# Trader Support Service
# TSS How-To Guides

## API: Functional Guide

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HM Revenue & Customs

# Contents

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## Introduction

The TSS has developed functionality which automates the upload of information required to create customs declarations, saving traders time by replacing the need to manually key information into the system. This automated process is available to create the entry safety & security (ENS), the associated simplified frontier declaration (SFD) and the corresponding supplementary declaration (SDI).

The TSS uses industry standard Application Programming Interface (API) protocols enabling experienced IT departments to develop and build automated upload procedures. There are test environments available for developers to build and test their API processes before using it to submit real declarations. Organisations interested in using this API can register for access via their Company Profile in the TSS portal.

### What is an API?

An API is a standardised way for computer programs to interact with each other in an automated way, e.g., to transfer data or access functionality. In the case of TSS, the API allows traders to give their computer systems automated access to similar functionality as a human operator could achieve via the TSS portal.

### How does the API work?

To interact with the API, the trader's software sends a request to the TSS system (much like how your web browser would request a website or upload a photo) that contains the same type of data that a manual user would enter into the portal. TSS processes this and replies to the trader's system with:

- Confirmation if the information it sent was successfully entered into the TSS system (Question: Can you update this goods item with the following details?)

- The answer to its question (Question: Can you list me the properties of the goods item under this reference?).

The API may alternatively return errors. There are 2 kinds of relevant errors:

- The API may return errors if the information you send to the API does not meet the API's specifications, and the API can't process your request

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- The API may be used to retrieve errors from HMRC systems, which occur if your submission does not meet legal requirements for a valid customs declaration

These two responses are built according to a format called JSON, which is meant to be a somewhat readable, but computer-interpretable data format.

The API has environments available for users for testing and submission of declarations in production. Future releases will continue to add functionality to align with the portal functionality.

### Scope of this guide

This guide will tell you how TSS supports the completion of declarations and how to approach building the dataset required for this. It is intended to be read by core business process, customs, as well as technical staff belonging to interested organisations. Depending on your role, you may wish to focus on the sections of this document most relevant to you:

**Table 1: Sections in this document, and key audiences**

| Section | Explains | Read this if |
|---------|----------|--------------|
| 2 | The declaration process that TSS supports traders with, and how we've structured the processes and data within TSS to further simplify this | You want to understand which TSS customs processes can be automated using the API |
| 3 | How the different API resources are used at each step of the process | You want to automate the process of submitting declarations for moving goods from GB-NI, including if you are focusing on part of that process, such as the SDI after goods have moved |
| 4 | What types of data are required to send valid declarations to TSS | You're preparing your business' dataset that your API client will draw from |
| 5 | What features are being considered for future releases | You're planning ahead to ensure you meet your legal obligations in time, or if you're considering your timeline for API client implementation |

# 1 TSS guidance for API users

The [Northern Ireland Customs & Trade Academy (NICTA)](#) site contains a repository of materials for traders on all aspects of new trading processes, including documents tailored to API users. While this document provides the introduction to API, it is essential that traders familiarise themselves with the remaining documents in order to successfully submit fully compliant declarations.

**Key documents for API users:**

- [TSS API reference](#): provides the technical specification for API clients. Explains the communication between the TSS API and trader systems.

- Data guides, for both [ENS safety and security declarations](#) and [supplementary declarations](#): while the documents are primarily for portal users, they provide a mapping of data fields to API fields and provide detailed guidance on completing declarations.

- [Guidance on Controlled Goods and the Online Tariff Tool](#): explains what controlled goods are and how to find information on rules that apply to commodities being moved.

Please refer to section 0 for a list of other useful documents for TSS users.

We recommend that traders adopt an iterative approach to implementing API for the TSS declaration process and follow these three steps:

1. **Preparation** – design API to fit business workflow, build API client according to the TSS specification, and prepare data to match API and declaration / customs requirements:

   o Use the **API reference document** to understand technical requirements to follow

   o Use the **data and tariff guides** to understand specific declaration and customs requirements for each data field. If you are using API for the purpose of addressing your SDI backlog, you can also refer to the **[support section](#) on NICTA and [tools](#)** for guidance on simplifying the process

   o For each data field, map and format the data required into API

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2. **API testing** – test the current API version released by TSS for technical performance and data quality:

    o   Run your API in the TSS test environment to check against **technical requirements** and to validate sample data against **customs (legal) requirements**

    o   Iterate to minimise errors – proposed approach to data preparation and testing is outlined in detail in section 0 of **this document**

3. **Moving to the live API environment** – switch to the live version once you've resolved any errors in the test environment, and submit declarations.

    **Once you register for TSS, you can request help at any stage of this process via the TSS portal (see section 0 for details). TSS offers the following support to API users:**

    o   **Advice and guidance** on adopting API for developers and business/customs teams

    o   **Testing support**, including testing API functionality and data validation

    o   **Ad-hoc support** with live API issues.
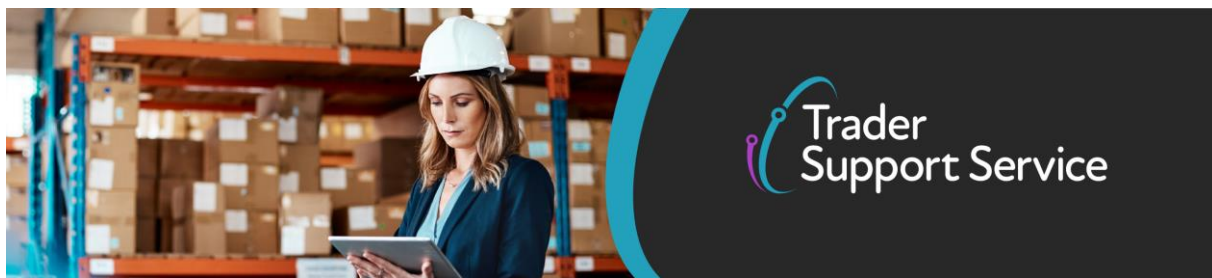
# 2. Overview of the TSS declaration process

This section explains the customs process that TSS supports and how that relates to the data elements that you can access through the API. Exhibit 1 shows this visually.

**Exhibit 1**
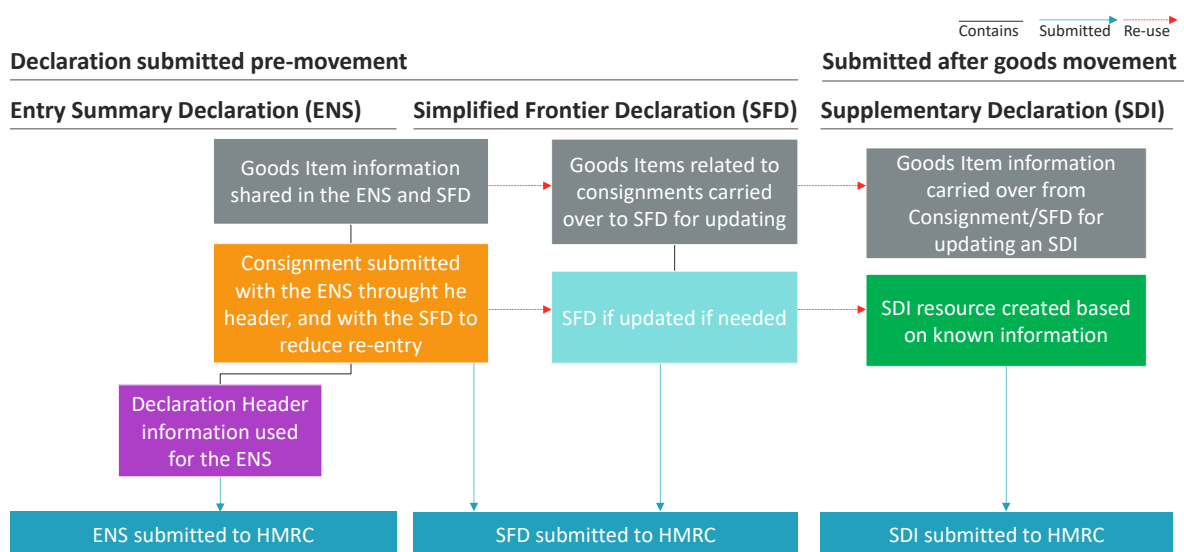


Data must be provided by traders at three levels, in the portal or the API:

● <u>Declaration Header</u>: provide once for all consignments on a vehicle (e.g., truck)

● <u>Consignment</u>: provide once for each consignment. A consignment is a set of goods being moved from one exporter to one importer.

● <u>Goods Item(s)</u>: provide once for each item. An item is a set of goods with the same description (i.e., with the same commodity code). For example, five pallets of a single type of light bulb would be one item.

**Note that the current maximum number of items that can be declared on a single declaration is 99**. Should you need to declare over 99 goods items that move in the same movement (i.e. the same truck), you may create multiple consignments that have the same information at consignment level, but contain different goods items.

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Refer to the [additional material on NICTA site](#) for guidance on how this process can be simplified for certain types of goods.

**The TSS simplified declarations process has three steps that ensure compliance with the law and allow your goods to move before all information is submitted:**

1. **Entry Summary (ENS) declaration**: required before goods move. The legal requirements sit with the carrier, but a third party may lodge the declaration as long as it's done with the carrier's consent. TSS ENS process captures all that is needed in one entity so that an ENS declaration and SFD declaration can be produced from it. TSS will raise ENS declarations on behalf of traders, based on the information it gets from the following API resources:

   o Declaration Header

   o One or more Consignments associated with that Declaration Header

   o One or more Goods Items associated with that Consignment

2. **Simplified Frontier declaration (SFD)**: required before goods move. TSS will auto-generate and submit the SFD for you, as long as the ENS data is submitted through TSS. The SFD will only be generated by TSS if a TSS-registered EORI is used in the importer field when creating the consignment data. TSS will raise an SFD on behalf of traders based on the information it receives from the following API resources:

   o Declaration Header

   o Consignment

   o One or more Goods Items associated with that Consignment

   While this is the same information which was captured for the ENS, TSS also holds it against the SFD. Should the SFD be rejected during validation, traders are able to update the SFD and its associated goods items directly, before resubmitting.

3. **Supplementary declaration (SDI):** required after goods move, completed by the declarant of record (usually the importer, unless you are on Delivered Duty Payment terms in which case the import declaration is the responsibility of the supplier). **You must provide TSS with further data to populate the SDI**.

   If duty payment is required, it is calculated at this stage. TSS will create a SDI and populate it with known information.

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Traders can then use API resources to update:

o The SDI itself

o The goods items associated with that SDI.

### Completing the Supplementary Declaration (SDI)

After goods move, TSS will request that the declarant of record provide data to complete the supplementary declaration. TSS will identify the relevant trader from the account associated with the GB EORI provided in the 'Importer' field in the ENS submission, if the EORI is TSS-registered (non-TSS registered importers will be responsible for completing their own frontier and/or supplementary customs declarations). The importer will receive an email notification from TSS with instruction to complete the supplementary declaration, when they are required to do so.

Note that the 'importer,' or party responsible for customs clearance,  will not always be the NI business receiving the goods. The 'importer' is always the party responsible for the supplementary declaration and ensuring any duties or tax liabilities are met.

**Supplementary declarations are submitted to and validated by HMRC's Customs Declaration System (CDS).** To learn more about the data requirements for completing a supplementary declaration, including using API, please refer to this user guide.

**You can submit data for the supplementary declaration as soon as it is generated. Typically, declaration submission and payment is required by the 4th working day of the month following goods movement.** Refer to the Payments guide for a calendar of payment cycles.

### Additional data for controlled goods

Note that if you are moving controlled goods, you are required to provide further information and/or documentation at a consignment and item level. Controlled goods are defined as those that are subject to special regulation, certification, licensing or other approvals. This includes not only HMRC customs-controlled goods, such as excise goods, but also goods which are subject to authorisations by any other Government Department or international obligations. This includes e.g., medicines under the UK Medicines Agency and DEFRA restricted goods such as most products of animal and plant origin or ozone depleting products or F-gases.

To find out if your good is controlled, refer to the [Controlled goods guidance on NICTA](#) and the [Online NI Tariff Tool on GOV.UK](#). Failure to accurately reflect the controlled goods status of your consignment may lead to delays and non-compliance.

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# 3. Detailed declaration process using API

**The TSS API supports traders with the three declaration types, and has removed some duplicate data entry requirements for traders by re-using data across declarations**
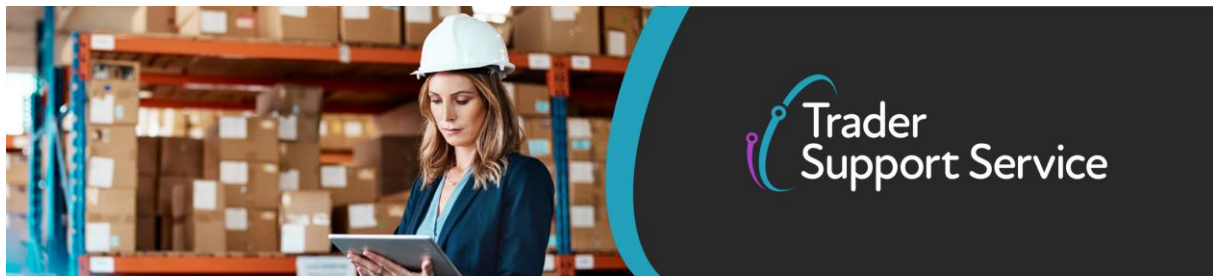
Exhibit 2 shows the various steps in the Declaration process and the resources available in the API to complete them. Table 1 explains the declaration and API steps in detail.

**Exhibit 2**

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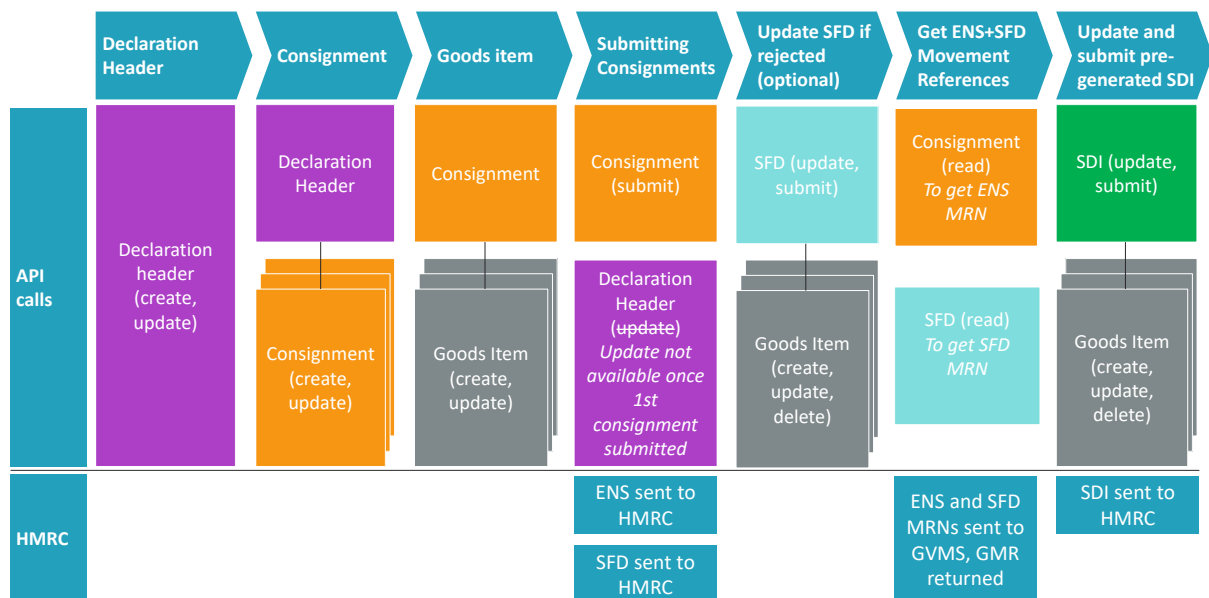
**Table 2: Breakdown of the declaration process and API calls involved in each step**

| Step | Trader input | API calls involved |
|---|---|---|
| **Declaration Header** | Trader creates a new Declaration Header. The declaration header contains information about a movement (i.e. a truck crossing the frontier) | **Declaration header (create, update)** Declaration headers can be created. TSS gives back a reference that starts with ENS. Not all information needs to be provided at once, the declaration header can be updated, which required the reference. |
| **Consignment** | Trader creates one or more Consignments. A consignment describes the importer, exporter, consignor and consignee. They require a reference to an existing Declaration Header when created, to relate them to the physical movement information (e.g. truck details). | **Declaration header → Consignment (create, update)** Consignments can be created, requiring the declaration header reference (ENS…) to be submitted. TSS will give back a reference that starts with DEC. They can be updated with that reference. |
| **Goods item** | Trader creates between 1 and 99 goods items in each consignment. Each goods item describes a type of good. If that good is controlled, it requires a commodity code. For most traders, Goods Items are the resource through which they submit the largest data volume to TSS. | **Consignment → Goods Item (create, update)** Goods items can be created. TSS will give back a reference that does not start with a specific abbreviation, and has numbers 0-9 and letters a-f Goods items can be updated using that reference |
| **Submitting Consignments** | Traders submit their Consignments. In the background, TSS uses the data entered under the Declaration Header, Consignment and Goods Item to create two declarations with HMRC: | **Consignment (submit)** Consignments can be submitted. Declaration headers and Goods items can't be submitted. Their information is processed into the declarations that TSS raises with HMRC |

| Step | Trader input | API calls involved |
|---|---|---|
| | • The Entry Summary declaration (ENS) for each Declaration Header<br><br>• The Simplified Frontier Declaration (SFD) for each consignment.<br><br>In the TSS portal, that ensures traders don't enter the same information twice. In the API, we follow a consistent approach with the portal. | **Declaration Header (~~update~~)**<br>Once one consignment on a Declaration Header is submitted, you can no longer update the Declaration Header – that information is already sent to HMRC |
| **Update SFD if rejected (optional)** | HMRC's Customs Declaration System (CDS) may reject the SFD that TSS raised, if it doesn't meet the legal requirements for a valid declaration. This happens when the information in the Consignment or its goods items (that the SFD is based on) was not correct or complete. Traders are notified in an email, containing a reference to an SFD.<br><br>While the SFD as a whole is rejected, traders may need to update specific goods items, rather than the SFD resource | **SFD (update, submit) → Goods Item (create, update, delete)**<br>SFDs cannot be created by traders: TSS does this on their behalf. They can be updated through the API if rejected by CDS. They can then be re-submitted.<br>An SFD has a reference that starts with DEC like a consignment, but that is not the same number as the Consignment it was based on. The SFD number can be found by using the Lookup call, which requires a consignment reference.<br>The goods items from the Consignment the SFD was based on are associated with the generated SFD and can be updated. New goods items can be added, or items can be removed prior to submitting the SDI |

| Step | Trader input | API calls involved |
|------|-------------|-------------------|
| **Getting a GMR from GVMS** | Traders require a Goods Movement Reference from HMRC's Goods Vehicle Movement Service (GVMS) The GMR can be obtained by submitting declaration reference numbers for each consignment in the movement to GVMS. GVMS will return a GMR. TSS does not broker access to the GVMS on behalf of traders, so traders need to integrate with GVMS independent of the TSS service | **Consignment (read) and SFD (read)** Consignments and SFDs can be read to retrieve the Movement Reference Numbers for each customs declaration, or the EORI if TSS has processed an Entry into Declarant's Records. Traders must then use GVMS independent of TSS and its API to obtain a Goods Movement Reference using the MRNs read from the consignment and the SFD. |
| **Goods movement takes place at this point. Next step is the importer's responsibility** | | |
| **Updating and submitting TSS generated SDI** | When goods have been arrived, TSS will automatically generate a Supplementary Declaration of Imports, ready for the trader to complete. Completing the SDI is a mandatory requirement to complete HMRC's Simplified Declaration Process, that started with the SFD. Traders may need to update both the SDI resource and its associated goods items to complete a valid declaration | **SDI (lookup, update, submit) → Goods Item (create, update, delete, lookup)** SDIs cannot be created by traders: TSS does this on their behalf. They can be updated and submitted through the API. TSS sends the SDI reference to the Importer to notify them of the need to fill the SDI. Alternatively, to find the SDI generate by TSS, traders can use the Lookup call to find an SDI using the SFD reference. The goods items from the Consignment or SFD the SDI was based on are associated with the generated SDI and can be updated. New goods items can be added, or items can be removed prior to |

| Step | Trader input | API calls involved |
|------|--------------|---------------------|
|      |              | submitting the SDI. To obtain an overview of current goods items associated with an SDI, the Lookup method under Goods Item can be used. |

### Roles and responsibilities in the process

Many traders fulfil a specific role in the logistics value chain, and complete only part of the declarations as a result. We see different distributions of responsibilities across hauliers and importers, as well as integrated traders. Exhibit 3 shows an overview of different distributions of activities throughout the declaration process.

- **Integrated importers** that do not outsource logistics can complete the full process without 3rd parties

- In a **typical split** of responsibilities, we frequently see the haulier complete the whole process until it has a GMR from GVMS and the goods are moved. The importer then completes the Supplementary Declaration independent of the haulier

- The **importer may do the declaration and consignment** if importers prefer not to share as much information with their haulier. Instead, their hauliers provides them the information to be able to do almost the whole declaration journey. The haulier does need to get the MRNs from the importer to request a GMR, or the Importer needs to request and share the GMR with the haulier.

- Other importers prefer to **outsource the full process to their haulier**. They provide the haulier with all the information needed to complete all declarations. This required the haulier to have access to TSS credentials that are associated with the importer's TSS account.

**Exhibit 3**
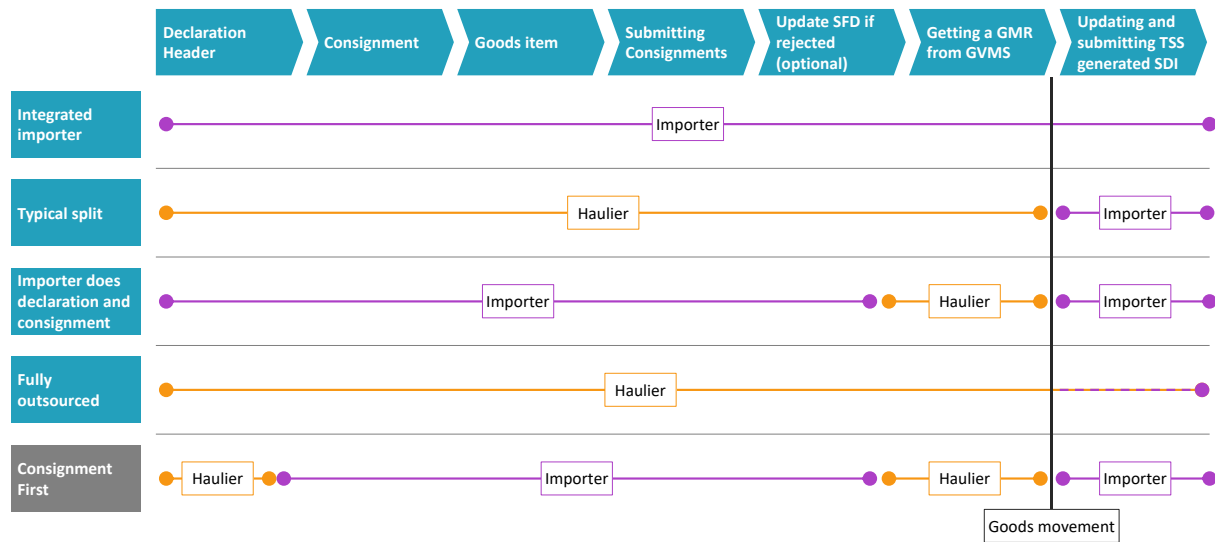
## 4. Suggested approach to data preparation

**To move goods, traders need to know information about their specific shipment, and enrich it with additional data required by customs rules.** A declaration to move goods requires a combination of:

- **Data that can be derived from the shipment information itself** (e.g. the quantity of goods shipped)

- **Customs declaration** data that is not obvious from the shipment info itself, but needs to be added, which will either be

- Valid for multiple shipments

- Valid for a specific shipment

A combination of these is required to use the API to generate valid declarations. This is shown in Exhibit 4.

**Exhibit 4**
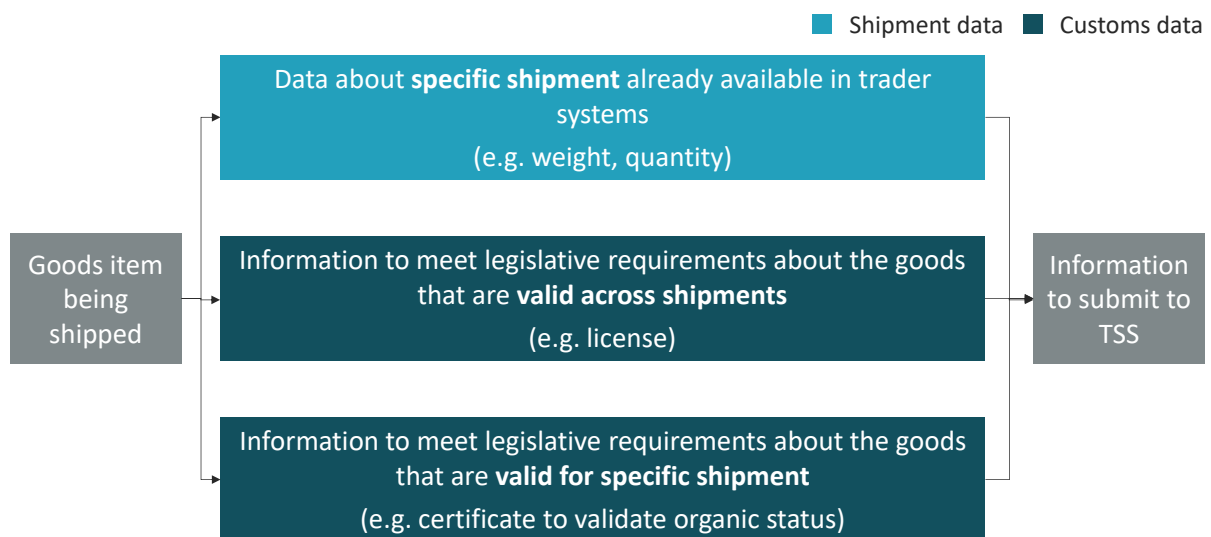
**We recommend traders build a high-quality dataset iteratively using a 4-step process:**

1. **Determine overall data structure**

   o Decide on the data model you would like to adopt – how do you fill the gap between your existing goods data and the requirements of a declaration?

   o Prepare data input: shipment, customs data, identify controlled goods and specific licences, certificates or other authorisations for those to fulfil all legal requirements

   o Develop the API client based on the NICTA API specification

2. **Prepare item-level data to complete declarations**

   o Use the NICTA portal to learn about the detailed declaration process requirements for the declarations you're trying to automate (ENS/SFD and/or SDI)

   o Add legislative information about a good from the Tariff referencing the ENS/SFD and/or SDI data guides

   o Remember not to exceed the 99 line item limit

   o If you are using the API to address the backlog of supplementary declarations, you can refer to the [additional guidance](#) on NICTA site for guidance on simplifying the process

3. **Perform a Sample Test**

   o Test goods data set by declaring goods in test version of the declaration (ENS/SFD and/or SDI)

   o Submitting through the test environment sends declarations to HMRC's CDS Trader Dress Rehearsal, which behaves similar to the live version and can validate declarations

   o In case of errors, identify them and improve based on:

     › API specification document for technical errors

     › NICTA error code guidance and data guides for data errors

   o Re-run testing to eliminate errors

4. **Perform a large dataset test, in collaboration with the TSS API support team:**

   - To test larger volumes of declarations with many goods before moving to the live environment, please first make the necessary arrangements with the API support team who can provide additional guidance on this process

   - Approach this gradually. As your confidence grows in the validity of your data, increase the size and complexity of your data

   - Please do not use the TSS test environment for volume testing. There is a risk that large volumes may affect system functionality for other users.

   - Your access to the TSS test environment may be revoked if you don't comply with this reasonable use request.

## 5. API updates

**The latest version of API is available for testing and declaration submission. We recommend that traders migrate to this version of API.**

The legacy version of API (the Initial Release configuration of the API) will continue to function but will not be updated. There is no functionality in the legacy API for updating or reading data from TSS and for updating and submitting SDIs. Going forward it will be deprecated and therefore should not be used for new API configurations. **While there is no time scale for the deprecation, the current legal declaration requirements are only supported by the current API release.**

**The new API version offers the capability to submit ENS, SFD and SDI declarations for standard and controlled goods.** Future API updates will add functionality to align with the portal functionality.

Latest features added include:

- SFD (Consignment) for controlled goods submission into HMRC Customs Declaration Service (CDS)

- Submitting the SDI (includes functionality to submit SDI for controlled goods)

- A redesigned resource system

- SDI lookup and update capability

- Querying payment due for SDI at the declaration and goods item levels

- Retrieving SFD details from a generated SDI, enabling traders to more easily match an SDI with their records.

In preparation for updates, TSS supports traders in trialling their API clients and their data using the TSS test environment before they move to the live environment to submit declarations. Traders should ensure adequate technical and data preparation in order to minimise errors. This will often involve consultation between the core business process, customs, and technical staff. In particular, it is essential that traders who declare controlled goods familiarise themselves with the customs requirements specific to the goods they are moving and follow the guidance on building the API dataset set out in the previous section.

# 6. I need to know more

The [Northern Ireland Customs & Trade Academy (NICTA)](#) is providing traders that have registered with TSS with guidance on all aspects of new trading processes that begin from 1 January 2021.

For queries on the API, please contact the TSS call centre on 0800 060 8888 or raise a ticket through the portal. A member of the API Team will then contact you.

In case you have not registered for TSS, you can do so [here](#).

There's a comprehensive set of guides available on NICTA for you to download and read:

- [An introduction to customs](#)
- [Documents for GB:NI goods movement](#)
- [ENS Safety and Security declaration data requirements](#)
- [Supplementary declaration data requirements](#)
- [Supplementary declaration preparation steps](#)
- [User guide](#) to tariffs on goods movements into NI
- Recording of the ['Supplementary declaration demo'](#)
- Recording of the ['Tariff on goods movements into NI'](#) webinar
- [ENS/SFD Common Error Codes Guidance](#)
- [Supplementary Declaration Error Codes Guidance](#)

***For more TSS How-To Guides please see [here](#)***

# 7. API FAQ

**Q: I would like to update my SFD or supplementary declaration, but do not have the fields available to describe the goods I'm moving in the SFD and supplementary declaration resources of the API**
**A:** SFDs and SDIs have Goods Items associated with them, which you can update with the information describing the goods you're moving. Use the Goods Item API resource and use either the SFD DEC number or the SUP DEC number as the consignment reference.

**Q: How do I create my SDI?**
**A:** You do not need to create your SDI. TSS creates one on your behalf. Instead, you can update it and the Goods Items associated with it, and submit it once done.

**Q: How do I submit a Goods Item?**

**A:** You do not need to submit individual Goods Items. Instead, you may need to submit the consignment, SFD or SDI that the goods item is associated with.

**Q: How do I get to my SDI from my ENS DEC number?**

**A:** There is no direct method available for this. It takes one additional step through the SFD:

› The Lookup method for an SFD takes a consignment_reference (DEC#) as an argument, and returns the sfd_number field (also DEC#).

› The Lookup method for an SDI takes this sfd_number field as an argument, and returns the sup_dec_number (SUP#)

**Q: Which DEC numbers do I use as a reference when I create goods items?**

**A:** You should use the reference to the:

› Consignment if you're editing a consignment (which results in an ENS and SFD being submitted for you). It starts with DEC, and you will be receiving it when submitting a consignment.

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> › SFD if you are updating goods items under a rejected SFD. You would find the SFD DEC number which looks like "DEC00000xxx" by looking it up from the ENS DEC number which also has the same format. The ENS DEC number is what is returned to you when you using the Consignment submit call. Lookup the SFD DEC number using the simplified declaration lookup call with the ENS DEC number as a parameter.

> › SDI if you are updating an SDI that TSS generated for you. You can get this by using the SDI lookup call with the SFD DEC number as the parameter. It starts with SUP.

**Q: How do I know which goods items are on an SFD or on a SDI?**

**A:** The Goods Item has a Lookup operation, which takes either the SFD DEC number (i.e. the number of the SFD consignment beginning with "DEC") or the SDI reference as an argument, and returns a list of goods items

**Q: Can I remove a Goods Item from my consignment when I'm doing my supplementary declaration?**

**A:** Once submitted, the consignment is final. The consignment and its goods items are completely separate data elements in TSS from the SDI and its goods items. Therefore, you can still remove Goods Items from your SDI.

To do so, you can look up the list of Goods Items on a SDI with the lookup function for Goods Items and delete items. Use the Goods Item lookup call with either the SFD DEC number (beginning with "DEC") or the SDI number (beginning with "SUP").

**Q: Can I remove a Goods item from my consignment when updating my simplified frontier declaration?**

**A:** Once submitted, the consignment is final. The consignment and its goods items are completely separate data elements in TSS from the SFD and its goods items. Therefore, you can still remove Goods Items from your SFD if it is rejected by CDS and you want to update it.

To do so, you can look up the list of Goods Items on an SFD with the lookup function for Goods Items and delete items.

**Q: Can I remove a Goods Item from an SFD while updating my SDI?**
A: Once approved by CDS, the SFD is final. The SFD consignment and its goods items are completely separate data elements in TSS from the SDI and its goods items. Therefore, you can instead remove Goods Items from your SDI. To do so, you can look up the list of Goods Items on a SDI with the lookup function for Goods Items and delete items.

**Q: Do I need to submit my SFD?**
**A:** TSS automatically submits the SFD on your behalf. Should the SFD be rejected by HMRC's CDS, you have the option to update it via the API or the portal as you prefer and use the portal to resubmit it. Re-submitting via the API is not supported at this time.

**Q: I have received a notification that I need to submit a supplementary declaration, but I don't know which of my movements this is about**
**A:** As an Importer, this may happen if your haulier submitted the Declaration Header and Consignment. When you do a lookup operation on your Supplementary Declaration, the originating SFD reference is returned. You can then read the SFD. Additionally, you can look up a list of goods items to understand which of your movements the SDI relates to.

**Q: Which MRN (Movement Reference Number) do I enter to obtain my GMR (Goods Movement Reference)?**
**A:** You need to obtain two MRNs to do so. One is the movement reference number on the consignment. The other is the movement reference number on the SFD and/or the EORI for EIDR. You need to send both to HMRC's GVMS to get a GMR. See the GVMS guide downloadable here from NICTA for detailed instructions.

**Q: I can create a consignment not associated to a Declaration Header in the portal, but the field is mandatory in the API. Why is that?**
**A:** At this time, the API does not support the Consignment First functionality from the portal.

**Q: Why does the arrival time in the API declaration header show as one hour ahead of the time?**

**A**: This is because the time you have entered is taken by the API as GMT and is time zone agnostic. The portal time zone always tracks the UK time zone hence 1 hour is added to the arrival time when the portal is in BST. Be sure to have the API send times as GMT.

**Q: One of my line items returned an error.  Can I still keep adding line items to the consignment?**

**A:** Yes, you can keep adding line items to the consignment

**Q: Are all the line items for the consignment still available?**

**A:** Yes, all line items for the consignment that were successful are still available to view in the portal.

**Q: I don't want to do a one-shot upload. Do I need to upload all of my consignments and line items in one go?**

**A:** No, you don't need to upload all of your consignments in one go.

The upload API mimics the way of working with the portal – you can add information, go away and come back and add more and repeat that process.

**Q: Is there an API call to get a report?**

A: No, there is no API to get a report. The granular nature of the API allows you to record the status of your consignment and line-item creation at your end.

**Q: Can I remove one of my consignments whilst the upload is in progress?**

**A**: You can do this from the portal.  Any reports you had compiled at your end would need to be updated to reflect this.

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**Q:** Is there a time limit on how long my consignment and line items can exist on the portal?

**A:** There is no time limit for such data on the portal

**Q: Is there a time limit between when I create a consignment, and when I need to submit it?**
**A:** No there is no time limit. You can keep adding more line items to the consignment for as long as the consignment exists on the portal and it has not been submitted. The consignment won't be removed at any time unless you remove it.
However, you need to comply with the "When to Submit" guidance here:
https://www.gov.uk/guidance/making-an-entry-summary-declaration.

**Q: I want to submit consignments from the portal**
**A:** You can submit consignments from the portal. Any reports you had compiled at your end would need to be updated to reflect this.

**Q: I want to submit all of my consignments associated with a header in one go**
**A:** This is not available in the portal and therefore you can't do that with the API. The API mimics the way users create headers, consignments and line items.

# Appendix 1

Use the diagram to understand the prefixes and format of the reference numbers associated with each entity as well as how the different data elements relate to each other through the declaration journey of ENS, SFD and SDI.

**Exhibit 5**

The SFD is created on the following conditions:
-the ENS consignment has been created
-AND authorised for movement
-AND the Importer EORI has been used on the consignment
-AND the Importer EORI is registered on TSS.
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| | | |
|---|---|---|
| **ENS Movement Header**<br>ENS Movement Number: ENS000000009564054 | **Simplified Frontier Header**<br>SFD HEADER Number: SFD000000009548866<br>ENS HEADER Reference: ENS000000009564054 | **KEY:**<br>Entry Summary Header: ENS000000009564054<br>Consignment Information: DEC000000009542005<br>Simplified Frontier Header: SFD000000009548866<br>SFD Consignment: DEC000000009542515<br>Supplementary Declaration: SUP000000000952998 |
| **Consignment**<br>Local Reference Number: DEC000000009542005<br>ENS Movement Header: ENS000000009564054 | **SFD Consignment**<br>Local Reference Number: DEC000000009542515<br>SFD HEADER Number: SFD000000009548866 | **Supplementary Declaration**<br>Local Reference Number: SUP000000000952998<br>SFD Consignment Reference: DEC000000009542515 |
| **Declaration Goods (Consignment)**<br>Consignment Parent: DEC000000009542005<br>N.B. Maximum of 99 records | **Declaration Goods (SFD)**<br>SFD Consignment Parent: DEC000000009542515:<br>N.B. Maximum of 99 records | **Declaration Goods (SD)**<br>Consignment Parent: SUP000000000952998<br>N.B. Maximum of 99 records |

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