

IMPORT CUSDEC SUBMISSION IN ASYCUDA WORLD

ICT DIVISION Sri Lanka Customs

ASYCUDA

- * ASYCUDA World, is an UNCTAD developed automated customs management system used by over 90 countries worldwide for their customs procedures.
- United Nations Conference of Trade And Development







RELEVANT REGULATIONS

- Shipping lines: Gazette Extraordinary No 1886/55- October 31, 2014.
- Declarants: Section 47 of the Customs Ordinance.
- ♦ CusDec: 1786/10 of November 29, 2012.
- *Banks: 1739/3 of January 02, 2012.
- ♦ Gov Agencies: Section 12 (Schedule B).

COMPUTER LITERACY OF THE USERS



CLEARING AGENTS

o www.customs.gov.lk





ASYCUDA

Duty Changes

Exchange Rates



Restrictions & Prohibitions

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Declarants Registration

Declarant Registration in ASYCUDA World >

- How to obtain access to ASYCUDA World
 - VPN Application

To be connected to the Customs Network through the Firewall via the Internet the Traders need to Obtain a Virtual Private Network Electronic Certificate from the ICT Division of Sri Lanka Customs.

DTI Application

Direct Trader Input facility is provided by the Customs Administration to submit Customs Declarations electronically directly to the Customs System through the Internet by the Trader or his Agent(Declarant) being at their premises. For this purpose an Asycuda Username & a Password should be obtained by the ICT Division.

- Software downloads for VPN connection
- Connection Troubleshooting
- Instructions for CusDec Key-in
- Cusdec Guidelines

TIN/VAT Registration >

How to become a Customs House Agent



REQUIREMENTS TO BE FULFILLED BY THE APPLICANT

- 1. Applicant should have a pass in G.C.E. Ordinary Level Examination at least with 6 subjects including Sinhala/Tamil Language, Mathematics and English.
- 2. The applicant has to submit a "Letter of Request" from the employer to follow the CHA/WA Course.
- 3. Application should be submitted with the original documents for verification and also with copy documents as given below.
 - i. A photocopy of the G.C.E. Ordinary Level Certificate issued by the Examination Department of Sri Lanka.
 - ii. A photocopy of the National Identity Card.
 - iii. A photocopy of the T- Pass (If applicable)

DOCUMENTS NEEDED TO CLEAR GOODS

- Customs Declaration (Customs 53)
- Value Declaration Form (VDF)
- Commercial Invoice (manually signed and endorsed by the Bank other than in instances where goods has been imported on NFE basis)
- Bill of Lading (BL)
- Delivery Order (DO)
- Letter of Credit(LC) or other documents relating to terms of payment
- Insurance Certificate
- Packing List
- Working Sheet

Open Internet Explorer and type the following URL in the address bar. <u>https://sslvpn.customs.gov.lk/sslvpn/Login/Login</u>

Connect to ASYCUDA World Client						
	Full Desktop (for 64bit machine or PCs with 8 GB memory or more)					
(for 32bit machine or PCs with maximum 4GB memory)						

Click on the "Smart Desktop"

A short cut can be created.

N ASYCUDAWorld	
	Login name
TLS_DHE_DSS_WITH_AES_	128_CBC_SHA

- Type the password and log in
- Users should be extremely careful about their usernames and passwords.
- Users will be held responsible for all the entries made using their usernames and passwords.



When you log in above page will be displayed.

CHANGING THE PASSWORD



🁮 My	Profile - Update [Al	DP0757A] 다 ^ピ 应
File E	Edit View Help	
٢	C 💽	100 %
	User identificatio	n
	User login	ADP0757A
	Account reference	ADMIN
	Account holder	Administration team
	Personal data	
	Name	W.M.T.MAHAULPATHA
	Address	
Ident	ification Authent	tication Function Preference

You can change your password by clicking on the My Profile – Authentication – New password.

KEY IN THE NEW PASS WORD

🏺 My	Profile - Update [ADP0757	A] ت ² ه ^۲	X
File	Edit View Help		
	© 🕐	100 %	
1	User authentication		
	New password	Force password change	
	Re-enter password	Cannot login with password	
	Certificate		
	User biometrics		
	•		-
Iden	tification Authentication	Function Preference	



Go to ASYCUDA -Goods Clearance -Declaration -Detailed Declaration - New

$CUSDEC \ 1 \ \text{with} \ 54 \ \text{cages will prop} \ \text{up}$

🖹 Det	ailed Declar	ation - New [2017]											े ने छ	X
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		2 Exporter	TIN:						Cust	⊽ toms Re	eference Numbe	r:		-
							3 Pages	4 LIST	Mani	ifest				
							5 Items	6 Total Paci	kages	7 Declar 2017	rant's Sequence	Number		
		8 Consignee	TIN:				9 Person Re	esponsible f	or Finan	ncial Set	tlement TIN: _			
	Header													
	Information							11 Tradin	ng Ctry	12 Value	e Details		13 C.A.P.	
		14 Declarant/Repres	entative TIN: _				15 Country	of Export			15A Ctry. Ex. Co	de 17A 0	try Dest Co:	d
							16 Country	of Origin			a juj 17 Country of De	estination	In I	
		18 Vessel/Flight			1	19 Ctr.	20 Delivery	Terms						•
S.A.E). Val. Not	e Asmt. Notice I	Info. Page Att. Doo	c. Scan. Doc.	E-VDF	Remit	tance							

ASYCUDAWorl	d - AD	P0757A								
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	ASY	CUDA		Add Item						
CUSDEC II		SRI	LANKA CUSTOMS	- GOODS DECLARATION -	CONTINUATION	I SHEET			(Customs - 53
31 Fackages	Marks Marks	and numbers - Co	ontainers No(s) - Nu	mber and kind		32 Item	33 Commodity cod	e I		
description	of pack	kages				MFF	34 Ctv. orig. Code	35 Gross ma	ss (ka)	36 Prefer.
of goods	Nbr & I	Kind					a b			
	Cantai	N-(-)					37 PROCEDURE	38 Net mass	(kg)	39 Quota
	Contai	ners No(s)								
							40 Summary decia	ration / Previou	is document	ι s/L
							41 UOM & Qty. 1			
44 Add. info	Licence No D.Val D.Qty				D.Qty					
Produced	A D -						41 UOM & Qty. 2			
Certificates	A.D						41 UOM & Qtv. 3	46 Stat	tistical value	
risations										
47 Calcul-	Туре	Tax base	Rate	Amount	MP					
ation of taxes										
					— —					
			[

OFFICE CODE (CAGE 1).

	\bigtriangledown		
	BACV2	Boi Exports Verification Cargo Vill	▲
	BCVT1	Boi Cargo Verification Unit	
	BIBE1	Biyagama Boi Exports(Sea Cargo)	
	BIBE2	Biyagama Boi Exports(Air Cargo)	
g	BIBE3	Biyagama Boi Export Office	
_	BIBI1	Biyagama Boi Imports(Sea Cargo)	
F	BIBI2	Biyagma Boi Imports(Air Cargo)	
1	BIBI3	Biyagama BOI Office - GRN	-

- \diamond 72 office codes & 72 verification office codes.
- Some are true office codes where CusDecs are processed.
- * Some are verification centers of BOI.
- Correct office code should be selected.
- ✤ This should correspond to cage 29 of CusDec.
- * CusDec has to be cancelled.

MODEL OF DECLARATION (CAGE 1).

1	1 DEC	LAR	ATION			Custo
	V			CBHQ1	Colombo Head Quaters	
Ī	EX	3	Re-export			-
I	EX	8	Transit to ex	ort		
	EX	9	Other expor	t procedure:	S	1000
H	M	4	Entry for hor	ne use		
I	M	5	Temporary I	mportation		
l	M	6	Reimportatio	on		
I	M	7	Entry for wa	rehousing		
I	M	8	Import Trans	sit		-

- ✤ 18 models of declarations.
- * Correct model of declaration should be declared.
- * System does not cross check with office code.
- Eg: Using CBHQ1 office which is for imports a model of declaration for exports EX1 CusDec can be keyed in.
- * CusDec has to be cancelled.

EXPORTER NAME AND ADDRESS (CAGE 2)



- * Correct exporter name and address should be given.
- * The allocated space for the exporter in AsyCuda world over is 35X5 characters.
- * If the name and address exceeds this amount the printout may contain a blank.
- * You have to amend the CusDec.
- * Incorrect details may result in penalties.
- * Eg: The exporter declared in the CusDec does not tally with the invoice/DO/BL etc.

CAGES 3,4,5





- Cage 3 depicts the number of pages of the CusDec. The first potion is for its own page number and the next potion is for the total number of pages
- \clubsuit You can add items using the \blacksquare icon in the task bar.
- * Number of item will be shown @ the right hand side of the CusDec.
- ✤ You can delete an item using the imes icon in the task bar.
- $\boldsymbol{\ast}$ In cage 5 system will automatically pick the Items.

CAGES 6,7 & 9

5 Items	6 Total Packages	7 Declarant's S	equence Number
	100.00	2017	Tharaka1212
9 Person Re UPALI WAD SINGHAPUF VALID TILL	sponsible for Fina DUARACHCHI RA BATALANDA PI 21/09/2011	ncial Settlemen	t TIN: <mark>5610230002525 ⊽</mark>

- Total number of packages for the Declaration should be given. The total must agree with the aggregate total number of packages for the items.
- * System allocates a serial number for each CusDec submitted by a given declarant, which is unique for a year. However, declarant's can insert his own number.
- * Person responsible for Financial Settlement is the person who liable for financial settlement.

CONSIGNEE CODE (CAGE 8)

8 Consignee	TIN:	
		Consignee - code

- * Correct importer code (TIN) should be given.
- * The system will automatically fill the name and the address of the importer.
- * Incorrect details may result in penalties.
- * Eg: The importer declared in the CusDec does not tally with the invoice/DO/BL etc.
- * There should be no end date for consignee.



- ✤ You can go to cage 8, importer and press F3.
- ✤ If you press the finder icon icon
- You can also give criteria such as "starts with" "equals" etc to find the relevant TIN.

<u>V</u> iew <u>W</u> indo	w <u>H</u> elp				
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etailed Declara	ation - New	[2012]			
Edit View	Help				
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	ASVC				
	ASIC	.UDA		No.	the per-
		sc	HEDULE II		
CUSDEC I		SRI LANKA CUSTOMS -	GOODS DECLARATION	1 DECLARATIO	N
	2 Exporte	r TIN:			CBE
					Cust
				3 Pages 4 L	ist
		Company finder of Detailed	Declaration - New [2012]		
	75				
		96 documents found	Please select a documer	nt and select an action fro	m the local me
		Company name	Company code	Start date	End date
	8 Cons	SIAN FREIGHT SERVICE	4090966627000	01/01/2000	
	S	BILCO	4091636107000	01/01/2000	
	K	T B FREIGHTERS	5133421447000-1	01/01/2000	
Header		EWIJ INVESTMENT LTD	1040760177000	01/01/2000	
nformation	P	AN GLOBAL SHIPPING PVT LTD.	1142234417000	01/01/2000	
	V	VESTERN PAPER INDUSTRIES	1142766857000	01/01/2000	
		PERSONAL DESIGN PVT LTD.	1143181677000	01/01/2000	
	14 Dec	RED HEART TRADING CO.PVT L	1143357037000	01/01/2000	
	JA	SAVINRO INTERNATIONAL	4091659747000	01/01/2000	
	15	HESHAPRIYA M D	6324904707000	01/01/2000	
	L L	VASANTHA PRIYANKARA U L L	6936644387000	01/01/2000	
	40.1/00	EMAND EXPORT	6936644387000-1	01/01/2000	
	18 ves:	HEVARAJAH M	5812222897000	01/01/2000	
		DEEMAS INTERNATIONAL CLOT	4090429297000	01/01/2000	
	21 Voya	ELANEIYA ESTATE	4090899417000	01/01/2000	
		IUSSAIN M	5919905197000	01/01/2000	
	25 Mod	ATHIKA GRINDING MILLS	4091649947000	01/01/2000	
	25 WOU	HANKEM PVI LID	1140351737000	01/01/2000	
	IN	IAPA LANKA PVI LTD.	1140768647000	01/01/2000	
		OWER WORLD PVI LID	1141258577000	01/01/2000	
		0 🔄 📥 👻			
31	Marks				
Packages	Marks &			111	lo.

You can double click on the desired importer Company code and it will be taken up by the system

CAGES10,11,12,13

▼ Con. Ctry	10 Ctry of Last	11 Trading	12 Value Details	13 C.A.P.
	⊂ Con.	Ctry		

- ✤ There are 243 Ctry of Last Con. Not mandatory.
- ✤ There are 243 Trading Ctry. Not mandatory.
- Value Details. Not mandatory.
- * Cage 13. C.A.P. (Common Agricultural Policy reference). Here the correct number of containers should be given.
- Seal charges 100 Rs, examination fees 1st Container 400 Rs rest 100 RS each, computer fee 250 Rs etc are calculated based on this field.

DECLARENT TIN (CAGE 14)

14 Declarant/Representative	TIN:	1143449407000	∇
D P LOGISTICS PVT LTD 75,HYDE PARK CORNER, COLOMBO 02			Decla

- System will automatically fill the declarant (TIN) as soon as you open a new CusDec.
- The declarant TIN is linked to the relevant username and the pass word.

CAGES 15, 16,17

15 Country of Export Afghanistan	15A Ctry. Ex. Code 17A Ctry Dest Cod a AF b a LK b
16 Country of Origin	17 Country of Destination Sri Lanka ▽

- ✤ 15 is 'The name and the code of the country from where the cargo had been exported.
- * When you fill 15A the system will fill Country of Export.
- * When you fill 17A the system will fill Country of destination.

VESSEL/FLIGHT (CAGE 18)



- This is a mandatory field.
- * Vessel name is very important to Customs.
- * Incorrect name of the vessel may result in penalties.
- * Other field in the cage 18 is optional.

CAGE 19



* When you click this the container tab will appear at the bottom of the CusDec.

							\frown
S.A.D. Val. No	te Asmt. Notice	Info. Page	Att. Doc.	Scan. Doc.	E-VDF	Remittance	Containers

CAGE 20

20 Delivery	/ Terms	
\bigtriangledown		
C&I	Cost and Insurence	
CFR	Cost and freight	1000
CIF	Cost, insurance and freight	
CIP	Carriage and insurance paid to	
CPT	Carriage paid to	
DAF	Delivered at frontier	
DAP	Delivered at place	
DDP	Delivered duty paid	-

- * There are **16** delivery terms.
- * Correct delivery term should be declared.
- * Normally for imports its CIF & for exports its FOB.
- * If the FOB is used as the terms of payment, aggregate total of freight, insurance and other charges should be declared in local currency in the Val note tab.



CAGE 21,22,23,24

1 Voyage No./Date		22 Currency and Total Amount Invoic. 23 Exchange Rate		24 Nature of		
			0.00	0.0000		Transt.

- ✤ 21- Voyage number of the vessel/flight No. in which cargo is imported and its date of arrival.
- 22- Correct currency code should be declared. If USD
 & declared as SGD, loss of revenue will occur.
- \bigstar 23-Exchange rate is from the system.
- ✤ 24- Is not mandatory.

CAGE 25,26,27

I	25 Mo	de of Transp.	26 Inla	and mode	27 Place of Discharge				
		at border		Transport					
ľ	1	Se	•						
I	2	Ra	il Trans	sport					
ł	3	Ro	Road Transport						
I	4	Air	Air Transport						
I	5	Po	Postal Transport						
I	6 Multimodal Transport								
	7	Transport on fixed installations							
I	8	Inte	and wa	terways trar	nsport 💌				

- * 25- 'Code applicable to the mode of transport. In Sri Lanka, the mode of transport can only be Air, Sea or Post (see chapter 6 of the ACCESS Guide IV)..
- \bigstar 26,27 are not mandatory.

CAGE 28

	28 Financial and Banking Data Bank Code: 6 Terms of Payment:			6083		
				6010	Bank of Ceylon	▲
1	Bank Name: Hatt	Bank Name: Hatton National Bank PLC			Commercial Bank PLC	225
	Branch	Ref. No.:		6083	Hatton National Bank PLC	
ł	branen			6135	Peoples Bank	
	32 Item	33 Commodity (HS) Code	6205	Deutsche Bank	
_	1 No.			6214	NDB	
	MFF	34 Ctry of Origin	35 Gross Mas	6278	Sampath Bank PLC	
		a hi		6287	Sevian Bank PLC	•

- * Bank Code of the bank through which the importer negotiates payment with the foreign supplier
- * Bank Name of the bank that represents the bank code in the cage number.
- * Reference number of the bank document related to Terms of Payment.

CAGE 28

28 Financial and Bank	ing Data Ba	ank Code: 6083	
Terms of Payment:	61	Irrevokable cnfmd.sight docs.cr	
Bank Name: Hatton	35	Documents against payment (D/P)	
Branch:	41	Consignment	
32 Item 33	45	Contract basis	100
52 nem 55	51	Lease agreement	
1 NO	55	Cash on arrival	
MFF 📃 34	61	L/C;Irrevokable cnfmd.sight docs.cr	
ai	65	Letter of credit at sight	
37	70	Open Account	-

- * Terms of Payment: Terms mutually agreed upon by the buyer and the seller in the international market for making the payment for supplying the goods for Import.
- * Only the terms of payments approved by the Controller of Exchange are permitted to be used for the means of transaction. i.e. Letter of Credit, DP terms, etc.
| 29 Office of Entry | | 30 Location of Goods |
|--------------------|------------------------------|----------------------|
| \bigtriangledown | | |
| CBHQ1 | Colombo Head Quaters | s 🔺 |
| CBIF1 | Colombo Investers'Fac | cilitation Div. |
| CBIF3 | Colombo INFAC - GRN | |
| CBJCT | Jct Boat Note Office | |
| CBLR1 | Colombo Long Room | |
| CBLRE | Colombo Long Room E | di Office |
| CBMV1 | Customs Motor Vehicl | e Unit-Colombo |
| CBOND | Customs Bonding Divis | sion 💌 |

- * This field is mainly used by the BOI. They use this to mention the verification points.
- * For Customs CusDecs it is the code of Customs office at which the import declaration is made and documents are processed.

3	0 Location of Go	ods	Bank Name:	
		\bigtriangledown	Branch:	
s)	CICT	Colombo Internation	al Container	
	OTHER	Indirect Imports		
	SAGT	South Aisa Gateway	Terminal	
	SLAL	Sri Lankan Air Lines		
	SLPA	Sri Lanka Port Autho	ority	-

- * This is a very important cage.
- * Correct terminal where the container is unloaded

31 Packages and	Marks and Numb Marks & Nos of Pkgs:	ers - Conta TIDU2311 1X20 TAN	iners No(s) - Number and Kind 883 IK CNT	32 Item 1 No.
Description of Goods	Number & Kind:	1.00	TK Tank, rectangular	MFF [_]
	Containers No(s): Description: METHANOL- 1996 RAW MATERIAL F	: 60 KG S FOR GLOVE	s	

- * Marks and Numbers are the identification marks of the packages. If a particular consignment comes as a Full Container Load (FCL - Containerized cargo), its related container numbers should be declared in this cage.
- Number of packages and the code of package type should be given. There are 302 pkg types.
- Description of goods should be precise and clear and sufficiently detailed to determine the classification code (HS Code).

CAGE 32, 33

32 Item	33 Commodity (HS)) Code	
1 No.	29051100	00	

- * Classification number of the item, under Customs National Tariff based on the Harmonized Commodity Description and coding system.
- If you do not know the exact HS you can type the first few digits and click on F3.

32 Item	33 Commodity (HS) Code	
1 No.	62		

			□ - ☑.
Edit View Help			
			100 %
ASYCUDA			
Tarif query			
Keyword - Commodity Code:	62	X Query Date: 24/05	2017
and some sector			
ection XI			
extiles and textiles articles			
hapter 62			
The provide			
rticles of apparel and clothing acc	cessories, not knitted or crocheted		
rticles of apparel and clothing acc	cessories, not knitted or crocheted		
rticles of apparel and clothing acc	lothing accessories, not knitted	Articles of apparel a	and clothing accessories, not knitted or
 Articles of apparel and clothing acc 62 Articles of apparel and c or crocheted 	lothing accessories, not knitted or crocheted	62 Articles of apparel a crocheted	and clothing accessories, not knitted or
62 Articles of apparel and clothing acc or crocheted	lothing accessories, not knitted or crocheted	62 Articles of apparel a crocheted	and clothing accessories, not knitted or Articles of apparel and clothing accessories, not knitted or
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rticles of apparel and clothing acc 62 Articles of apparel and c or crocheted 62.01 Men's or boys' ov 62.02 Woman's or girls' 62.03 Men's or boys' su trousers, etc	cessories, not knitted or crocheted lothing accessories, not knitted ercoats, and similar articles ' overcoats, and similar articles its, ensembles, jackets, blazers,	62 Articles of apparel a crocheted 01/01/2000 >	and clothing accessories, not knitted or Articles of apparel and clothing accessories, not knitted or crocheted
 Articles of apparel and clothing accontract of apparel and clothing accontract of apparel and clothing accontract or crocheted 62.01 Men's or boys' ow for a clothing accontract of a clothing acco	Iothing accessories, not knitted ercoats, and similar articles 'overcoats, and similar articles its, ensembles, jackets, blazers, 'suits, ensembles, jackets,	62 Articles of apparel a crocheted 01/01/2000 >	and clothing accessories, not knitted or Articles of apparel and clothing accessories, not knitted or crocheted
 Articles of apparel and clothing accorrected 62 Articles of apparel and corrected 62.01 Men's or boys' over 62.02 Woman's or girls' 62.03 Men's or boys' su trousers, etc 62.04 Women's or girls' dresses, skirts, etc 	Iothing accessories, not knitted ercoats, and similar articles 'overcoats, and similar articles its, ensembles, jackets, blazers, 'suits, ensembles, jackets, tc	62 Articles of apparel a crocheted	and clothing accessories, not knitted or Articles of apparel and clothing accessories, not knitted or crocheted

CAGE 34,35,36

34	Ctry of C	Drigin	35 Gross Mass (Kg)	36 Prefer.
aı	\bigtriangledown	hi		
37	AD	Andorr	a	-
	AE	United	Arab Emirates	1991
_	AF	Afghan	istan	
40	AG	Antigua	a and Barbuda	
	AI	Anguill	a	
41	AL	Albania	a	
	AM	Armen	ia	
	AN	Nether	lands Antilles	-

* Cage 34: Code of country of origin (Cage 34 is linked with cage no.16).



- * Gross weight & Net weight of an item should always be declared in kilograms. 999,999,999.00 Kgs...
- * 36-'Code of preference: Certain commodities are entitled for preferential rates of duty when imported under certain international agreements. i.e. SAPTA, APTA. This is linked with cage 34. Currently there are 12 agreements.

CAGE 37,39

37	7 Proc	edure Co 38 Net Mass (Kg) 39 Quota		37 Procedu	e Co	38 Net Mass	s (Kg)	39 Quota		
40	000			4000						
4	000	Direct entry for home use	-		4000	000	Normal prod	oduro		
4	040	Customs Sales Goods		40 Previous	4000	000	Normal proc	euure		
4	051	Entry for home use from INFAC scheme			4000	001	Passengers	i baggage ur	nder Section 107(A	()
4	052	Entry for home use from BOI exports oriented projects IN-Zone			4000	002	Film of Educ	at, Science, (Cultural char prod I	b
4	053	Entry for home use from BOI Non exports oriented projects IN-Zone		41 UOM & Q	4000	003	Temp impor	t of professi	ional & scientific E	q
4	054	Entry for Home use from BOI exports oriented projects Out-Zone		1	4000	004	Article awar	ded aboard	to any persons for	r]
4	055	Entry for Home use from BOI non exports oriented projects Out-Zone		41 IIOM & O	4000	005	Raw & pack	ing material	for mnf of phama	с
4	056	Entry for Home use from TIEP 4 scheme	-	41 0011 0 0	4000	006	Avuveda Sii	da and linar	ni raw and prepare	-d
					4000	000	Ajuveuu, Ji		in ruw und propure	<u> </u>
				44 11014 8 0	4000	007	Homeopathi	c deud reco	mendations of the	

- * Customs Procedure Code (CPC) 301 and the National Procedure Code (NPC) 371.
- Correct CPC & NPC code should be declared as the tax amount payable is heavily dependent on it.
- * Cage 39 was used when GSP was active.



40 Previous Document/BL No./AWB No. S 2903 OF 21/01/2016

- * BL number is mandatory.
- If a wrong BL number is declared it will be written off and may lead to the cancellation of the CusDec.

S/L

41 UOM 8	& Qty. 1
KGM	133,280
41 UOM 8	& Qty. 2
41 UOM 8	& Qty. 3

- * 41A Unit of measurement and quantity is the applicable unit and the quantity required in National Tariff.
- * 41B With regards to certain items duty is based on a specified unit of quantity. In such instances this cage is used. Eg. Liquor-liter, cigarettes - no of sticks.
- * 41C. In the national tariff, UOM for almost all the spare parts is in kilograms, whereas the UOM required by the Customs valuation branch is number of units, In such situations, this cage can be made use of. Eg. Vehicles.

CAGE 42,43



- ✤ 42 Item price should be declared correctly in foreign currency.
- * In case of imports, it could either be FOB or CIF.
- \bigstar 43 is the valuation method code. Not in use now.



44	Licer	nce No	D.	Val		D.Qty	
Add. Info		0+0+0+0-0				-	
Produced	A.D.						
Certificates							
and Autho- rization							
	_						

- License No is the reference number of the document on which the special permission or concession is granted (eg. License or any other special permit, re-importation certificate, etc.).
- * Value of the item which has been debited against the license or any other special permits.
- ✤ Currently used only by the BOI.

CAGE 45,46



- 45 is the rate of adjustment. 'This cage need not to be filled, since the system is configured in such a way to give 1 as the adjustment.
- * 46 CIF value of the respective item in Sri Lanka rupees.
 System calculates this.

47	Туре	Tax base	Rate	Amount	MP
Calculation	CID	5,428,768	15.00	814,316	1
oflaxes	EIC	5,971,645	5.00	298,583	1
	PAL	5,428,768	7.50	407,158	1
	NBT	7,491,702	2.00	149,835	1
	VAT	7,491,702	15.00	1,123,756	1
					—
		Tota	al	2,793,648	1

- * Type represents the duty tax code that identifies each fiscal levy such as Customs Import Duty (CID), Value Added Tax (VAT), etc.
- MP is the Method of Payment. If the tax is to be paid it is1. If waived off it will be 3.
- \Rightarrow Max 9 can be shown. There are **42** taxes.

DUTY CALCULATION

COMPUTATION OF IMPORT LEVIES

Following duties and fiscal levies are collected by Sri Lanka Customs, on imported goods, at the time of importation.

Customs Duty (Preferential and General)
Value Added Tax (VAT)
Port and Airport Development Levy (PAL)
Special Commodity Levy (SCL)

Nation Building Tax (NBT) Export Development Board Cess Excise (Special Provisions) Duty (ED)

Abbreviations used

- CIF Value in Rupees
- c Cess under Export Development Board Act
- d Customs Duty *
- e Excise (Special Provisions) Duty
- t Value Added Tax

Customs Dutv

d = (CIF value) * (Customs Duty Rate)

d = (Ouantity) * (Unit Rate of Customs Duty)

Cess Levv

c = (v + 10% v) * (Cess Rate)

or

c = (Ouantitv) * (Unit Rate of Cess)

Excise (Special Provisions) Duty

$$e = (v + 15\%v + d + c + p) * r_{\circ}$$

e = (Ouantity) * (unit rate of Excise Duty)

 p
 Ports and Airports Development Levy

 n
 Nation Building Tax

 re
 Rate of Excise (Special Provisions) Duty

 rt
 Bate of Value Added Tax

rn Rate of Nation Building Tax

Value Added Tax

 $t = (v + 10\% v + d + c + p + e) * r_{+}$

Nation Building Tax

 $n = (v + 10\%v + d + c + p + e) r_{n}$

Port and Airport Development Levv

p = (CIF value) * (PAL Rate)

Special Commodity Levv

SCL = (Ouantity) * (unit rate of SCL)

* Note: If the Customs Duty is waived by the Ministry of Finance or a concessionary Duty rate or a preferential rate is granted, then 'd' stands for the actual amount of Duty paid. In the event the Customs Duty payment is suspended (for e.g. under the Bonding Regime), then d' stands for "actual amount of Duty that was payable".

CAGE 48,49,50,51,52



- Account number of the consignee/declarant who maintain an account at Customs for the purposes transaction through either a pre-payment or a credit account.
- * If the goods are being warehoused the warehouse code and the period under which the goods are authorized to remain there should be declared here.
- * 50,51,52 are for official use

CAGE 53,54



- * 53- Name of the Customs House Agent (Wharf agent) who submits the declaration to Customs, and his/her ID number (CHA card number) should be declared here.',
- * 54-This space is provide for certifying that the particulars and the values entered by the authorized person (may be Importer/Exporter/Declarent) are true and correct.
- Signatory name, designation should be declared in the given cage accordingly. On the bottom of the box, he/she should manually sign and date the declaration.'

VAL.NOTE TAB

Val. Note

Working mode should always be: "Apportionment per value"

View Version (5) SAD File Edit View Help





ASYCUDA

SAD - Valuation Note - General segment

Working mode Apportionment pe	value 🗸					
Apportionment pe	r value					
Apportionment pe	r weight		FCY	Evolution	Amount in LKP	
No apportionment	computed totals		code	rate		
Invoice value	8,681.80	in	USD	154.4194	1,340,638	
External Freight(import)	0.00	in		0.0000	0	
Internal Freight	0.00	in		0.0000	0	
Insurance(import)	130.22	in	USD	154.4194	20,108	
Other costs(import)	0.00	in		0.0000	0	
Deductions	0.00	in		0.0000	0	
Total gross mass	9,567.00			Total Costs	20,108	
Delivery terms CFR				CIF value	1,360,746	

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VAL.NOTE TAB



SAD - Valuation Note - Item

S.A.D.

Item number 1 Invoice value	Amount 5,939.30	FC in US	X code	Exchange rate 154.4194	Amount i	n LKR 917,143
External Freight(import)	0.00	in		0.0000)	0
Internal Freight	0.00	in		0.0000)	0
Insurance(import)	89.08	in US	SD	154.4194	4	13,756
Other costs(import)	0.00	in		0.0000		0
Deductions	0.00	in		0.000	0	0
				Total Costs		13,756
Delivery terms CFR				CIF value		930,899
				Statistical value		930,899
Additional information						
Supplementary value 1 Code	VAL Name	Market Reta	ail Price		Quantity	2,871,360.00
Supplementary value 2 Code	Name				Quantity	
Rate Rate			Per			
Basis			Amount			
Val Note Asmt Notice Info Pag	ae Att Doc Scan D	oc E-VDE	E Items admi	inistrations selectivity	Remittance	Containers

ASSESSMENT NOTICE

SAD - Assessment Notice

Customs Office CBHQ1 Colombo Head Qu	laters	Identification of the declaration						
Model Customs re	ference 5350 19/05/2017	Declarant reference 2017 #139	Assessment reference 2017 A 85345	/2 19/05/2017	Nbr of Items 5			
Declarant 4091248442525		Company 11482206	07000					
FREIGHT BASE 20 C, 3RD FLOOR, YMBA B SIR BARON JAYATHILAKA	LDG, 126 MW, COL 01	APPOLLO 196 2/1, S WELIKAD/						
Mada of pourport	Account number	Descipt number and	data Sta	stoment number and dat				
CASH	Account number	R 92352	23/05/2017					
Items taxes		Global taxe	26					

	, uxos		01000	i unos		
,ID	Customs Import Duty	262,153	SEL	Seal Charges	100	
IC	Import Cess (EDB import Cess)	141,230	отс	Over Time Charges	1,600	
AL	Port & Airport Dev. Levy	209,449	COM	Computer fee	250	
IBT	Nation Building Tax	73,697	EXM	Customs Inspection Fee	400	
/AT	Value Added Tax	552,709				
	Paid		Г	Total Global Taxes	2 35(
	- To be refunded.	No		Total Items Taxes	1,239,238	
	- To be refunded. receipt no.	No		Total Items Taxes	1,239,234	

INFORMATION PAGE

Detailed Declaration - View [2017]	r q 🛛
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ASYCUDA	
SAD - Information Page	
Customs Office Identification of the declaration CBHQ1 Colombo Head Quaters Identification of the declaration Model Customs reference Declarant reference Assessment reference Nbr of Items When the coloration 2017 2017 2017 10/05/2017 5	5
Im 4 2017 1 85350 19/05/2017 2017 #139 2017 A 85345 12 19/05/2017 5 Declarant Declarant	
4091248442525One packge. 25 items.FREIGHT BASE 20 C, 3RD FLOOR, YMBA BLDG, 126 SIR BARON JAYATHILAKA MW, COL 01Should declare as 25 packages. 1 pkg for each item. Mention in the information page	
Comments	
S.A.D. Val. Note Asmt. Notice Info. Page Att. Doc. Scan. Doc. E-VDF Items administrations selectivity Remittance Containers	

ATTACHED DOCUMENTS

Detailed Declaration - New [2017]		с ^к
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ASYCUDA		
SAD - Attached Documents Page		
Customs Office	Identification of the declaration	
Model Customs reference	Declarant reference Assessment reference /	Nbr of Items 1
Declarant	Motor vehicle Permits (MVP). Pe and the date should be give Sometimes LC no and the d	ermit no en. ate.

	Item	Code		Description	n				Reference		Date
	1	SLC	∇	Letter form	n Sri Lanka Cu	ustoms			12121		18/05/2017
		MOA		MINIST	FRY OF AGRIC	ULTURE		-			
-		MVP		Motor	Vehicle Perm	its					
I	tm	NPQ		NATIO	NAL PLANT Q	UARANTINE	SERVICE	-		Reference	Date
		SLC		Letter	form Sri Lank	a Customs		-			
		SLS		SRILA	NKA STANDA	RDS INSTITU	TE				
		TEA		TEA BO	oard Blend Sh	eet					
		TIP		DEPAR	RTMENT OF TR	ADE & INVE	STMENT POLIC	Y			
		TRC		TELEC	OMMUNICATI	ONS REGULA	TORY COMMIS	SION -			
S.A.D.	Val.	Note	Asr	mt. Notice	Info. Page	Att. Doc.	Scan. Doc.	E-VDF	Remittance		

SCAN DOC

S.A

Model	Customs reference	Declarant reference 2017	Assessment reference	Nbr of Items
Declarant		Pdf format supp DO/BL/Invoi Digita	orting documents. ce/packing list etc ally signed.	Eg:
	8			
	Code V Docum	File name		Status 100 %
001 002 APH BEN BEV BIN CDA DFP	DEPARTMENT OF TRADE TARIFF & IN DEPARTMENT OF FISCAL POLICY DEPARTMENT OF ANIMAL PRODUCT BOI Engineering Approval BOI Environmental Approval BOI Investment Approval COCONUT DEVELOPMENT AUTHORIT DEPARTMENT OF FISCAL POLICY	IVE STMENT PC	U	
D. Val. Note	Asmt. Notice Info. Page Att. Do	oc. Scan. Doc. E-VDF Remittanc	e	

E -VDF

e

Detailed Declaration - View [2017] File Edit View Help							цк 🛛
							100 %
ASYCUDA							ERVyana HEV
Value Declaration Form							
Office Code : CBHQ1 Year:	2017	CusDec No:	I 853	350	No. of	Items:	5
1. Declare below the costs and services r in terms ofArticle 8(1) & 8(2) of the Cust	not included in the invoice toms Ordinance	value	2. Are you rela Schedule E to	ted to the sell the C.O. ?	ler in terms of Art	icle 9 of the	No
(a) Brokerage and Commissions:		0.00	3. If related, w	as the value in	fluenced by the re	lationship?	No
(b) Cost of Containers:		0.00	4. Is the sale s	ubject to any o	onditions or restr	ictions impo	No
(c) Packing Costs: (d) Cost of goods and services supp	lied:	0.00	5. Is this a pro	۲ visional Asses	sment?		No
by the buyer:		0.00	6. If any decisi	on made on re	lationship within 2	years	
(e) Royalties and License Fees:		0.00	Please speci	fy the File No:	?	-	NIL
(f) Value of proceeds accrued to the	seller:	0.00	7. Nature of the	e Transaction:			SALE
(g) Loading, unloading & handling ch	arges:	0.00	8. Unit of Curre	ency			USD
(h) Other payments, if any:		0.00					
Total:		0.00					
No Line Description.	Addl. Description CO) UOM Qi	uantity	D/Value	e Additio	ons	Customs Value
No Line. Description	Addl. Descr	iption	со иом	Quantity	D/Value	Additions	Customs Value
1 1 BAKELS SUPREME,			MY KGG	1145	1868.8	69.37	0
2 2 QUANTUM UNIVERSAL 3 3 BAKING POWDER	•		MY KGG MY KGG	5100 2250	6230 3192.5	231.28	0
4 4 BAKELS RED VELVET			MY KGG	2936	5765.75	214.04	0
5 5 FRUITS BLUEBERRY,			MY KGG	96	401.76	14.91	0
S.A.D. Val. Note Asmt. Notice Info	o. Page Att. Doc. Sc	an. Doc. E-VD	F Items adr	ninistrations s	electivity Rem	ittance (Containers

REMITTANCE PAGE

Detailed Declaration - View [2017]		<u> ч</u> к 🛯 🛛					
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ASYCUDA							
SAD - Remittance Documents							
Customs Office CBHQ1 Colombo Head Quaters							
Model Customs reference IM 4 2017 I 85350 19/05/2017	Declarant reference Assessment reference 2017 #139 2017 A 85345 / 2 19/05/2	Nbr of Items 2017 5					
Declarant							
Declarant 4091248442525 FREIGHT BASE 20 C, 3RD FLOOR, YMBA BLDG, 126 SIR BARON JAYATHILAKA MW, COL 01 To be implemented							
Term Of Payment Bank Code Bank Name.	Branch Code Remittance Ref	Amount					
TOP Bank Code Bank Name.	Branch Code Ref	Amount					
S.A.D. Val. Note Asmt. Notice Info. Page Att. Doc	. Scan. Doc. E-VDF Items administrations selectivity Remittance	Containers					

CONTAINER PAGE

Detailed Declaration - View [2017]	48 X
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ASYCUDA	
SAD - Containers	
Customs Office CBHQ1 Colombo Head Quaters	
Model Customs reference Declarant reference Assessment reference Nbr of Items IM 4 2017 I 85350 19/05/2017 2017 #139 2017 A 85345 / 2 19/05/2017 5	
Declarant 4091248442525There should be no "0" in the Empty weight & Nbr.of Pck. Exit note	
20 C, 3RD FLOOR, YMBA BLDG, 126 SIR BARON JAYATHILAKA MVV, COL 01 More than one items. Always add	
containers to item no 1	
Item Container No. Nbr. of pck. Package type Type E/F Goods Empty weight Goods weight	
Itm Container No. Nbr. of pck. Package type Type E/F Goods Empty weight Goods weight 1 TEMU2059826 894.00 PK 20GP 01 BAKERY ITE 0.00 12,064.00	
S.A.D. Val. Note Asmt. Notice Info. Page Att. Doc. Scan. Doc. E-VDF Items administrations selectivity Remittance Containers	

VERIFING THE CUSDEC



 Eye mark is for verifying the CusDec.
 If you want to know the total duty of a CusDec you can find it by filling the CusDec and verifying the same.



Mark is for validating the CusDec. Only the tea exporters should click on this mark.

VALIDATE & ASSESS THE CUSDEC



Next the declarent should validate & assess the CusDec.
He can do so by clicking on the green right mark.



Now the CusDec is validated and a registration no appears in the CusDec.

For imports server letter will be I.

MAIL



• You will now receive a mail. You can open it by right clicking on it.



The mail will give a message. Here it says declaration is attached.

If you click on the attachment you can view your CusDec.



IN THIS CASE YOU CAN EITHER VIEW, RETRIEVE OR ASSESS THE CUSDEC IF REGISTERED.

DELETING THE MAILS

FERJEE			
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Subject Declaration registratio	From DTI JAFFERJEE	Date Mar 10. 2012 3:5 Open in New Window Reply Edit	11:08 PM
Header: From: DTI JAFFERJE To: DTI JAFFERJE CC: BCC: Subject: Declaration re	EE EE gistration: E 21	Delete Move to Copy to	Drafts Inbox Sent Templates Trash
Date: Mar 10, 2012 : Message: Declaration registered	3:51:08 PM		
	FERJEE	Subject From Declaration registratio DTI JAFFERJEE To: DTI JAFFERJEE To: DTI JAFFERJEE To: DTI JAFFERJEE CC: BCC: Subject: Declaration registration: E 21 Date: Mar 10, 2012 3:51:08 PM Message: Declaration registered - see attached. Mail Attachments (1)	Subject From Date Declaration registratio DTI JAFFERJEE Declaration registratio DTI JAFFERJEE To: DTI JAFFERJEE To: DTI JAFFERJEE To: DTI JAFFERJEE To: DTI JAFFERJEE CC: BCC: Subject: Declaration registration: E 21 Date: Mar 10, 2012 3:51:08 PM Message: Declaration registered - see attached. Mail Attachments (1)

- After reading the mail PLEASE **DELETE** IT.
- This can be done by right clicking on the mail then click on delete.
- Then please delete the same from the Trash folder appearing on the right hand side.

IF BELOW MENTIONED WARNING IS GIVEN PL CONTACT ICT OF SL CUSTOMS- TEL: 2445148

Detailed Declaration finder														×				
47 documents found! Please select a document and select an action from the local menu																		
Year	V	Declarant	R	R	R		Туре	Ge	lte	Ex	Co	.Total	.A	. A	. A	R	R	
20	CB	7525510	#1	Е	3		EX	1	2	40		250						
20	CB	1140741	#	E	30		EX	1	2	51		250	Α		1			
20	CB	1140741	#	E	31		EX	1	2	51		250	А		1			
20	CB	1040649	#2	E	32		EX	1	3	10		250						
20	CB	4090013	#7	E	33		EX	1	4	40		250						
20	CB	1040348	#4	E	34		EX	1	5	10		250						
20	CB	1240077	#1	E	35		EX	1	1	12		250						
20	CB	1040632	#3	E	36		EX	1	1	10		250						
20	CB	1140113	#1	E	37		EX	1	1	11		250						
20	CB	1142650	#1	E	38		EX	1	1	11		250						
20	CB	1142650	#2	E	39		EX	1	1	11		250						- 83
20	CB	1140741	#1	E	4		EX	1	1	51		4254	A		1			- 81
20	СВ	1140113	#2	E	40		EX	1	1	11		250			_	_	_	
20	CB	4090013	#8	E	41		EX	1	2	40		250						
20	CB	1040649	#1	E	5		EX	1	2	10		250						- 8
20	CB	1140741	#2	E	5		EX	1	1	51		250		~	~			-2
20	СВ	1140741	#3 #4	E E	7 8		EX EX	1	1	51 51		250 250	A A	2	0			-
															~			
	Warning															ī		C
																	R.	3 7.00
	S	OP Serve	er re	fus	ed:	Th	ie do	ocun	nent	is ali	read	y used	fro	m y	/ou!			
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0.000								•									fica	



The declarent can check the status of his CusDec by right clicking on the CusDec in the detailed declaration finder.



He can recall his CusDec and check for the amounts to be paid if any.
PRINTOUTS

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🔒 Defailed Declaration - View [2011] 💋 🖉								
The Lott Very Help								
9	IN IN		100 %					
2	٢	ASYCUDA		•				
		SCHEDULE II	A OFFICE OF DESTINATION					
C C	USDES	SRI LAPKA CUSTOMS GOODS DECLARATION	1 DECLARATION Customs 63					
		2 Exporter Titl:	IN 4 CBMV1 Clistoms motor vehicle Unit-Colombc					
		1-12-11, NAKASATSUNA, KAMAGAYA-SHI, CHIRA MEH 4242124 (CHIRA)	3 Pages 4 List 1 28 03'11/2011					
		CHIPA-REN, 1/1/1/1-03, JAPAN	1 2 Manfeet					
			2 11 2011 #7					
		8 Consignee Titt: 8353841057000-1	9 Person Responsible for Financial Settlement Till:					
		TAN HOLDINGS						
	cades	NUGFGODA						
h	information		Cityle laet 11 Trading 12 Value dobile 12 C.A.F.					
		75355104005054						
		14 Declarant/Representative TNL 7520510492525 1 T A Enterprises	Japan aj JP bj 0 bj					
		46/A PARAKUM MW MAFARAGAMA	15 Country of Origin 17 Country of Desaration					
		18 Vesse/Fight 19 C	23 Delivery Terms					
		21 Variate Por/Date	22 Currency and Total Amount Invoiced 23 Exchange Rate 24 Mature of	Automatic and Table Automatic huminal 21 Earth and 24 History 2				
		MORNING CELINE	JPY 025,050.00 1.4036 Transl.					
		25 Mude of Transport 20 Island mode 27 Place of disublerge	23 Financial and Denking Date Dank Gude. 7050	and Denking Date Dank Stule. 7050				
		29 Office of entry 20 Later from of Grands	Terms of Payment 61 L/C;rrevokable ontrid.sight docs.or Back Name Commorcial Bank	61 L/C; irrevokable onfmd.sight doos.or				
		CBMV1 Customs Molo Vehicle U	Branch, 001 Ref. No., DBU5013LC11107369	Ref. No., DBU5013LC11107369				
51	1	Marks and Numbers - Containers (To(s) - Number and Hind	32 Item 23 Commodity (H3) Code					
er	nd	Nos of Pkgs:	24 Oty of Origin Co. 25 Oroga Mass (Kg. 20 Order					
P	escription (Oculs	Number & Kird. 101	در JP bj (,405.00					
		Containers Ne(s):	27 Procedure Code 38 filet Mass (Kg) 39 Gueta					
		Lescriptor:	40 Previous Decement/DL No //WD No. 6/L					
		Notor care including station wagons over 2 years old	MOLU12003054805					
			41 JON & Qtr. 1 42 Item Price 43 V M					
4	d Info	Libence IIG D.Val D.Qty 62.775+0+23.717+75.520-0	14 JOM & Qty. 2 45 Adjustment	-				
SAD. Vel.Note Item Vel.Note Asmt.Notee Info. Pegs Att. Doc. Scan. Doc. Vehicles								

Printout of the assessment notice can be taken using the printer depicted on top of the page which is circled in red color.

Print out of the CusDec can be taken by clicking on the white color printer depicted in tool bar.

E-PAYMENT

- Please note that the pre payment account facility is available to all exporters/importers
- * They should maintain the account at the BOC/PEOPLES BANK for internet payment facility.
- All the payments should be done via e payment facility provided by the BOC/PEOPLES BANK.

SAVING THE CUSDEC



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2 O ASYCUDA XML file								
SCHEDULE II CUSDEC I SRI LANKA CUSTOMS - GOODS DECLARATION	1 DECLAR		A OFFICE OF DESTINATION Customs - 53					
2 Exporter TIN:	IM 4		CBMV1 Customs Motor Vehicle Unit-Colombo					
SAYURI INTERNATIONAL CO., LTD 1-12-11, NAKASATSUMA, KAMAGAYA-SHI, CHIBA-KEN, 1212121-68, JAPAN	3 Pages 1 2	4 List	Customs Reference Number: I 28 03/11/2011 Manifest					
	5 Items 2	6 Total Package 1	rs 7 Declarant's Sequence Number 2011 #7					

Assessed CusDec can be saved as an xml file.

This can then be retrieved and used as a template for future CusDecs.

To save click on the blue XML mark indicated at the tool bar which is circled.



RETRIVING A SAVED CUSDEC



Go to ASYCUDA -Goods clearance -Declaration -Detailed Declaration -New.

EXIT NOTE

- Yard changes.
- Valuation reference.
- Exempted issues.
- Out panel.

THANK YOU

ICT division, Sri Lanka Customs