

Circular No 7

28 December 2012

All Rice Import License Holders and Declaring Agents

CHANGES TO RICE PERMIT DECLARATION PROCEDURES

1. The following changes to rice permit declaration procedures will **take effect on 7 January 2013**.

'Product Code' to be included as a mandatory field

2. In addition to HS Code, Product Code will be included as a mandatory field to further segregate the rice types imported. All importers will be required to state the Product Code of the type of rice to be imported in the field '*Product Code*' during permit declaration. Please refer to Annex A for the list of rice types and their respective Product Codes.

Descriptions on Packing of Rice no longer required

3. Declaration of permit no longer requires inputs on the rice packing descriptions or the cost & exchange rate information at the fields 'Item Description' / 'Declaration Remarks'.

Purpose of import and the specific month for that purpose or reference number to be indicated at 'CA/SC Code 1' and 'CA/SC Code 2' respectively

4. You are required to type the 'purpose of import' (e.g. MIQ, PSQ, re-export, conversion of MIQ) in the field '*CA/SC Code 1*' and the 'specific month it is intended for' or 'reference number' *in the field 'CA/SC Code 2'*. You may refer to Annex B as a guide on how to input these two mentioned fields.

AUTOMATION OF RICE PERMIT PROCESSING

5. In a move to provide faster turnaround time for rice permit processing, IE Singapore will be rolling out automated permit processing (for both import and export permits) in two phases. Unless picked by the system for random check, all permits will be processed by the system and the outcome would be made known instantly and supporting document is no longer required.

6. If a permit is picked for random check, the system will prompt the importer to attach the supporting document and it will be routed for manual processing. The turn-around time for manually-processed permits will remain as one business day. If a permit is found to contain mistake(s) during random check, the rice licensee (regardless of who, the importer himself or the declaring agent, declared the permit) will be suspended from automated permit processing for a period of one month. During this suspension period, **ALL** permits will be routed for manual processing. The suspension period will restart if there is any subsequent mistake found in declaration.
7. A permit may also be automatically rejected by generic TradeNet declaration criteria which include the following:
 - i. The declared CA/SC product quantity does NOT match that stored in the product database (including the unit used)
 - ii. UEN does NOT match License number.
 - iii. Invalid or terminated license number used.The rice licensee will also be subjected to suspension from automatic processing (for a period of one month) by the system if such mistake is made during declaration.
8. To qualify for automatic permit processing, the rice licensee has to fulfill ***BOTH*** the following criteria:
 - i. Fulfilling Stockpile Quantity requirement at the point of permit declaration (*applicable to all stockpile grade rice importers only*)
 - ii. Not under suspension from automatic permit processing
9. The following types of permits will be automatically processed under Phase 1, which will commence on 7 Jan 2013:
 - i. Import permits of non-stockpile grade rice
 - ii. Import permits of white rice
 - iii. Import permits of rice for manufacturing
 - iv. Re-export/ export permits of all types of rice
10. The following types of permits will be included in Phase 2 (date of roll-out will be announced at a later stage):
 - i. Import permits of Parboiled rice, Ponni rice and Basmati rice.
11. You may refer to Annex C for a list of Frequently Asked Questions.
12. Should you have any query, please contact us at telephone no 1800 4377673 or email your queries to iesingapore_rice@iesingapore.gov.sg.

Thank you.

Yours faithfully,



WAYNE LAN
Assistant Price Controller

Rice Product Codes

For RSS, PRSS and Non-Stockpile Licensees		
HS CODE	HS DESCRIPTION	PRODUCT CODES
10061010	RICE IN THE HUSK FOR SOWING (TNE)	RCUINHUSKSOW
10061090	RICE IN THE HUSK NOT FOR SOWING (TNE)	RCUINHUSK
10062010	THAI HOM MALI RICE HUSKED OR BROWN (TNE)	RCUTHMHUSKED
10062090	OTHER HUSKED OR BROWN RICE EXCL THAI HOM MALI RICE (TNE)	RCUOHUSKED
10063030	GLUTINOUS RICE SEMI MILLED OR WHOLLY MILLED (TNE)	RCUGLUTINOUS
10063040	THAI HOM MALI RICE SEMI MILLED OR WHOLLY MILLED (TNE)	RCUTHMWHITE
10063091	PARBOILED RICE SEMI MILLED OR WHOLLY MILLED (TNE)	RCUPARBOILED
		RCUPONNI
10063099	OTHER SEMI-MILLED OR WHOLLY MILLED RICE EXCL PARBOILED RICE GLUTINOUS RICE & THAI HOM MALI RICE (TNE)	RCUOWHITE
		RCUBASMATI
10064010	BROKEN RICE OF A KIND USED FOR ANIMAL FEED (TNE)	RCUBROKENA
10064090	BROKEN RICE OF A KIND NOT USED FOR ANIMAL FEED (TNE)	RCUBROKEN

For Re-exporter Licensees		
HS CODE	HS DESCRIPTION	PRODUCT CODES
10061010	RICE IN THE HUSK FOR SOWING (TNE)	RCURX
10061090	RICE IN THE HUSK NOT FOR SOWING (TNE)	RCURX
10062010	THAI HOM MALI RICE HUSKED OR BROWN (TNE)	RCURX
10062090	OTHER HUSKED OR BROWN RICE EXCL THAI HOM MALI RICE (TNE)	RCURX
10063030	GLUTINOUS RICE SEMI MILLED OR WHOLLY MILLED (TNE)	RCURX
10063040	THAI HOM MALI RICE SEMI MILLED OR WHOLLY MILLED (TNE)	RCURX
10063091	PARBOILED RICE SEMI MILLED OR WHOLLY MILLED (TNE)	RCURX
10063099	OTHER SEMI-MILLED OR WHOLLY MILLED RICE EXCL PARBOILED RICE GLUTINOUS RICE & THAI HOM MALI RICE (TNE)	RCURX
10064010	BROKEN RICE OF A KIND USED FOR ANIMAL FEED (TNE)	RCURX
10064090	BROKEN RICE OF A KIND NOT USED FOR ANIMAL FEED (TNE)	RCURX

For Manufacturer Licensees		
HS CODE	HS DESCRIPTION	PRODUCT CODES
10063091	PARBOILED RICE SEMI MILLED OR WHOLLY MILLED (TNE)	RCUMFPARBOILED
10063030	GLUTINOUS RICE SEMI MILLED OR WHOLLY MILLED (TNE)	RCUMFGLUTINOUS
10064090	BROKEN RICE OF A KIND NOT USED FOR ANIMAL FEED (TNE)	RCUMFBROKEN

Annex B

S/No.	Rice type	Purpose of import	Codes to be used for the field 'CAS/SC Code 1'	Codes to be used for the field 'CAS/SC Code 2'
1	White rice	Monthly Import Quantity	MIQ	<i>E.g. Jan 13</i> (state the month and year it is meant for the purpose)
2	White rice	Prescribed Stockpile Quantity	PSQ	<i>E.g. Jan 13</i> (state the month and year it is meant for the purpose)
3	White rice	Conversion of MIQ	CMIQ	<i>E.g. RE/Dec/01/2012</i> (Use the reference number given by IE Singapore in both OUT and IN replacement declarations)
4	All	i. Rex declaration ii. SFZ IN/OUT declarations	RE-EXPORT	(Indicate IN Permit no. in OUT declaration)
5	All	Other purposes/ types of declaration	(to leave blank)	(to leave blank)

Frequently Asked Questions

- Q1: What is the turn-around time for Auto-processing?
A1: Immediate
- Q2: What is the processing time for permits picked for random checks and those manually processed?
A2: One business day from the time supporting document is submitted.
- Q3: When will Phase 2 be launched?
A3: All importers will be duly informed once the date of launch for Phase 2 is decided.
- Q4: If I declare MIQ for a month, say Jan 13, and I exceed the MIQ by a small quantity, will the system immediately reject my permit?
A4: No, it will not. At our end, we will adjust the excess to the MIQ for the month after.
- Q5: Will the system reject if I declare the import quantity with too many decimal places? How many decimal places are permissible?
A5: No, the system will not. However, importers are advised to declare up to two decimal places.
- Q6: Is cancellation of permits processed manually?
A6: The procedure for permit cancellation remains unchanged.
- Q7: When prompted to attach supporting documents, how do I attach?
A7: Login to the TradeNet BackEnd website using FrontEnd User ID and password. Search for the Declaration Unique Reference Number. Add the supporting document and confirm the upload.
- Q8: What should re-exporters input in the fields 'CA/SC Code 1' and 'CA/SC Code 2'?
A8: Re-exporters do not need to input anything in fields 'CA/SC Code 1' and 'CA/SC Code 2'.
- Q9: Do manufacturing licensees need to indicate MIQ in 'CA/SC Code 1' and 'CA/SC Code 2'?
A9: Yes, manufacturing licensees need to indicate MIQ in 'CA/SC Code 1' and the respective MIQ month and year in 'CA/SC Code 2'.
- Q10: Will the importer or rice licensee be suspended if the errors were committed by the declaring agents?
A10: Yes, the rice licensee is responsible for the actions of its declaring agents.