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SINGAPORE CUSTOMS

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To: Importers and Air-Cargo Agents



NEW PROCEDURES AT CHANGI AIRFREIGHT CENTRE (CAC) & AIRPORT LOGISTICS PARK OF SINGAPORE (ALPS) – FAXING OF COMMERCIAL DOCUMENTS TO SINGAPORE CUSTOMS FOR DISCREPANCY DETECTED DURING CARGO CLEARANCE

With effect from 12 Dec 2005, Immigration and Checkpoints Authority (ICA) and Singapore Customs (SC) will jointly implement a new set of procedures to streamline the process of handling of discrepancy/discrepancies detected in permits/goods (such as incorrect declaration in permits) at the time of cargo clearance at the CAC or ALPS checkpoint.

2 Under the new procedures, your staff would still have to sign an acknowledgement of the Notice of Discrepancy (NOD), which lists the details of the discrepancy/discrepancies detected. However, he would spend a shorter time in the ICA Office, as there is no need for ICA officers to photocopy the supporting documents for follow-up investigation. The ICA officer would endorse on the first page of the permit on the discrepancy/ discrepancies detected and return the set of the documents to your staff. Upon returning to your office, your staff would then fax the NOD and the supporting documents (i.e. first page of the permit with the endorsement from the ICA officer, airway bill, invoices and other relevant documents) to SC Field Management Branch at telephone no. 63535633 within 3 working days for follow-up investigation.

3 Lesser time spent in the ICA Office would mean that your staff could get back to your cargo truck faster and drive off for cargo delivery. It would minimise the possible obstruction caused to other trucks, while the truck is parked at the checkpoint.

4 You may contact Mr. Foo Weng Keong at telephone number 6355 2031, if you require further information or clarification. Thank you.

HO ANN CHUAN
HEAD, FIELD MANAGEMENT BRANCH
for DIRECTOR-GENERAL OF SINGAPORE CUSTOMS