



**SINGAPORE CUSTOMS**

55 Newton Road #06-01 Revenue House Singapore 307987

Tel: (65) 6355 2049 Fax: (65) 6251 3227

Email: [customs\\_company\\_compliance@customs.gov.sg](mailto:customs_company_compliance@customs.gov.sg)

<http://www.customs.gov.sg>

Circular No: 05/2012  
Date: 30 March 2012



To: All Licensed Warehouse Licensees, Excise Factory Licensees, Declaring Agents and Traders

**REVISED CONTAINER STUFFING PROCEDURE**

In line with Singapore Customs (SC) 3-tiered Licensed Warehouse (LW) Scheme based on TradeFIRST (announced in Circular no: 04/2012), SC will introduce a tiered principle of supervision of stuffing operations with effect from 1 April 2012. This enables SC to tailor our facilitation and requirements according to companies' compliance levels.

2 Under these revised procedure, all LW or excise factory licensees will no longer have to apply via e-file for SC's supervision for container stuffing. The following N4 TradeNet permit condition will be removed effective 1 April 2012:

Condition Code	Description
N4	AN E-FILE APPLICATION MUST BE MADE TO COMPANY COMPLIANCE BRANCH FOR SUPERVISION OF STUFFING OF CONTAINERS (WEBSITE:HTTP://WWW.CUSTOMS.GOV.SG).

3 However, all licensees must still take up the Outward Permit prior to the intended stuffing operations. LW Type I and Type II licensees (or their authorised declaring agents) are required to declare the following information under the "Trader Remarks" field:

- a. Date of intended stuffing; and
- b. Time of intended stuffing.

4 Immediately upon completion of the stuffing operations, **all licensees** must notify SC via email to [customs\\_whsg\\_supervision@customs.gov.sg](mailto:customs_whsg_supervision@customs.gov.sg), or fax to 62513227, the date and time of the stuffing operation conducted, as well as the relevant Outward Permit number, container number and shipper's seal number. This requirement is to facilitate post-export checks.

5 In accordance to risk management principles, Type III licensees would be subject to fewer checks than Type I and Type II licensees.

6 Failure to meet the abovementioned requirements is a violation of our licensing conditions and is subject to penalties and/or a downgrading of your licence to a lower tier.

7 For further clarification, please contact us at Tel: 63552049 or email us at [customs\\_whsg\\_supervision@customs.gov.sg](mailto:customs_whsg_supervision@customs.gov.sg).

TEH THIAM SIONG  
HEAD SCHEMES & LICENSING BRANCH  
for DIRECTOR-GENERAL OF CUSTOMS

*Our Vision: A leading Customs that advances Singapore's economy  
by assuring the integrity of the trading system*