

# TSW FACT SHEET:

## ELECTRONIC SUBMISSION OF LODGEMENTS

Information about cargo and craft entering and departing New Zealand must be reported to Customs, the Ministry for Primary Industries (MPI), Maritime NZ and port health officers. Importers, exporters and their agents; freight forwarders; airlines and shipping lines; ship agents and port companies generally submit this information as electronic messages, collectively called 'lodgements'.

These lodgements include:

- import and export entries or declarations
- Biosecurity Authority Clearance Certificate (BACC) applications
- inward and outward cargo reports
- cargo movement requests and arriving and departing craft notices.

This fact sheet explains the options for connecting to TSW to submit lodgements. It also explains the phasing for when different lodgements will be able to be submitted via TSW.

### CONNECTION OPTIONS

#### Connection options

TSW provides options for clients to submit lodgements, including direct connection for those submitting via electronic data interchange (EDI, also known as system-to-system or B2B messaging). Clients can continue to use B2BE NZ Pty Ltd to transform and/or carry messages, or use other messaging service providers. The options are explained below, and set out in illustration 1.

#### 1. *Direct connect to TSW*

Clients can connect to TSW directly without having to use a messaging service provider, sending their lodgements straight to TSW and receiving responses the same way. This requires a reasonable level of information technology expertise to establish and maintain the connection, and meet communications security requirements. There may be cost savings in direct connect, depending on an individual client's lodgement volumes and set up costs.

Both the current Customs lodgements and MPI eBACC applications (called 'legacy' messages), and the new WCO3 messages, can be sent via direct connect. Note that some commercial customs and freight software providers do not allow for direct connect, as their service includes messaging management.

#### 2. *Using a messaging service provider*

A messaging service provider connects to TSW on behalf of its clients, and carries lodgements and responses between clients and the agencies. In some cases it transforms client data into the required format. B2BE NZ Pty Ltd (previously called ECN) has been the sole provider of this service. Now, other providers are able to offer this service too.

#### 3. *Using TSW Online*

TSW Online ([www.tsw.govt.nz](http://www.tsw.govt.nz)) is a website that enables registered users to submit lodgements and check for the agencies' responses. The screens use the new WCO3 lodgements, so for imported consignments, separate submissions to Customs and MPI are no longer required. Online submission tends to be most suitable for clients with lower lodgement volumes. As there are no submission charges for using TSW Online, there is an immediate cost saving (note Customs and MPI transaction fees on lodgements still apply).

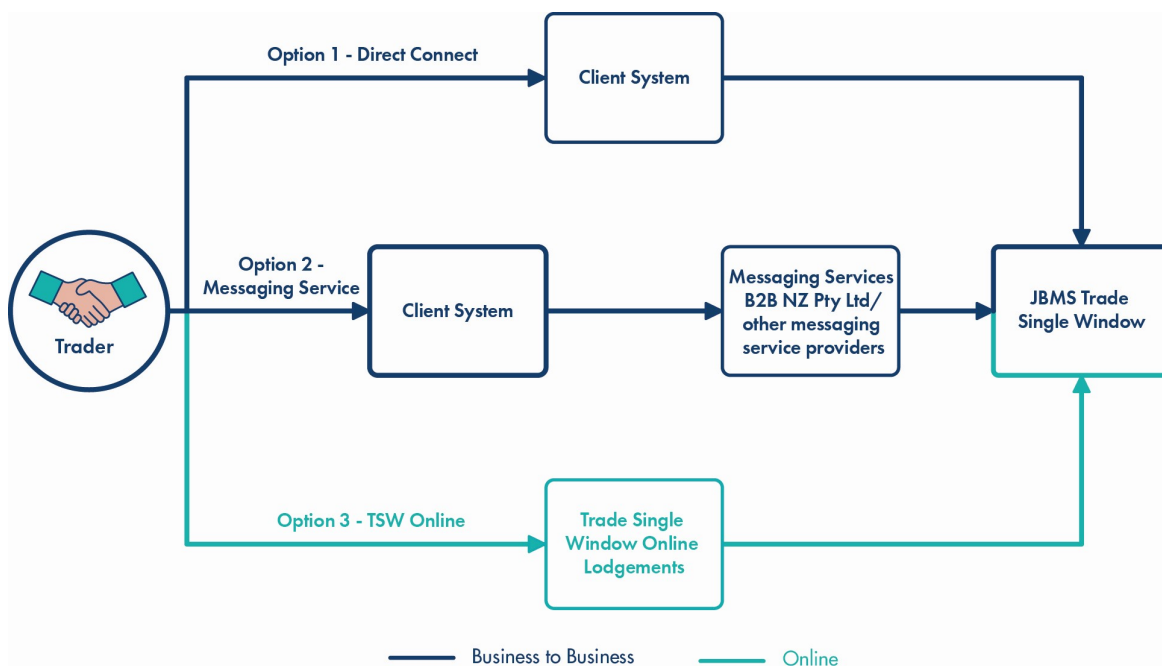


Illustration 1 – TSW Connection options

## WHEN WILL THESE CHANGES HAPPEN?

Industry members can choose to use either the WC03 messages or the legacy messages. Legacy messages will be supported until WCO3 messages become mandatory in July 2018.

**Note:** The below mentions the XML format. This format is relevant to software developers and can be ignored by other readers.

The following WCO3 messages are available for TSW Online and for EDI submission (XML format only):  
*Import Declaration*

This replaces the current Import Entry message, and combines both Customs and MPI information requirements. An MPI-only version can be submitted when Customs has already cleared the consignment or doesn't require an Import Declaration for it, but an MPI Biosecurity Authority Clearance Certificate is required eg, 'write-off consignments'. The Customs' Import Entry Transaction Fee will not be charged on MPI-only Import Declarations.

1. *Export Declaration*

This replaces the current Export Entry message. As TSW does not yet connect to MPI's export certification systems, applications for approvals to export animal and phytosanitary products continue to be submitted via MPI's systems.

2. *Outward Cargo Report (OCR)*

This replaces the current OCR message, providing information on cargo loaded on board the craft in New Zealand.

3. *Cargo Report Export (CRE)*

This replaces the current Export ECI message, used to obtain Customs approval to load export consignments that are exempt from the requirement for a Customs export entry/declaration.

4. *Excise Declaration*

For those wishing to submit lodgements online, the TSW website is [www.tsw.govt.nz](http://www.tsw.govt.nz). For information on registering, see [TSW Fact Sheet – Registering to use TSW](#) and [TSW Fact Sheet – Applying for a Declarant Code to Submit Lodgements](#).

## Other Lodgement types

There are three other lodgement types that will become available once testing and piloting with industry is complete. Industry will be informed of mandatory dates for these. These are:

- Advanced Notice of Departure
- Advanced Notice of Arrival
- Inward Cargo Report

*Refer to Appendix 1 for the full list. XML formats will be provided for all lodgements.*

## WHAT PREPARATION SHOULD I BE DOING?

Software providers and companies that have their own in-house systems for Customs and MPI messaging should start checking the requirements for remaining WCO3 messages: ICR, ANA, AND and EXC. The latest Message Implementation Guidelines (MIGs) and associated documents for XML formats are available [here](#). Software developers should use these specifications to commence development, noting that the MIGs will be subject to revision over time.

If you are thinking of moving to TSW, here are some things to consider:

- If you currently use the CusWeb or BioWeb websites to submit your Customs import entries or export entries or MPI BACC applications online, you will be able to use TSW Online instead. As there are no submission charges for using TSW Online, there is an immediate cost saving (note Customs and MPI transaction fees on lodgements still apply). If you currently need to do both a Customs import entry and get an MPI BACC or prescribed foods permit, then on TSW Online you only need to do one Import Declaration.
- If you currently submit your Customs lodgements via system-to-system, there may be cost savings in direct connecting to TSW, depending on your lodgement volumes and set up costs (and if you use a commercial freight software provider, whether direct connect is possible). This requires a reasonable level of information technology expertise to establish and maintain the connection, and meet communications security requirements.

## WHERE CAN I GET FURTHER INFORMATION?

For information about direct connecting to TSW, please email [jbms.programme@customs.govt.nz](mailto:jbms.programme@customs.govt.nz)

## APPENDIX 1 - WCO3 LODGEMENT MESSAGES

WCO3 Message	Replaces Current Lodgement and Message	WCO3 Usage/Comment
Import Declaration	Import Entry Message: CUSDEC	Combines the information required by both Customs and MPI – so when you need an MPI Biosecurity Authority Clearance Certificate or imported food permit for your consignment, you don't have to send a separate application to MPI
MPI Import Declaration	Electronic Biosecurity Authority Clearance Certificate Application (eBACCA)	Can be submitted as an MPI-only Import Declaration for consignments cleared by Customs on a current ECI write-off message (to be replaced in Phase 3 by an 'ICR with write-off requests') but for which an MPI Biosecurity Authority Clearance Certificate is required  Provision for new codified data such as grower, producer, manufacturer, product codes to assist facilitation and risk targeting
Export Declaration (EX1)	Export Entry Message: CUSDEC	Includes 'future use' elements for MPI export certification system requirements - these will be enabled in future phases of TSW development
Cargo Report Export (CRE)	Cargo Report Export (write-off requests) Message: CUSCAR (ECI)	For clearance of export consignments that are exempt from the requirement for an Export Declaration
Outward Cargo Report (OCR)	Outward Cargo Report Message: CUSCAR (ECI)	Minimal content change
Excise Declaration (EXC)	Excise Entry Message: online lodgement only	Minimal content change
<i>The following lodgements will be available in the new release once testing and piloting with industry is complete.</i>		
Inward Cargo Report (ICR)		<b>Carrier ICR:</b> WCO3-based message details cargo imported on a craft and incorporates MPI biosecurity data.  New requirement for airlines to report all cargo on board at master bill and house bill level detail.  International and domestic transshipment details can be included if known (see ITR and DTR below).  New provisions for codified data such as supplier, importer, tariff item, product codes to assist facilitation and risk targeting.

WCO3 Message	Replaces Current Lodgement and Message	WCO3 Usage/Comment
		<p><b>Write-off Requests ICR:</b></p> <p>New requirement for positive indication that low value write-off is requested.</p> <p>New provisions for codified data such as supplier, importer, tariff item, product codes to assist facilitation and risk targeting.</p> <p>Write-off requests can be included in a Consolidation ICR (although sea freight rarely qualifies for write-off) – but that ICR will then be subject to the ICTF cost recovery fee, just as it is currently.</p> <p><b>New: Consolidators ICR:</b></p> <p>New requirement for an ICR for sea freight consolidation/ FAK/LCL shipments to be lodged 48 hours prior to the vessel's arrival.</p> <p><b>International Transshipment Request (ITR):</b></p> <p>MPI's existing international transfers processes will be brought into TSW.</p> <p>Replaces Customs' Transshipment for Export messages submitted within a Carrier ICR or via a dedicated ECI.</p> <p><b>Domestic Transshipment Request (DTR):</b></p> <p>MPI's existing domestic transfers processes will be brought into TSW.</p> <p>Replaces Customs' 'Paperless Transshipments' and hard 'Permit to Remove' for consignments to be moved within NZ before clearance (sometimes known as 'Under Bond' cargo).</p>
Advance Notice of Arrival (ANA)	Advance Notice of Arrival Message: none – submitted via fax or email	<p>For commercial vessels, incorporates Inward Report information if known, precluding the need for an Inward Report.</p> <p>ANAs will not be required for scheduled commercial aircraft - agencies will instead reuse API data for TSW purposes, where available.</p>
Advance Notice of Departure (AND)	Outward Report Message: none – hardcopy form	New message for commercial vessels based on Customs' Outward Report form.