>Refund to trader</th>
<th>Refund to trader's nominee; and</th>
</tr>
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<tr>
<td>R</td>
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</table>

iv) “5” = A replacement clearance. A replacement clearance implies the substitution of an original clearance for a new clearance under a different Customs procedure.

A) A replacement clearance is used to where an incorrect PCC was declared on an original CCD. It is used in conjunction with ‘Transaction Type “1” being a new clearance replacing a complete original clearance or part of an original clearance;

B) The MRN original clearance which is now being replaced (substituted) must be inserted in the ‘previous MRN’ (For Official Use box) field of the replacement clearance; and

C) A replacement clearance is used in combination with either a “Cancellation” of a full clearance, or, ‘Amendment’ to a portion of a clearance:
I) **Full consignment scenario:** Where a full consignment is required to be cleared under a different PCC, a ‘Replacement’ clearance is required, followed by a ‘Cancellation’ clearance in respect of the ‘Original’ CCD.

II) **Partial consignment scenario:** Where part of the consignment is required to be cleared under a different PCC and the balance remains as cleared on the ‘Original’.

D) A ‘Replacement’ clearance is required for the portion where the PCC differs from the ‘Original’; and an ‘Amendment’ clearance is required on the ‘Original’ CCD for the portion where the PCC remains as entered. Only one (1) PCC and requested / previous CPC combination is allowed per clearance, EXCEPT in respect of warehoused goods where the ‘previous’ CPC may be different across line items. In other words, previous CPCs 40, 41, and 44 can be used on a single clearance on multiple line items, respectively.

---

### 2.5 Original Movement Reference No. (MRN)

**REPRESENTATION:** MRN  
**WCO3 PATH:** Declaration.CustomsReferenceID (000)  
**FIELD TYPE and LENGTH:** AN 35

**Description:**
This number indicates the unique reference of the original CCD to which the amendment, replacement or cancellation clearance refers. The number must be entered in the following sequence and format - Office Of Entry (AN3) Date (CCYYMMDD) (N8) Number (N7).

**Operations Ref:** None

**Location:**  
| SAD For Official Use Box. | CD1: Declaration Type > MRN |

**Rules and Conditions of Usage:**
This field must be declared. It is used in conjunction with ‘transaction types’ 1 and 4 to reference the original clearance being amended (changed) or cancelled. This field is subject to a ‘version no.’

---

### 2.6 Procedure Category Code (PCC)

**REPRESENTATION:** PCC  
**WCO3 PATH:** SET - Declaration.AdditionalInformation.StatementTypeCode (369) = REG (Regulatory information, the free text contains information for regulatory authority)  
SET - Declaration.AdditionalInformation.StatementCode (226) = PCC (Procedure Category Code)  
MAP to Declaration.AdditionalInformation.StatementDescription (225)

**FIELD TYPE and LENGTH:** AN 3
Description:
The Procedure Category Code describes the Customs procedure under which the CCD is being lodged. The codes are as follows:

| A | Home Use (including goods cleared under relief of duties and taxes.) |
| B | National and International Transit procedure |
| C | Transhipment procedure |
| D | Temporary Admission procedure |
| E | Warehousing procedure |
| F | Stores procedure |
| G | Tax Free Shop procedure |
| H | Export procedure |
| I | Temporary Export procedure |
| J | Inward Processing procedure |
| K | Processing for Home Use procedure |
| L | Outward Processing procedure |

Notwithstanding the fact that Home Use is not a specified Customs procedure, it is nevertheless, for the sake of uniformity administered as such on a CCD.

Operations Ref: None

Location:
- SAD Box 1.
- CD1: Declaration Type > Procedure Category Code

Rules and Conditions of Usage:

a) Required for all CCDs.
b) Only one (1) PCC and requested / previous CPC combination is allowed per clearance, EXCEPT in respect of warehoused goods where the 'previous' CPC may be different across line items. In other words, previous CPCs 40, 41, and 44 can be used on a single clearance on multiple line items, respectively.
c) In the case of goods already cleared, a PCC can only be changed by cancellation and substitution.
d) Declarants must utilise the table of permissible combinations provided (SC-CF-04-A14). This is important when planning the clearance of goods for importation, transit and exportation –
   i) **Example 1**: Imported goods removed under national transit upon arrival, thereafter declared for home use must be cleared as follows: B 22-00 then A 11-20. CPCs cannot be changed by an amendment clearance, therefore declarants and brokers must ensure the appropriate CPC combinations are planned upfront.
   ii) **Example 2**: Goods exported for refurbishment or repair for subsequent re-importation to South Africa must follow the temporary export procedure declaring the goods with CPC I 75-00. This identifies the transaction as requiring a follow-up re-importation clearance once the goods have been refurbished or repaired. The re-importation clearance must occur under CPC I 77-75.

2.7 Agent Code

**REPRESENTATION:** BROKER TIN
**WCO3 PATH:** Declaration.Agent.ID (R004)
**WCO SAFE:** Required field.
**FIELD TYPE and LENGTH:** N 8

**Description:**
a) The Customs client number allocated to a licensed clearing agent or broker, or an importer / exporter making CCDs in his / her own capacity must be inserted in this field.
b) Where a registered importer or exporter is foreign based, such party is required to be represented by an 'Importers / Exporters Agent' for the purposes of satisfying Customs requirements.

**Operations Ref:** Refer to U3TM master list – licensed agents – Internal function.

**Location:**
- SAD Box 14.
- CD1: Party Details > Broker TIN

**Rules and Usage:**
Required for all CCDs.

### 2.8 Total Lines

**REPRESENTATION:** Total Lines

**WCO3 PATH:** Declaration.GoodsItemQuantity/Value (228)

**FIELD TYPE and LENGTH:** N 4

**Description:**
Denotes the total number of line items on a CCD. Line items are numbered consecutively and the total number of line items per CCD may not exceed 9999.

**Operations Ref:** None

**Location:**
- SAD Box 5.
- CD1: Consignment Details > Total Line Items to Declare

**Rules and Usage:**
- a) Required for all CCDs.
- b) Total line validations on Transaction Type 4 (Amendment) transactions: the number of lines specified in the total line field must at all-time be equal to the number of lines accompanying the amended CCD.
- c) On Cancellation CCDs the Number Of Lines must be equal to zero (0).

### 2.9 Country of Export

**REPRESENTATION:** Country of Export

**WCO3 PATH:** Declaration.GoodsShipment.ExportationCountryCode (062)

**FIELD TYPE and LENGTH:** AN 3

**Description:**
Denotes the code of the country from which the goods are consigned to or first despatched to South Africa as a direct result of the importer's order. The country of export must not be confused with the "place" of export as defined in Section 66((l)(e).

**Operations Ref:** SC-CF-04-A13 - Country Codes (UNICODE)

**Location:**
- SAD Box 15.
- CD1: Consignment Details > Country of Export

**Rules and Usage:**
The Country of Destination and the Country of Export cannot both be South Africa (country code ZA), else it will be rejected.

### 2.10 Country of Destination
**2.11 Previous Procedure MRN**

**REPRESENTATION:** Previous Procedure MRN  
**WCO3 PATH:** SET - Declaration.PreviousDocument>TypeCode (D019) = 998 (Previous Customs document / message)  
MAP to Declaration.PreviousDocument>ID (D018)  
**FIELD TYPE and LENGTH:** AN 35

**Description:**  
Denotes the unique Movement Reference No. pertaining to a previous clearance. The number is made up of the Office Of Entry (AN3) Date (CCYYMMDD) (N8) Number (N7).

**Operations Ref:** None

**Location:**  
[SAD Box 44. CD1: Consignment Details > Previous Procedure MRN]

**Rules and Usage:**  
Used in conjunction only with ‘transaction type’ 5, to reference the original clearance now being replaced. This is not applicable to cross-border and export transactions.  
If the Previous Procedure MRN used in a CCD is older than two (2) years, motivation from the client for such must be included with the supporting documents.  
When an MRN is declared, it must be a valid MRN, if not the entry will be rejected.

**2.12 Valuation Code – 1**

**REPRESENTATION:** Importer Relationship Code  
**WCO3 PATH:** Declaration.GoodsShipment.CustomsValuation.PartyRelationshipCode (163)  
**FIELD TYPE and LENGTH:** AN 1

**Description:**  
Denotes the nature of the relationship between an importer and foreign supplier.  
R = Related.  
N = Not related.  
E = Exempt.

**Operations Ref:** None

**Location:**  
[SAD Box 43. CD1: Financial Data > Importer Relationship Code]
Rules and Usage:

a) Must be left blank if there is a value determination number (VDN) in the additional information field.
b) Must be left blank if the goods are removed in bond to a destination within SACU or removed in transit to a destination outside SACU.

### 2.13 Valuation Code – 2

**REPRESENTATION:** Valuation Method
**WCO3 PATH:** Declaration.GoodsShipment.CustomsValuation.MethodCode (122)
**FIELD TYPE and LENGTH:** AN 1

**Description:**
Denotes the valuation method used to arrive at the Customs Value.

<table>
<thead>
<tr>
<th>Code</th>
<th>Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Section 66(1) – shall be based on the price actually paid or payable for the goods when sold for export to South Africa.</td>
</tr>
<tr>
<td>2</td>
<td>Section 66(4) - shall be based on the price actually paid or payable for identical goods in a sale for export to South Africa at the same commercial level and in substantially the same quantity and exported at or about the same time as the goods to be valued, adjusted with reference to differences in any costs and charges on account of differences in distances and modes of transport to the port or place of export.</td>
</tr>
<tr>
<td>3</td>
<td>Section 66(5) – shall be based on the price actually paid or payable for similar goods in a sale for export to South Africa at the same commercial level and in substantially the same quantity and exported at or about the same time as the goods to be valued, adjusted, with reference to differences in any costs and charges on account of differences in distances and modes of transport to the port or place of export.</td>
</tr>
<tr>
<td>4</td>
<td>Section 66(7) – shall be based on identical or similar imported goods are sold in South Africa in the same condition as that in which they were when imported.</td>
</tr>
<tr>
<td>5</td>
<td>Section 66(8) - shall be based on a computed value, computed by means of information supplied by the producer.</td>
</tr>
<tr>
<td>6</td>
<td>Section 66(9) – shall be a value determined by the Commissioner.</td>
</tr>
</tbody>
</table>

**Operations Ref:** Valuation codes are described in Rule 66.03 to 66.05.

**Location:**
[SAD Box 43, CD1: Financial Data > Valuation Method]

**Rules and Usage:**
a) Must be left blank if a value determination number (VDN) is reflected in the additional information field.
b) Must be left blank if the goods are removed in bond to a destination within SACU or removed in transit to a destination outside SACU.
c) When ‘Valuation Code 1’ (Importer Relationship Code) = E, then this field must be left blank.

### 2.14 Port Of Destination / Exit

**REPRESENTATION:** Port of Destination / Exit
**WCO3 PATH:** Declaration.GoodsShipment.ExitOffice.ID (G005)
**FIELD TYPE and LENGTH:** AN 3

**Description:**
Import: This field denotes any port, inland or frontier Customs office of final destination or where the transit operation ends –
a) The office / place of destination in respect of goods cleared under the National Transit procedure (B 20), or  
b) The office / port of exit in the case of goods under the International Transit procedure (B 21).

**Export:** The field denotes the office / port through which the goods will exit South Africa.

**Operations Ref:** SC-CF-04-A01 – District Office Alpha Codes

---

**Location:**

| SAD Box 29. | CD1: Consignment Details > Port of Destination / Exit |

**Rules and Usage:**

Required for all CCDs where the Transport Mode Code is 1 (Maritime), 3 (Road), or 4 (Air).

On any CCD where goods exit South Africa from a land port (by road), only a designated land port (district office code e.g. Kopfontein must be reflected as KFN) will be accepted as a valid port of exit. In the event where CCDs fail this validation, they will be outright rejected with the following message; port of destination / exit invalid for purpose code.

---

### 2.15 Unregistered Trader Identification Number Qualifier

**REPRESENTATION:** Identification Type  
**WCO3 PATH:** In case of **Import** CCD: MAP TO GoodsDeclaration.Importer.RoleCode  
In case of **Export** CCD: MAP TO GoodsDeclaration.Exporter.RoleCode  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** N 8

**Description:**

The South African Identification Number (ID) or South African Tax Reference Number of the person making the import or export CCD.

Use of the fields “Unregistered Trader Identification Qualifier”, “Unregistered Trader Identification Number” and “Unregistered Trader Address” are only permissible for the submission of import and export CCDs for persons transacting with SARS on a non-commercial and private basis. For this reason clearance is reserved for certain CPC combinations to facilitate clearance.

**Operations Ref:** None

---

**Location:**

| SAD Box 8B or 2B | CD1: Party Details > Identification Type |

**Rules and Usage:**

Must be reflected on all import / export CCDs, where the trader is unregistered. Only applicable for the following CPC combinations:

a) A 11-00;  
b) H 60-00.

---

### 2.16 Unregistered Trader Identification Number

**REPRESENTATION:** Unregistered Trader Identification Number  
**WCO3 PATH:** In case of **Import** CCD: FIND GoodsDeclaration.Importer.RoleCode = PID OR PPN, MAP TO GoodsDeclaration.Importer.ID  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** N 8

**Description:**

The South African Identification Number (ID) or the South African Tax Reference Number of the person making the import or export CCD.
Use of the fields “Unregistered Trader Identification Qualifier”, “Unregistered Trader Identification Number” and “Unregistered Trader Address” are only permissible for the submission of import and export CCDs for persons transacting with SARS on a non-commercial and private basis. For this reason clearance is reserved for certain CPC combinations to facilitate clearance.

Operations Ref: None

Location:

| SAD Box 8B or 2B | CD1: Party Details > Unregistered Trader Identification Number |

Rules and Usage:

Must be reflected on all import / export CCDs, where the trader is unregistered. Only applicable for the following CPC combinations:

a) A 11-00;
b) H 60-00.

**2.17 Unregistered Trader Name**

**REPRESENTATION:** Unregistered Trader Name

**WCO3 PATH:** In the case of **Import:** SET GoodsDeclaration.Importer.Name/Code = EN, MAP TO GoodsDeclaration.Importer.Name/Value  
In the case of **Export:** SET GoodsDeclaration.Importer.Name/Code = EN, MAP TO GoodsDeclaration.Importer.Name/Value

**WCO SAFE:** Required field.

**FIELD TYPE and LENGTH:** N 8

**Description:**
The legal name of the unregistered importer or exporter.

Use of the fields “Unregistered Trader Identification Qualifier”, “Unregistered Trader Identification Number” and “Unregistered Trader Address” are only permissible for the submission of import and export CCDs for persons transacting with SARS on a non-commercial and private basis. For this reason clearance is reserved for certain CPC combinations to facilitate clearance.

Operations Ref: None

Location:

| SAD Box 8B or 2B | CD1: Trader Details > Trader Name |

Rules and Usage:

Must be reflected on all import / export CCDs, where the trader is unregistered. Only applicable for the following CPC combinations:

a) A 11-00;
b) H 60-00.

**2.18 Unregistered Trader Street Name and Number**

**REPRESENTATION:** Unregistered Trader Street Name and Number

**WCO3 PATH:** In case of **Import:** GoodsDeclaration.Importer.Address.Line  
In case of **Export:** GoodsDeclaration.Exporter.Address.Line

**WCO SAFE:** Required field.

**FIELD TYPE and LENGTH:** N 8
Description:
The legal address of the unregistered importer or exporter.
Use of the fields “Unregistered Trader Identification Qualifier”, “Unregistered Trader Identification Number” and “Unregistered Trader Address” are only permissible for the submission of import and export CCDs for persons transacting with SARS on a non-commercial and private basis. For this reason, clearance is reserved for certain CPC combinations to facilitate clearance.

Operations Ref: None

Location:
SAD Box 8B or 2B
CD1: Trader Details > Unregistered Trader Street Name and Number

Rules and Usage:
Must be reflected on all import / export CCDs, where the trader is unregistered. Only applicable for the following CPC combinations:

a) A 11-00;
b) H 60-00.

2.19 Unregistered Trader Building Name and Floor

REPRESENTATION: Unregistered Trader Building Name and Floor
WCO SAFE: Required field.
FIELD TYPE and LENGTH: N 8

Description:
The legal address of the unregistered importer or exporter.
Use of the fields “Unregistered Trader Identification Qualifier”, “Unregistered Trader Identification Number” and “Unregistered Trader Address” are only permissible for the submission of import and export CCDs for persons transacting with SARS on a non-commercial and private basis. For this reason, clearance is reserved for certain CPC combinations to facilitate clearance.

Operations Ref: None

Location:
SAD Box 8B or 2B
CD1: Trader Details > Unregistered Trader Building Name and Floor

Rules and Usage:
Must be reflected on all import / export CCDs, where the trader is unregistered. Only applicable for the following CPC combinations:

a) A 11-00;
b) H 60-00.

2.20 Unregistered Trader Suburb

REPRESENTATION: Suburb
WCO3 PATH: In case of Import: GoodsDeclaration.Importer.Address.CountrySubDivisionName
WCO SAFE: Required field.
FIELD TYPE and LENGTH: N 8

Description:
The legal address of the unregistered importer or exporter.
Use of the fields “Unregistered Trader Identification Qualifier”, “Unregistered Trader Identification Number” and “Unregistered Trader Address” are only permissible for the submission of import and export
CCDs for persons transacting with SARS on a non-commercial and private basis. For this reason clearance is reserved for certain CPC combinations to facilitate clearance.

Operations Ref: None

Location:
| SAD Box 8B or 2B | CD1: Trader Details > Suburb |

Rules and Usage:
Must be reflected on all import / export CCDs, where the trader is unregistered. Only applicable for the following CPC combinations:

a) A11-00;
b) H60-00.

2.21 Unregistered Trader City / Town

REPRESENTATION: City / Town
WC03 PATH: In case of Import: GoodsDeclaration.Importer.Address.CityName
In case of Export: GoodsDeclaration.Exporter.Address.CityName
WC0 SAFE: Required field.
FIELD TYPE and LENGTH: N8

Description:
The legal address of the unregistered importer or exporter.
Use of the fields “Unregistered Trader Identification Qualifier”, “Unregistered Trader Identification Number” and “Unregistered Trader Address” are only permissible for the submission of import and export CCDs for persons transacting with SARS on a non-commercial and private basis. For this reason clearance is reserved for certain CPC combinations to facilitate clearance.

Operations Ref: None

Location:
| SAD Box 8B or 2B | CD1: Trader Details > City / Town |

Rules and Usage:
Must be reflected on all import / export CCDs, where the trader is unregistered. Only applicable for the following CPC combinations:

a) A11-00;
b) H60-00.

2.22 Unregistered Trader Street Code

REPRESENTATION: Street Code
WC03 PATH: In case of Import: GoodsDeclaration.Importer.Address.PostcodeID
WC0 SAFE: Required field.
FIELD TYPE and LENGTH: AN9

Description:
The legal address of the unregistered importer or exporter.
Use of the fields “Unregistered Trader Identification Qualifier”, “Unregistered Trader Identification Number” and “Unregistered Trader Address” are only permissible for the submission of import and export CCDs for persons transacting with SARS on a non-commercial and private basis. For this reason clearance is reserved for certain CPC combinations to facilitate clearance.

Operations Ref: None
Location:  
SAD Box 8B or 2B  
CD1: Trader Details > Street Code

Rules and Usage:  
Must be reflected on all import / export CCDs, where the trader is unregistered. Only applicable for the following CPC combinations:  
a) A 11-00;  
b) H 60-00.

<table>
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<tr>
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</tbody>
</table>

### 2.23 Importer Code

**REPRESENTATION:** Importer TIN  
**WCO3 PATH:** Declaration.Importer.ID (R038)  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** N 8

**Description:**  
The Customs client number allocated to a registered importer.

**Operations Ref:** None

**Location:**  
SAD Box 8B  
CD1: Party Details > Importer TIN

**Rules and Usage:**  
a) Must be reflected on all import CCDs.  
b) Where a registered importer is foreign based, such party is required to be represented by an ‘Importer’s Agent’ for the purposes of satisfying Customs requirements.

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<td>EXPORT</td>
</tr>
</tbody>
</table>

### 2.24 Importer Name

**REPRESENTATION:** Trader Name  
**WCO3 PATH:** SET GoodsDeclaration.Importer.Name/Code = EN, MAP TO GoodsDeclaration.Importer.Name/Value  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 35

**Description:**  
a) The Customs client number allocated to a registered importer.  
b) Importer detail is a composite data requirement in addition to the “Importer Code”. It comprises a combination of data elements, namely: “Importer Name”, “Importer Street Name and Number”, “Importer Building Name and Floor”, “Importer Suburb”, “Importer City / Town”, “Importer Street Code” and must be submitted according the relevant field. Any CCD requiring “Importer” details will require the full complement of information.

**Operations Ref:** None

**Location:**  
SAD Box 8  
CD1: Party Details > Importer TIN
Rules and Usage:

a) Must be reflected on all import CCDs.
b) Where a registered importer is foreign based, such party is required to be represented by an ‘Importer’s Agent’ for the purposes of satisfying Customs requirements.

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<td>EXPORT</td>
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</table>

2.25 Importer Street Name and Number

**REPRESENTATION:** Street Name and Number  
**WCO3 PATH:** GoodsDeclaration.Importer.Address.Line  
**WCO SAFE:** Required field.

**FIELD TYPE and LENGTH:** AN 35

**Description:**

a) The Customs client number allocated to a registered importer.
b) Importer detail is a composite data requirement in addition to the “Importer Code”. It comprises a combination of data elements, namely: “Importer Name”, “Importer Street Name and Number”, “Importer Building Name and Floor”, “Importer Suburb”, “Importer City / Town”, “Importer Street Code” and must be submitted according the relevant field. Any CCD requiring “Importer” details will require the full complement of information.

**Operations Ref:** None

**Location:** SAD Box 8  
[ Trader Details > Street Name and Number ]

**Rules and Usage:**

a) Must be reflected on all import CCDs.
b) Where a registered importer is foreign based, such party is required to be represented by an ‘Importer’s Agent’ for the purposes of satisfying Customs requirements.

<table>
<thead>
<tr>
<th>NORM</th>
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</tbody>
</table>

2.26 Importer Building Name and Floor

**REPRESENTATION:** Building Name and Floor  
**WCO3 PATH:** GoodsDeclaration.Importer.Address.FreeFormatAddress  
**WCO SAFE:** Required field.

**FIELD TYPE and LENGTH:** AN 35

**Description:**

a) The Customs client number allocated to a registered importer.
b) Importer detail is a composite data requirement in addition to the “Importer Code”. It comprises a combination of data elements, namely: “Importer Name”, “Importer Street Name and Number”, “Importer Building Name and Floor”, “Importer Suburb”, “Importer City / Town”, “Importer Street Code” and must be submitted according the relevant field. Any CCD requiring “Importer” details will require the full complement of information.

**Operations Ref:** None

**Location:** SAD Box 8  
[ CD1: Trader Details > Building Name and Floor ]

**Rules and Usage:**

a) Must be reflected on all import CCDs.
b) Where a registered importer is foreign based, such party is required to be represented by an ‘Importer’s Agent’ for the purposes of satisfying Customs requirements.
2.27 Importer Suburb

REPRESENTATION: Suburb
WCO3 PATH: CountrySubDivisionName
WCO SAFE: Required field.
FIELD TYPE and LENGTH: AN 35

Description:

a) The Customs client number allocated to a registered importer.
b) Importer detail is a composite data requirement in addition to the “Importer Code”. It comprises a combination of data elements, namely: “Importer Name”, “Importer Street Name and Number”, “Importer Building Name and Floor”, “Importer Suburb”, “Importer City / Town”, “Importer Street Code” and must be submitted according to the relevant field. Any CCD requiring “Importer” details will require the full complement of information.

Operations Ref: None

Location:
SAD Box 8 | CD1: Trader Details > Suburb

Rules and Usage:

a) Must be reflected on all import CCDs.

b) Where a registered importer is foreign based, such party is required to be represented by an ‘Importer’s Agent’ for the purposes of satisfying Customs requirements.

2.28 Importer City / Town

REPRESENTATION: City / Town
WCO3 PATH: CountrySubDivisionName
WCO SAFE: Required field.
FIELD TYPE and LENGTH: AN 35

Description:

a) The Customs client number allocated to a registered importer.
b) Importer detail is a composite data requirement in addition to the “Importer Code”. It comprises a combination of data elements, namely: “Importer Name”, “Importer Street Name and Number”, “Importer Building Name and Floor”, “Importer Suburb”, “Importer City / Town”, “Importer Street Code” and must be submitted according to the relevant field. Any CCD requiring “Importer” details will require the full complement of information.

Operations Ref: None

Location:
SAD Box 8 | CD1: Trader Details > City / Town

Rules and Usage:

a) Must be reflected on all import CCDs.

b) Where a registered importer is foreign based, such party is required to be represented by an ‘Importer’s Agent’ for the purposes of satisfying Customs requirements.
2.29 Importer Street Code

**REPRESENTATION:** Street Code  
**WC03 PATH:** GoodsDeclaration.Importer.Address.PostcodeID  
**WC0 SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 9

**Description:**  
a) The Customs client number allocated to a registered importer.  
b) Importer detail is a composite data requirement in addition to the “Importer Code”. It comprises a combination of data elements, namely: “Importer Name”, “Importer Street Name and Number”, “Importer Building Name and Floor”, “Importer Suburb”, “Importer City / Town”, “Importer Street Code” and must be submitted according the relevant field. Any CCD requiring “Importer” details will require the full complement of information.

**Operations Ref:** None

<table>
<thead>
<tr>
<th>Location:</th>
<th>CD1: Trader Details &gt; Street Code</th>
</tr>
</thead>
</table>

**Rules and Usage:**  
a) Must be reflected on all import CCDs.  
b) Where a registered importer is foreign based, such party is required to be represented by an ‘Importer’s Agent’ for the purposes of satisfying Customs requirements.

<table>
<thead>
<tr>
<th>NORM</th>
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</tr>
</tbody>
</table>

2.30 Exporter Code

**REPRESENTATION:** Exporter TIN  
**WC03 PATH:** SET GoodsDeclaration.Exporter.Name/Code = EN,  
MAP TO GoodsDeclaration.Exporter.Name/Value  
**WC0 SAFE:** Required field.  
**FIELD TYPE and LENGTH:** N 8

**Description:**  
The Customs client number allocated to a registered exporter.

**Operations Ref:** None

<table>
<thead>
<tr>
<th>Location:</th>
<th>CD1: Party Details &gt; Exporter TIN</th>
</tr>
</thead>
</table>

**Rules and Usage:**  
Where a registered exporter is foreign based, such party is required to be represented by an ‘Exporter’s Agent’ for the purposes of satisfying Customs requirements.

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2.31 Exporter Name

**REPRESENTATION:** Trader Name  
**WC03 PATH:** SET GoodsDeclaration.Exporter.Name/Code = EN  
MAP TO GoodsDeclaration.Exporter.Name/Value  
**WC0 SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 35

**Description:**  
a) The legal name of the registered Exporter.  
b) Exporter detail is a composite data requirement comprising a combination of data elements, namely “Exporter Name”, “Exporter Street Name and Number”, “Exporter Building Name and
Floor”, “Exporter Suburb”, “Exporter City / Town”, and “Exporter Street Code”. Any CCD requiring “Exporter” details requires the full complement of information and must be submitted according the relevant field.

Operations Ref: None

Location:
SAD Box 2  CD1: Trader Details > Trade Name

Rules and Usage:
Where a registered exporter is foreign based, such party is required to be represented by an ‘Exporter’s Agent’ for the purposes of satisfying Customs requirements.

<table>
<thead>
<tr>
<th>NORM</th>
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---

2.32 Exporter Street Name and Number

REPRESENTATION: Street Name and Number
WCO3 PATH: GoodsDeclaration.Exporter.Address.Line
WCO SAFE: Required field.
FIELD TYPE and LENGTH: AN 35

Description:
The physical address of the registered exporter. Exporter detail is a composite data requirement comprising a combination of data elements, namely “Exporter Name”, “Exporter Street Name and Number”, “Exporter Building Name and Floor”, “Exporter Suburb”, “Exporter City / Town”, and “Exporter Street Code”. Any CCD requiring “Exporter” details requires the full complement of information and must be submitted according the relevant field.

Operations Ref: None

Location:
SAD Box 2  CD1: Trader Details > Street Name and Number

Rules and Usage:
Where a registered exporter is foreign based, such party is required to be represented by an ‘Exporter’s Agent’ for the purposes of satisfying Customs requirements.

---

2.33 Exporter Building Name and Floor

REPRESENTATION: Building Name and Floor
WCO SAFE: Required field.
FIELD TYPE and LENGTH: AN 35

Description:
The physical address of the registered exporter, including building name and floor if applicable. Exporter detail is a composite data requirement comprising a combination of data elements, namely “Exporter Name”, “Exporter Street Name and Number”, “Exporter Building Name and Floor”, “Exporter Suburb”, “Exporter City / Town”, and “Exporter Street Code”. Any CCD requiring “Exporter” details requires the full complement of information and must be submitted according the relevant field.

Operations Ref: None

Location:
SAD Box 2  CD1: Trader Details > Building Name and Floor

Rules and Usage:
Where a registered exporter is foreign based, such party is required to be represented by an ‘Exporter’s Agent’ for the purposes of satisfying Customs requirements.
2.34 Exporter Suburb

**REPRESENTATION:** Suburb  
**WCO3 PATH:** GoodsDeclaration.Exporter.Address.CountrySubDivisionName  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 35

**Description:**  
The physical address of the registered exporter. Exporter detail is a composite data requirement comprising a combination of data elements, namely “Exporter Name”, “Exporter Street Name and Number”, “Exporter Building Name and Floor”, “Exporter Suburb”, “Exporter City / Town”, and “Exporter Street Code”. Any CCD requiring “Exporter” details requires the full complement of information and must be submitted according the relevant field.

**Operations Ref:** None

**Location:**  
[SAD Box 2] [CD1: Trader Details > Suburb]

**Rules and Usage:**  
Where a registered exporter is foreign based, such party is required to be represented by an ‘Exporter’s Agent’ for the purposes of satisfying Customs requirements.

---

2.35 Exporter City / Town

**REPRESENTATION:** City / Town  
**WCO3 PATH:** GoodsDeclaration.Exporter.Address.CityName  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 35

**Description:**  
The physical address of the registered exporter. Exporter detail is a composite data requirement comprising a combination of data elements, namely “Exporter Name”, “Exporter Street Name and Number”, “Exporter Building Name and Floor”, “Exporter Suburb”, “Exporter City / Town” and “Exporter Street Code”. Any CCD requiring “Exporter” details requires the full complement of information.

**Operations Ref:** None

**Location:**  
[SAD Box 2] [CD1: Trader Details > City / Town]

**Rules and Usage:**  
Where a registered exporter is foreign based, such party is required to be represented by an ‘Exporter’s Agent’ for the purposes of satisfying Customs requirements.

---

2.36 Exporter Street Code

**REPRESENTATION:** Street Code  
**WCO3 PATH:** GoodsDeclaration.Exporter.Address.PostcodeID  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 9
Description:
The physical address of the registered exporter. Exporter detail is a composite data requirement comprising a combination of data elements, namely “Exporter Name”, “Exporter Street Name and Number”, “Exporter Building Name and Floor”, “Exporter Suburb”, “Exporter City / Town” and “Exporter Street Code”. Any CCD requiring “Exporter” details requires the full complement of information.

Operations Ref: None

Location:  
[SAD Box 2] CD1: Trader Details > Street Code

Rules and Usage:
Where a registered exporter is foreign based, such party is required to be represented by an 'Exporter's Agent' for the purposes of satisfying Customs requirements.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
</table>

2.37 Supplier Code

REPRESENTATION: Supplier TIN  
WCO3 PATH: Declaration.GoodsShipment.Supplier.ID (R053)  
Field Type and Length: N 8  

Description:
The Customs code allocated to a foreign supplier with whom the importer has a relationship and a value determination (VDN) has been issued.

Operations Ref: None

Location:  
[SAD Box 2B] CD1: Party Details > Supplier TIN

Rules and Usage:
This field is only used where a value determination number (VDN) has been issued against a registered importer having a valuation determination with a specific supplier. In this instance the valuation code 1 and 2 fields must be left blank and VDN must be inserted in the additional information field as well as the VDN number.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
</table>

2.38 Supplier Name

REPRESENTATION: Trader Name  
WCO3 PATH: SET GoodsDeclaration.Supplier.Name/Code = EN  
MAP TO GoodsDeclaration.Supplier.Name/Value  
WCO SAFE: Required field.  
FIELD TYPE and LENGTH: AN 35  

Description:
The legal name of the registered Supplier. Supplier detail is a composite data requirement, comprising a combination of data elements, namely “Supplier Name”, “Supplier Street Name and Number”, “Supplier Building Name and Floor”, “Supplier Suburb”, “Supplier City / Town” and “Supplier Street Code”. Any CCD requiring “Supplier” details requires the full complement of information and must be submitted according the relevant WCO3 field.

Operations Ref: None

Location:  
[SAD Box 2B] CD1: Trader Details > Trader Name
Rules and Usage:
This field is only used where a value determination number (VDN) has been issued against a registered importer having a valuation determination with a specific supplier. In this instance the following fields must also be present on the import CCD:

a) Valuation Code-1;
b) Valuation Code-2; and
c) Additional Information Code – VDN.

2.39 Supplier Street Name and Number

**REPRESENTATION:** Street Name and Address

**WCO3 PATH:** GoodsDeclaration.Supplier.Address.Line

**WCO SAFE:** Required field.

**FIELD TYPE and LENGTH:** AN 35

**Description:**
The physical address of the registered supplier. Supplier detail is a composite data requirement, comprising a combination of data elements, namely “Supplier Name”, “Supplier Street Name and Number”, “Supplier Building Name and Floor”, “Supplier Suburb”, “Supplier City / Town” and “Supplier Street Code”. Any CCD requiring “Supplier” details requires the full complement of information and must be submitted according the relevant WCO3 field.

**Operations Ref:** None

**Location:**
[SAD Box 2] [CD1: Trader Details > Street Name and Address]

---

2.40 Supplier Building Name and Floor

**REPRESENTATION:** Building Name and Floor

**WCO3 PATH:** GoodsDeclaration.Supplier.Address.FreeFormatAddress

**WCO SAFE:** Required field.

**FIELD TYPE and LENGTH:** AN 35

**Description:**
The physical address of the registered supplier. Supplier detail is a composite data requirement, comprising a combination of data elements, namely “Supplier Name”, “Supplier Street Name and Number”, “Supplier Building Name and Floor”, “Supplier Suburb”, “Supplier City / Town” and “Supplier Street Code”. Any CCD requiring “Supplier” details requires the full complement of information and must be submitted according the relevant WCO3 field.

**Operations Ref:** None

**Location:**
[SAD Box 2] [CD1: Trader Details > Building Name and Floor]
Rules and Usage:
This field is only used where a value determination number (VDN) has been issued against a registered importer having a valuation determination with a specific supplier. In this instance the following fields must also be present on the import CCD:

- Valuation Code-1;
- Valuation Code-2; and
- Additional Information Code – VDN.

### 2.41 Supplier Suburb

**REPRESENTATION:** Suburb  
**WCO3 PATH:** CountrySubDivisionName  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 35

**Description:**
The physical address of the registered supplier. Supplier detail is a composite data requirement, comprising a combination of data elements, namely “Supplier Name”, “Supplier Street Name and Number”, “Supplier Building Name and Floor”, “Supplier Suburb”, “Supplier City / Town” and “Supplier Street Code”. Any CCD requiring “Supplier” details requires the full complement of information and must be submitted according the relevant WCO3 field.

**Operations Ref:** None

**Location:**  
[SAD Box 2 CD1: Trader Details > Suburb]

**Rules and Usage:**
This field is only used where a value determination number (VDN) has been issued against a registered importer having a valuation determination with a specific supplier. In this instance the following fields must also be present on the import CCD:

- Valuation Code-1;
- Valuation Code-2; and
- Additional Information Code – VDN.

### 2.42 Supplier City / Town

**REPRESENTATION:** City / Town  
**WCO3 PATH:** GoodsDeclaration.Supplier.Address.CityName  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 35

**Description:**
The physical address of the registered supplier. Supplier detail is a composite data requirement. It comprises a combination of data elements, namely “Supplier Name”, “Supplier Street Name and Number”, “Supplier Building Name and Floor”, “Supplier Suburb”, “Supplier City / Town” and “Supplier Street Code”. Any CCD requiring “Supplier” details requires the full complement of information and must be submitted according the relevant WCO3 field.

**Operations Ref:** None

**Location:**  
[SAD Box 2 CD1: Trader Details > City / Town]
Rules and Usage:
This field is only used where a value determination number (VDN) has been issued against a registered importer having a valuation determination with a specific supplier. In this instance the following fields must also be present on the import CCD:
a) Valuation Code-1;
b) Valuation Code-2; and
c) Additional Information Code – VDN.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

2.43 Supplier Street Code

**REPRESENTATION:** Street Code  
**WCO3 PATH:** GoodsDeclaration.Supplier.Address.PostcodeID  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 9

**Description:**
The physical address of the registered supplier. Supplier detail is a composite data requirement. It comprises a combination of data elements, namely “Supplier Name”, “Supplier Street Name and Number”, “Supplier Building Name and Floor”, “Supplier Suburb”, “Supplier City / Town” and “Supplier Street Code”. Any CCD requiring “Supplier” details requires the full complement of information and must be submitted according the relevant WCO3 field.

**Operations Ref:** None

**Location:**  
[SAD Box 2] [CD1: Trader Details > Street Code]

**Rules and Usage:**
This field is only used where a value determination number (VDN) has been issued against a registered importer having a valuation determination with a specific supplier. In this instance the following fields must also be present on the import CCD:
a) Valuation Code-1;
b) Valuation Code-2; and
c) Additional Information Code – VDN.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

2.44 Ex Warehouse

**REPRESENTATION:** Ex Warehouse Code  
**WCO3 PATH:** SET - Declaration.GoodsShipment.Warehouse. Role (000) = XWH  
**WCO SAFE:** MAP to Declaration.GoodsShipment.Warehouse.ID (L019)  
**FIELD TYPE and LENGTH:** AN 11

**Description:**
Denotes the Customs client number allocated to a licensed operator of a Customs warehouse from where warehoused goods are to be removed. Goods entered for warehousing, the Customs client number allocated to the licensed warehouse must be entered here. The number consists of a maximum of eleven (11) characters of which the first three (3) are alphabetic and indicate the Customs district office. The next two (2) or three (3) are alphabetic and indicate the type of warehouse, e.g. storage (OS) special storage (SOS), manufacturing (VM), etc. The next five (5) characters are numeric and reflect the number or the warehouse.

**Operations Ref:** None

**Location:**  
[SAD Box 44D] [CD1: Party Details > Ex-Warehouse Code]
Rules and Usage:
This field must be used where goods are removed from a Customs warehouse, either for home use or one (1) or other permissible Customs procedure, for example:

a) Clearance for outright export;
b) Clearance for processing for home use; or
c) Clearance for inward processing.

While under the warehousing procedure, such goods may be:
a) Removed in bond to another Customs warehouse;
b) Re-warehoused in another Customs warehouse; or
c) Undergo change of ownership.

The last five (5) digits of the Warehouse Number must be numeric and will be rejected if not. Export CCDs will be rejected if the Warehouse Number is supplied as, for e.g. “CTNSOS0001” as it should be “CTNSOS00001”.

If goods are placed under the warehouse procedure specifically for re-exportation (E 42) such goods may not be re-warehoused. If such goods are no longer required for export, they may either be cleared for home use or one (1) or other permissible procedure.

Description: The Customs assigned trade code for the party taking ownership of bonded goods in a Customs warehouse.

Operations Ref: None

Location: [SAD Box 17A] CD1: Party Details > Owner TIN

Rules and Usage: This field is mandatory for CCDs with CPC combinations: E 41-40, E 41-41, E 41-44, E 43-41, E 43-42, and E 45-47.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
</table>

2.47 Processing Party

REPRESENTATION: Processing Party TIN
FIELD TYPE and LENGTH: N 8

Description: The Customs client number for a licensee of processing premises (rebate registrant or user).

Operations Ref: None

Location: [SAD Box 17B] CD1: Consignment Line Details > Processing Party TIN

Rules and Usage:

a) This field is mandatory for CCDs submitted in respect of Procedure Category Codes J (Inward Processing) and K (Home Use Processing).

b) Notwithstanding the location of this field at Line item level, the physical location will be assigned to Box 17B on the SAD 500.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
</table>

2.48 Remover Code

REPRESENTATION: Carrier Identification
WC03 PATH: Declaration.GoodsShipment.Consignment.Carrier.ID (012)
FIELD TYPE and LENGTH: N 8

Description: Denotes the Customs client number allocated to a licensed remover, being the company / person appointed to undertake the removal of bonded goods.

Operations Ref: None

Location: [SAD Box 59 (SAD502 Box 5)] CD1: Party Details > Carrier TIN

Rules and Usage:

IMPORTS: Where goods are entered for direct removal in bond by rail, sea or air, this data field must be left blank.

a) The removal of goods in bond by a licensed remover is exempt in the case where the goods are removed to a bonded warehouse and the physical mover of the goods is the owner of either the warehouse from where or the warehouse to which the goods are removed, the Customs client number and name of the warehouse licensee must be declared in the remover box. In these cases, the removal of the goods will be under cover of the bond lodged by the warehouse owner at the time of the licensing of the warehouse and the remover need not be licensed.

b) If an unregistered / cancelled Remover is declared on a CCD, the CCD will be outright rejected.
**EXEPTS.** A Remover client number must be used where goods are removed in bond by road. A Remover Client number is required in the following instances:

a) In the case of a clearance bearing CPC H 67 (XE), F 53 (XES), H 68 (ZE) or F 52 (ZES) and the goods are removed by road transport to the destination or place of exit, the Customs client number of the licensed remover responsible for the transportation of the goods must be inserted in this field.

b) In the case of a CCD with a CPC of H 68 (ZE), F 52 (ZES) and the cargo is of locally produced excise goods, i.e. beer, fuel levy goods (petroleum products) and spirits (excluding wine, sorghum beer, sorghum powders and ciders), the goods are not required to be removed by a licensed remover, but surety will be applicable.

c) In the case of a CCD with a CPC of H 67 (XE), F 53 (XES) and the cargo removed in bond is imported excise products, i.e. spirits, beer, fuel levy goods (Petroleum Products), wine, and tobacco products, the goods are to be removed by a Licensed Remover.

**WAREHOUSING.** A Subcontractor Remover Client number must be inserted in this data field in the event that such party undertakes liability for the movement of the consignment on behalf of the remover. The subcontractor must be a licensed remover with SARS.

A Remover Client number is not required where the goods are moved in bond to a Customs warehouse and the physical remover of the goods is the owner of either the warehouse (i) from where, or (ii) the warehouse to which the goods are removed, the warehouse client number must be declared in the remover box. In these cases the removal of the goods guaranteed by the bond lodged by the warehouse owner.

---

### 2.49 Transport Code

**REPRESENTATION:** Transport Code  
**WCO3 PATH:** Declaration.GoodsShipment.Consignment.BorderTransportMeans.TypeCode (T010)  
**FIELD TYPE and LENGTH:** N 2

**Description:**
Denotes the mode of transport conveying the imported goods or goods to be exported.

**Operations Ref:** None

**Location:**  

**Rules and Usage:**
Required for all CCDs. Permissible Transport Codes:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>Transport mode not specified (Unknown - Other)</td>
</tr>
<tr>
<td>1</td>
<td>Maritime</td>
</tr>
<tr>
<td>2</td>
<td>Rail</td>
</tr>
<tr>
<td>3</td>
<td>Road</td>
</tr>
<tr>
<td>4</td>
<td>Air</td>
</tr>
<tr>
<td>5</td>
<td>Mail</td>
</tr>
<tr>
<td>6</td>
<td>Multimodal transport (Not used by SA)</td>
</tr>
<tr>
<td>7</td>
<td>Fixed transport installation (pipelines, power lines)</td>
</tr>
<tr>
<td>8</td>
<td>Inland water transport (Not used by SA)</td>
</tr>
<tr>
<td>9</td>
<td>Transport mode not applicable</td>
</tr>
</tbody>
</table>

All export CPCs where the Mode of Transport is Rail (02); the Office of Exit must be equal to the District Office declared.

If a CPC with Requested Procedure Code (RPC) F 51, F 52 or F 53 is used and the mode of transport is not 1, 2 or 4, the export CCD will be rejected.

On all CPCs, if Transport Code = 1, 2, 3 or 4, The Transport Document Number and Transport Document Date must be supplied, else it will be rejected.
2.50 Removal Transport Code

**REPRESENTATION:** Removal Transport Code

**WCO3 PATH:**
- IF Export - Declaration.GoodsShipment.Consignment.ArrivalTransportMeans.TypeCoded (T008)

**FIELD TYPE and LENGTH:** N 2

**Description:**
Denotes the mode of inland transportation to be used to convey goods after ‘arrival’ of imported goods, and delivery of export goods for ‘departure’ from South Africa.

**Operations Ref:** None

**Location:**
[SAD Box 26.  |  CD1: Transport and Routing > Removal Transport Code]

**Rules and Usage:**
Applicable only to international imports and exports, but not cross-border.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P_SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

2.51 Payment Method

**REPRESENTATION:** Payment Method

**WCO3 PATH:** Declaration.DutyTaxFee.Payment.MethodCode (107)

**FIELD TYPE and LENGTH:** AN 1

**Description:**
Denotes the declarant’s preferred payment method, for example, cash, deferment, VAT-only deferment. Offices where Systems, Applications and Products (SAP) has been deployed:
a) Customs Statement of Account (CSA) implemented to provide a summary of all financial transactions processed against the trader’s account;
b) SARS provides stakeholders with a unique 19 digit Payment Reference Number (PRN);
c) Stakeholders using the PRN no longer need to present physical proof of payment to Customs to obtain release; and
d) In case of insufficient available deferment balance, SARS converts the payment method to ‘Cash’ and forwards a CUSRES 7 message to the declarant indicating a PRN.

**Operations Ref:** None

**Location:**
[SAD Box 48B  |  CD1: Financial Data > Payment Method]

**Rules and Usage:**
Payment codes must be reflected on international import CCDs. The payment methods are:
a) **Free [F]** – Any original CCD or amendment CCD (including refund vouchers of correction) on which no duties or VAT is payable must be marked “F”. If any payment method other than “F” is declared on an amended CCD on which duty and / or VAT is to be refunded to the trader, the CCD will be outright rejected.
b) **Cash [C]** – Any original CCD or amended CCD on which duties and / or VAT is payable and the clearer elects to pay the duty and / or VAT by cash, must be marked “C”.

Only [V] and [C] payment codes apply to cross-border transactions.

**SARS WILL NOTIFY WHEN THE FOLLOWING CODES WILL BECOME APPLICABLE:**
2.52 VAT Registration No.

**REPRESENTATION:** VAT Registration Number

**WCO3 PATH:** SET · Declaration.GoodsShipment.AdditionalDocument.TypeCode (D006) = VAT

**FIELD TYPE and LENGTH:** N 10

**Description:**
Denotes the importer / exporter’s VAT Registration number with SARS.

**Operations Ref:** None

**Location:**
[SAD Box 8C/2C. CD1: Party Details > VAT Reg No.]

**Rules and Usage:**
Where an importer or exporter is eligible as a VAT registrant with SARS, the VAT Registration Number he/she receives upon registration must be utilised on all import and / or export Customs CCDs. Where a VAT Registration number appears on an import or export CCD, the declarant must also insert the appropriate code in the VAT Indicator field.

2.53 Transport Document No.

**REPRESENTATION:** Transport Document Number

**WCO3 PATH:** SET · Declaration.GoodsShipment.Consignment.TransportContractDocument.TypeCode (D024) = 704 (Master bill of lading)

**FIELD TYPE and LENGTH:** AN 35

**Description:**
Denotes the unique number of the ‘master’ transport document, i.e. bill of lading, non-negotiable liner waybill, rail consignment note or air waybill. The transport document is usually a contract of carriage entered into between the carrier and importer / exporter and is normally issued as listed below:

<table>
<thead>
<tr>
<th>Mode of Transport</th>
<th>Transport document</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maritime (sea)</td>
<td>Bill of Lading</td>
</tr>
<tr>
<td>Rail</td>
<td>Freight Transit Order</td>
</tr>
<tr>
<td>Road</td>
<td>Road Manifest</td>
</tr>
<tr>
<td>Air</td>
<td>Air Waybill</td>
</tr>
<tr>
<td>Mail</td>
<td>Foreign Parcel Advice</td>
</tr>
</tbody>
</table>
Mode of Transport | Transport document
--- | ---
Other | Unknown

a) On all CPCs, if Transport Code = 1 (imports see also paragraph (b)(A) below), 2, 3 or 4, the Transport Document Number and Transport Document Date must be supplied, else it will be rejected.

b) Maritime (sea):
   
   A) The transport document number must exactly match as was issued by sea carrier and may not start with a space.
   
   B) In the case of containerised cargo, the transport document number as well as the date of shipment can be obtained from the bill of lading.
   
   C) Only one (1) master and one (1) house bill of lading can be entertained on a CCD. If master and house transport documents are issued, the particulars of the master transport document must be reflected here.
   
   D) For import CPCs, if Transport Code = 1 (sea) is used the following must also be supplied:
      
      I) Vessel Agent Code / Number [Optional] (see paragraph 2.54);
      
      II) Master Cargo Carrier Code [Mandatory] (see paragraph 2.55).

   E) For export CPCs, if Transport Code = 1 (sea) is used: The transport document number must be declared in two (2) parts in the format as in the example below:

<table>
<thead>
<tr>
<th>Transport document number on CCD</th>
<th>Bill of lading number</th>
</tr>
</thead>
<tbody>
<tr>
<td>The first part to reflect the sea carrier or master cargo carrier code (four-digit alphanumeric code) assigned by the Cargo Processing System to the entity who issued the master / ocean bill of lading or non-negotiable liner waybill or the appointed agent of the applicable entity in South Africa, for example ABCDHJK01234.</td>
<td>The second part will reflect the alphanumerical number of the applicable bill of lading in terms of which the goods were exported from South Africa, for example HJK01234.</td>
</tr>
</tbody>
</table>

   Where the sea carrier or master cargo carrier code is only three (3) characters long, a space must be left after the last character of the mentioned code and must be declared as ABC HJK01234.

   If a bill of lading is not available, the particulars of the delivery order issued by the master of the vessel (booking reference) must be reflected in these fields. As soon as the bill of lading is available, the CCD must be amended.

   V) If master and house transport documents are issued, the particulars of the master transport document must be reflected here.

   VI) The format of the transport document in respect of goods to be released by NON-IATA airlines should however be in the same format: viz. NON-IATA airline code,
followed by a hyphen and then the waybill number. The number should also be declared continuous e.g. ZA1-12345678.

VII) On Transport Document Number, for Air, the check digit will be validated for correctness. If found to be invalid the transaction will be rejected.

d) If goods declared as 'Stores', and no transport document is available, then the order number and date must be supplied.

Operations Ref:
SC-CF-04-A13 - Country Codes (UNLOCODE)

Location:
[SAD Box A2] [CD1: Transport and Routing > Transport Document Number]

Rules and Usage:
Required for Sea, Air, Rail and Road modes of transportation for all EDI import, exports and cross-border transactions.

2.54 Vessel Agent Code

REPRESENTATION: Vessel Agent
WC03 PATH: Declaration.GoodsShipment.Consignment.Carrier.Role (R005) = "CG" (Carrier’s Agent)
MAP to Declaration.GoodsShipment.Consignment. Carrier.ID (R012)
WC0 SAFE: N/A.
FIELD TYPE and LENGTH: AN 4

Description:
SCAC / BIC code assigned by SARS to the local representative / agent for foreign carrier as per: https://tools.sars.gov.za/ACM_code_Tables/VesselAgents.csv.

Operations Ref: None
Location:
[SAD Box A2] [CD1: Transport and Routing > Transport Document Number]

Rules and Usage:

a) Only applicable to maritime Imports.

b) Optional and may not be same as Master Cargo Carrier code.

2.55 Master Cargo Carrier Code

REPRESENTATION: Master Cargo Carrier Code
WC0 SAFE: N/A.
FIELD TYPE and LENGTH: AN 4

Description:
SCAC / BIC code assigned by SARS to the sea carrier (vessel owner) as per: https://tools.sars.gov.za/ACM_code_Tables/MasterCargoCarrierSea.csv.

Operations Ref: None
Location:
[SAD Box A2] [CD1: Transport and Routing > Transport Document Number]

Rules and Usage:
a) Only applicable to maritime Imports.
b) Mandatory and may not be same as Vessel Agent code.

```
<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
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<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>
```

### 2.56 Transport Document Issue Date

**REPRESENTATION:** Transport Document Date  
**WC03 PATH:**  
**WC0 SAFE:** Required field.  
**FIELD TYPE and LENGTH:** N 8  
**Description:**  
Denotes the ‘date’ of the transport document, i.e. bill of lading.  
- a) Non-containerised goods shall be the date of the bill of lading, air waybill, consignment note or such other document as the Commissioner may require;  
- b) Containerised goods shall be the date on which the container is taken on board ship as endorsed on the bill of lading or arrival notification or, if imported otherwise than by sea, the date of the air waybill, or consignment note.  
**Operations Ref:** None  
**Location:**  
[SAD Box A2] [CD1: Transport and Routing > Transport Document Issue Date]  
**Rules and Usage:**  
Required for Sea, Air, Rail and Road modes of transportation for all EDI import, exports and cross-border transactions.

```
<table>
<thead>
<tr>
<th>NORM</th>
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<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>
```

### 2.57 Transport Document Issued At

**REPRESENTATION:** Transport Document Issued At  
**WC03 PATH:**  
**WC0 SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 5  
**Description:**  
Denotes the place where the master transport document was issued.  
**Operations Ref:** SC-CF-04-A13 – Country Codes  
**Location:**  
[SAD Box A2] [CD1: Transport and Routing > Transport Document Issued At]  
**Rules and Usage:**  
Required for Sea, Air, Rail and Road modes of transportation for all EDI import, exports and cross-border transactions.

```
<table>
<thead>
<tr>
<th>NORM</th>
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<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>
```

### 2.58 Transport Name

**REPRESENTATION:** Transport Name  
**WC03 PATH:** Declaration.GoodsShipment.Consignment.BorderTransportMeans.Name/Value (T005)
WCO SAFE: Required field.  
FIELD TYPE and LENGTH: AN 35

Description:
Denotes name of a vessel, or road vehicle.

a) **Maritime Transport [Imports only]** - The ship name must be declared in three (3) parts:
   i) The first part to reflect the carrier code (four-digit alpha numeric code) assigned by the Cargo Processing System to the entity operating the deep sea vessel (the principal carrier) that bring the cargo to South Africa.
   ii) The second part will reflect the applicable vessel’s radio call sign (nine-digit alpha numeric code).
   iii) The third part will be the name of the applicable vessel.

b) **Road Transport** - Characters 1 - 10 must contain the load carrying vehicle or horse registration number, characters 11 - 20 the first trailer registration number and characters 21 - 30 the second trailer registration number. Should any of these registration numbers not be required for a particular entry that registration number must be space-filled.

Operations Ref: None

Location:
| SAD Box 18. | CD1: Transport and Routing > Transport Name |

Rules and Usage:
Required on all CCDs where the Transport Code = 1 or 3.

<table>
<thead>
<tr>
<th>NORM</th>
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<td>EXPORT</td>
</tr>
</tbody>
</table>

2.59 Voyage / Flight No.

**REPRESENTATION:** Voyage / Flight No.  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 17

Description:
The flight number and date or the ship name and voyage number must be entered here if the goods were transported by air or sea, respectively.

Operations Ref: None

Location:
| SAD Box 18. | CD1: Transport and Routing > Voyage / Flight No. |

Rules and Usage:
Required on all CCDs where the Transport Code = 1 or 4.

<table>
<thead>
<tr>
<th>NORM</th>
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<td>EXPORT</td>
</tr>
</tbody>
</table>

2.60 Departure Date / Flight Date

**REPRESENTATION:** Departure Date  
**WCO3 PATH:** Declaration.GoodsShipment.Consignment.BorderTransportMeans.DepartureDateTime (156)  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** N 8

Description:
Denotes the arrival date for a flight. Must be inserted in the following format – CCYYMMDD.

Operations Ref: None

Location:
| SAD Box 18 | CD1: Transport and Routing > Departure Date |
2.61 Date of Arrival

**REPRESENTATION:** Date of Arrival  
**WCO3 PATH:** Declaration.GoodsShipment.Consignment.UnloadingLocation.ArrivalDateTime (173)  
**FIELD TYPE and LENGTH:** N 8

**Description:**  
Denotes the arrival date for means of transport other than air in the following format – CCYYMMDD.

**Operations Ref:** None

**Location:**  
SAD Box 18  
CD1: Transport and Routing > Date of Arrival

**Rules and Usage:**  
Required on import CCDs where the Transport Code = 1 or 3. Not applicable to international export and export cross-border transactions.

---

2.62 House Waybill Number

**REPRESENTATION:** House Waybill No.  
**WCO3 PATH:**  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 35

**Description:**  
Denotes the unique reference for a ‘house’ bill of lading or ‘house’ air waybill.

**Operations Ref:** None

**Location:**  
SAD Box 18  
CD1: Transport and Routing > House Waybill No

**Rules and Usage:**  
Required in all instances where an international import consignment being declared is covered by a house bill of lading or house air waybill for CCD and advanced cargo report (manifest) matching, acquittal and cargo release purposes. Not required for cross-border transactions.  
If master and house transport documents are issued, the particulars of the house transport document must be entered in this box of the first item only. To ensure a proper link to the applicable manifest in respect of sea freight the house bill of lading or house air waybill number declared must be in the under mentioned format:  
a) The number must be declared in two (2) parts. The first part to reflect the cargo carrier code (eight-digit alpha numeric code) assigned by the Cargo Processing System (CPS) to the entity who issued the house bill of lading e.g. the groupage operator or his/her appointed agent in South Africa. The second part will reflect the actual number of the transport document. The cargo carrier codes can be found in the code tables “CargoCarrierAir.csv” and “CargoCarrierSea.csv” on the SARS website: www.sars.gov.za.  
b) For example where the cargo carrier code = “ZZZ00001” and the transport document number = “123456” the house bill of lading or air waybill number must be declared as follows: ZZZ00001123456.
c) Where the cargo carrier code registered is the Customs client number allocated to the applicable entity and the number is for example only six (6) characters long, the number must be declared with leading zeroes as follows: 00123456.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P_SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
</table>

### 2.63 House Waybill Date

**REPRESENTATION:** House Waybill Date  
**WCO3 PATH:** FIND - (Declaration.GoodsShipment.Consignment.TransportContractDocument.TypeCode (D024) = 703)  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** A 8  
**Description:**  
Denotes the date of issue of a ‘house’ waybill in the following format CCYYMMDD.  
**Operations Ref:** None  
**Location:**  
| Box House Waybill Number SAD 507 | CD1: Transport and Routing > House Waybill Date |

**Rules and Usage:**  
Required in all instances where the consignment being declared is covered by a house bill of lading or house airway bill.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P_SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
</table>

### 2.64 Total Number of Packages

**REPRESENTATION:** Total Number of Packages  
**WCO3 PATH:** Declaration.TotalPackageQuantity/Value (146)  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** N 8  
**Description:**  
Denotes the total number of packages for the consignment being declared.  
**Operations Ref:** None  
**Location:**  
| SAD Box 31B | CD1: Packages and Description of Goods > Total No. of Packages |

**Rules and Usage:**  
Required for all CCDs.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P_SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
</table>

### 2.65 Total Gross Mass Of Consignment

**REPRESENTATION:** Total Gross Mass  
**WCO3 PATH:** Declaration.TotalGrossMassMeasure/Value (131)  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** N 8  
**Description:**  
Denotes the total gross weight in kilograms (kg) of the consignment.  
**Operations Ref:** None
2.66 Depot / Terminal Code

**REPRESENTATION:** Location of Goods  
**WCO3 PATH:** Declaration.GoodsShipment.Consignment.GoodsLocation.ID (L017)  
**FIELD TYPE and LENGTH:** AN 2

**Description:**  
Denotes the unique code for all Customs temporary storage areas, e.g. depots, terminals, transit sheds, off airport de-grouping facilities.

**Operations Ref:** SC-CF-04-A08 – Facilities Code List

**Rules and Usage:**  
Maritime (sea) and air transport: the code of the depot, terminal, transit shed or off airport de-grouping facility from which the consignment / container will be delivered to the importer or consignee must be indicated in this field to enable Customs to transmit an electronic release / detention message to the applicable release authority.

In the case of overstayed un-cleared deep-sea containers, which are diverted from a terminal to a depot, the code of the nominated depot from which the container will subsequently be delivered to the importer or be removed in-bond / in-transit must be reflected on the CCD or amended CCD.

The depot code used on the CCD must be valid for either the district office or port of exit, in accordance with Facilities Codes – SC-CF-04-A08, else the CCD will be rejected.

---

**2.67 Marks, Numbers and Description of Packages**

**REPRESENTATION:** Marks and Numbers of Packages  
**WCO3 PATH:** Declaration.Packaging.MarksNumbers (142)  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 350

**Description:**  
Denotes the shipping marks of the consignment as described on the transport document.

**Operations Ref:** None

**Rules and Usage:**  
Used for international import CCDs only.

a) **FCL containers** - only the container number and the number of packages need to be reflected.

b) **LCL containers** - the full marks and numbers of the consignment must be reflected.

c) Elsewhere – the marks and numbers contained in the transport document or packing list covering the consignment, should be inserted.
d) To facilitate release of the goods the progressive number (Pro-number), allocated to the consignment by Transnet Freight Rail, must also be reflected in this field.

2.68 Part Clearance Quantity

**REPRESENTATION:** Part Clearance Quantity  
**WCO3 PATH:** Declaration.LoadingListQuantity/Value (013)  
**FIELD TYPE and LENGTH:** N 5

**Description:**  
Describes the number CCDs for the consignment.

**Operations Ref:** None

**Location:**  
SAD Box 31A  
CD1: Consignment Details > Part Clearance Quantity

**Rules and Usage:**  
Must be entered as total number of CCDs for consignment.  
a) If a consignment consisting of more than one (1) package is cleared on two (2) or more CCDs, this fact must be stated by endorsing each CCD as follows:  
i) First CCD of 3 - 2 packages of 5;  
ii) Second CCD of 3 - 1 packages of 5; and  
iii) Third CCD of 3 - 2 packages of 5.  
b) If a single package is involved, reference to part of one (1) must be made opposite the number of CCDs involved:  
i) First CCD of 2 - part of 1 package; and  
ii) Second CCD of 2 - part of 1 package.

2.69 Message Sender

**REPRESENTATION:** Message Sender  
**WCO3 PATH:** Declaration.Submitter.Communication.ID (240)  
**FIELD TYPE and LENGTH:** AN 8

**Description:**  
The message sender field will contain the three (3) character code as specified on the DA185.4A6, if it was requested, for cases where dual registrations on the EDI gateway are required.

**Operations Ref:** None

**Location:**  
SAD – Not Applicable  
CD1: Not Applicable

**Rules and Usage:**  
Required for all CCDs.

2.70 Unique Consignment Reference (UCR)

**REPRESENTATION:** UCR  
**WCO3 PATH:** Declaration.GoodsShipment.UCR.ID (016)  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 35
Description:
EXPORTS: Specifies the unique reference number assigned by the exporter or his/her broker for a full consignment agreed to between the exporter and foreign buyer.
IMPORTS: This data field is required where goods are imported into or through South Africa from or through a country with which South Africa has mutual assistance agreements in place on the application and exchange of CCD data correlating with the UCR. Currently this applies only to Swaziland (SZ).

Operations Ref: SC-CF-04-A13 - Country Codes (UNLOCODE)

Rules and Usage:
The UCR number is used to control the receipt of import / export proceeds as well as a mechanism for Customs to trace the auditability of an import / export consignment. It further enables matching of the import CCD with export data received from Swaziland:

a) The UCR must remain unique over a period of ten (10) years.
b) A minimum length of seventeen (17) and a maximum length of 35 characters.
c) The first character is reserved for the last digit of the calendar year over a ten (10) year period, in which the export took place, for example if the export took place in 2018, the first character will be reflected as a “8”.
d) The next two (2) characters are reserved for the Country ISO code (alpha-2 code) allocated to the nationality of the supplier / consignor, for example, JP for imports from Japan or for goods exported from South Africa the code will be ZA (SC-CF-04-A13).
e) The next eight (8) to thirteen (13) characters is reserved for the Customs client number or the ID-number when the 70707070 code is used on a CCD. Under no circumstances should code 70707070 be inserted / incorporated into the UCR.
f) The next character must contain the entity type code of the supplier or consignor:

<table>
<thead>
<tr>
<th>ENTITY TYPE</th>
<th>CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Customs client number</td>
<td>C</td>
</tr>
<tr>
<td>Identification (ID) number</td>
<td>P</td>
</tr>
<tr>
<td>Taxpayer reference number (TIN)</td>
<td>T</td>
</tr>
</tbody>
</table>

g) The next three (3) characters are reserved for the consignment’s reference type code:

<table>
<thead>
<tr>
<th>REFERENCE TYPE</th>
<th>CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contract</td>
<td>CON</td>
</tr>
<tr>
<td>Customs Generated</td>
<td>CUS</td>
</tr>
<tr>
<td>Declarant Generated</td>
<td>DCL</td>
</tr>
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<td>Delivery</td>
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<td>Informal</td>
<td>INF</td>
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<tr>
<td>Invoice</td>
<td>INV</td>
</tr>
<tr>
<td>Other</td>
<td>OTH</td>
</tr>
<tr>
<td>Purchase Order</td>
<td>PON</td>
</tr>
</tbody>
</table>

h) The next fourteen (14) to nineteen (19) characters must reflect the unique reference number of the document generated by the company that will link the proceeds to the consignment. It must consist of characters 0-9, A to Z and the only allowable special characters are "/", ",", ",", ",", "#, ",".
i) The last character must represent whether the UCR is going to be used for a single (S) or multiple (M) consignment(s), for example 8ZA00030004CINV00001S. Where a consignment is moved in more than one (1) stage, the same UCR must be used on all related CCDs.

NORM INCOMP PROV SUPPLM P.SUPPLM OTHER ORIGINAL AMEND REPLACE CANCEL IMPORT EXPORT

2.71 Credit Terms

REPRESENTATION: Credit Terms
WCO3 PATH: Declaration.GoodsShipment.CustomsValuation.PaymentTermsCode (301)  "DMR"
FIELD TYPE and LENGTH: AN 3

Description:
Denotes the period between the date of shipment and the anticipated date for the receipt of outstanding payments.

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2.72 Deferment Number / Financial Account Number (FAN)

**REPRESENTATION:** Financial Account No.

**WC03 PATH:** SET Declaration.AdditionalInformation.StatementTypeCode (369) = ABU (Deferred payment termed additional)

SET Declaration.AdditionalInformation.StatementCode (226) = DAR

MAP to Declaration.AdditionalInformation.StatementDescription/Value (225)

**FIELD TYPE and LENGTH:** N 10

**Description:**
Denotes the nominated trader ID (Customs client number) whose deferment account the declarant wishes to utilise for payment of duties and taxes, or otherwise for deposit of duty refunds.

**Operations Ref:** None

**Location:**
[SAD Box 48A] [CD1: Financial Data > Credit Terms]

**Rules and Usage:**

a) Either the broker’s or importer’s TIN can be referenced in this field.

b) Required for CCDs where either a remittance or refund claim is involved.

c) If a FAN is not declared on an amended CCD on which duty and / or VAT is to be refunded to the trader the CCD will be outright rejected.

<table>
<thead>
<tr>
<th>NORM</th>
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</tr>
</tbody>
</table>

2.73 Declarant Internal Reference Number

**REPRESENTATION:** Declarant Internal Reference Number

**WC03 PATH:** Declaration.GoodsShipment.UCR.TraderAssignedReferenceID (009)

**FIELD TYPE and LENGTH:** AN 35

**Description:**
Data field for declarant’s own use.

**Operations Ref:** None

**Location:**
[SAD Box 7] [CD1: Financial Data > Declarant Internal Reference No.]
Rules and Usage:
As required by declarant.

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<tr>
<th>NORM</th>
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</tbody>
</table>

2.74 Transaction Bank Code

REPRESENTATION: Bank Code

WCO3 PATH: SET Declaration.AdditionalInformation.StatementTypeCode (369) = AFX (Banking arrangements)
SET Declaration.AdditionalInformation.StatementCode (226) = TBR (Declarant Internal Reference Number)
MAP to Declaration.AdditionalInformation.StatementDescription/Value (225)

FIELD TYPE and LENGTH: AN 3

Description:
Denotes the code for the local commercial bank brokering foreign exchange between the exporter and foreign buyer. This code is an Authorised Dealer code allocated to banks by the South African Reserve Bank (SARB) for reporting transactions involving cross-border foreign exchange monetary flows to the SARB.

Operations Ref: None

Location:
| SAD Box 28 | CD1: Financial Data > Bank Code |

Rules and Usage:
Required for import and export CCDs.
If Credit Terms is supplied as “NEP”, then the Transaction Value must be zero and no Bank Code must be supplied, else it will be rejected.

<table>
<thead>
<tr>
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</tbody>
</table>

2.75 VAT Indicator

REPRESENTATION: VAT Indicator

WCO3 PATH: SET Declaration.AdditionalInformation.StatementTypeCode (369) = TXD (Tax declaration)
SET Declaration.AdditionalInformation.StatementCode (226) = VIR (VAT Indicator)
MAP to Declaration.AdditionalInformation.StatementDescription/Value (225)

FIELD TYPE and LENGTH: AN 1

Description:
Denotes the importer's/exporter's intention to include transaction as an input to his/her VAT 201 return. The VAT Indicator is expressed as follows –
Y = Yes, the consignment will be included as input to VAT 201.
N = No, the consignment will not be included as input to VAT 201.

Operations Ref: None

Location:
| SAD Box 28 | CD1: Financial Data > VAT Indicator |

Rules and Usage:
This field is mandatory if the VAT Registration No. is present. In simple terms only a BLNS' VAT registrant may apply ‘Y’ in this field. For all other traders, ‘N’ must be inserted in this field.

<table>
<thead>
<tr>
<th>NORM</th>
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<td>EXPORT</td>
</tr>
</tbody>
</table>
2.76 Case Number

**REPRESENTATION:** Case No.

**WCO3 PATH:** SET Declaration.AdditionalInformation.StatementTypeCode (369) = AAE (Rate additional information)

SET Declaration.StatementCode (226) = CAI (Change Acknowledgement Indicator)

SET Declaration.AdditionalInformation.StatementDescription/Code = EN

MAP to Declaration.StatementDescription/Value (225)

**FIELD TYPE and LENGTH:** AN 35

**Description:**
Refers to the reference assigned by the Customs system to a Customs case (document or physical intervention).

**Operations Ref:** None

**Location:**
SAD Box "For Official Use"  CD1: Declaration Type > Case No.

**Rules and Usage:**
This field will be applied by the Customs system to a CUSRES. Any amendment, cancellation or replacement clearance lodged in respect of an outstanding Customs case must reflect the case number.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
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</tr>
</tbody>
</table>

2.77 Change Acknowledgement Indicator

**REPRESENTATION:** Change Acknowledgement Indicator

**WCO3 PATH:** SET Declaration.AdditionalInformation.StatementTypeCode (369) = AAE (Rate additional information)

SET Declaration.StatementCode (226) = CAI (Change Acknowledgement Indicator)

MAP to Declaration.StatementDescription/Value (225)

**FIELD TYPE and LENGTH:** AN 3

**Description:**
Denotes the declarant’s confirmation of acceptance of Customs decision according to defined criteria, as follows –

a) 1 = accepted.
b) 2 = conditionally accepted (with dispute, agree on duties and taxes but not on penalties).
c) 3 = conditionally accepted (with dispute but requires release, sureties to be lodged).
d) 4 = Rejected.

**Operations Ref:** None

**Location:**
For Official Use Box  CD1: Declaration Type > Change Acknowledgement Indicator

**Rules and Usage:**

a) Required for amendment and cancellation CCDs which are subject to the outcome of an inspection report.
b) An amended CCD requested by BLNS must reflect the ‘Case No.” and the “Change Acknowledgement Indicator” information.
c) If an amendment, replacement or cancellation is triggered by a trader on his / her own volition, then this field must not be supplied.
d) The Change Acknowledgement Indicator must not be supplied on Transaction Type 9 (Original), thus, because it is an alphanumeric field, no value must be supplied. If for example “0” is supplied the CCD will be rejected.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
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<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>
2.78 Version Number

**REPRESENTATION:** Version No.
**WCO3 PATH:** GoodsDeclaration.VersionID  
**FIELD TYPE and LENGTH:** AN 8

---

**Description:**
A sequential numerical reference assigned by the Customs system to a new iteration of an original clearance, accepted by Customs.

**Operations Ref:** None

**Location:**
| Not applicable for SAD | CD1: Declaration Type > Version No. |

---

**Rules and Usage:**

a) Required for on all iterations of an original CCD.

b) The version of an original will always be ‘0’.

c) The Customs system will assign this on the Customs response to an original CCD and any subsequent iteration thereafter.

d) Declarants, when preparing an amendment or cancellation clearance, must in all instances use the ‘version no.’ of the Customs response to the previous submission.

---

3 CONTAINER DETAILS

3.1 Container Number

**REPRESENTATION:** Container Number  
**WCO3 PATH:** Declaration.GoodsShipment.Consignment.TransportEquipment.ID (159)  
**WCO SAFE:** Required field.

**FIELD TYPE and LENGTH:** AN 17

---

**Description:**
Denotes the number of ISO container conveying the goods.

**Operations Ref:** None

**Location:**
| SAD Box 31C | CD1: Container Details > Container No. |

---

**Rules and Usage:**
The complete container number, including the alpha prefix and check digit or alpha end-characters must be reflected for validation according to the prescribed ISO container numbers:

a) The container number consists of eleven (11) characters.

b) The fourth character must be a “U”.

c) The eleventh character is the check digit. Characters 1-10 are used to determine the check digit:

i) Characters 1-4 (alpha) are given values starting with “A” as “10”, ending with “Z” as “38”;

ii) Numbers “11”, “22” and “33” are omitted, as they are dividable by eleven (11);

iii) The numeric characters 5-10 retain their values;

iv) For example HARU2103757 becomes 18-10-29-32-2-10-3-7-5; and

v) Each of the first ten (10) characters is multiplied by the power of two (2) related to their position and each sum is added to a total, for example:

\[
\begin{align*}
18 \times 1 &= 18 \\
10 \times 2 &= 20 \\
29 \times 4 &= 116 \\
32 \times 8 &= 256 \\
2 \times 16 &= 32 \\
1 \times 32 &= 32 \\
0 \times 64 &= 0 \\
P \times 128 &= 384
\end{align*}
\]
d) The remainder "7" is the check digit. Where the remainder is "10" the check digit is "0".
e) In the event of a container being cleared which consists of a non-ISO container number the prefix “NONU" followed by a hyphen and then the non-ISO container number, for example NONU-AAAA1234567.
f) If the space for the container numbers is insufficient, the information may be supplied on the SAD 507.
g) This box must be left blank on the SAD 501 continuation sheets.

This field must only be completed in respect of direct import CCDs – CPCs A 10, 11, 12 and export CCDs.
h) This field must be applied in respect of EDI imports and exports where the goods are containerised.
i) The CCD system will reject any duplicate “NONU” container numbers declared for export. This will require the exporter to declare the correct unique number that follows the “NONU”- abbreviation.
j) If a container number is declared in terms of the ISO container validations, the container number must consist of eleven (11) digits; else the CCD will be outright rejected.
k) On imports and exports, if no container number is supplied, there must also be no full/empty indicator and / or seal number 1/2 present, else it will be rejected.

3.2 Full / Empty Indicator

REPRESENTATION: Cargo Status
FIELD TYPE and LENGTH: AN 3

Description:
Denotes the status of containerised cargo.

Operations Ref: None

Location: 
[ SAD Box 31B ]

Rules and Usage:
This field must be completed if a Container Number is present.

3.3 Seal Number

REPRESENTATION: Seal Number
FIELD TYPE and LENGTH: AN 10

Description:
Denotes the seal number. Two (2) seal numbers per container are catered for.

Operations Ref: None
4

INVOICE DETAIL

4.1 Invoice Number

REPRESENTATION: Invoice No.
WCO3 PATH: Declaration.GoodsShipment.Invoice.ID (D016)
FIELD TYPE and LENGTH: AN 35

Description:
Denotes the number of a commercial invoice.

Rules and Usage:
a) Required for all CCDs except cancellation.
b) In instances where no invoice is available, the declarant must insert: NO INVOICE NUMBER.
c) Invoice details comprise data fields which are relevant to the consignment, being the information appearing on the foreign supplier’s invoice.
d) This information is important for CCD of the correct or most appropriate tariff.
e) It also defines the amount required for customs value and duty assessment purposes.
f) The SARB also requires this information for foreign exchange purposes.

4.2 Invoice Date

REPRESENTATION: Invoice Date
WCO3 PATH: Declaration.GoodsShipment.Invoice.IssueDateTime (D015)
FIELD TYPE and LENGTH: N 8

Description:
Denotes the date of a commercial invoice. Must be expressed in the following format – CCYYMMDD.

Rules and Usage:
Required for all import CCDs except cancellation. Currently not required for export CCDs.
In instances where no invoice is available and the declarant inserts “NO INVOICE NUMBER” in the ‘Invoice field’, this field must then be left blank.
5 LINE DETAILS

5.1 Line Number

REPRESENTATION: Line No.
FIELD TYPE and LENGTH: N 4

Description:
Denotes the line item number for a CCD.

Operations Ref: None

Location:
[ SAD Box 32 | CD1: Consignment Line Details > Line No. ]

Rules and Usage:
- a) Required for all CCDs except cancellation CCDs.
- b) Line numbers must run consecutively.
- c) In the case of an export CCD where BHR, BND or PPS is declared on line one (1), line one (1) cannot be cancelled with an amended CCD. Should the details from line one (1) need to be cancelled the information of any active line replaces the information in line one (1) which must still contain the relevant surety information. This will ensure that there is always a line one (1) where the BHR / PPS / BND info can be declared.
- d) If surety is required and not supplied on an amended CCD, the amended CCD will be outright rejected.
- e) When a line item is cancelled, that line number can never be reused.
- f) When a line item is added, it must always be added to the end taking into account any lines which may have been cancelled.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P_SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

5.2 Country of Origin

REPRESENTATION: Country of Origin
WCO SAFE: Required field.
FIELD TYPE and LENGTH: AN 3

Description:
Denotes the origin of the goods being declared. The country of origin is not necessarily the same as the country of export. When it is not possible to establish the country of origin the general country code “ZN” must be used.

Operations Ref: SC-CF-04-A13 – Country Codes (UNLOCODE)

Location:
[ SAD Box 34 | CD1: Consignment Line Details > Country of Origin ]

Rules and Usage:
Required for all CCDs except cancellation CCDs.

With regards to BLNS goods for export: when clearing goods of origin Botswana, Lesotho, Namibia or Swaziland, such goods must be declared as if such goods are of imported origin. Therefore, for example, while the CPC combination H 60-00 covers both goods of EIG and ELG, declarants must declare BLNS goods and South African goods on separate CCDs. The declaration system will reject all SADC certificates if the country of origin on the export CCD is not reflected as ZA.

The country of origin on export CPCs is validated according to the CPC rules. ZE and ZES related CPCs will only allow the country of origin to be ZA. XE and XES related CPCs will only allow imported goods on the CCD.

The declaration system will reject an amended export CCD if the country of destination is amended and there is a “Rules of Origin” certificate declared on the original transaction.
CPC J 83-80 will only allow inward processing compensating products. All CCDs with a country of origin reflected as ZA will be rejected.

Declarations subject to compliance with SADC certificates will be rejected where the country of origin is not “ZA”.

5.3 Previous Procedure MRN

**REPRESENTATION:** Previous Procedure MRN

**WCO3 PATH:**

**FIELD TYPE and LENGTH:** AN 35

**Description:**
Denotes the movement reference number of the previous clearance and must appear in the following format and sequence:
- Office Of Entry (AN3)
- Date (CCYYMMDD) (N8)
- Number (N7)

Examples of a Previous Procedure MRN are:
- a) National transit MRN; and
- b) Warehouse clearance MRN

**Operations Ref:** None

**Location:**
- SAD Box 40
- CD1: Warehousing Particulars > Previous Procedure MRN

**Rules and Usage:**
- a) The field must be completed at line level in all instances where a previous procedure was utilised for the same consignment.
- b) When an MRN is declared for exports, it must be a valid MRN, if not, the CCD will be rejected. The validation includes CCYYMM and the day.
- c) Previous Procedure MRN where supplied must be valid on all CPCs, also on amended CCDs, else it will be rejected.
- d) Refer to Amendments, Cancellations and Replacement CCDs for further details.

5.4 Warehousing MRN Line Number

**REPRESENTATION:** Previous Procedure MRN Line No.

**WCO3 PATH:**

**FIELD TYPE and LENGTH:** N 4

**Description:**
Denotes the line number of the warehouse clearance against which the CCD is being lodged.

**Operations Ref:** None

**Location:**
- SAD Box 40
- CD1: Warehousing Particulars > Previous Procedure MRN Line No.
5.5 Tariff Code

REPRESENTATION: Commodity Classification Code


WCO SAFE: Required field.
FIELD TYPE and LENGTH: N 9
Description:
Denotes the Harmonised System Nomenclature tariff subheading applicable to the goods declared for each line of a CCD. Until implementation of the new Customs Tariff ‘check digits’ must be inserted.
Operations Ref: South African Customs Tariff Code – Schedule 1
Location:
[SAD Box 33A] [CD1: Consignment Line Details > Commodity Classification Code]

Rules and Usage:
a) Required for all CCDs except cancellation CCDs.
b) Personal or household effects – Tariff subheadings 99.99.99.90(1) and 99.99(8) respectively must be used in lieu of tariff headings.

5.6 Trade Agreement

REPRESENTATION: Trade Agreement

WCO3 PATH: SET Declaration.GoodsShipment.GovernmentAgencyGoodsItem.AdditionalInformation.StatementTypeCode (369) = AAF (Rate additional information)

FIELD TYPE and LENGTH: AN 11
Description:
Denotes the old Malawi and Southern Rhodesia trade agreement. These trade agreements do not form part of the Customs tariff.
Operations Ref: None
Location:
[SAD Box 44] [CD1: Consignment Line Details > Trade Agreement]

Rules and Usage:
Where goods are cleared under a reduced rate of duty in terms of the trade agreement between South Africa and Zimbabwe, the relevant Customs Tariff Code and subheading number, appearing in Column II, E.G. 6104.00 (A), and designation of goods, if any appearing in Column III, e.g. (A)(1)(a), must be inserted in this box. However, if goods are cleared in terms of the South Africa/Malawi Trade Agreement the only particulars to be inserted in this box is the four-digit tariff heading, e.g. 61.04.
5.7 Quantity—“1” (Statistical Quantity)

REPRESENTATION: Supplementary Quantity – 1  
FIELD TYPE and LENGTH: AN 11

Description:  
Denotes the quantity of the goods in the unit as required by Customs for tariff, for statistical purposes.

Operations Ref:  
SC-CF-04-A02 – Supplementary Unit Codes  
SC-CF-04-A04 – Other Quantities Countable

Location:  
[SAD Box 41 | CD1: Consignment Line Details > Supplementary Quantity – 1]

Rules and Usage:  
The quantities required in terms of the relative tariff heading/rebate item, must be entered here [always reflected to two (2) decimals]. These quantities must be reflected in the units specified in the tariff. Required for all CCDs. If the statistical quantity declared for imported motor vehicles on line level is greater than “1.00 NO”, the CCD will be outright rejected.

5.8 Code—“1”

REPRESENTATION: Supplementary Code – “1”  
FIELD TYPE and LENGTH: AN 2

Description:  
Denotes the unit of measure for Quantity – “1”.

Operations Ref:  
SC-CF-04-A02 – Supplementary Unit Codes  
SC-CF-04-A04 – Other Quantities Countable

Location:  
[SAD Box 41B | CD1: Consignment Line Details > Code – 1]

Rules and Usage:  
Required for all CCDs.

5.9 Quantity—“2” (Duty Calculation)

REPRESENTATION: Supplementary Quantity – “2”  
FIELD TYPE and LENGTH: AN 11

Description:  
Denotes the Quantity of the goods in the unit as required by Customs for tariff, for duty calculation purposes.

Operations Ref:  
SC-CF-04-A02 – Supplementary Unit Codes  
SC-CF-04-A04 – Other Quantities Countable
5.10 Code-“2”

**REPRESENTATION:** Supplementary Code – “2”

**WCO3 PATH:**

**FIELD TYPE and LENGTH:** AN 2

**Description:**
Denotes the unit of measure for Quantity – “2.”

**Operations Ref:**
SC-CF-04-A02 – Supplementary Unit Codes
SC-CF-04-A04 – Other Quantities Countable

5.11 Quantity – “3” (Classification)

**REPRESENTATION:** Supplementary Quantity – “3”

**WCO3 PATH:**

**FIELD TYPE and LENGTH:** AN 11

**Description:**
Denotes the Quantity of the goods in the unit as required by Customs for tariff, for classification purposes.

**Operations Ref:**
SC-CF-04-A02 – Supplementary Unit Codes
SC-CF-04-A04 – Other Quantities Countable

**Rules and Usage:**
Required for all CCDs.
The quantities required in terms of the relative tariff heading / rebate item, must be entered here [always reflected to two (2) decimals]. These quantities must be reflected in the units specified in the tariff.
5.12 Code-“3”

**REPRESENTATION:** Supplementary Code – “3”

**WCO3 PATH:**

**FIELD TYPE and LENGTH:** AN 2

**Description:**
Denotes the unit of measure for Quantity – “3”.

**Operations Ref:**
SC-CF-04-A02 – Supplementary Unit Codes
SC-CF-04-A04 – Other Quantities Countable

**Location:**
[SAD Box 41F CD1: Consignment Line Details > Code – 3]

**Rules and Usage:**
Required for all CCDs. The quantities required in terms of the relative tariff heading / rebate item, must be entered here [always reflected to two (2) decimals]. These quantities must be reflected in the units specified in the tariff.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
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<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

5.13 Quantity- “4” (Countable Quantity)

**REPRESENTATION:** Countable Quantity Code

**WCO3 PATH:**

**FIELD TYPE and LENGTH:** AN 11

**Description:**
Denotes the quantity of the goods in the unit as required by warehouse purposes. All CCDs with CPC combinations E 40(Wh), E 42(WE), A 11-40/41/44(XDP), E 44(XRW), E 43(X18), A 13-40/41/44; A 15-40/41/44; A 15-40/41/44; J 80-40/41/44(XGR), and A 10-40/41/44(XOL). Irrespective of the quantities and codes declared in Box 41 “Supplementary Units”, the countable quantity should always be declared.

**Operations Ref:**
SC-CF-04-A02 – Supplementary Unit Codes
SC-CF-04-A04 – Other Quantities Countable

**Location:**
[SAD Box 45 CD1: Consignment Line Details > Countable Quantity]

**Rules and Usage:**
This data field is to declare a quantity specifically for stock taking purposes. E.g. textiles where the statistical quantity required is kilograms (KG) and a classification quantity required is area in square meters (SM). The wholesale packaging of textile fabric will most probably be rolls and therefore the amount of rolls must be declared in this field with the applicable countable quantity code of "RO". The provision in terms of Section 20(6) which clearly indicate that goods packed for retail sale shall not be entered for storage in a storage warehouse unless they are packed in outer containers normally used in the wholesale trade in respect of such goods still apply. In these cases the countable quantity will be the outer containers normally used in the wholesale trade. Required for all warehouse and ex warehouse CCDs. The amount must not reflect decimals.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
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<tbody>
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<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

5.14 Code-“4”
**5.15 Customs Value**

**REPRESENTATION:** Customs Value  
**WCO SAFE:** Required field.  
**FIELD TYPE and LENGTH:** AN 12

**Description:**  
Imports: Denotes the value for Customs purposes calculated in terms Section 65(1) read with Section 66 adjusted in terms of Section 67. Only a full Rand value must be entered and 50 cents is considered to be less than half of a Rand. The minimum value is R1.  
Exports: Denotes the value to be entered in this field is defined in Section 72 and must be reflected to the nearest Rand. If the value is less than R1 such value shall be calculated as R1. For values in excess of R1 fractions up to 50 cent is considered to be less than half of a Rand and must be rounded off to the lower amount. Fractions of R1 in excess of 50 cent are regarded as a full Rand.

**Operations Ref:** None

**Location:**  
| SAD Box 42 | CD1: Consignment Line Details > Customs Value |

**Rules and Usage:**  
a) Customs value must always be expressed in South African Rand, no cents. In other words no decimals.  
b) **Cost of Repair.** This concept is applicable when declaring goods under ‘procedure measure’ item 409.04. The requirement when declaring cost of repair is as follows:  
i) Customs Value field = value of goods temporarily exported; and  
ii) Actual Price field = cost of repair.  
iii) **Example:**  
A) Machine imported from UK. Value = R5400.  
B) Machine breaks down sent for repair to supplier –  
   i) Ocean freight and costs for delivery of machine to manufacturer in UK = R700.  
   ii) Repair costs in UK = R500.  
   iii) Repairer’s profit = R100  
C) Machine repaired and returned to South Africa – Costs, charges and expenses incident to delivery of the machine to the fob valuation point for export to South Africa = R200  
D) Clearance for re-importation must therefore reflect the following details:  
   i) Customs Value field = R5400.  
   ii) Actual Price field = R800.  

c) **Intellectual Value.** The requirement when declaring intellectual value is as follows:
i) Only applicable to import CCDs;
ii) Intellectual Value is only applicable to the clearance of good classified within Tariff 8523;
iii) Customs Value field = cost of the carrier medium; and
iv) Actual Price field = cost of the carrier medium plus intellectual value.

v) **Example 1:**
   A) Recorded computer programmes = R4920
   B) Value split as follows:
      I) Intellectual value = R4500
      II) Value of carrier medium = R420
   C) Therefore:
      I) Customs value field = R420 and
      II) Actual Price field = R4500.

vi) **Example 2:**
   A) Recorded computer programmes = R5150
   B) Customs value = R5150
   C) The requirement that the value of the carrier medium must be clearly distinguished from the data or instruction (intellectual value) was not compiled with. Therefore the full invoiced price will form the basis for calculation of the Customs value.

vii) **Example 3:**
   A) Recorded computer games = R6720
   B) Value split as follows:
      I) Intellectual Value = R6200
      II) Value of carrier medium = R520
   C) Therefore:
      I) Customs value field = R 520
      II) Actual Price field = R6720

d) Except in the instances below, the Customs / Excise value and the actual price on import CCDs must be equal, if not the CCD will be rejected:
   i) Where the CPC is I 77-20/60/68/75 or I 78-76;
   ii) Any CPC where the tariff classification is 8523;
   iii) Any CPC where the actual price is zero (0); or
   iv) Any CPC, where a VDN is declared, the actual price and Customs value may differ.
B) Machine breaks down sent for repair to supplier –
   I) Ocean freight and costs for delivery of machine to manufacturer in UK = R700.
   II) Repair costs in UK = R500
   III) Repairer’s profit = R100
C) Machine repaired and returned to South Africa – Costs, charges and expenses
   incidental to delivery of the machine to the fob valuation point for export to South
   Africa = R200
D) Clearance for re-importation must therefore reflect the following details:
   I) Customs Value field = R5400
   II) Actual Price field = R800

c) **Intellectual Value**  The requirement when declaring intellectual value is as follows:
   i) Only applicable to import CCDs;
   ii) Intellectual Value is only applicable to the clearance of good classified within Tariff 8523;
   iii) Customs Value field = cost of the carrier medium; and
   iv) Actual Price field = cost of the carrier medium plus intellectual value.

   **Example 1:**
   A) Recorded computer programmes = R4920
   B) Value split as follows:
       I) Intellectual value = R4500
       II) Value of carrier medium = R420
   C) Therefore:
       I) Customs value field = R420 and
       II) Actual Price field = R4500

   **vi) Example 2:**
   A) Recorded computer programmes = R5150
   B) Customs value = R 5150
   C) The requirement that the value of the carrier medium must be clearly distinguished
      from the data or instruction (intellectual value) was not compiled with. Therefore, the
      full invoiced price will form the basis for calculation of the Customs value.

   **vii) Example 3:**
   A) Recorded computer games = R6720
   B) Value split as follows:
       I) Intellectual Value = R6200
       II) Value of carrier medium = R520
   C) Therefore:
       I) Customs value field = R520
       II) Actual Price field = R6720

d) Except in the instances below, the Customs / Excise value and the actual price on import CCDs
   must be equal, if not the CCD will be rejected:
   i) Where the CPC is I 77-20/60/68/75 or I 78-76;
   ii) Any CPC where the tariff classification is 8523;
   iii) Any CPC where the actual price is zero (0); or
   iv) Any CPC, where a VDN is declared, the actual price and Customs value may differ.
b) If it is required that the rebated amount of Customs duty or duty i.r.o. Schedule 1 Part 2B be reflected on the CCD, these amounts must be inserted in the description field of the line to which they relate.

c) On importation of a vehicle it is mandatory that the engine and chassis numbers be reflected in this field.

Operations Ref: None

Location:

SAD Box 31D CD1: Consignment Line Details > Description of Goods

Rules and Usage:

Required for all CCDs.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
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<th>REPLACE</th>
<th>CANCEL</th>
<th>IMPORT</th>
<th>EXPORT</th>
</tr>
</thead>
</table>

5.18 Additional Information Code

REPRESENTATION: Additional Information Code

WCO3 PATH: Additional Code or Additional Document [Various]

FIELD TYPE and LENGTH: AN 3

<table>
<thead>
<tr>
<th>DRX</th>
<th>Description</th>
<th>Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>EPC</td>
<td>Export Permit Control</td>
<td>Exports</td>
</tr>
<tr>
<td>ETA</td>
<td>EFTA Free Trade Agreement</td>
<td>Exports</td>
</tr>
<tr>
<td>EUR</td>
<td>EU Trade Agreement</td>
<td>Exports</td>
</tr>
</tbody>
</table>

Description:
Denotes the code for an additional information item. This data field has up to ten (10) occurrences meaning that up to ten (10) additional codes can be declared for each line item of a CCD. The following codes are declared in this data field:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADD</td>
<td>Add under-declaration on previous excise account</td>
<td>(Excise)</td>
</tr>
<tr>
<td>ADI</td>
<td>Anti-dumping Duty Item</td>
<td>Imports</td>
</tr>
<tr>
<td>AFH</td>
<td>Agent representing a foreign Haulier (road freight)</td>
<td>Imports / Exports</td>
</tr>
<tr>
<td>AFT</td>
<td>Agent representing a foreign importer or exporter (road freight)</td>
<td>Imports / Exports</td>
</tr>
<tr>
<td>AGO</td>
<td>African Growth and Opportunities Act</td>
<td>Exports</td>
</tr>
<tr>
<td>APE</td>
<td>Approved Exporter</td>
<td>Exports</td>
</tr>
<tr>
<td>BHR</td>
<td>Bond Holder (consignor bond)</td>
<td>Imports / Exports</td>
</tr>
<tr>
<td>BND</td>
<td>Bond Amount</td>
<td>Imports / Exports</td>
</tr>
<tr>
<td>CDI</td>
<td>Countervailing Duty item</td>
<td>Imports</td>
</tr>
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<td>Diamond Beneficiary License</td>
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<td>DBP</td>
<td>Drawback Permit</td>
<td>Exports</td>
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<td>DDL</td>
<td>Diamond Dealer License</td>
<td>Exports</td>
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<td>DDX</td>
<td>Temporary Export Exemption</td>
<td>Exports</td>
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<td>Deduct over-declaration on previous excise acc.</td>
<td>(Excise)</td>
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<td>DLV</td>
<td>Diamond Levy Value</td>
<td>Exports</td>
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<td>DPR</td>
<td>Diamond Producer Registration</td>
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<tr>
<td>DPX</td>
<td>Diamond Producer Exemption</td>
<td>Exports</td>
</tr>
<tr>
<td>DRL</td>
<td>Diamond Researcher</td>
<td>Exports</td>
</tr>
<tr>
<td>GSP</td>
<td>General System of Preferences</td>
<td>Exports</td>
</tr>
<tr>
<td>IPC</td>
<td>Import Permit Control</td>
<td>Imports</td>
</tr>
<tr>
<td>IPP</td>
<td>Inward Processing Permit</td>
<td>Imports</td>
</tr>
<tr>
<td>KBC</td>
<td>Kimberley Certificate</td>
<td>Exports</td>
</tr>
<tr>
<td>MER</td>
<td>Mercosur</td>
<td>Exports</td>
</tr>
<tr>
<td>NUI</td>
<td>New Used Indicator</td>
<td>Imports</td>
</tr>
<tr>
<td>OLI</td>
<td>Ordinary Levy Item</td>
<td>Imports</td>
</tr>
<tr>
<td>Code</td>
<td>Description</td>
<td>Category</td>
</tr>
<tr>
<td>------</td>
<td>-------------</td>
<td>----------</td>
</tr>
<tr>
<td>PGR</td>
<td>Permit for various 4th Schedule General Rebates</td>
<td>Imports</td>
</tr>
<tr>
<td>POL</td>
<td>Permit Ordinary Levy</td>
<td>Imports</td>
</tr>
<tr>
<td>PPR</td>
<td>Provisional Payment Surety Reference</td>
<td>Imports / Exports</td>
</tr>
<tr>
<td>PPS</td>
<td>Provisional Payment Surety</td>
<td>Imports / Exports</td>
</tr>
<tr>
<td>ROO</td>
<td>Rules of Origin</td>
<td>Exports</td>
</tr>
<tr>
<td>SAD</td>
<td>SADC Trade Agreement</td>
<td>Exports</td>
</tr>
<tr>
<td>SGI</td>
<td>Safeguard Duty Item</td>
<td>Imports</td>
</tr>
<tr>
<td>SYN</td>
<td>Synthetic (commodity type)</td>
<td>Exports</td>
</tr>
<tr>
<td>TBP</td>
<td>Temporary Buyers Permit</td>
<td>Exports</td>
</tr>
<tr>
<td>VDN</td>
<td>Value Determination Number</td>
<td>Imports</td>
</tr>
<tr>
<td>VIN</td>
<td>Vehicle Identification Number</td>
<td>Imports / Exports</td>
</tr>
<tr>
<td>VTE</td>
<td>Value Added Tax Exemption</td>
<td>Imports / Exports</td>
</tr>
</tbody>
</table>

**Operations Ref:** Diamond Export Levy: External SOP – Diamond Export Levy – SC-ID-38-S1

**Location:**
SAD Box 44

**Rules and Usage:** None

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>NORM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>INCOMP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PROV</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SUPPLM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P.SUPPLM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>OTHER</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
</tr>
</tbody>
</table>

a) Any amendment lodged in respect of an original clearance must reflect the ‘Additional Information’ items according to the list above.
b) Additional Information Codes may only appear once on a line. If the same Additional Information Code appears more than once on a specific line, the CCD will be rejected.
c) Foreigner validation

i) In all cases where the exporter or the remover is a foreigner, Additional Information Codes AFT and/or AFH must be completed.

ii) Foreign exporters require an “AFT” agent in the additional info field (Line 1) that will represent the exporter.

iii) Foreign removers require an “AFH” agent in the additional info field (Line 1) that will represent the remover.

iv) The foreigner cannot act as an agent on behalf of himself/herself and must make use of a registered agent.

**Usage of specific Additional Information Codes:**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AFH</td>
<td>This code must be inserted on the CCD by the ‘registered agent’ or a ‘licensed clearing agent’ acting on behalf a foreign importer or exporter, where the goods are removed by a ‘foreign’ remover of goods in bond (haulier).</td>
</tr>
</tbody>
</table>

AFT

This code must be inserted on the CCD by the ‘registered agent’ or a ‘licensed clearing agent’ acting on behalf a foreign importer or exporter. Also refer to paragraph’s 2.7, 2.23 and 2.30 in regard to details concerning ‘agent code’ as well as ‘importer code’ and ‘exporter code’.

APE

If “APE” (Approved Exporter) is declared on an export transaction, the transaction will be rejected if the country of destination is not EU or EFTA agreement Countries. “APE” does not apply to other agreements other than EU or EFTA.

BHR

If a bond holder (BHR) is required on a CCD due to removal liabilities, the BHR declared, for e.g.”12345678A” must be valid.

BND

**IMPORTS:** Code “BND” and the amount that represents the duty and/or tax when goods are removed in bond must be inserted in this box. If goods are removed in bond by road – CPCs E 40 (WH), H 42 (WE), B 20 (RIB), B 21/22 (RIT), E 43 (XIB), and E 44 (XRW) – the total amount of the duty and VAT, per item to be lodged as surety must be inserted in this sub box. If the commodity does not attract any duty or VAT the amount should be reflected as zero (0).

**EXPORTS:** Goods removed in bond by road – CPCs H 67 (XE), F 53 (XES), H 68 (ZE) and F 52 (ZES):

a) The abbreviation “BND” and the amount to cover the duty and/or VAT to be lodged as security needs to be inserted per CCD line item. If the commodity does not attract any VAT and/or duty the amount should be reflected as zero (0).
b) Under cover of a Consignor Bond: the abbreviation “BHR” and the Customs client number in respect of the bond owner together with the bond number must be declared on the first line of the CCD only. For example: the Customs client number of the bond owner is 12345600 and the bond number is “B”, the “BHR” value in the Additional Information field must be declared as “12345600B”. The “BND” details must always be reflected per line. This also applies to amended CCDs where an amendment is made on the first line of a CCD.

c) Under cover of surety lodged by means of a Provisional Payment: the abbreviation “PPS” together with the amount, in rand, lodged must be declared in the Additional Information field on the first line of the CCD only. The “BND” particulars must always be reflected per line. This applies to amended CCDs where an amendment is made on the first line of the CCD.

d) Under cover of surety lodged by a Sub-Contractor: the licensed Remover Client number of the Sub-Contractor will be reflected in the “Remover Code” field. The Consignor Bond particulars will be reflected in the Additional Information field in the first line of the CCD only as “BHR” with the third party’s client number and bond number. The “BND” must always be reflected per line.

| EPC | If “EPC” (Export Permit Control) is declared on export CCDs there must be a valid permit number declared in the additional info field, else the transactions will be rejected. |
| IPC | The import permit number declared must be in the exact format as it appears on the permit itself. (Example IMP2004/00001). Only one (1) import permit may be used per CCD line item. If IPC details are declared on a CPC B 22-00, the CCD will be outright rejected because the CPC relates to transit movements which are exempt from import control permit requirements. |
| IPP | Where goods are cleared under CPC J 80 (GR / XGR) and the rebate item of the goods being declared is 470.01, 470.02, 470.03, or 498.00 the permit number issued by ITAC must be inserted per CCD line item. |
| KBC | If “KBC” (Kimberly Certificate) is declared on diamond transactions there must be a certificate number declared in the additional info field. This transaction will be rejected if only “KBC” is declared without the certificate number. |
| MER | To be used when entries claim the preferential rate of duty in terms of the trade agreement between the Common Market of the South comprising Argentina, Brazil, Paraguay and Uruguay (MERCOSUR) and SACU |
| NUI | The import control regulations provide that all second-hand and used goods may only be imported into South Africa on the authority of an import permit issued by the International Trade Administration Commission (ITAC). Importers are required to indicate – in addition to import permit particulars – in the additional information field for each line of the import CCD whether the goods so declared are new, used or second-hand. Goods declared under CPC combinations within procedure category codes A, B, D, E, I, J, K, and L must indicate in the additional information field on each line of the CCD whether the goods are new, used or second-hand. The following abbreviations shall be used to indicate the status of the goods:
  a) For new goods – N
  b) For used goods – U, and
  c) For second-hand goods – S.
If the NUI indicator on a CCD, where rebate item 407.04 is used, is declared as “N”, the CCD will be outright rejected. The nature of rebate item 407.04 is that the vehicle cannot be new. |
| OLI | For goods cleared under CPC A 10, the ordinary levy items 196.10 or 196.20, whichever is applicable to the goods being declared, must be inserted. |
| PGR | The code requires the insertion of a value (example 12345678/QR1/2016-2017/ORG). The permit must be declared on each CCD line. The CCD will be outright rejected where:
  a) The permit(s) do not exist;
  b) The importer on the CCD is not equal to the importer on the permit; and
  c) The quantities have been exceeded. |
<p>| POL | For goods cleared under CPC A 10, code “POL” (permit ordinary levy – exemption) together with the particular permit number must be inserted in this box when goods are exempted from the payment of ordinary levy. |</p>
<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SGI</strong></td>
<td>Code “SGI” (safeguard duty item) followed by the Schedule 2 Part 3 item in the format of item, code and check digit need to be entered in this sub box.</td>
</tr>
<tr>
<td><strong>SUR</strong></td>
<td>The code “SUR” will be rejected on export CCDs where a provisional payment is lodged to cover the duty liability for a consignment, the code “BHR” is permissible.</td>
</tr>
<tr>
<td><strong>VDN</strong></td>
<td>If supplier and / or VDN detail is declared on ex-warehouse CCDs, the CCD will be outright rejected.</td>
</tr>
<tr>
<td><strong>VIN</strong></td>
<td>Vehicles classifiable under headings TH 8702, 8703 and to 8704: The vehicle identification number (VIN) must be declared together with the number per declaration item: a three (3) character alphabetic code (VIN) and the vehicle identification number consisting of 17 alpha numeric characters. The VIN is a structured combination of characters assigned to a vehicle by the manufacturer for identification purposes, consisting of three (3) sections: first the world manufacturer identifier (WMI – 3 characters) section, second the vehicle descriptor section (VDS – 6 characters) and last the vehicle indicator section (VIS – 8 characters). This field is mandatory for International imports and cross-border imports. Vehicles which will and cannot be registered for road use is exempted from this requirement, e.g. golf carts. Export CCDs with the VIN completed requires the additional information value to be completed to avoid the rejection of the CCD. Export CCDs containing VIN in the additional information field requires that the additional information value be completed to avoid the CCD be rejected.</td>
</tr>
</tbody>
</table>
| **VTE** | a) The VTE (Value-Added Tax Exemption) Code and the reference number and date of such permission must be reflected in this box.  
b) Where substitution is granted and the importer elects not to pay the VAT a second time, the ‘VTE’ (Value-Added Tax Exemption) code and the reference number and date of the Branch Manager’s permission must be reflected in this box. |

### 5.19 Additional Information Value

**REPRESENTATION:** Additional Information Value  
**WCO3 PATH:** Various  
**FIELD TYPE and LENGTH:** AN 32  
**Description:** Denotes the value associated to the additional information code.  
**Operations Ref:** None  
**Location:**  
| SAD Box 44 | CD1: Information Reference Details > Additional Information Value |

**Rules and Usage:**  
Refer to Rules and Usage for paragraph 5.18 Additional Information Code, above for detailed description.  
In regard to the application of Additional Information codes ‘AFH’ and ‘AFT’, the following information is required for Additional Information Value:  
a) Insert the Customs client number of the registered agent for AFH value;  
b) Insert the Customs client number of the registered agent for AFT value;  
c) The declaration system will reject an AFT value in the additional information field if it does not have leading zeros up to 32 characters, i.e. for e.g. Customs client number 12345678 must be supplied as “0000000000000000000000000012345678”; and  
d) Where Additional Information Codes AFT / AFH is applicable on a CCD, it must be reflected only on Line 1. If provided on any other line the CCD will be rejected.  
In conjunction with the Additional Information Code, up to ten (10) occurrences of this field are permitted per line item on a CCD.
5.20 To Be Coded

**REPRESENTATION:** Additional Information  
**WCO3 PATH:**  
**FIELD TYPE and LENGTH:** AN 1

<table>
<thead>
<tr>
<th>Description:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Denotes whether or not the content of the CCD is to be incorporated in Customs Trade Statistics, as follows:</td>
</tr>
<tr>
<td>1 = Take up in trade statistics</td>
</tr>
<tr>
<td>2 = Do not take up in trade statistics</td>
</tr>
</tbody>
</table>

**Operations Ref:** SC-CF-04-A19 – Export Coding  
**Location:** SAD Box 44 | CD1: Financial Data > To be Coded

**Rules and Usage:**  
The completion of this field is compulsory a list reflecting the rules as to when should a commodity be coded or not. Required for export CCDs only.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

5.21 Requested Procedure (RPC)

**REPRESENTATION:** Requested Procedure Code  
**WCO3 PATH:**  
**FIELD TYPE and LENGTH:** A 2

<table>
<thead>
<tr>
<th>Description:</th>
</tr>
</thead>
<tbody>
<tr>
<td>The code which denotes the specified procedure within which the goods are to be declared.</td>
</tr>
</tbody>
</table>

**Operations Ref:**  
SC-CF-04-A14 – CPC Combination Matrix  
**Location:** SAD Box 37A | CD1: Consignment Line Details > Consignment Details > Requested Procedure Code

**Rules and Usage:**  
a) The procedure code required / requested for the CCD must be inserted.  
b) The requested procedure H 68 cannot reference different previous procedures across different lines. Previous procedure “46” and “47” can be used on the same CCD on more than one (1) line. However “46” and “47” cannot be mixed with previous procedure “00” on the same CCD.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>
5.22 Previous Procedure (PPC)

**REPRESENTATION:** Previous Procedure Code  
**FIELD TYPE and LENGTH:** A 2  
**Description:** The code which denotes the previous procedure of the goods to be declared.

**Operations Ref:** SC-CF-04-A14 – CPC Combination Matrix

**Location:**  
SAD Box 37B  | CD1: Consignment Line Details > Consignment Details > Previous Procedure Code

**Rules and Usage:**  
If a previous CCD was made the code used at that time must be inserted.  
If no previous CCD was made the code “00” must be inserted.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

5.23 Procedure Measure [Rebate Code]

**REPRESENTATION:** Procedure Measure Code  
**FIELD TYPE and LENGTH:** AN 11  
**Description:** Denotes the Schedule 3, 4 or 5 item which is associated to the Customs procedure combination. A procedure measure indicates the extent of a trade remedy which in terms of  
c) Schedules 3 and 4 rebates the duty payable at time of importation; or  
d) Schedule 5 specifies a drawback or refund.

**Operations Ref:** SC-CF-04-A16 – Procedure Measure Matrix

**Location:**  
SAD Box 44 (Rebate Code)  | CD1: Consignment Line Details>Consignment Details>Procedure Measure

**Rules and Usage:**  
a) **CPC A 15** with respective previous procedure codes on an import clearance, the Rebate Item can only refer to Schedule 4, namely item 412.07.

b) **CPC A 14** with respective previous procedure codes on an import clearance, the Rebate Item can only refer to Schedule 4, namely those specified in SC-CF-04-A16.

c) **CPC K 85** with respective previous procedure codes on an import clearance, the Rebate Item can only refer to Schedule 3, namely those specified in SC-CF-04-A16.

d) **CPC H 62-11** to a clearance for export, the appropriate Schedule 5 item – 522.02, 522.03, 522.04, or 522.06 whichever applicable must be entered in this field. The goods must be available for possible Customs inspection.

e) **CPC H 63-11** to a clearance for export, the appropriate Schedule 5 item – 501.00 to 521.00, and 550.00 to 551.00 where applicable must be entered in this field.  
i) Items 501.00 to 520.00: No permit is required, but the field is mandatory.  
ii) Item 521.00: An ITAC permit is only required in support of the drawback, i.e. it is not required to be reflected on the export clearance. The permit may be issued subsequent to the original export.

f) **CPC H 62-11**, to a clearance for export, the appropriate Schedule 5 item – 522.02, 522.03, 522.04, or 522.06 where applicable must be entered in this field.

g) Import: If a rebate item is declared on any Excise CPC (E 45 / E 46 / E 47) the CCD will be rejected.
5.24 Duty Tax Type / Duty Tax Amount

**REPRESENTATION:** Duty Tax Type / Duty Tax Amount

**WCO3 PATH:** SET Declaration.GoodsShipment.GovernmentAgencyGoodsItem.Commodity.TypeCode (113) = 1P1; 12A; 12B; 13A; 13B; 13C; 13D; 13E; 15A; 15B; 17A; 1P8; 2P1; 2P2; 2P3; DLA; PEN; FOR; PPA; PPC; PPG; PPE; PPR or PPT.


**FIELD TYPE and LENGTH:** AN 3/N 12

**Description:**

a) Denotes the amount of duty or tax assessed in South African Rand and cents. First (ten) 10 digits represent South African Rand and the last (two) 2 digits cents. This field has up to ten (10) occurrences to accommodate up to ten (10) different tax types per line item. The following duty / tax types are provided for and are determined according to the Customs tariff:

b) Provisional payment (PP) types are added where the client can select these codes per import CCD or per line. No DA 70 will be completed as prescribed in the Provisional Payment Standard (SC-CF-25).

c) Provisional payments covering duties and VAT are calculated to the nearest cent.

d) If a provisional payment is to cover a possible contravention (PEN) or forfeiture (FOR), the amounts are calculated to the nearest rand.

e) VAT penalties are calculated to the nearest cent.

f) If PEN is inserted and the client accepts the application in terms of Section 91 (Administrative penalties) a CCD in terms of Section 91 must be completed, signed and scanned to the inspection case. This will only apply to import CCDs.

g) Clients required to declare goods electronically in terms of Rule 101A.01A(2)(a)(v) must, whether or not registered for payment of duty and taxes, use the SARS eFiling service when making payment to SARS. The deferment scheme cannot be used for PP payment.

<table>
<thead>
<tr>
<th>Code</th>
<th>Duty Tax Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>12A</td>
<td>Duty Schedule 1 Part 2A</td>
</tr>
<tr>
<td>12B</td>
<td>Duty Schedule 1 Part 2B</td>
</tr>
<tr>
<td>13A</td>
<td>Duty Schedule 1 Part 3A</td>
</tr>
<tr>
<td>13B</td>
<td>Duty Schedule 1 Part 3B</td>
</tr>
<tr>
<td>13C</td>
<td>Duty Schedule 1 Part 3C</td>
</tr>
<tr>
<td>13D</td>
<td>Duty Schedule 1 Part 3D</td>
</tr>
<tr>
<td>13E</td>
<td>Duty Schedule 1 Part 3E</td>
</tr>
<tr>
<td>15A</td>
<td>Duty Schedule 1 Part 5A</td>
</tr>
<tr>
<td>15B</td>
<td>Duty Schedule 1 Part 5B</td>
</tr>
<tr>
<td>17A</td>
<td>Duty Schedule 1 Part 7A</td>
</tr>
<tr>
<td>1P1</td>
<td>Ordinary Customs Duty</td>
</tr>
<tr>
<td>1P8</td>
<td>Ordinary Levy</td>
</tr>
<tr>
<td>2P1</td>
<td>Duty Schedule 2 Part 1</td>
</tr>
<tr>
<td>2P2</td>
<td>Duty Schedule 2 Part 2</td>
</tr>
<tr>
<td>2P3</td>
<td>Duty Schedule 2 Part 3</td>
</tr>
<tr>
<td>DLA</td>
<td>Diamond Export Levy Amount</td>
</tr>
<tr>
<td>FOR</td>
<td>Forfeiture Amount</td>
</tr>
<tr>
<td>PEN</td>
<td>Penalty Amount</td>
</tr>
<tr>
<td>PPA</td>
<td>Provisional Anti-Dumping</td>
</tr>
<tr>
<td>PPC</td>
<td>Provisional Countervailing</td>
</tr>
<tr>
<td>PPE</td>
<td>Provisional payment code &quot;PPE&quot; must be selected for embargo release if the goods cannot be inspected at a Customs control area</td>
</tr>
<tr>
<td>PPG</td>
<td>Provisional Safeguarding</td>
</tr>
<tr>
<td>PPR</td>
<td>Code PPR and the amount must be inserted when a provisional payment is lodged to cover for conditional release</td>
</tr>
<tr>
<td>PPT</td>
<td>Code PPT and the amount for goods cleared when a provisional payment for temporary imports is required</td>
</tr>
<tr>
<td>Code</td>
<td>Description</td>
</tr>
<tr>
<td>------</td>
<td>-----------------------------------</td>
</tr>
<tr>
<td>100</td>
<td>None (Not claiming a preference)</td>
</tr>
<tr>
<td>200</td>
<td>Preferential Rate (Claiming)</td>
</tr>
<tr>
<td>300</td>
<td>National Quota (Claiming)</td>
</tr>
<tr>
<td>400</td>
<td>Preferential Quota (Claiming)</td>
</tr>
</tbody>
</table>

### 5.25 Preference Code

**REPRESENTATION:** Preference Code  
**FIELD TYPE and LENGTH:** AN 3

**Description:**
Denotes the declarant’s intent regarding a preferential rate of duty or quota and is required for duty calculation and compliance purposes.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>None (Not claiming a preference)</td>
</tr>
<tr>
<td>200</td>
<td>Preferential Rate (Claiming)</td>
</tr>
<tr>
<td>300</td>
<td>National Quota (Claiming)</td>
</tr>
<tr>
<td>400</td>
<td>Preferential Quota (Claiming)</td>
</tr>
</tbody>
</table>

**Operations Ref:** None
a) Preference codes are mandatory on all import CCDs irrespective of whether a trade agreement applies or not.
   i) Code “100” is the default code to be used on all imported CCDs.
   ii) Code “200” must be used when a preferential rate is applicable as per Schedule 1, Part 1.
   iii) Code “300” must be used when a national quota is applicable as per Schedule 1, Part 1.
   iv) Code “400” must be used where a preferential quota rate is applicable as per the general notes to Schedule 1, Part 1:
      A) The Economic Partnership Agreement (EPA);
      B) The European Free Trade Association (EFTA); and
      C) The Common Market of the South comprising Argentina, Brazil, Paraguay and Uruguay (MERCOSUR).

b) The CCD will be outright rejected if the system validation fails, for example:
   i) Preferential code invalid; or
   ii) Preferential code not applicable.

c) Additional validations for all trade agreements:
   i) Preferential treatment CCDs will only be accepted where the country of destination is “ZA”.
   ii) Preferential treatment CCDs where the country of destination is one (1) of the BLNS countries must be processed in that BLNS country.

d) Preferential tariff quota validations for all applicable trade agreements:
   i) All quotas will be registered on the Licence and Certificate Module.
   ii) To be managed on first-come-first-service basis with no permit or certificate to be declared on the import CCD.
   iii) Import CCDs will be outright rejected as per normal permit or certificate validations, for example if the quota balance is exhausted.

e) Issuing of rules of origin (ROO) certificates on goods exported:
   i) SACU EPA, will continue as under SA EU Trade Agreement; and
   ii) SACU MERCOSUR:
      A) Same process and criteria as other trade agreements; and
      B) The “Additional Information” code that must be declared on the CCD is “MER”.

6 TOTAL DETAILS – SUMMARY DETAILS REFERRING TO SUM OF THE INDIVIDUAL VALUES AND AMOUNTS BEING DECLARED AT LINE ITEM LEVEL

6.1 CIF&C Value

REPRESENTATION: CIF and C Value
WCO3 PATH: Declaration.GoodsShipment.CustomsValuation.ExitToEntryChargeAmount (121)
FIELD TYPE and LENGTH: AN 12

Description:
Denotes the cost, insurance, freight and commission related to the consignment being declared. Expressed in South African Rand only, no cents.

Rules and Usage:
Required for all import CCDs, including BLNS import CCDs. When cancelling a CCD, the CIF&C must be blank.

6.2 Transaction Value
REPRESENTATION: Transaction Value  
WCO3 PATH: Declaration.InvoiceAmount/value (109)  
FIELD TYPE and LENGTH: AN 12

Description:  
Denotes the transaction value (Invoice value) for the shipment required for the SARB purposes.  
Expressed in the currency of the invoice, no decimals. The applicable currency code must be reflected in the Transaction Value Currency Code field.

Operations Ref: None

Location:  
| SAD Box 28 | CD1: Financial Data > Transaction Value |

Rules and Usage:  
Required for international export and cross-border export CCDs. This data filed is associated and co-dependent with paragraph 6.3 Transaction Value Currency Code.  
If the Transaction Value is greater than zero (0), a valid Currency Code must be supplied, else it will be rejected.  
If Credit Terms is supplied as “NEP”, then the Transaction Value must be zero and no Bank Code must be supplied, else it will be rejected.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

6.3 Transaction Value Currency Code

REPRESENTATION: Currency Code  
WCO3 PATH: Declaration.InvoiceAmount/currency (109)  
FIELD TYPE and LENGTH: AN 3

Description:  
Denotes the currency in respect of the ‘Transaction Value’. Required for SARB purposes.

Operations Ref: SC-CF-04-A20

Location:  
| SAD Box 28 | CD1: Financial Data > Currency Code |

Rules and Usage:  
Required for international export and cross-border export CCDs.  
Where the Transaction Value is greater than zero (0), a valid Currency Code must be supplied, else it will be rejected.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

6.4 Amount Overpaid on Previous Excise Account

REPRESENTATION: Amount Overpaid in Previous Excise Account  
WCO3 PATH: Duty Tax Fee Assessed [120/113 = EUN]  
FIELD TYPE and LENGTH: AN 12

Description:  
Denotes the amount overpaid in a previous excise account in South African Rand and cents. This field is not applicable for Customs import and export CCDs.

Operations Ref: None

Location:  
| SAD Box 47 | CD1: Financial Data > Amount Overpaid in Previous Excise Account |

Rules and Usage:
Only required in respect of existing type ZDP excise CCDs. There is no CPC equivalent for ZDP purpose code, therefore ZDP must be inserted in the PCC field.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P_SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

6.5 **Amount Underpaid on Previous Excise Account**

**REPRESENTATION:** Amount Underpaid in Previous Excise Account  
**WCO3 PATH:** Duty Tax Fee Assessed \[120/113 = EOV\]  
**FIELD TYPE and LENGTH:** AN 12

**Description:**  
Denotes the amount underpaid in a previous excise account in South African Rand and cents. This field is not applicable for Customs import and export CCDs.

**Operations Ref:** None

**Location:**  
[SAD Box 47] [CD1: Financial Data > Amount Underpaid in Previous Excise Account]

**Rules and Usage:**  
Only required in respect of existing type ZDP Excise CCDs. There is no CPC equivalent for ZDP purpose code, therefore ZDP must be inserted in the PCC field.

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P_SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>
6.6 Total Duties Due

**REPRESENTATION:** Total Duties Due  
**WCO3 PATH:** Duty Tax Fee Assessed [120]  
**FIELD TYPE and LENGTH:** AN 12

**Description:**
Denotes the total sum of duties due and must contain the summary of duties for each line item on the CCDs. Whereas each line item will reflect the individual tax amounts i.e. DUTY TAX TYPE / DUTY TAX AMOUNT, such amounts for 'TOTAL DUTIES DUE' field must be consolidated as follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>Duty Tax Type – Line Item</th>
<th>Duty Tax Type – Total Duties Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>12A</td>
<td>Duty Schedule 1 Part 2A</td>
<td>Duty Schedule 1 Part 2B</td>
</tr>
<tr>
<td>12B</td>
<td>Duty Schedule 1 Part 2B</td>
<td>Duty Schedule 1 Part 2B</td>
</tr>
<tr>
<td>13A</td>
<td>Duty Schedule 1 Part 3A</td>
<td>Duty Schedule 1 Part 3B</td>
</tr>
<tr>
<td>13B</td>
<td>Duty Schedule 1 Part 3B</td>
<td>Duty Schedule 1 Part 3C</td>
</tr>
<tr>
<td>13C</td>
<td>Duty Schedule 1 Part 3C</td>
<td>Duty Schedule 1 Part 3D</td>
</tr>
<tr>
<td>13D</td>
<td>Duty Schedule 1 Part 3D</td>
<td>Duty Schedule 1 Part 3E</td>
</tr>
<tr>
<td>13E</td>
<td>Duty Schedule 1 Part 3E</td>
<td>Duty Schedule 1 Part 5A</td>
</tr>
<tr>
<td>15A</td>
<td>Duty Schedule 1 Part 5A</td>
<td>Duty Schedule 1 Part 5B</td>
</tr>
<tr>
<td>17A</td>
<td>Duty Schedule 1 Part 7A</td>
<td>Duty Schedule 1 Part 7A</td>
</tr>
<tr>
<td>1P1</td>
<td>Ordinary Customs Duty</td>
<td>Customs Duty</td>
</tr>
<tr>
<td>1P8</td>
<td>Ordinary Levy</td>
<td>Duty</td>
</tr>
<tr>
<td>2P1</td>
<td>Duty Schedule 2 Part 1</td>
<td>Customs Duty</td>
</tr>
<tr>
<td>2P2</td>
<td>Duty Schedule 2 Part 2</td>
<td>Customs Duty</td>
</tr>
<tr>
<td>2P3</td>
<td>Duty Schedule 2 Part 3</td>
<td>Customs Duty</td>
</tr>
<tr>
<td>FOR</td>
<td>Forfeiture</td>
<td>Forfeiture amount</td>
</tr>
<tr>
<td>PEN</td>
<td>Penalty</td>
<td>Penalty amount</td>
</tr>
<tr>
<td>PPA</td>
<td>Provisional Anti-Dumping</td>
<td>Provisional Anti-Dumping amount</td>
</tr>
<tr>
<td>PPC</td>
<td>Provisional Countervailing</td>
<td>Provisional Countervailing amount</td>
</tr>
<tr>
<td>PPE</td>
<td>Embargo Release</td>
<td>PPE amount</td>
</tr>
<tr>
<td>PPCG</td>
<td>Provisional Safeguarding</td>
<td>Provisional Safeguarding amount</td>
</tr>
<tr>
<td>PPR</td>
<td>Conditional Release</td>
<td>PPR amount</td>
</tr>
<tr>
<td>PPT</td>
<td>Temporary Imports</td>
<td>PPT amount</td>
</tr>
<tr>
<td>VAT</td>
<td>VAT</td>
<td>Value-Added Tax amount</td>
</tr>
</tbody>
</table>

**Operations Ref:** None

**Location:**
SAD Box 47  
CD1: Financial Data > Total Duties Due

**Rules and Usage:**
a) Required for all import CCDs.  
b) Applicable to export CCDs where Diamond Export Levy is applicable.  
c) When used in conjunction with message type 4 (amendment), this value represents the difference in duty overpaid or under paid.

<table>
<thead>
<tr>
<th></th>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
<th>ORIGINAL</th>
<th>AMEND</th>
<th>REPLACE</th>
<th>CANCEL</th>
<th>IMPORT</th>
<th>EXPORT</th>
</tr>
</thead>
</table>

6.7 Total VAT Due

**REPRESENTATION:** Total VAT Due  
**WCO3 PATH:** Duty Tax Fee Assessed [120]  
**FIELD TYPE and LENGTH:** AN 12

**Description:**
Denotes the total sum of VAT due in respect of an amendment to an original clearance. This field must contain the summary of VAT for each line item on the CCD. Whereas each line item will reflect the individual tax amount i.e. DUTY TAX TYPE / DUTY TAX AMOUNT, such amount for 'TOTAL VAT DUE' field must be consolidated as follows:

<table>
<thead>
<tr>
<th>Code</th>
<th>Duty Tax Type – Line Item</th>
<th>Duty Tax Type – Total Duties Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>1P1</td>
<td>Ordinary Customs Duty</td>
<td>Customs Duty</td>
</tr>
<tr>
<td>12A</td>
<td>Duty Schedule 1 Part 2A</td>
<td>Duty</td>
</tr>
<tr>
<td>12B</td>
<td>Duty Schedule 1 Part 2B</td>
<td>Duty Schedule 1 Part 2B</td>
</tr>
<tr>
<td>13A</td>
<td>Duty Schedule 1 Part 3A</td>
<td>Duty</td>
</tr>
<tr>
<td>13B</td>
<td>Duty Schedule 1 Part 3B</td>
<td>Duty</td>
</tr>
<tr>
<td>13C</td>
<td>Duty Schedule 1 Part 3C</td>
<td>Duty</td>
</tr>
<tr>
<td>13D</td>
<td>Duty Schedule 1 Part 3D</td>
<td>Duty</td>
</tr>
<tr>
<td>13E</td>
<td>Duty Schedule 1 Part 3E</td>
<td>Duty</td>
</tr>
<tr>
<td>15A</td>
<td>Duty Schedule 1 Part 5A</td>
<td>Duty</td>
</tr>
<tr>
<td>15B</td>
<td>Duty Schedule 1 Part 5B</td>
<td>Duty</td>
</tr>
<tr>
<td>17A</td>
<td>Duty Schedule 1 Part 7A</td>
<td>Duty</td>
</tr>
<tr>
<td>1P8</td>
<td>Ordinary Levy</td>
<td>Duty</td>
</tr>
<tr>
<td>2P1</td>
<td>Duty Schedule 2 Part 1</td>
<td>Customs Duty</td>
</tr>
<tr>
<td>2P2</td>
<td>Duty Schedule 2 Part 2</td>
<td>Customs Duty</td>
</tr>
<tr>
<td>2P3</td>
<td>Duty Schedule 2 Part 3</td>
<td>Customs Duty</td>
</tr>
<tr>
<td>VAT</td>
<td>Value-Added Tax Amount</td>
<td>VAT</td>
</tr>
</tbody>
</table>

**Operations Ref:** None

**Location:**  
[SAD Box 47] [CD1: Financial Data > Total VAT Due]

**Rules and Usage:**

a) Required for all CCDs.

b) When used in conjunction with message type 4 (amendment), this value represents the difference in VAT payable.

c) The duty / VAT calculations on amended CCDs are the same as the duty / VAT calculations performed on original and substitution CCDs. Amended CCDs will be outright rejected when any duty / VAT calculation errors are detected.

d) In the event of a lower VAT payable, the VAT over paid can be claimed either from the Receiver of Revenue or from Customs. Refer to SC-DT-C-04.

Depending on this the following will apply:

<table>
<thead>
<tr>
<th>Declaration field</th>
<th>VAT claimed from Receiver of Revenue</th>
<th>Customs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Added Tax Value</td>
<td>Amended ATV</td>
<td></td>
</tr>
<tr>
<td>VAT per line / item</td>
<td>VAT payable on the amend ATV</td>
<td></td>
</tr>
<tr>
<td>Totals before correction</td>
<td>VAT as paid on the original CCD</td>
<td></td>
</tr>
<tr>
<td>Totals after correction</td>
<td>VAT as paid on the original CCD</td>
<td>VAT payable on the new ATV</td>
</tr>
<tr>
<td>Differences</td>
<td>Zero</td>
<td>Difference between VAT originally paid and VAT now payable</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NORM</th>
<th>INCOMP</th>
<th>PROV</th>
<th>SUPPLM</th>
<th>P.SUPPLM</th>
<th>OTHER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ORIGINAL</td>
<td>AMEND</td>
<td>REPLACE</td>
<td>CANCEL</td>
<td>IMPORT</td>
<td>EXPORT</td>
</tr>
</tbody>
</table>

---

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7 MANUAL FORMS

a) In regard to information required on a manually completed or printed SAD 500 on Line Item level–
   i) Duty Tax Types – as specified in paragraph 5.24 DUTY/TAX TYPE and DUTY/TAX AMOUNT –
      must be inserted in Box 47 together with the calculated duty/tax amount.
   ii) Example: Where the line item attracts ‘Ordinary Customs Duty’, ‘Duty Schedule 1 Part 2B’, and
       ‘Value-Added Tax’ Box 47 must contain the following Duty Tax Type codes and their corresponding
       calculated duty/tax amounts – 1P1, 12B, and VAT.

b) In regard to cross-border transactions data fields in respect of transit control must be completed manually
   on the SAD 502 and SAD 507.

c) In regard to in-bond and in-transit movements data fields in respect of bond control must be completed
   manually on the SAD 505 and SAD 507.

d) In regard to information required on manually completed or printed amended CCDs SAD 504/554/604 on
   i) Totals Level – Calculated duties and taxes must be inserted. The amended CCD must specify
      ‘Totals Before Correction’, ‘Totals After Correction’ and ‘Differences’ in the fields provided.
   ii) Line Item Level – Duty Tax Types – as specified in paragraph 5.24 DUTY/TAX TYPE and
      DUTY/TAX AMOUNT.
   iii) If there is insufficient space to insert all required codes and amounts, the declarant may insert
      these in the ‘Description of Goods’ field on the amended CCD.

8 CUSTOMS CLEARANCE DECLARATIONS AND STATUS RESPONSE MESSAGES

a) For each and every inbound electronic submission by a trader to Customs, there will result one (1) or
   more status response messages.

b) The table below indicates the complete list of inbound and out bound message types and response
   statuses:

<table>
<thead>
<tr>
<th>Customs Status Code</th>
<th>Description</th>
<th>Purpose</th>
<th>IMP</th>
<th>EXP</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Release</td>
<td>To release goods approved by Customs</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>2</td>
<td>Physical inspection</td>
<td>To notify declarants of a-</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>a) Physical unpack inspection;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>b) Detention for Customs;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>c) A non-intrusive inspection (X-Ray scan); or</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>d) Request to investigate</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Conditional release</td>
<td>To facilitate release of goods against payment of a surety, pending submission of additional information for finalisation of a case</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>4</td>
<td>Detain for OGA (Other Government Agency)</td>
<td>To facilitate release from Customs control, but notify the declarant that the goods in question are still subject to intervention from a designated government agency</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Customs Status Code</td>
<td>Description</td>
<td>Purpose</td>
<td>IMP</td>
<td>EXP</td>
</tr>
<tr>
<td>-------------------</td>
<td>-------------------------------------------------------</td>
<td>-------------------------------------------------------------------------</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td>5</td>
<td>Conditional release – detain for OGA</td>
<td>To facilitate release of goods against payment of a surety, pending intervention from a designated OGA</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>6</td>
<td>Reject declaration</td>
<td>To notify declarants that one (1) or more fields of a CCD are:</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>a) Invalid or incorrect;</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>b) Duty/tax incorrectly calculated; and/or</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>c) A required document is missing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Ready for Cash Payment</td>
<td>To notify declarant that a CCD is awaiting a cash payment</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Proceed to Border;</td>
<td>To notify a BLNS declarant that the declared consignment can be transported to the border</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>9</td>
<td>Already on system</td>
<td>To notify the declarant that a CCD has already been lodged on the Customs system</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>13</td>
<td>Query – Supporting documents required</td>
<td>To notify the declarant that the CCD has been automatically selected by the Customs risk engine and standard clearance supporting documents must be submitted</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>14</td>
<td>Referred to Checking (Excise CCDs only)</td>
<td>To notify a Release Authority (Depot, Transit Shed, Cargo Reporter) that a previous status has been cancelled</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>23</td>
<td>Cancelling a CUSRES</td>
<td>To notify a Release Authority (Depot, Transit Shed, Cargo Reporter) that the CCD has already been lodged on the Customs system</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>24</td>
<td>Amending a CUSRES</td>
<td>To notify a Release Authority (Depot, Transit Shed, Cargo Reporter) that the CCD has been amended, but the last status still applies</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>25</td>
<td>Release Revocation</td>
<td>Not currently in operation</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>26</td>
<td>Request adjustment to declaration</td>
<td>To notify a declarant—subsequent to an inspection—that an amended CCD is required to the original clearance</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>27</td>
<td>Accept amendment</td>
<td>To notify the declarant that an amended CCD has been processed and accepted on the Customs system. [This is not a release message]. (If goods are still under Customs control, a Release status “1” will be automatically sent to the declarant and Release Authority).</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>28</td>
<td>Accept cancellation</td>
<td>To notify the declarant that a cancellation amended CCD has been processed and accepted on the Customs system. [This is not a release message]. (If goods are still under Customs control, a Release status “1” will be automatically sent to the declarant and Release Authority).</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>29</td>
<td>Accept substitution</td>
<td>To notify the declarant that a substitution amended CCD has been processed and accepted on the Customs system. [This is not a release message]. (If goods are still under Customs control, a Release status “1” will be automatically sent to the declarant and Release Authority).</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>Insufficient funds</td>
<td>Not currently in operation</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Customs Status Code</td>
<td>Description</td>
<td>Purpose</td>
<td>IMP</td>
<td>EXP</td>
</tr>
<tr>
<td>-------------------</td>
<td>----------------------------------------------</td>
<td>-------------------------------------------------------------------------</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td>31</td>
<td>Request additional supporting documents</td>
<td>To notify the declarant that further specific information, trade</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>documentation, product related literature, or proof is required</td>
<td></td>
<td></td>
</tr>
<tr>
<td>32</td>
<td>Seizure</td>
<td>To notify declarant and Release Authority of the seizure of goods</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>33</td>
<td>Supporting documents received</td>
<td>To notify the declarant that documents filed under E@syScan have been</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>received by Customs and are being processed</td>
<td></td>
<td></td>
</tr>
<tr>
<td>34</td>
<td>Case closed</td>
<td>To notify the declarant that a case is now closed</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>35</td>
<td>Reminder for outstanding documents</td>
<td>To notify the declarant that originally requested documents have not</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>yet been received by Customs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>36</td>
<td>Booking confirmation</td>
<td>To notify declarant of confirmation of booking for a physical inspection</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>37</td>
<td>Received and updated on the Customs system</td>
<td>To notify a declarant that a BLNS requested amended CCD has been</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>received and is being processed/updated on the Customs system</td>
<td></td>
<td></td>
</tr>
<tr>
<td>38</td>
<td>Offline release</td>
<td>Issued in cases where a system error has occurred precluding</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>finalisation of processing of a clearance on the Customs system</td>
<td></td>
<td></td>
</tr>
<tr>
<td>39</td>
<td>Technical issue notification</td>
<td>Issued in the event of a technical system issue, to advise of</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>a possible delay in the processing of such CCD</td>
<td></td>
<td></td>
</tr>
<tr>
<td>40</td>
<td>Entry Arrival Notification</td>
<td>To notify the road carrier of the arrival of his/her truck at the</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Customs arrival gate at a land port. This message will also be</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>transmitted to a declarant where he/she did not receive a</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>‘proceed to border’ (status 8) message in respect of his/her</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>consignment, e.g. goods removed in transit to the border from a sea</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>port.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>41</td>
<td>Entry Exit Notification</td>
<td>To notify the road carrier that his/her truck has exited a land port,</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td></td>
<td></td>
<td>as well as to notify a declarant with cargo on such a truck that his/</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>her consignment has exited a land port.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>42</td>
<td>Provisional Payment Expiry Reminder</td>
<td>To notify a declarant that a PP lodged on an Import CCD is about to</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>expire and action must be taken to finalise the PP case</td>
<td></td>
<td></td>
</tr>
<tr>
<td>43</td>
<td>Provisional Payment Appeal Application</td>
<td>To notify a declarant that an appeal application has been recorded on</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Received</td>
<td>a PP case. This will prevent a PP from being liquidated while an appeal</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>is not finalised.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>44</td>
<td>Provisional Payment Extension Request</td>
<td>To notify a declarant that an application for the extension of the</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Granted</td>
<td>expiry dates of a PP was granted. The message will include the new</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>expiry date.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>45</td>
<td>Provisional Payment for PEN/FOR, or part</td>
<td>To notify a declarant that a penalty and/or forfeiture has been</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td></td>
<td>thereof, Liquidated to SARS</td>
<td>liquidated to SARS. This can be as result of an outcome of an appeal</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>case or as result of expiry of a PP where a penalty has been</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>imposed and no appeal case is active.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
What Customs responds

<table>
<thead>
<tr>
<th>Customs Status Code</th>
<th>Description</th>
<th>Purpose</th>
<th>IMP</th>
<th>EXP</th>
</tr>
</thead>
<tbody>
<tr>
<td>46</td>
<td>Provisional Payment Embargo Release Granted</td>
<td>To notify a declarant that an application to release goods for inspection under embargo, against payment of a surety, has been approved</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>47</td>
<td>Provisional Payment Request Rejected (to reject a request for extension, or for embargo release or for an appeal)</td>
<td>To notify a declarant that an application for extension of expiry date, an application for release under embargo, or the recording of an appeal was rejected</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>48</td>
<td>Provisional Payment Expired</td>
<td>To notify a declarant that a PP has expired, conditions of a PP to be complied with, or duties and taxes to be brought to account</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>49</td>
<td>Provisional Payment Liquidated</td>
<td>To notify a declarant that the application to liquidate a PP was successful and the amount has been liquidated to the declarant</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>53</td>
<td>Provisional Payment for Embargo Release - detain other (OGA)</td>
<td>To facilitate release of goods for inspection under embargo, against payment of a surety but notify the declarant that the goods in question are still subject to intervention from a designated government agency</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

c) Traders must monitor the receipt of Customs message statuses, as the code will indicate not only the status, but also what the follow-up course of action will be. Most of these codes are self-explanatory, however, several sample scenarios are provided below to illustrate how they work in practice:

<table>
<thead>
<tr>
<th>Scenario</th>
<th>Customs status sequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>i) Entry submitted &gt; Released</td>
<td>1</td>
</tr>
<tr>
<td>ii) Entry submitted &gt; Payment Required and received &gt;&gt; Released</td>
<td>&gt; 7 &gt;&gt; 1</td>
</tr>
<tr>
<td>iii) Entry submitted &gt; Payment required and received &gt;&gt; Flagged for inspection (call for supporting documents) &gt;&gt;&gt; Supporting documents received &gt;&gt;&gt;&gt; Released &gt;&gt;&gt;&gt;&gt; Case closed Notification of a call for supporting documents only occurs after payment. A general rule is that the declarant will only be notified of a CCD status subsequent to payment.</td>
<td>&gt; 7 &gt;&gt; 13 &gt;&gt;&gt; 33 &gt;&gt;&gt;&gt; 1 &gt;&gt;&gt;&gt;&gt; 34</td>
</tr>
<tr>
<td>iv) Entry submitted &gt; Flagged for inspection &gt;&gt; Stopped for physical/scan/detain &gt;&gt;&gt; Booking confirmation &gt;&gt;&gt;&gt; Released &gt;&gt;&gt;&gt;&gt; Case closed</td>
<td>&gt; 13 &gt;&gt; 2 &gt;&gt;&gt; 36 &gt;&gt;&gt;&gt; 1 &gt;&gt;&gt;&gt;&gt; 34</td>
</tr>
<tr>
<td>Scenario</td>
<td>Customs sequence</td>
</tr>
<tr>
<td>----------</td>
<td>-----------------</td>
</tr>
<tr>
<td>v)</td>
<td></td>
</tr>
<tr>
<td>Entry submitted</td>
<td>&gt; 13</td>
</tr>
<tr>
<td>&gt; Flagged for inspection</td>
<td>&gt; 2</td>
</tr>
<tr>
<td>&gt;&gt; Stopped for physical</td>
<td>&gt; 36</td>
</tr>
<tr>
<td>&gt;&gt;&gt; Booking confirmation</td>
<td>&gt; 26</td>
</tr>
<tr>
<td>&gt;&gt;&gt;&gt; Request adjustment</td>
<td>&gt;&gt;&gt;&gt; 8</td>
</tr>
<tr>
<td>&gt;&gt;&gt;&gt;&gt; Received and updated on Customs system</td>
<td>&gt;&gt;&gt;&gt; 27</td>
</tr>
<tr>
<td>&gt;&gt;&gt;&gt;&gt;&gt; Accept Adjustment</td>
<td>&gt;&gt;&gt;&gt; 1</td>
</tr>
<tr>
<td>&gt;&gt;&gt;&gt;&gt;&gt;&gt; Release</td>
<td>&gt;&gt;&gt;&gt;&gt;&gt; 34</td>
</tr>
<tr>
<td>&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt; Case closed</td>
<td></td>
</tr>
</tbody>
</table>
| Notwithstanding the issuance of status ‘27’ on successful acceptance of an amendment CCD, release will always be initiated by a status ‘1’.

vi) Entry submitted | > 13 |        |
| > Flagged for inspection | > 2  |        |
| >> Stopped for physical | > 36 |        |
| >>> Booking confirmation | > 26 |        |
| >>>> Request adjustment | >>>> 8 |        |
| >>>>> Received and updated on Customs system | >>>> 6  |        |
| >>>>>> Reject Adjustment | >>>>>> 27 |        |
| >>>>>>> Accept Adjustment (after resubmission) | >>>>>> 1 |        |
| >>>>>>>> Release | >>>>>>>> 34 |        |
| >>>>>>>>> Case closed |                      |        |

vii) Entry submitted | > 13 |        |
| > Flagged for inspection | > 2  |        |
| >> Stopped for x-ray scanning | > 36 |        |
| >>> Booking confirmation | > 26 |        |
| >>>> Stopped for physical | >>>> 8 |        |
| >>>>> Booking confirmation | >>>> 27 |        |
| >>>>>> Request adjustment | >>>>>> 1 |        |
| >>>>>>>> Case closed | >>>>>>>> 34 |        |
| Stop for x-ray scanning will only be initiated where the port contains a scanning facility.

viii) Entry submitted | > 13 |        |
| > Flagged for inspection | > 2  |        |
| >> Detain for Customs | > 36 |        |
| >>> Stopped for physical | > 26 |        |
| >>>> Booking confirmation | >>>> 8 |        |
| >>>>> Request adjustment | >>>> 27 |        |
| >>>>>>> Accept Adjustment | >>>>>> 1 |        |
| >>>>>>>> Release | >>>>>>>> 34 |        |
| >>>>>>>>> Case closed |                      |        |

ix) Entry submitted | > 13 |        |
| > Flagged for inspection | > 2  |        |
| >> Stopped for physical | > 36 |        |
| >>> Booking confirmation | > 26 |        |
| >>>> Request adjustment (Cancel and Replace) | >>>> 29 |        |
| >>>>> Accept Replacement | >>>> 1 |        |
| >>>>>>> Release | >>>>>>> 8 |        |
| >>>>>>>> (Cancellation) Received and updated on Customs system | >>>>>>> 28 |        |
| >>>>>>>>>> Accept Cancellation | >>>>>>>>>> 34 |        |
| >>>>>>>>>> Case closed |                      |        |
### Scenario: Sequence of submission – first submit replacement and once approved by SARS, client then submits cancellation

<table>
<thead>
<tr>
<th>Scenario</th>
<th>Customs sequence status</th>
</tr>
</thead>
<tbody>
<tr>
<td>x) Entry submitted</td>
<td>13 &gt; 2 36 26 29 27 1 1 34</td>
</tr>
<tr>
<td>xi) Entry submitted</td>
<td>13 &gt; 2 36 32</td>
</tr>
<tr>
<td>xii) Entry submitted</td>
<td>13 &gt; 2 36 32 34</td>
</tr>
<tr>
<td>xiii) Entry submitted</td>
<td>13 &gt; 2 36 32 26 8 27 1 34</td>
</tr>
<tr>
<td>xiv) Entry submitted</td>
<td>13 &gt; 2 1 34</td>
</tr>
</tbody>
</table>

In this instance two (2) release statuses are given – one (1) for the amendment clearance and the other for the new replacement clearance.

Acceptance of the request for amendment could be subject to the submission of supporting documents. In such instance a status ‘31’ would precede status ‘27’.

Refund claimed separately – new case
<table>
<thead>
<tr>
<th>Scenario</th>
<th>Customs sequence</th>
<th>status</th>
</tr>
</thead>
</table>
| xv) Entry submitted  
> Flagged for inspection  
>> Detain for Customs (Outcome = partial underpayment/overpayment)  
>>> Request Amendment (Underpayment)  
>>>> Received and updated on Customs system  
>>>>> Accept Amendment  
>>>>>> Release (against underpayment)  
>>>>>>> Case closed  
Refund claimed separately – new case | > 13  
> 2  
>> 26  
>>> 8  
>>>> 27  
>>>>> 1  
>>>>>> 34 |
| xvi) Entry submitted  
> Flagged for inspection  
>> Stopped for physical inspection  
>>> Request for amendment (underpayment)  
>>>> Requested for amendment via E@sySCAN.  
>>>>>> Received and updated on Customs system  
>>>>>> SARS issues Information Message to client requesting provisional payment for motivated appeal.  
>>>>>> Declarant makes payment – submits copy of payment and receipt as a supporting document [E@sySCAN].  
Case remains pending until declarant submits motivated appeal via E@sySCAN.  
>>>>>> Supporting documents received.  
>>>>>>> Conditional Release; or  
>>>>>>>> Conditional Release OGA  
Declarant must make further submission of supporting documents once the appeal has been formulated. SARS may subsequently accept the motivation and close the case or may issue a further “request for amendment message” (26) if the appeal is upheld. If the appeal is upheld the declarant must lodge an amended CCD and penalty if applicable.  
In regard to differentiating between status code 3 and 5, SARS will automatically issue a status 5 where the commodity code of the goods concerned requires that an OGA approve the release. It is therefore the declarant’s responsibility to ensure compliance with the OGA before the goods are uplifted. | > 13  
> 2  
>>> 2  
>>>> 36  
>>>>> 26  
>>>>>> 33  
>>>>>>> 3; or  
>>>>>>>>> 5 |
| xvii) Entry submitted  
> Flagged for inspection  
>> Documents received  
>>> Stopped for physical inspection  
>>>> Request received for embargo release  
>>>>> Request approved request adjustment to add PPE  
>>>>>> Amendment received and updated on Customs system  
>>>>>> Ready for cash payment  
>>>>>> Embargo release granted  
>>>>>>> Accept amendment  
>>>>>>>> Booking confirmation  
F9 | >13  
>33  
>>2  
>>>33  
>>>>26  
>>>>>37  
>>>>>7  
>>>>>46  
>>>>>>27  
>>>>>>36 |
| xviii) Amendment submitted  
> Amendment received and updated on Customs system  
>> Ready for cash payment  
>>> Accept amendment  
>>>> Release Amendment  
F4 | >37  
>7  
>>>27  
>>>>1 |
### Scenario

<table>
<thead>
<tr>
<th>Scenario</th>
<th>Customs sequence</th>
</tr>
</thead>
<tbody>
<tr>
<td>&gt;&gt;&gt;&gt;&gt;&gt;Case closed</td>
<td>&gt;&gt;&gt;&gt;&gt;&gt;34</td>
</tr>
<tr>
<td>xix) Entry submitted (Substitution)</td>
<td>F5</td>
</tr>
<tr>
<td>&gt; Flagged for inspection</td>
<td>&gt; 13</td>
</tr>
<tr>
<td>&gt;&gt; Supporting documents received</td>
<td>&gt;&gt; 33</td>
</tr>
<tr>
<td>&gt;&gt;&gt; Request for additional supporting documents</td>
<td>&gt;&gt;&gt;&gt; 31</td>
</tr>
<tr>
<td>&gt;&gt;&gt;&gt; Supporting documents received</td>
<td>&gt;&gt;&gt;&gt; 33</td>
</tr>
<tr>
<td>&gt;&gt;&gt;&gt;&gt;&gt;&gt; Accept Replacement</td>
<td>&gt;&gt;&gt;&gt;&gt;&gt;&gt; 29</td>
</tr>
<tr>
<td>&gt;&gt;&gt;&gt;&gt;&gt;&gt; Release</td>
<td>&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt; 1</td>
</tr>
<tr>
<td>&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt; Entry submitted (Cancellation)</td>
<td>&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt; 8</td>
</tr>
<tr>
<td>&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt; (Cancellation) Received and updated on Customs system</td>
<td>&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt; 28</td>
</tr>
<tr>
<td>&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt; Case closed</td>
<td>&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt;&gt; 34</td>
</tr>
</tbody>
</table>

**Sequence of submission** – first submit replacement and once approved by SARS, client then submits cancellation.

### 9 WHERE OFFICE OF CLEARANCE DIFFER FROM THE LAND PORT OF EXIT

a) All land ports of entry, both international and BLNS will have the ability to process any type of CPC i.e. both CPCs associated with international trade as well as intra-BLNS CPCs.

b) The interchangeable use of international and intra-BLNS CPCs at land ports of entry is regulated by systems rules. For example:

i) An **ex-warehouse clearance** declared at Groblers Bridge will not be accepted by the Customs system because the warehouse concerned is not linked to the ports of entry/exit.

ii) Traders must therefore declare such CCDs at the ‘Customs office’ (office of entry) where the particular warehouse is registered.

c) The Customs system will allow clearance of certain goods at inland ports destined for exit at land ports of exit. These instances pertain to the following CPCs:

i) B 20;
   ii) B 21;
   iii) E 43;
   iv) E 44;
   v) E 45;
   vi) F 52;
   vii) F 53;
   viii) H 67; and
   ix) H 68.

d) **All import entries** (direct and ex-warehouse) must have “Port Of Exit” if destined for any BLNS (Road).

e) For any direct import, where the ‘Mode of Transport’ is “Road” and ‘Previous Procedure’ code is “00”, then ‘District Office” must be a land border. Inclusions to the above rule are direct re-importations covered by CPCs I 77-60/68/75, I 78-76 and L 91-90.

All direct export CCDs must have “Port Of Exit” if crossing any land port of exit by road and must equal “Office of Declaration”.

f) For Rail, transport mode 2, if a CCD is submitted to UPT (Office of Declaration), then the Office of Exit must also be UPT.

All **ex-warehouse export CCDs** must have “Port Of Exit” if crossing any land port of exit by road.
g) In regard to direct imports and export cross-border CCDs by road, Transport Code “00” will not be permitted.

h) On all CCDs where the goods removed by road and exiting a land port of exit, the ‘Road Manifest No.’ (Transport Document Number) must be inserted in the following format:
   i) Road Haulier client number assigned by BLNS at registration – (8AN); and
   ii) Manifest Number assigned by Road Haulier (AN27).

### 10 QUALITY RECORDS

<table>
<thead>
<tr>
<th>NUMBER</th>
<th>TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>SAD 500</td>
<td>Customs Declaration Form</td>
</tr>
<tr>
<td>SAD 501</td>
<td>Customs Declaration Form (Continuation Sheet)</td>
</tr>
<tr>
<td>SAD 502</td>
<td>Customs Declaration Form (Transit Control)</td>
</tr>
<tr>
<td>SAD 503</td>
<td>Customs Declaration Form</td>
</tr>
<tr>
<td>SAD 504</td>
<td>SAD: Voucher of Correction: (Direct)</td>
</tr>
<tr>
<td>SAD 505</td>
<td>Customs Declaration Form (Bond Control)</td>
</tr>
<tr>
<td>SAD 506</td>
<td>SAD: Continuation Sheet: (Direct)</td>
</tr>
<tr>
<td>SAD 507</td>
<td>Additional Information/Produced Document</td>
</tr>
<tr>
<td>SAD 601</td>
<td>SAD: Continuation Sheet: (ex warehouse) Imported Goods</td>
</tr>
<tr>
<td>SAD 604</td>
<td>SAD: Voucher of Correction (ex warehouse) Imported Goods</td>
</tr>
</tbody>
</table>

### 11 REFERENCES

#### 11.1 Legislation

<table>
<thead>
<tr>
<th>TYPE OF REFERENCE</th>
<th>REFERENCE</th>
</tr>
</thead>
</table>
| Legislation and Rules administered by BLNS: | Customs and Excise Act No. 91 of 1964: Sections 18, 18A, 20, 38, 39, 40, 45, 59, 59A, 64B, 64D, 64E, 64F, 66, 75, 78-86, 101A 119A  
Customs and Excise Rules: Rules 59A.03(1), 66, 59A.03(1), 38 and 202.01 to 202.08, 119A and 120A  
Tax Administration Act No. 28 of 1981: Sections 215 to 220 and 224  
VAT Act No. 89 of 1991: Section 7, 13 and Schedule 1 |
| Other Legislation: | Promotion of Access to Information Act No. 2 of 2000: All  
Promotion of Administrative Justice Act No. 3 of 2000: Sections 3 and 5 |
| International Instruments: | Kyoto Convention: General Annex, Chapters 3, 7, 8 and 9A  
WCO Framework of Standards: Annex 1: 1.2.2, 1.2.3, 1.2.5, 1.4.1, 4.1, 4.2, 6.1, 6.4, 6.7 and 6.9; Annex 2: 3 and 6  
Trade Agreement between the European Union and the RSA  
Trade Agreement between the SADC and the RSA  
SAFE Framework of Standards: Standard 1.3.9 – WCO Data Model  
WTO Trade Facilitation Agreement: Article 1 – Publication and Availability of Information; Article 7 – Release and Clearance of Goods; Article 10 – Formalities Connected with Importation, Exportation and Transit; Article 12 – Customs Cooperation |

#### 11.2 Cross References

<table>
<thead>
<tr>
<th>DOCUMENT #</th>
<th>DOCUMENT TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>BP-02</td>
<td>Customs and Excise Payments – External Policy</td>
</tr>
<tr>
<td>GEN-PAYM-01-G01</td>
<td>Payment Rules – External Guide</td>
</tr>
<tr>
<td>QMS-01</td>
<td>Quality Management System Manual (Internal use only)</td>
</tr>
<tr>
<td>SC-CF-04-A01</td>
<td>District Office Alpha Codes</td>
</tr>
<tr>
<td>SC-CF-04-A02</td>
<td>Supplementary Unit Codes</td>
</tr>
<tr>
<td>SC-CF-04-A04</td>
<td>Other Quantities – Countable</td>
</tr>
<tr>
<td>SC-CF-04-A08</td>
<td>Facilities Code List</td>
</tr>
<tr>
<td>SC-CF-04-A13</td>
<td>Country codes</td>
</tr>
<tr>
<td>SC-CF-04-A14</td>
<td>CPC Combination Matrix</td>
</tr>
</tbody>
</table>
12 DEFINITIONS AND ACRONYMS

| ACM     | Automated Cargo Management                     |
| AFH     | Agent representing a foreign Haulier (road freight) |
| AFT     | Agent representing a foreign importer or exporter (road freight) |
| BHR     | Bond Holder                                     |
| BLNS    | The Republic of Botswana; The Kingdom of Lesotho; The Republic of Namibia; and The Kingdom of Swaziland. |
| BND     | Bond Amount                                     |
| CCD     | Customs Clearance Declaration - The print and view format for the CCD will be the CD 1. It replaces the SAD 500. |
| CIF&C   | Cost Insurance Freight and Charges             |
| Conditional release | The release of goods with the payment of a PP amount, pending the fulfilment of certain conditions by the client within a specific time period e.g. supplies supporting documents, embargo release or the release of goods detained or stopped |
| COR     | Cost of Repair and Processing (item 409.04)     |
| CPC     | Customs Procedure Codes describes the combination of the RPC and PPC |
| CPS     | Cargo Processing System                        |
| CSA     | Customs Statement of Accounts                   |
| Customs Notification 1 | CN 1 is the print and view format advising the declarant that the goods are released, this equates to a CUSRES 1 message. |
| EDI     | Electronic Data Interchange                     |
| Embargo release | The process whereby the client gets permission to have the goods inspected at their premises instead of the port or depot |
| FAN     | Financial accounting number                     |
| FCL     | Full Container Load                             |
| Header details | a) Header Details comprises data fields which are relevant to the consignment being declared.  
b) In other words information which need not be repeated and are uniformly relevant to the data fields declared at line item level.  
c) For example, a clearance may only have one (1) importer or exporter ID, be declared for one (1) procedure category, contained in a single cargo report, etc. |
| IATA    | International Air Transport Association         |
| INCOMP  | An incomplete CCD, having sufficient data to permit validation and risk assessment. Requires submission of a follow up supplementary clearance. |
| IPC     | Import Permit Control                           |
| ISO     | International Organisation of Standardisation  |
| LCL     | Less Container Load                             |
| LEG     | Light Motor Vehicles without Engine or Gearbox  |
| LVE     | Light Motor Vehicle                             |
| MHV     | Medium and Heavy Motor Vehicle                  |
| NC      | Free of Charge                                  |
| NEP     | No Export Proceeds                              |
| NONU    | Non-ISO Container Number Prefix                 |
| NORM    | A standard full CCD                              |
| NX      | Statistical quantity for part where an article and parts are both classifiable under the same tariff heading where the statistical quantity is units |
| OL      | Ordinary Levy                                   |
| OLI     | Ordinary Levy Item                              |
| P.SUPPLM | A ‘periodic supplementary’ CCD                   |
**PCC**

Procedure Category Code describes the procedure within which goods are declared, for example ‘Warehousing’ or ‘National Transit’. For sake of operational uniformity, a clearance for ‘Home Use’ is also declared under a PCC, although home use is not a Customs procedure.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Home use (including goods intended for ‘home use’ for which there is a relief of duties and taxes).</td>
</tr>
<tr>
<td>B</td>
<td>National and International Transit Procedure</td>
</tr>
<tr>
<td>C</td>
<td>Transhipment Procedure</td>
</tr>
<tr>
<td>D</td>
<td>Temporary Admission Procedure</td>
</tr>
<tr>
<td>E</td>
<td>Customs Warehousing Procedure</td>
</tr>
<tr>
<td>F</td>
<td>Stores Procedure</td>
</tr>
<tr>
<td>G</td>
<td>Tax Free Shop Procedure</td>
</tr>
<tr>
<td>H</td>
<td>Export Procedure</td>
</tr>
<tr>
<td>I</td>
<td>Temporary Export and Re-importation in the Same State Procedure</td>
</tr>
<tr>
<td>J</td>
<td>Inward Processing Procedure</td>
</tr>
<tr>
<td>K</td>
<td>Home Processing Procedure</td>
</tr>
<tr>
<td>L</td>
<td>Outward Processing Procedure</td>
</tr>
</tbody>
</table>

**PEN**

Penalty

**POF**

Post Office Fees

**PPA**

Provisional anti-dumping

**PPC**

Previous Procedure Code defines the ‘purpose’ for which goods were cleared under a previous Customs procedure. For example, goods were removed under the national transit procedure.

**PPE**

Provisional countervailing

**PPG**

Provisional safeguarding

**PPL**

Provisional Payment Lodged

**PPR**

Code “PPR” and the amount must be inserted when a provisional payment is lodged to cover for conditional release

**PPS**

Provisional PaymentSurety in respect of goods removed in bond

**PPT**

Code “PPT” and the amount for goods cleared under CPC A 14 when a provisional payment for temporary imports is required

**Preference Code**

A code that specifies a trader’s intent in regard to the use of a preferential rate of duty (trade agreement) or the use of quota.

**PRN**

Payment Reference Number

**Procedure Measure**

A term which implies the tariff extensions currently known as industrial rebates (Schedule 3), general rebates (Schedule 4), specific refunds and drawbacks (Schedule 5), and excise rebates and refunds (Schedule 6).

**PROV**

A provisional CCD, having all required information, with certain data being provisional. Requires submission of a follow up supplementary clearance

**RiB**

Removal in Bond

**RIT**

Removal in Transit

**ROO**

Rules of Origin

**RPC**

Requested Procedure Code

**SACU**

The Southern African Customs Union, consisting of:
- The Republic of South Africa;
- The Republic of Botswana;
- The Kingdom of Lesotho;
- The Republic of Namibia; and
- The Kingdom of Swaziland

**SAP**

Systems, Applications and Products

**SAPO**

South African Port Operations

**SUPPLM**

A supplementary CCD

**Temporary import**

Importer’s intention is to later re-export the goods, duties are not paid at time of importation, but a PP is required to be lodged to cover the duties until re-export is proven when the PP is liquidated and refunded to the client
13 DOCUMENT MANAGEMENT

<table>
<thead>
<tr>
<th>Business Owner</th>
<th>Group Executive: Business Solutions, Digital Information and Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td>Document Owner</td>
<td>Senior Manager Governance Compliance: Customs</td>
</tr>
<tr>
<td>Author</td>
<td>Yolandi Els</td>
</tr>
</tbody>
</table>
| Detail of change from previous revision | a) Under paragraph 2.53 clarified the composition of the number.  
                        | b) Made the requirements of paragraphs 2.62 and 2.63 applicable to export CCDs. |
| Template number and revision    | GC-TM-16 – Rev 5                                                         |