



Border Force

Heathrow Border Force Community Directive No. 20

Circulation

Internal Temporary Storage Operators [ITSF/R], External Temporary Storage Operators [ETSF], Airlines, Freight Forwarders and Customs Clearance Agents.

Transfer of liability and authority to collect freight on transfer from one Temporary Storage (TS) Facility to another.

Declaration of consolidations with a single house airwaybill.

Issued by

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1. Background

This notice is to confirm procedures relating to the movement of imported goods from one Temporary Storage (TS) facility to another. It also includes incorrect records and declarations being made in relation to consolidations with a single house airwaybill (commonly referred to as a 'Back to Back' consolidations).

2. Issue of Collection Order to Haulier

Following a successful 'Inter Shed Removal' transfer request of consignments on CCS-UK, an authority is given to a haulier in the form of a Collection Order. This Collection Order confirms to the ITSF* operator that the haulier is authorised to receive goods for transfer to the ETSF* operator at Heathrow Airport.

Border Force is aware that certain customs clearance agents issue Collection Orders in their own names, to collect goods themselves or to have a haulier collect the goods on their behalf or even to authorise the ETSF operator or their haulier to collect goods, for transfer from an ITSF to an ETSF. This practice is incorrect and has led, in some cases, to non-compliance including delivery of uncleared goods direct to the importer.

When a consignment has been successfully reported and cleared on CCS-UK for transfer from one TS operator to another, **the liability of the consignment also transfers from the first TS - ITSF* operator to the recipient ETSF* operator**. Customs liability for these transfers remains with the recipient TS operator until such time as the shipment has been discharged through their customs facilities. The recipient TS operator remains responsible for controlling the movement throughout and therefore must ensure that the authority is given by, and the collection order is issued by, them.

With immediate effect, a TS initiating / releasing goods under transfer **MUST** ensure that the authority is given by, and the Collection Order is issued by, the recipient TS operator. The practice of a customs clearance agent issuing collection authorities in these circumstances must cease with immediate effect.

Note: * The Inter Shed Removal can be from an ITSF to another ITSF or from an ETSF to another ETSF; Transfer from ITSF to ETSF is used for ease of understanding in this directive but applies to all TS operators.

3. Consolidations

It has become apparent that CCS-UK records for single house airwaybill consolidations are not always being created at house airwaybill level. Customs clearance agents have been found to be clearing goods described as 'consolidation' against a simple airwaybill rather than against a house airwaybill record.

A notice was issued in 2005, clearly advising the procedure for consolidations. The trade community is reminded that all consolidations must be broken down to their constituent house airwaybills and CCS-UK records set up accordingly. This includes single back to back consolidations as well as those with multiple house airwaybills.

4. Controls

With immediate effect all TS Operators must ensure that the Collection Order is issued by the recipient TS [ETSF*] operator. Also, that the Removal Authority must only be used to release goods to a haulier authorised by the recipient TS [ETSF*] operator.

All ITSF and ETSF operators must ensure that, unless moving a consolidated shipment via an inter-shed removal to another TS facility for deconsolidation, all consolidated loads are to be reported and released from their place of clearance at respective house airwaybill level. All Customs clearance agents must ensure that they do not make Customs declarations for their consignments against CCS-UK master / simple airwaybill records described as a 'consolidation'. Measures are to be taken to liaise with respective TS operators, ensuring the creation of the appropriate house airwaybill records for Customs entry purposes, should they not have been properly created at the time the Customs inventory record was established.

Any non - compliance with these procedures will constitute a breach of a TS approval conditions and this notice. Customs clearance agents and Freight Forwarders, without TS approval, making incorrect declarations will be liable under the Customs and Excise Management Act 1979. Please be aware that action under Civil Penalty legislation may be taken for non - compliance, which may also impact on AEO and other authorisations held.

5. Further Information

If you have any questions about this directive, please use the contact details shown on the cover page.

If you have any questions about the contents of this directive please contact Shed Compliance and Approvals Team on Tel: 03000 739 824/5
or email: SCHeathrow@homeoffice.gov.uk



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