

ROS Arrivals System Viewing Guide

Purpose of this document

The purpose of this document is to assist ROS C&E users in searching Arrivals for flight or ship information held on Revenue records

Brief Outline

The Arrival System records the scheduled and subsequent arrival of any aircraft or ship in to Ireland. This is based on information provided by Airport and Port authorities

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v 1.2

The information in this document is provided as a guide only and is not professional advice, including legal advice. It should not be assumed that the guidance is comprehensive or that it provides a definitive answer in every case.

Accessing system

To access the Arrivals System they must hold a valid Digital Certificate and are tax-head registered for Customs and Excise

Entry is made via [ROS \(https://www.ros.ie/login.jsp\)](https://www.ros.ie/login.jsp)

Revenue
Cáin agus Custaim na hÉireann
Irish Tax and Customs

Gaeilge English
Return to Revenue.ie

Revenue Online Service

Revenue Online Service (ROS) enables you to view your own, or your client's, current position with Revenue for various taxes and levies, file tax returns and forms, and make payments for these taxes online in a variety of ways.

Useful Links

- [View Latest Revenue News](#)
- [EU VAT Customers](#)
- [Desktop Applications](#)
- [ROS Developer Support](#)
- [ROS Compatible Third Party Software](#)
- [Digital Certificate for Emails](#)

Staying Secure On-Line

Login

1. Select Certificate Loading Certificates... Change certificate location

2. Enter Password Change password Forgotten password

3. Login Login to ROS ROS Help

If you experience problems, please visit the new [ROS Help](#) or try the [ROS System Compatibility Check](#).

Your digital certificate, required to access the service, is installed on your computer. If this is lost or damaged, you must register again to obtain a replacement.

[Revenue Home](#) | [ROS Help](#) | [Accessibility](#) | [System Requirements](#)

Fig 1: ROS Login Screen

Select your digital certificate, enter password, Login to ROS

From the ROS **My Services** tab under the File Returns segment

Select a tax type... select and click C&E followed by **File Return** when presented

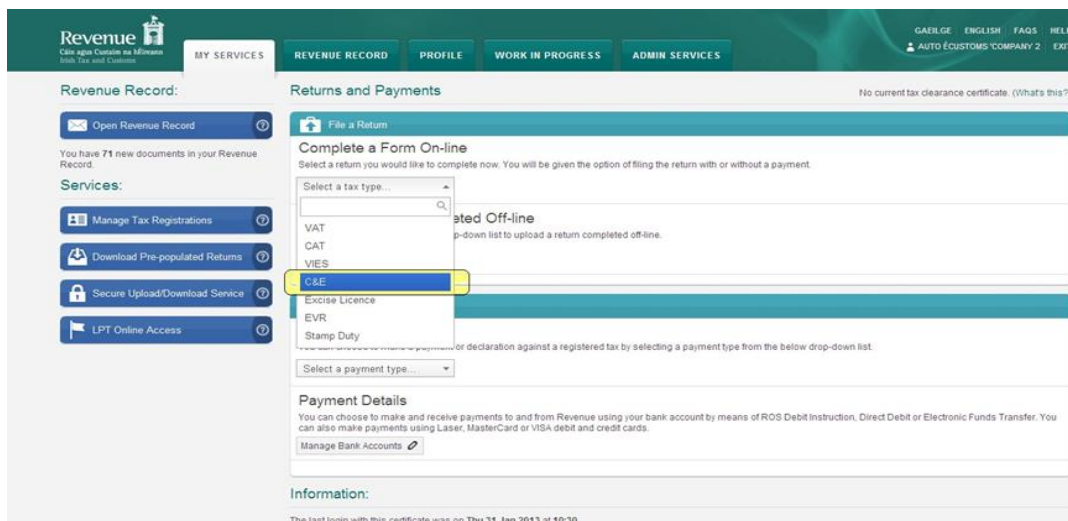


Fig 2: **My Services** Tab Screen with C&E Tax type selected

After selecting **File Return**, user will be presented with the **Arrivals Lookup** screen

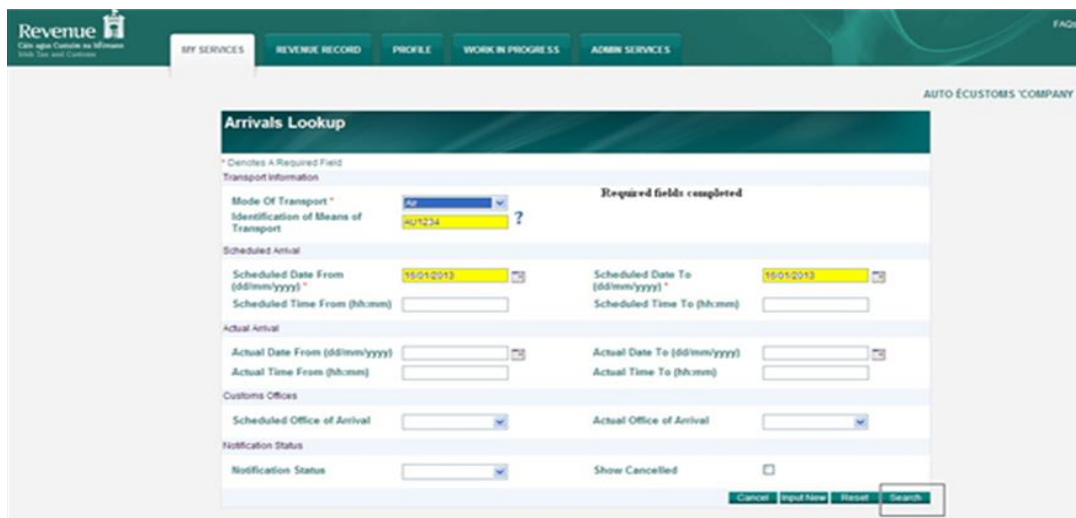


Fig 3: **Arrivals Lookup** Screen with mandatory fields and search function highlighted

Enter the particulars and click on the 'Search' button

Users can narrow their search by inputting further details such as the Flight Number (Air) or the IMO number (Sea) in the Identification of Mode of Transport Field

NB: Unless explicitly authorised, users must not use the 'Input New' Function. This will be monitored to prevent misuse.

Results from the search criteria will be presented to the user thus

Mode of Transport	Identification of Means of Transport	Scheduled Date and Time	Scheduled Source	Scheduled Office of Arrival	Actual Date and Time	Actual Source	Actual Office of Arrival	Notification Status	View	Update
Air	GP0173	16/01/2013 07:00	DAA	Shannon Airport				Scheduled		
Air	GP0273	16/01/2013 07:00	DAA	Cork Airport				Scheduled		
Air	GP0163	16/01/2013 06:50	DAA	Shannon Airport				Scheduled		
Air	GP0263	16/01/2013 06:50	DAA	Cork Airport				Scheduled		
Air	GP0153	16/01/2013 06:40	DAA	Shannon Airport				Scheduled		
Air	GP0253	16/01/2013 06:40	DAA	Cork Airport				Scheduled		
Air	GP0143	16/01/2013 06:30	DAA	Shannon Airport				Scheduled		
Air	GP0243	16/01/2013 06:30	DAA	Cork Airport				Scheduled		
Air	GP0233	16/01/2013 06:20	DAA	Cork Airport				Scheduled		
Air	GP0133	16/01/2013 06:20	DAA	Shannon Airport				Scheduled		

34 items found, displaying 21 to 30.
[< Previous](#) [1](#) [2](#) [3](#) [Next >](#)

Fig 4: Example of results from Arrivals Result Listing Screen

Note that the information in the first three columns is matched against its equivalent in the appropriate Customs Declaration Return viz.

Arrivals Results Listing	Match in SAD Declaration
Mode of Transport	Box 25, 26 (1 = Sea; 4 = Air)
Identification of Means of Transport	Box 18
Scheduled Date and Time	Box 44 Code 1D24 (ETA – Estimated Time of Arrival)