

Weekly bulletin

76th edition

Date: 12/5/2022



Trader Support Service (TSS)

Weekly bulletin: Key updates to support you

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New TSS features and NICTA improvements coming in June

We'd like to make you aware, in advance, of expected changes to TSS and the Northern Ireland Customs & Trade Academy (NICTA) website in June.

Some changes will require a short downtime, which is currently planned for Sunday 19 June 2022 between 17.00 and 22.00. This outage is subject to change, and we will reconfirm the outage window one to two weeks beforehand.

Changes will include:

- Service enhancements to **make the TSS portal easier to use**, based on your feedback
- **Improvements to the user experience for maritime goods movements**, including introducing the ability to request amalgamations for maritime movements into inventory linked ports directly in the portal
- **TSS will soon start automatically generating a Final Supplementary Declaration on your behalf** (which is part of the Customs Declaration requirement for movements into Northern Ireland) **and sending this to HMRC each month**. The Final Supplementary Declaration details the number of Supplementary Declarations you have submitted and finalised for a reporting

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period (i.e., arrivals with Tax point date in the previous calendar month) compared to the Supplementary Declarations due. No action is required from you other than the submission of your Supplementary Declarations as per usual, as TSS will manage the submission process on your behalf. For more information about Final Supplementary Declarations, see [GOV.UK](https://www.gov.uk)

- To support this process, from the 19 June the deadline for submitting Supplementary Declarations will change and they will need to be **submitted by 9pm on the fourth working day of the month following the goods movement**
- **New and updated guides** on NICTA, including a new guide on document codes
- **A restructuring of the NICTA website**, to make it more intuitive and easier to navigate
- **A Trader Journey Assistant** to point you towards relevant guidance and declarations

Error code guidance – CDS40013

If you notice the CDS error code CDS40013 whilst submitting your declarations, it means that the incorrect information has been entered in a data field.

One of the most common causes of this is where the wrong commodity code has been entered in the declaration.

The UK and NI commodity codes were updated on 1 January 2022. If you use a commodity code that is no longer valid whilst completing a supplementary declaration you will receive the error code CDS40013. To correct this, please check and ensure you are using the [latest commodity codes](#).

TSS agents help three businesses clear their backlogs of Supplementary Declarations

TSS has recently made some system changes to make your life easier when submitting Supplementary Declarations. We also regularly support businesses by running through the submission process on a virtual screen share using MS Teams and by establishing a working template they can use for future declarations.

Below are three great examples of where this help has proven extremely worthwhile and beneficial.

- 1) After several conversations with **Hampton Shoes** of Portadown in Northern Ireland, we were able to show the business how to successfully apply to the UK Trader Scheme to certify its goods as not being 'at risk' of entering the EU, removing any duty payments that would otherwise be required.

We also used the Supplementary Declaration Assistant tool on NICTA to help the business clear its backlog of 55 declarations, bringing its records on TSS fully up to date.

Barbara Hampton, from Hampton Shoes, said TSS’s support “was very informative, and the links and emails received were useful”.

- 2) **P&B Foods**, which imports dried food and rice to restaurants in Northern Ireland from its Bradford headquarters, also found TSS’s customer services support very helpful when clearing a backlog of 21 Supplementary Declarations. It also had declarations that were over a year old.

TSS agents guided the business on how to use the Supplementary Declaration Assistant to identify the correct commodity codes and other information P&B Foods needed to complete its declarations.

- 3) **R.Twining & Company Limited**, a tea and coffee supplier, also cleared all its outstanding Supplementary Declarations with the support of TSS agents.

Distribution Manager Brian Hamilton was supported in using his business’ UK Trader Scheme (UKTS) authorisation to clear over 100 Supplementary Declarations in a week.

If you are in need of any support or guidance to complete your Supplementary Declarations for the goods you have moved, then please do not hesitate to contact the TSS Contact Centre on 0800 060 8888 or via the TSS portal.

Introducing feedback on NICTA

You can now give live feedback on the NICTA website using the red feedback button on the right-hand side of the page:



You can give feedback about:

- What you find most helpful about the guidance on NICTA
- What you would like enhanced and improved
- What additional guidance you would like

If you are unable to access the feedback button, please accept cookies from the NICTA website.

Apply for and use your own Duty Deferment Account (DDA)

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Using your own DDA account allows you to delay paying most customs or tax charges when you import goods or release goods from an excise warehouse.

Both traders and agents/intermediaries can apply for a DDA.

As an agent or intermediary, submitting customs declarations on behalf of a trader, you may use either your own DDA or your trader's, provided that your trader has authorised you to act on their behalf.

To apply for a DDA for use in NI, please provide all required information for your application to be processed. HMRC aims to process the application as soon as possible but it may be longer before you are able to use your DDA as a Customs Comprehensive Guarantee (CCG) is also needed for all NI DDA applications.

You should aim to apply as soon as you can. More information about how to apply can be found [here](#).

Once your application has been successful, refer to this [guidance](#) on NICTA on how to add the DDA details to your TSS profile and your CDS Financial Dashboard.

Apply to the UK Trader Scheme to declare goods not 'at risk' of moving to the EU

If you are moving goods from GB to NI and those goods are to remain in NI, you can declare your goods not 'at risk' of moving into the EU to avoid becoming subject to EU import duty. To do this you will need to become authorised under the UK Trader Scheme (UKTS).

To review the eligibility criteria, and to make an application, [visit the UK Trader Scheme page on gov.uk](#). We recommend that you allow sufficient time for the application process and apply at least a month before you intend to move your goods.

Some key points to consider:

- You should be moving goods from GB to NI, with your goods for sale to, or for final use by end consumers located in the UK
- You will need to demonstrate that your goods are:
 - Not 'at risk' of moving to the EU by being able to show records, systems, controls, and evidence of your GB to NI movements
 - For sale to, or provided for final use by, end consumers located in the UK
- You must meet the [qualification criteria](#) for the scheme

For further information about how to apply click [here](#).

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TSS Contact Centre hours of operation:

07:30 – 22:30, 7 days a week

Tel: 0800 060 8888

Northern Ireland Customs & Trade Academy (NICTA)

Find [guides, webinars, and training](#) to assist with your customs movements and using TSS