

Import Control System

Trader Guide

LEGAL NOTICE

This document contains guidelines explaining the obligations on advance cargo information resulting from the implementation of Regulation (EC) No. 648/2005 and how to fulfil them. However, users are reminded that the Customs Code and the Customs Code Implementing Provisions are the only authentic legal basis.

1.1 The Import Control System (ICS)

The ICS is an electronic system developed by the European Commission and Member States for the lodging and processing of ENS, and for the exchange of messages between national customs administrations, between them and economic operators, and with the European Commission. The objective of which is to ensure that import operations starting in one Member State can be completed in another Member State without resubmission of the same information.

When goods enter into the European Union (EU) for the first time, they do so via the Office of First Entry. If goods remain on the same mode of transport and are imported into another Member State, they do so via an Office of Subsequent Entry. For ICS purposes, Ireland can act as both Office of First Entry and Office of Subsequent Entry.

Using EU agreed common risk rules, the Entry Summary Declaration (ENS) will undergo risk analysis and any appropriate safety and security data will be passed to other Member States where they are identified as being included in the itinerary of the means of transport.

The main functionality to be provided in ICS is the following:-

- As Office of First Entry, accept Entry Summary Declarations from traders.
- Record information such as diversions and amendments
- Notify the Office of Subsequent Entry that goods for which risks have been identified will be arriving in their office
- As Office of Subsequent Entry, act on data received from other Member States to control goods coming into Ireland
- Allow Entry or Reject Entry of goods into the EU or Ireland
- Provide for requests of ENS data from mother Member States.

1.2 Scope of this document

This document provides details of the implementation of the Import Control System (ICS) Phase 1 in Ireland. It covers

- the legal requirements
- the timetable;
- the IT systems; and
- the processes to be followed in Ireland by traders/carriers and the Revenue Commissioners.

Please note Ireland has no inland water or road frontiers with non-EU countries. Therefore, this document covers the entry of imports to the EU by air and sea only.

1.2 Legislation

ICS is being introduced across the European Union (EU) as part of the safety and security amendment to the Customs Code set out in the European Parliament and

Council Regulation (EC) No.648/2005 and the implementing provisions of Commission Regulation 1875/2006/EC.

The key articles in the Customs Code, Council Regulation 2913/92 (CC) as amended by 648/2005 and the Customs Code Implementing Provisions, Commission Regulation 2454/93 (CCIP) (as amended by 1875/06) relating to ICS are as follows:-

Article 36b (3 and 4) (CC) – Responsibility for submitting an ENS

Article 36b(5) (CC) – Amending an ENS

Article 181b (CCIP) – Entry Summary Declarations (ENS) – Coverage

Article 181c (CCIP) – Entry Summary Declarations (ENS) – Exemptions

Article 184a (CCIP) – Deadlines for submitting an ENS

Article 30A (CCIP) – Data elements required for ENS (by mode of transport and other classifications).

1.3 Connecting to other Member States' systems

Where a Member State other than Ireland is OoFE, traders will need to connect to the ICS Systems of those Member States. Specifications will be issued by each Member State and details for their implementation of ICS will be available on each administrations website.

1.4 Timetable for the Implementation of ICS Phase 1

The legislation required ICS to be introduced across the EU on 1 July 2009. However, in recognition that its implementation date was not achievable by the majority of trade sectors and in a number of Member States a transition period to the end of December 2010 was agreed by the Commission. Ireland implemented ICS on 14 June 2010.

2. ICS Declaration

2.1 The Role of ICS

In accordance with ICS Phase 1, the economic operator will be expected to provide an Entry Summary Declaration to Revenue in the following situation:-

When goods are being brought directly into Ireland from outside the European Community, the Entry Summary Declaration must be lodged to the Office of First Entry (the Irish port/airport where the goods will arrive) within specified time frames. This is to ensure that the customs office can carry out risk analysis on the goods prior to them entering the territory of the European Community. For goods that are brought indirectly into Ireland, the Entry Summary Declaration will already have been made to the Office of First Entry in another Member State.

2.2 Definition of Key Terms used in ICS

2.2.1 Entry Summary Declaration (ENS)

An Entry Summary Declaration is an electronic safety and security declaration from the Carrier to the Customs Authorities. It must be lodged in advance of arrival of the aircraft/vessel and must contain the data set out in Regulation 1875/2006 Annex 30A.

2.2.2 Customs Office of First Entry (OoFE)

The Office of First Entry is the first (air)port in the Community at which the aircraft/vessel is scheduled to call when coming from a (air)port outside the Community.

2.2.3 Customs Office of Subsequent Entry (OoSE)

The Office of Subsequent Entry is any (air)port in the Community on the aircraft/vessel's itinerary that the aircraft/vessel will call after its call at the first (air)port in the Community, without an intervening call at any (air)port outside the Community.

2.2.4 Movement Reference Number (MRN)

The Movement Reference Number is the number issued by a Member State's ICS once the ENS has been successfully validated, accepted and registered. The MRN will be notified to the declarant and, where different, the carrier.

2.2.5 IE315 (or any other number)

IE stands for 'Information Exchange'. All messages exchanged between ICS, traders and other Member States are allocated an IE number. For example the message to submit an ENS (from trader to National ICS) is the IE315.

2.2.6 Trader at Entry (Carrier)

This is the carrier, the person responsible for submitting the ENS. The carrier can name a representative to allow them to make amendments on their behalf. In addition, the representative can submit the ENS for the carrier as well.

2.2.7 Person Lodging the ENS

This is the person sending the ENS. It can be a representative or the trader (carrier). If the trader (carrier) is sending the ENS, then the Trader at Entry (carrier) field can be empty. Otherwise the Person Lodging the ENS is a representative.

2.2.8 Trader Representative

This is a named representative. In the case where a representative sends the ENS, the Trader Representative field represents an extra representative. In the case where the trader is sending the ENS himself i.e. the trader (carrier) details are empty, then it represents the single mentioned representative.

3. Submitting ICS Declarations to Irish Customs

All messages exchanged between ICS, traders and other Member States for import control are allocated an IE number. For example, the message to submit an ENS (from trader to national ICS) is the IE315. The table below gives a list and descriptions of all ICS messages.

3.1 ICS Messages Description

Messages Received from Traders

Message	Description
IE315	Entry Summary Declaration – Message that Trader submits to notify customs that goods are coming in to the EU customs territory.
IE313	Entry Summary Declaration Amendment – Message that Trader submits to notify customs of changes to the original ENS that was submitted.
IE323	Diversion Request – Message that Trader sends in to notify customs of changes to the declared Office of First Entry.

Messages Exchanged with other Member States

Message	Description
IE302	Declaration Request (Import) – Message sent from an actual Office of First or Subsequent Entry to the declared Office of First Entry to request details of an ENS (normally in a case of diversion when goods arrive and there is not ENS on the system).
IE303	Entry Summary Declaration Response or Diversion Notification Message sent from a declared Office of First Entry to the actual Office of First or Subsequent Entry in response to the IE302 or message sent from a declared Office of First Entry to the actual Office of First Entry to notify them of the diverted ENS to their office.
IE319	Transmission to Subsequent Office of Entry – Message sent to Subsequent Offices of Entry to notify them of the identified positive risk analysis results.
IE906	Functional Error Message – Message sent to and received from other Member States when there is a functional error with the original message that this is a response to.

Message Sent to Traders

Message	Description
IE316	Entry Summary Declaration Rejected – Rejection message sent to trader when there are errors with the IE315.
IE328	Entry Summary Declaration Acknowledgement – Acknowledgement message when the IE315 is successfully accepted and being processed (includes MRN).
IE351	Advanced Intervention Notification – Notification message sent to traders to notify trader not to load the goods onto the means of transport OR to AEO traders to notify them of a control prior to arrival.
IE361	Import Control Decision Notification – Notification message sent to traders when customs officer has decided to control the goods.
IE305	Entry Summary Declaration Amendment Rejection – Rejection message when there are errors with the IE313.

IE304	Entry Summary Declaration Amendment Acceptance – Acknowledgement message when the IE313 is successfully accepted and being processed.
IE324	Diversion Request Rejected – Rejection message when there are errors with the IE323
IE325	Diversion Request Acknowledgement – Acknowledgement message when the IE323 is successfully accepted and being processed.
IE322	Entry Release Rejection – Message sent to trader when goods on an ENS are rejected for entry into the Community.
IE330	Entry Release – Message sent to trader when goods on an ENS are allowed to enter into the Community.
IE329	Entry Details Data – Message sent to the trader if minor data details are updated by the customs officer but goods still allowed to enter into the Community.

3.2 Connecting to ICS in Ireland

A Digital Certificate is required for connecting to ICS in Ireland. Messages are submitted to Revenue Online Services (ROS) using web services. Traders will use their ROS digital certificate to sign the messages they send to ICS through ROS (IE315, IE313, IE323). ROS will check that the digital certificate is valid. If it is, the message will be passed to ICS and ICS will then validate all of the information submitted by the trader.

If ICS successfully processes the information, a response message is sent to the Revenue Customer Mailbox (RCM). If ICS does not successfully process the information, the corresponding rejection message is sent to the Revenue Customer Mailbox. All messages sent to the trader can be retrieved from the RCM using a web service.

3.3 Submitting Declaration to Irish Customs

Messages communicated throughout the Common Domain (Member States of the EU) will be in Extensible Mark-up Language (XML) format only. Messages communicated between ICS and the External Domain (traders/trader representatives) in Ireland can be in XML or EDIFACT format.

Any messages received in EDIFACT format from traders or trader representatives, are translated to XML format for processing in ICS. Any response messages that are sent as a result of incoming EDIFACT messages must be translated from XML to EDIFACT before they are sent back to the trader or trader representatives.

4. Entry Summary Declarations

4.1 Responsibility for submitting the ENS

The legal responsibility for ensuring an ENS is submitted lies with the carrier or ‘operator of the active means of transport on or in which the goods are brought into the customs territory of the Community’. – this will be the shipping line or airline that actually carries the goods to Ireland. The operator is the person who brings, or who assumes responsibility for the carriage of the goods, into the customs territory of the Community and who issues the bill of lading/airway bill for the actual carriage of the goods on the vessel/aircraft.

But remember, the ENS is only required to be lodged in Ireland in the case of goods arriving directly into Ireland from outside the EU.

4.2 Who else may submit the ENS?

A representative may lodge the ENS on the Carrier's behalf, providing it is done with the knowledge and consent of the Carrier. However, even in situations where a Carrier has asked an agent to act on his/her behalf, in the event of any difficulty with the content of an ENS, or in cases where the ENS has not been lodged, the legal responsibility for the information provided or the absence of a declaration continues to lie with the Carrier.

4.3 Unintentional Dual Filing of an ENS

If the carrier has contractually agreed that a third party will file the ENS instead of it, the carrier should not make his own ENS filing for the same shipment and visa versa. In cases where dual filing does occur, i.e. the carrier and third party both file an ENS for the same shipment, customs authorities **may** decide to use both for their safety and security risk analysis. However, in the case of Irish Customs, the ENS lodged by the carrier will take precedence and be validated. The third party filing will be invalidated.

4.6 Movement Reference Number (MRN)

The MRN is a unique number that is automatically allocated by the customs office that receives the Entry Summary Declaration. Once the ENS (IE315) has passed all levels of validations, an MRN is issued to the person who submitted the ENS and the carrier (if different).

5. Submitting an amendment to an ENS (IE313)

Amendments may be lodged by the same person that lodged the original ENS or his representative. However, amendments can only be lodged at the customs Office of First Entry. For safety and security risk analysis, the ENS should not, due to restrictions resulting from IT systems, be amended after the notification of arrival or a diversion notification.

Once a vessel or aircraft has left for a subsequent EU port or airport, no amendment of the ENS can be made.

6. Submitting a Diversion Request (IE323) for vessel/aircraft

Where the active means of transport is to be diverted to; 1) a Member State different from the MS where the declared Office of First Entry is located and 2) a Member State different from where any of the declared Offices of Subsequent Entry are located, the operator of the active means of transport must lodge a 'Diversion Notification' with the initially declared Office of First Entry.

7. Data Requirements for an ENS

The data elements required for an ENS are set out in Table format at the end of this document. The information is derived from Annex 30A of the Commission Regulation 1875/2006.

The data to be provided on an ENS for risk assessment at the OoFE includes information on:

- The vessel/conveyance bringing the goods into the EU;
- The route the conveyance takes to enter and move through the EU;
- The persons/companies involved in the transaction (i.e. consignor, consignee, carrier, agent etc.); and
- The goods being brought into the EU.

Information submitted in the ENS will then be subjected to various levels of validation before the MRN is issued. The MRN is sent to the submitting trader and also the carrier (where different).

The data elements for an ENS are set out in Annex 30A CCIP but in all circumstances the carrier's EORI number and the carrier's transportation document number must always be included in any third party ENS Declarations.

Among other required data elements are several that the third party would need to obtain from the carrier prior to lodging the ENS. These include:

- Mode of transport at the border;
- Expected date and time at first place of arrival/entry in the Community;
- First place of arrival/entry code;
- Country code of the declared first office of arrival/entry;
- The IMO vessel number (in the case of maritime shipments); the flight number (for air);
- The nationality of the active means of transport entering the customs territory;
- Subsequent ports of call in the Community.

8. Accuracy of the ENS filing

All the data elements prescribed in Annex 30A CCIP for the particular mode of transport or for express consignments that are covered by the ENS filing must be contained in the ENS. The ENS must be completed in accordance with Explanatory Notes in Annex 30A CCIP.

The declarant is obliged to provide the information known to him at the time of lodgement of the ENS. Thus, the declarant is entitled to base his ENS filing on data provided by its trading or contracting parties.

If the declarant learns later that one or more particulars contained in the ENS have been incorrectly declared or have changed, the provisions on amendments apply. In cases where an amendment is no longer possible, any discrepancies between the goods declared and those presented to customs should be notified at presentation or in the context of the declaration for temporary storage. Additionally, the declarant should inform customs if he becomes aware that a person initiating cargo shipments to be carried to the customs territory of the Community systematically provides incorrect cargo shipment information.

7. Questions and Answers

7.1 When is an ENS required?

The EU legislation requires that all goods brought into the customs territory of the Community, regardless of their final destination, shall be covered by an Entry Summary Declaration (ENS), which should be lodged at the customs Office of First Entry. This means that all cargo, whether or not consigned to the EU, must be declared, including Freight Remaining On Board (FROB).

7.2 When must the ENS be lodged?

The time limits for the lodging of the ENS vary according to the transportation mode and duration of transportation carrying the goods into the customs territory of the Community:

TRANSPORTATION MODE	TIME LIMITS
Containerised maritime cargo (except short sea containerised shipping)	At least 24 hours before commencement of loading in each foreign load port
Bulk/break bulk maritime cargo (except short sea bulk/break bulk shipping)	At least 4 hours before arrival at the first port in the customs territory of the Community
Short sea shipping: Movements between Greenland, Faroe Islands, Ceuta, Melilla, Iceland, ports on the Baltic Sea, ports on the North Sea, ports on the Black Sea or ports on the Mediterranean, all ports of Morocco and the customs territory of the Community except French overseas department, Azores, Madeira and Canary Islands	At least 2 hours before arrival at the first port in the customs territory of the Community
Short sea shipping: Movements with a duration of less than 24 hours between a territory outside the customs territory of the Community and the French overseas departments, Azores, Madeira and Canary Islands	At least 2 hours before arrival at the first port in the customs territory of the Community
Short haul flights (less than 4 hours duration)	At least by the time of the actual take off of the aircraft
Long haul flights (more than 4 hours duration)	At least 4 hours before arrival at the first airport in the Community
Rail and inland waterways	At least 2 hours before arrival at the customs office of entry in the Community
Road traffic	At least 1 hour before arrival at the customs office of entry in the Community

ENTRY SUMMARY DECLARATION DATA ELEMENTS

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
CONSIGNOR TIN	an..17	Conditional	<p>If only one Trader Consignor is declared for all goods items on the Summary Declaration, then the Consignor's EORI Number is entered at HEADER LEVEL on the Declaration.</p> <p>If multiple Trader Consignors are declared for the goods items, their EORI Number's or names and addresses are ONLY entered at GOODS ITEM LEVEL on the Declaration.</p>	<p>The Consignor is the Trader who is sending the goods.</p> <p>The EORI number is the Trader Consignors unique reference number advised to him/her by Customs and to be used in all correspondence with Customs Administrations of the EU.</p> <p>If the Consignor is from a 3rd Country he may not have an EORI Number. If so leave this field blank and input the name and address instead.</p>
CONSIGNOR NAME & ADDRESS	See comment across	Conditional	<p>If Consignor TIN is blank, then the Consignor's/ Exporter's name and address is REQUIRED in the format identified.</p> <p>If the Trader Consignors EORI Number is entered then this field is OPTIONAL.</p>	<p>Name: an..35 (free text) Conditional</p> <p>Address Line 1 an..35 Conditional</p> <p>Address Line 2 an..35 Conditional</p> <p>Postal Code an..9 Conditional</p> <p>Country Code a2 Conditional</p>

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
CONSIGNEE TIN	an..17	Conditional	<p>When the goods are carried under a negotiable bill of lading that is "to order blank endorsed", the Consignee is unknown and CANNOT be entered. Instead his particulars shall be replaced by the code "10600" in SPECIAL MENTIONS - ADDITIONAL INFORMATION ID.</p> <p>If the Trader Consignee details are entered at HEADER LEVEL then they CANNOT be entered at GOODS ITEM LEVEL. Otherwise Trader Consignee details are REQUIRED at GOODS ITEM LEVEL.</p> <p>The Consignee's EORI Number is REQUIRED when different from the person lodging the Summary Declaration.</p>	<p>The Consignee is the Trader to whom the goods are being delivered.</p> <p>The EORI number is the Trader's unique reference number advised to him/her by Customs and to be used in all correspondence with Customs Administrations of the EU.</p> <p>Where an economic operator does not have an EORI number leave this blank and see below.</p>
CONSIGNEE NAME & ADDRESS	See comment across	Conditional	<p>If Consignee TIN is blank, then the Consignee's name and address is REQUIRED in the format identified.</p> <p>If the Consignee's EORI Number is entered then this field is OPTIONAL.</p>	<p>Name: an..35 (free text) Conditional</p> <p>Address Line 1 an..35 Conditional</p> <p>Address Line 2 an..35 Conditional</p> <p>Postal Code an..9 Conditional</p> <p>Country Code a2 Conditional</p>

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
NOTIFY PARTY TIN	an..17	Conditional	<p>Notify Party can only be entered when the goods are carried under a negotiable bill of lading that is “to order blank endorsed” when “10600” is entered in SPECIAL MENTIONS - ADDITIONAL INFORMATION ID.</p> <p>In this scenario, if Notify party is entered at Header Level, it CANNOT be entered at Goods Item Level also. Otherwise it is REQUIRED at Goods Item Level.</p>	<p>The EORI number is the Party's unique reference number advised to him/her by Customs and to be used in all correspondence with Customs Administrations of the EU.</p> <p>Where an economic operator does not have an EORI number leave this data entry blank and see below.</p> <p>NB. If Special Mentions is not used then Notify Party is to be left blank.</p>
NOTIFY PARTY NAME & ADDRESS	See comment across	Conditional	<p>If Notify Party TIN is blank, then the name and address is REQUIRED in the format identified.</p> <p>If Notify Party's EORI Number is entered then this field is OPTIONAL.</p>	<p>Name: an..35 (free text) Conditional</p> <p>Address Line 1 an..35 Conditional</p> <p>Address Line 2 an..35 Conditional</p> <p>Postal Code an..9 Conditional</p> <p>Country Code a2 Conditional</p>

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
PERSON LODGING THE SUMMARY DECLARATION TIN	an..17	Required	Enter the EORI Number of the Declarant/ Representative.	The EORI number is the trader's unique reference number advised to him/her by Customs and to be used in all correspondence with Customs Administrations of the EU.
PERSON LODGING THE SUMMARY DECLARATION NAME & ADDRESS	See comment across	Optional		Name: an..35 (free text) Address Line 1 an..35 Address Line 2 an..35 Postal Code an..9 Country Code a2
CARRIER TIN	an..17	Conditional	This is REQUIRED if different from 'PERSON Lodging the summary declaration'	
CARRIER NAME & ADDRESS	See comment across	Conditional	If Carrier's EORI Number is entered then this field is OPTIONAL .	Name: an..35 (free text) Address Line 1 an..35 Address Line 2 an..35 Postal Code an..9 Country Code a2

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
ITINERARY		Conditional	If the Specific Circumstance Indicator is A then this attribute must occur at least once. Otherwise it must occur at least twice.	The country of Original Departure must be present in all cases. When the "Specific Circumstance Indicator" is not 'A' then at least the country of final destination must be included in addition.
COUNTRY OF ROUTING CODE	a2	Required	Input the Country Code of Original Departure. If the Specific Circumstance Indicator is NOT A , then the Country Code of Final Destination must also be present.	
CONTAINER (S)		Optional	When Container Number is present for one Goods Item, it must also be declared for all Goods Items on the ENS.	To be completed for containerised goods.
CONTAINER NUMBERS	an..11	Required		Enter the identification number of the container(s) where relevant.

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
IDENTITY OF MEANS OF TRANSPORT AT BORDER		Conditional	<p>If the IDENTITY CROSSING BORDER is present at HEADER LEVEL or if the Transport Mode at Border is AIR then this Data Group CANNOT be used.</p> <p>Else if Specific Circumstance Indicator = A then this data field is OPTIONAL.</p> <p>Otherwise this data field is REQUIRED.</p>	
NATIONALITY CROSSING BORDER	a2	Conditional	<p>If Transport Mode at Border is RAIL, POST, FIXED TRANSPORT INSTALLATIONS or OWN PROPULSION then Nationality Crossing Border at GOODS ITEM LEVEL is OPTIONAL.</p> <p>Otherwise, Nationality Crossing Border at GOODS ITEM LEVEL is REQUIRED.</p>	<p>GOODS ITEM LEVEL This is part of the Data Group IDENTITY OF MEANS OF TRANSPORT AT BORDER</p>
	a2	Conditional	<p>If Transport Mode at Border is ROAD and if Identity Crossing Border is present at HEADER LEVEL then Nationality Crossing Border is REQUIRED at HEADER LEVEL.</p> <p>Otherwise, Nationality Crossing Border CANNOT be used at HEADER LEVEL.</p>	<p>HEADER LEVEL</p>

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
IDENTITY CROSSING BORDER	an..31	Required	<p>The following restrictions are present dependent on the Mode of Transport at Border:</p> <p>SEA & INLAND WATERWAY TRANSPORT – Consists of the International Maritime Organisation (IMO) Ship Identification Number (format n7, leading '0' allowed) or of the European Vessel Identification (ENI) Number (format n8, leading '0' allowed).</p> <p>RAIL – Consists of the wagon number and has no format restrictions.</p> <p>ROAD – Consists of the registration plate number and has no format restrictions.</p> <p>For all other Modes of Transport there are no restrictions.</p>	<p>GOODS ITEM LEVEL</p> <p>This is part of the Data Group IDENTITY OF MEANS OF TRANSPORT AT BORDER</p>
	an..31	Conditional	<p>If Transport Mode at Border is SEA or INLAND WATERWAY TRANSPORT then Identity Crossing Border is REQUIRED at HEADER LEVEL.</p> <p>If Transport Mode at Border is AIR then Identity Crossing Border CANNOT be entered at HEADER LEVEL.</p> <p>In all other scenarios, Identity Crossing Border is OPTIONAL at HEADER LEVEL.</p>	<p>HEADER LEVEL</p> <p>NOTE: The same restrictions as Goods Item relating to Mode of Transport at Border are present.</p>

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
PACKAGES		Conditional	If the Specific Circumstance Indicator = A , this data group is OPTIONAL . Otherwise this data group is REQUIRED .	
MARKS AND NUMBERS OF PACKAGES	an..140 (free text)	Conditional	If Kind of Packages indicates BULK or UNPACKED then this field is OPTIONAL . If Specific Circumstance Indicator is not used then this field is REQUIRED otherwise it is OPTIONAL .	Enter the identifying marks and numbers of the packages. This is required for each item on the declaration.
KIND OF PACKAGE (S)	an2	Required	Enter the code for the type of package.	This is required for each item.
NUMBER OF PACKAGES	n..5	Conditional	If Kind of Packages indicates either BULK or UNPACKED , then this field cannot be used. Otherwise this field is REQUIRED . When this field is 0 , then there should exist at least one Goods Item with the same Marks & Numbers of Packages and Number of Packages with value greater than 0 .	Enter the total number of packages. The total number of packages for each goods item must equal the number shown in Total Number of Packages. This is required for each item on the declaration. Zero " 0 " will be considered as a valid number in this field.
NUMBER OF PIECES	n..5	Conditional	This field is REQUIRED only when Kind of Packages indicates UNPACKED . Otherwise this field CANNOT be used.	

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
COMMODITY CODE		Conditional	<p>The Commodity Code is REQUIRED when "Goods Item – Textual Description" is NOT GIVEN.</p> <p>Otherwise this data group is OPTIONAL.</p>	
COMBINED NOMENCLATURE	an..8	Required	<p>If the Commodity Code is used, the Combined Nomenclature is REQUIRED.</p>	<p>This attribute's minimum length is 4 digits.</p>

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
PRODUCED DOCUMENTS/ CERTIFICATES		Conditional	<p>If a party other than the Carrier lodges the Summary Declaration, then the transport document of the Carrier must be declared.</p> <p>If Specific Circumstance Indicator is A, then this data group is OPTIONAL.</p> <p>If Specific Circumstance Indicator is NOT A, if the Transport Mode at Border is 4 and the Commercial Reference Number is NOT ENTERED at HEADER or GOODS ITEM LEVEL, then this data group is REQUIRED pointing to a Master Airway Bill.</p> <p>If Specific Circumstance Indicator is NOT A, if the Transport Mode at Border is NOT 4 and the Commercial Reference Number is NOT ENTERED at HEADER or GOODS ITEM LEVEL, then this data group is REQUIRED pointing to a Transport Document.</p>	At least one Document Type pointing to a transport document must be present in the declaration.
DOCUMENT TYPE	an..4	Required		Enter the Document Type.
DOCUMENT REFERENCE	an..35	Required		Enter the reference number of the Document Produced, Certificates and Authorisations.

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
SPECIAL MENTIONS		Optional		
ADDITIONAL INFORMATION ID	an..5	Required	Only Special Mentions that are marked as COMMON in the reference data will be sent across the Common Domain.	
ADDITIONAL INFORMATION TEXT	an..255	Optional		
SEALS ID	an..20	Optional	Enter the identification numbers of the seals affixed to the transport equipment where applicable.	
CUSTOMS OFFICE OF FIRST ENTRY		Required		The Office of First Entry is the destination where the goods enter the EU Community for the first time.
REFERENCE NUMBER	an8	Required		Provide the details of the Customs Office of First Entry.
EXPECTED DATE AND TIME OF ARRIVAL	n12	Required	The scheduled date & time of arrival of the means of transport at the declared first Office of Entry shall be provided. It shall be the local date and time of the first place of arrival.	The time has to be given in the format: YYYYMMDDHHMM YYYY = Year MM = Month DD = Day HH = Hour MM = Minute
CUSTOMS OFFICE OF SUBSEQUENT ENTRY		Optional	If the means of transport continues with goods to a Subsequent Office of Entry, this field is then REQUIRED .	After arriving at an Office of First Entry in the EU Community, if goods remain on board the same mode of transport and are then imported into another Member State in the EU, this is the Office of Subsequent Entry.
REFERENCE NUMBER	an8	Required		Provide the details of the Customs Office of Subsequent Entry.

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
TOTAL NUMBER OF ITEMS	n..3	Required	The maximum number of items that can be entered on a declaration is 999.	Enter the total number of items covered by the Declaration.
TOTAL NUMBER OF PACKAGES	n..7	Conditional	When the Data Group PACKAGES is used at GOODS ITEM LEVEL , then Total Number of Packages is REQUIRED at HEADER LEVEL . Otherwise, it CANNOT be used.	Enter the total number of packages in the consignment. The total number of packages consists of the sum of the following: the number of packages; the number of pieces; a value of 1 for each entry declared as bulk.
COMMERCIAL REFERENCE NUMBER	an..35	Conditional	When the Specific Circumstance Indicator = "A" , this field is OPTIONAL at both HEADER & GOODS ITEM LEVEL .	Enter the Commercial Reference Number that uniquely identifies the goods.
TRANSPORT MODE AT BORDER	n..2	Required	If the Specific Circumstance Indicator is A then the Transport Mode at Border CANNOT be 7 or 9 . If the Specific Circumstance Indicator is C then the "Transport Mode at Border" 1, 2, 4, 7 and 9 CANNOT be used. If the Specific Circumstance Indicator is D then the Transport Mode at Border 1, 3, 4, 7, 8, and 9 CANNOT be used. If the Specific Circumstance Indicator is E or it is BLANK , Transport Mode at Border is REQUIRED .	Enter the appropriate code for the mode of transport by which the goods entered the Customs Territory of the Community. When air cargo is transported with modes of transport other than air, the other mode of transport shall be declared.

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
LOADING PLACE	an..35	Conditional	<p>If the Specific Circumstance Indicator is A, then Loading Place is OPTIONAL at HEADER LEVEL and CANNOT be entered at GOODS ITEM LEVEL.</p> <p>If the Specific Circumstance Indicator is NOT A and Loading Place is entered at Header Level then Loading Place CANNOT be entered at GOODS ITEM LEVEL. If Loading Place is NOT entered at HEADER LEVEL it is REQUIRED at GOODS ITEM LEVEL.</p>	Please refer to the European Commission Regulation 1833/2006 for the first two digits of the LOADING PLACE
UNLOADING PLACE	an..35	Optional	<p>If the Specific Circumstance Indicator is E and Unloading Place is entered at Header Level then Unloading Place CANNOT be entered at GOODS ITEM LEVEL. Otherwise it is OPTIONAL at GOODS ITEM LEVEL.</p> <p>If the Specific Circumstance Indicator is not E and the Unloading Place is used at Header Level then Unloading Place CANNOT be entered at GOODS ITEM LEVEL. Otherwise it is REQUIRED at GOODS ITEM LEVEL.</p> <p>If Container Numbers is present at Goods Item level and Unloading Place is not entered at Header Level then the first two digits of Unloading Place at Goods Item level for all goods in a given container must refer to the European Commission Regulation 1833/2006.</p>	Please refer to the European Commission Regulation 1833/2006 for the first two digits of the UNLOADING PLACE.

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
TOTAL GROSS MASS GROSS MASS	n..8.3	Optional Conditional	<u>HEADER LEVEL:</u> Total Gross Mass is OPTIONAL . <u>GOODS ITEM LEVEL:</u> It is OPTIONAL if the Specific Circumstance Indicator = E and/or Total Gross Mass has been entered at HEADER LEVEL . Otherwise Gross Mass is REQUIRED at GOODS ITEM LEVEL .	Enter the Gross Mass in kilograms. Gross mass is the aggregate mass of the goods with all their packing, excluding containers and other transport equipment. A value must be input before the decimal point even if the value is 0 (e.g. – 0.8)
SPECIFIC CIRCUMSTANCE INDICATOR	n..2	Required	If the AEO Database is available, it will check the following: The Specific Circumstance Indicator with a value of E can only be used if the Person Lodging the ENS and all Consignees declared in the Entry Summary Declaration have a valid AEO Certificate of type AEOF or AEOS. If a Representative submits an Amendment Request (IE313), the Representative shall have a valid AEO Certificate of type AEOF or AEOS as well.	
TRANSPORT CHARGES - METHOD OF PAYMENT	a1	Optional		A – Payment in Cash B – Payment by Credit Card C – Payment by Cheque D – Other (e.g. direct debit to cash account) H – Electronic Credit Transfer Y – Account Holder with Carrier Z – Not pre-paid

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
DECLARATION DATE & TIME	n14	Required	The declaration date and time is given in the format as identified across.	The declaration date and time should be entered in the following format – YYYYMMDDHHMMSS where YYYY – Year MM – Month DD – Date HH – Hour MM – Minute SS – Second
DECLARATION PLACE	an..35	Required	Enter the place of declaration.	
GOODS ITEM NUMBER	n..3	Required	This field is always completed even if “Total Number of Items” is 1. Each Item Number is unique throughout the Declaration. The items shall be numbered in sequential fashion, starting at 1 (i.e. – 1, 2, 3, 4...).	The final item number on the declaration should equal the number of items shown in “Total Number of Items”.
TEXTUAL DESCRIPTION	an..280	Optional	Enter the normal trade description of the goods. The description must be expressed in terms sufficiently precise to enable immediate and unambiguous identification and classification of the goods.	Guidelines on acceptable and unacceptable terms are available on TAXUD/1402/2007.

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
UN DANGEROUS GOODS CODE	an4	Optional	The United Nations Dangerous Goods Identifier is the serial number assigned within the United Nations to dangerous substances and articles.	This element should be provided where it is relevant.

N.B. In relation to Diversion Requests, where the Entry Summary Declaration is not in a state which can be diverted, or where the entry key details provided in the “Diversion Request” are not on file, any “Diversion Request (IE323)” will be rejected.

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
Transport Mode at Border (Box 25)	n..2	Required	For Air Cargo transported with other modes of transport than air, the other mode of transport shall be declared (e.g. for air cargo transported on road, the mode of transport “3” (road) shall be declared	
IDENTITY OF MEANS OF TRANSPORT AT BORDER	An..35	Conditional	If the transport mode at border = 1, 4, or 8 then this field is Optional otherwise this field cannot be used. If Transport mode at border = 1 or 8 then this field must contain either the International Maritime Organisation (IMO) ship identification no. (format n7) or of the European Vessel Identification No. (ENI) (format n8)	In the case of air, sea and inland waterway transportation the MRN may be replaced by following other data elements identifying the diverted/arriving means of transport i.e. The ‘Identification of the means of transport’ and the ‘Transport mode at border (box 25)’ and the ‘Expected date of arrival’. The identification of the means of transport shall, depending on the declared ‘Transport mode at border (box 25), correspond to following values:-
	n12	Conditional	If the Transport mode at border = 4 then this field must contain the flight number (format an..8) (an..3: mandatory prefix identifying the airline/operator; n..4: mandatory number of the flight; a1: optional suffix	1 and 8 (sea and inland waterway transport) = the International Maritime Organisation (IMO) ship identification number or the European Vessel Identification Number (ENI). 4 (air transport) = The (IATA) flight number.
EXPECTED DATE AND TIME OF ARRIVAL			If the Identification of the means of transport is entered then this field is REQUIRED . Otherwise this field is OPTIONAL . The scheduled date and time of arrival of the means of transport at the declared first Office of Entry shall be provided	The time has to be given in the format YYYYMMDDHHMM where:- YYYY = Year MM = Month DD = Day HH = Hour MM = Minute

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
COUNTY CODE OF OFFICE OF FIRST ENTRY DECLARED	a2	Conditional	<p>If the field 'Customs Office of First Entry' is used then this field cannot be used.</p> <p>Otherwise this field is REQUIRED.</p>	<p>The country code is required to enable the Import Control System (ICS) to request the ENS data and the safety and security risk analysis results at the declared Office of First Entry.</p> <p>The country code shall be declared if it is different to the third and fourth characters of the MRN.</p> <p>It shall correspond to the first and second digit of the 'Customs Office of First Entry' declared in the ENS. It is only required if the Diversion Request is sent to a Member State which is different from that country.</p>
TRADER REQUESTING DIVERSION TIN	an..17	Required	The EORI Trader Identification Number (TIN) shall be declared.	<p>The Trader is the 'person' who is sending the diversion request.</p> <p>The EORI number is the trader's unique reference number advised to him/her by Customs and to be used in all correspondence with Customs Administrations of the EU.</p>
TRADER NAME & ADDRESS	See comment across	Optional		<p>Name an..17</p> <p>Address Line 1 an..35</p> <p>Address Line 2 an..35</p> <p>Postal Code an..9</p> <p>Country Code a2</p>
MRN	an18	Required	<p>If the field 'Diversion Request. Identification of the means of transport' (IE323) is used then this field is REQUIRED.</p> <p>Otherwise this field is OPTIONAL.</p>	The Diversion Request will be rejected if an MRN is invalid or not on file.

DESCRIPTION	FORMAT	STATUS	VALIDATION / RULE	COMMENT
CUSTOMS OFFICE OF FIRST ENTRY		Conditional	If this field is used then the 'Country Code of Office of First Entry declared' cannot be used. Otherwise, the 'Country code of Office of First Entry declared' is REQUIRED .	The Office of First Entry is the destination where the goods enter the EU Community for the first time.
REFERENCE NUMBER	an8	Required		Provide the details of the Customs Office of First Entry.
CUSTOMS OFFICE ACTUAL OFFICE OF ENTRY		Required		A Diversion Request can only be accepted when the "Actual Office of Entry" is in a different Member State to the declared Office of First Entry and Office of Subsequent Entry in the Entry Summary Declaration.
REFERENCE NUMBER	an8	Required		Provide the details of the Actual Office of Entry.

List of valid Country Codes for use in ICS

The valid country codes applicable for use in ICS are those listed in Commission Regulation (EC) No 1833/2006 available at the link below;

<http://eur-lex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2006:354:0019:0028:EN:PDF>