

# TSS User Guides

## Data guide: TSS declaration data requirements



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& Customs



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If there are any words or acronyms in this document that are unfamiliar, please visit the [Jargon Buster](#) or use the search tool on the [Northern Ireland Customs & Trade Academy \(NICTA\) website](#) to find a definition<sup>1</sup>.

## 1 Introduction

This guide outlines the data requirements for using the Trader Support Service (TSS) to create and submit an **Entry Summary Declaration**, **Simplified Frontier Declaration**, **Supplementary Declaration** and **Full Frontier Declaration** for both standard and controlled goods. This guide should be referred to jointly with the step-by-step guides for each declaration listed below.

**Note:** Data requirements and processes may be updated over time. To start a declaration or update an existing one, log in to the [TSS Portal](#) and select **Declarations** from the navigation bar.

For instructions on how to complete declarations for goods movements into Northern Ireland (NI) using the Trader Support Service (TSS), refer to the relevant declaration step-by-step guides on NICTA:

- [ENS Step-by-step guide: Standard Process and Consignment First Process](#)
- [Supplementary Declarations: Step-by-step guide](#)
- [Standalone Simplified Frontier Declaration: Step-by-step guide](#)
- [Full Frontier Declaration: Step-by-step guide](#)
- [Merchandise In Baggage](#)

**Note:** An Entry Summary Declaration (referred to as 'ENS' in the link above) is a safety and security declaration that is required for goods movements to NI

## 2 How TSS supports customs declarations

Customs declarations are required for moving goods into Northern Ireland (NI) from Great Britain (GB) or the Rest of World excluding the European Union (RoW excluding EU), in addition to a safety and security declaration (known as an Entry Summary Declaration in TSS).

For the majority of shipments you will either need to use the TSS simplified journey to create a Simplified Frontier Declaration, Supplementary Declaration and a Final Supplementary Declaration for your customs declaration or generate a Full Frontier Declaration as part of the TSS Full Frontier journey.

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<sup>1</sup> Terms used in this guide refer to the terminology used on the TSS Portal. Please note that these may not match the most recent terms used on GOV.UK, in HMRC's Customs Declaration System or the Northern Ireland Online Tariff on [GOV.UK](#).



For more guidance on what declarations are required for your movement, review [A Beginner's Guide for importing goods to Northern Ireland](#) or the [Trader Journey Assistant](#) on NICTA.

**Note:** When using the TSS simplified journey, the Simplified Frontier Declaration (SFD) is usually auto-generated by TSS on submission of the Entry Summary Declaration by the carrier / haulier, unless you select an [ENS Only Reason](#).

## 2.1 TSS data requirements for Entry Summary Declarations

The Entry Summary Declaration must be submitted prior to the goods entering NI and is the responsibility of the person operating the means of transport on which the goods are brought into NI. This person is commonly referred to as the carrier. For further guidance please see [GOV.UK](#).

Data for the Entry Summary Declaration must be provided at three levels:

- **Movement level:** Provided once for all consignments on a vehicle (e.g., truck)

Further information on the data requirements for movements is available in the [ENS Step-by-step guide: Standard Process and Consignment First Process](#) on NICTA.

- **Consignment (header) level:** provided once for each consignment

A consignment is a set of goods being moved from one exporter (sender) to one importer (receiver). TSS will generate one Entry Summary Declaration for each consignment.

- **Item level:** provided once for each item

An item is a set of goods with the same description and the same [Commodity Code](#). On the TSS Portal this is called [Declaration Goods](#). Note that the current maximum number of items that can be declared on a single declaration is 99.

You will also be able to upload documents at any of the three levels. This is optional; no documents are mandatory to upload, but you may choose to do so for record-keeping.

### GMR automation

For goods movements by RoRo from GB to NI, traders are required to raise a Goods Movement Reference (GMR) from within the Goods Vehicle Movement Service (GVMS) on the Government Gateway. However, you can now generate a Goods Movement Reference (GMR) directly from the TSS Portal. This is done via the new [Create GMR](#) button on the ENS header.

### Authorising your account for GMR automation

Within your [Company Profile](#) section, scroll down to find the GMR automation widget. Here you can authorise your account for GMR automation.



Once your GMR automation has been authorised and GMRs have been created, you can view and edit them via the GMR widget located on the TSS navigation bar. You will only be able to create GMRs directly through TSS once you have registered for the GMR automation on your [Company Profile](#).

You can also create printable barcodes for GMRs directly through TSS, by navigating to the [GMR Details](#) widget on the TSS navigation bar.

**Note:** If you are acting as an Agent/Intermediary through your own TSS account, on behalf of a trader, then the [Create GMR](#) button will NOT be available.

Please see [Table 4 – Data Fields within TSS](#) for a detailed view of all data fields for creating a GMR via TSS.

Further information can be found in the [Creating a Goods Movement Reference](#) guide on NICTA.

### Entry Summary Declaration (ENS) Templates

You can create declaration templates directly from Entry Summary Declarations via the item level. This will enable you to use the templates multiple times on your declarations.

For further information and a step-by-step guide on creating and using templates, see the [ENS Step-by-step guide: Standard Process and Consignment First Process](#) on NICTA.

## 2.2 TSS data requirements for Simplified Frontier Declarations

The Simplified Frontier Declaration is part of the TSS simplified journey. It is usually auto-generated by TSS from the information provided in the Entry Summary Declaration but can also be generated as a standalone declaration in TSS (subject to an Entry Summary Declaration being obtained outside of TSS).

Further information on the data requirements for movements is available in the [Standalone Simplified Frontier Declaration: Step-by-step guide](#).

It is the responsibility of the Importer of Record to ensure the Simplified Frontier Declaration is submitted.

Data must be provided at three levels as per the [TSS data requirements for Entry Summary Declarations](#) section of this guide.

You will also be able to upload documents at any of the three levels. This is optional; no documents are mandatory to upload, but you may choose to do so for record-keeping.

**Note:** If you are authorised to use Entry into Declarant's Records (EIDR), you will be able to create a standalone Supplementary Declaration. When a Standalone Supplementary Declaration is created, this will have to be populated with the same mandatory fields as an Entry Summary Declaration / Simplified Frontier Declaration. These fields are detailed in the following [data tables](#) within this guide.



## 2.3 TSS data requirements for Supplementary Declarations

The Supplementary Declaration is part of the customs declaration requirements on the TSS simplified journey and is completed after the goods move. It is used to close the customs journey and pay any required duties and other charges.

**Supplementary Declarations must be submitted by the tenth calendar day of the month following the goods movement. You do not have to make use of this additional time and can continue to submit your Supplementary Declaration by the fourth working day of the following month if preferred.**

Data for a Supplementary Declaration must be provided at two levels:

- **Consignment (header) level:** Provided once for each consignment. A consignment is a set of goods being moved from an exporter to an importer. TSS will generate one Supplementary Declaration for each consignment on behalf of the importer.
- **Item level:** Provided once for each item. An item is a set of goods with the same description and with the same **Commodity Code**
  - Some data can be provided at either level – see the [data tables](#) below for details and guidance
  - **Note:** The current maximum number of items that can be declared on a single declaration is 99. If you have more than 99 items, you will be prompted to create a new Supplementary Declaration for the additional items by using the **Copy Consignment** option. This will copy the relevant data into a new declaration except for certain fields, which need to be split across all Supplementary Declarations associated with an Entry Summary Declaration. These fields are indicated in this guide
  - Further details on this are covered in the [ENS Step-by-step guide: Standard Process and Consignment First Process](#)

**Based on the type of goods (standard goods or controlled goods), data requirements in the Supplementary Declaration, including **Additional Procedure Codes**, **Document Codes** and other fields, can be different.**

**Some data elements are only required if the goods movement involves a sale** (i.e., if the goods are being sold from a GB business to a NI business) – **the goods are valued by their [transaction value](#)** (the price paid or payable to the seller). In the following [data field](#) tables you will find the key information that TSS will request for Supplementary Declarations. This information is in addition to the fields pre-populated with data taken from the Entry Summary Declaration submission.

Supplementary Declarations are submitted to HMRC's Customs Declaration Service (CDS), which replaces the previous Customs Handling of Import and Export Freight (CHIEF) system. **The UK Trade Tariff: Volume 3 for CDS on [GOV.UK](#) is the legally binding guidance for**





**Supplementary Declarations.** For each requirement below, we provide a link to the relevant CDS Data Element (DE).

For multiple data elements you may need to refer to the Northern Ireland Online Tariff on [GOV.UK](https://gov.uk) – we recommend you keep the relevant page for the **Commodity Code** of your goods open throughout the Supplementary Declaration submission process.

You will also be able to upload documents at either of the two levels. This is optional; no documents are mandatory to upload, but you may choose to do so for record-keeping.

### [Periodic Declarations](#)

You may need to submit large volumes of individual Supplementary Declarations per calendar month. Individual submission of these declarations can cause administrative burden.

You can reduce the number of Supplementary Declarations you complete by consolidating into a Periodic Declaration.

A Periodic Declaration is a simplification introduced by HMRC. This enables traders with multiple Supplementary Declarations that have similar core criteria to consolidate them into a Periodic Declaration – resulting in submission of one collective Supplementary Declaration for the relevant calendar month.

You may submit multiple Periodic Declarations in a given calendar month for the Supplementary Declarations raised in TSS.

The [Periodic Declarations guide](#) on NICTA has more information on this process.

## **2.4 TSS data requirements for Full Frontier Declarations**

The Trader Support Service (TSS) enables traders to benefit from the TSS simplified journey, which involves a Simplified Frontier Declaration, a Supplementary Declaration, and a Final Supplementary Declaration (see links to guidance in the [I need to know more](#) section of this guide). While it is possible to use the TSS simplified journey for most journeys, the TSS Full Frontier journey using a Full Frontier Declaration is required for some journeys (for example movements into Inventory-Linked Ports or using special procedures).

Full Frontier Declarations are required for any goods movements from the Rest of World excluding the European Union (RoW excluding EU) to Northern Ireland (NI), as well as for some scenarios of goods moving from Great Britain (GB) to NI (e.g., those moving into Inventory-Linked Ports (ILPs) and when using certain special procedures). The Northern Ireland Protocol applies EU customs rules to NI so that no customs processes are needed for goods moving between the EU and NI.

Additional requirements for Full Frontier Declarations are detailed below.

### **Declaration Category**



In the **Declaration Category** drop-down field, select the declaration type 'Arrived' or 'Pre-lodged' on the Full Frontier Declaration.

- **'Arrived (IMA)'** means the goods have arrived at the place of customs clearance in NI. This declaration type is used for all goods that are arrived, regardless of mode of transport

**Note:** All inventory-linked air consignments and diversion entries must be completed as arrived declarations. Certain Procedure Codes require the use of this declaration type – see [GOV.UK](https://www.gov.uk) for more information.

- **'Pre-Lodged (IMD)'** indicates that the declaration will be completed prior to the goods movement into NI. This process is called pre-lodgement

**Note:** Goods travelling by RoRo must use this process to get the Full Frontier Declaration Movement Reference Number (MRN) before the goods move, which should be used when obtaining the GMR from GVMS.

The **Declaration Category** field in TSS is separate from the declaration categories in CDS.

### Standard Unit/Import Valuation?

The **Standard Unit/Import Valuation?** drop-down field is used to accommodate completion of a Full Frontier Declaration when 'Simplified Procedure Value (SPV)' or 'Standard Import Value (SIV)' is used to determine customs value for specific fresh fruit and vegetables. These are listed in Annex VII, Part A to [Commission Delegated Regulation 2017/891](https://eur-lex.europa.eu/eli/reg/2017/891) and the *Official Journals (OJ)* of the EU and simplified procedure value rates list on [GOV.UK](https://www.gov.uk).

- 'Simplified Procedure Valuation (SPV)' should be selected for the use of Additional Procedure Codes (APC)



- **E01** – imports of fresh fruit and vegetables with the customs value and duty calculated using a Simplified Procedure Value (SPV) when **EU SPV** rate detailed on [GOV.UK](https://www.gov.uk) applies
  - **1SV** – imports of fresh fruit and vegetables with the customs value and duty calculated using a Simplified Procedure Value (SPV) when **UK SPV** rate applies, as detailed on [GOV.UK](https://www.gov.uk)
  - ‘Standard Import Valuation (SIV)’ should be selected for the use of APC
    - **E02** – imports of fresh fruit and vegetables with the customs value and duty calculated using a Standard Import Value (SIV) listed in Annex VII, Part A to [Commission Delegated Regulation 2017/891](https://eur-lex.europa.eu/eli/reg/2017/891/oj) and the *Official Journals (OJ)* of the EU
- Details for the use of E02 can be found on [GOV.UK](https://www.gov.uk).

#### Data for a Full Frontier Declaration must be provided at two levels:

- **Consignment (header) level:** provided once for each consignment. A consignment is a set of goods being moved from one exporter to one importer
- **Item level:** provided once for each item. An item is a set of goods with the same description with the same **Commodity Code**

You will also be able to upload documents at any of the two levels. This is optional; no documents are mandatory to upload but you may choose to do so for record-keeping. CDS may require you to upload any licences or certificates in relation to any prohibitions, restrictions or authorisations. You must keep a copy of all supporting documentation as a record with your declaration for audit purposes.

To upload documents, click on the paperclip symbol located on the top right of the required section. Then select the document from your computer. This will then upload the document(s) to your declaration.

For information regarding controlled goods and the document control process, please see [Guidance on controlled goods and the online tariff tool](#) on NICTA.

## 2.5 Data sets, declaration categories, and Procedure Codes

The data elements (DE) in the tables below may be required or dependent on the declaration category that is selected from the **Which type of declaration do you intend to make?** drop-down list.

\* Which type of declaration do you intend to make?

Declaration for release for free circulation or end-use (includes 07XX, 40XX, 42XX, 4...

-- None --

Declaration for release for free circulation or end-use (includes 07XX, 40XX, 42XX, 44XX, 61XX PCs)

Declaration for temporary admission (includes 53XX PCs)

Declaration for inward processing (includes 51XX PCs)

The options can be found in Appendix 21: Import Declaration Category Data Sets on [GOV.UK](https://www.gov.uk).

To determine the data fields that need to be completed, you must consult the data set guidance on:

- The UK Trade Tariff: Volume 3 for CDS on [GOV.UK](https://www.gov.uk) for your **Declaration Category**
- The completion notes for your **Procedure Code** in Appendix 1: DE 1/10: Requested and Previous Procedure Codes of the Customs Declaration Service (CDS) on [GOV.UK](https://www.gov.uk), and completion notes for your Additional Procedure Code in Appendix 2: DE 1/11: Additional Procedure codes index list on [GOV.UK](https://www.gov.uk)

In relation to CDS, there are four **declaration type** categories currently supported in TSS:

Declaration type	Declaration description	Procedure Codes
<b>H1</b>	Declaration for release for Free Circulation, Special Procedure, Specific Use, and End-Use	<b>Procedure Codes</b> beginning with 01, 07, 40, 42, 44, 61
<b>H2</b>	Special procedure – storage – declaration for customs warehousing	<b>Procedure Codes</b> beginning with 71
<b>H3</b>	Special procedure – specific use – declaration for temporary admission	<b>Procedure Codes</b> beginning with 53
<b>H4</b>	Special procedure – processing – declaration for inward processing	<b>Procedure Codes</b> beginning with 51

There is further guidance about import declaration categories on CDS on [GOV.UK](https://www.gov.uk).

You can only use multiple **Procedure Codes** on a declaration if:



- All consignment (header) level information applies equally to every goods item (\*except for DE 3/39, 8/2 and 8/3) – see [GOV.UK](https://www.gov.uk) for further guidance
- You are not combining different import categories (e.g., an H2 and an H3 cannot be combined)

The current procedures supported by TSS are detailed in the [Reliefs and Duty Suspension: Overview and considerations for data input in TSS declarations](#) guide on NICTA.

**Note:** Please note that the term ‘**Scenario dependent**’ mentioned in this guide refers to various customs regimes and journeys used where only certain data fields apply.

### 3 Table 1 – Consignment (header) level data requirements for TSS declarations

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><b>Does consignment contain goods subject to control, licence or certification?</b></p>		<p><b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration</p> <p><b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration</p>	<p>Enter 'Yes' if the consignment contains all/some controlled goods at the item level (see <a href="#">Guidance on controlled goods and the Online Tariff Tool</a> on NICTA). If 'Yes', additional information will need to be entered for the consignment, dependent on your declaration type.</p> <p>For further information on controlled goods please see the <a href="#">ENS Step-by-step guide: Standard Process and Consignment First Process</a> and the <a href="#">Entry Summary (ENS) Declarations: checklist for traders of controlled goods</a> on NICTA.</p> <p>Enter 'No' if the goods are all standard goods, not subject to approvals from other government departments.</p> <p>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 that are subject to authorisations by any other government department.</p> <p>Controlled goods are subject to checks and in those instances must be presented at the border for specific pre-clearance or Border Inspection Post controls.</p> <p>Sanitary and Phytosanitary (SPS) goods are controlled goods within the TSS Portal because special approvals from the home of Department for Environment, Food</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>&amp; Rural Affairs (DEFRA) or the Department of Agriculture, Environment and Rural Affairs (DAERA) are required. You must declare these goods as controlled and enter the appropriate <b>Document Codes</b> at the item level. If, however, you are an Authorised Trader under the Northern Ireland Retail Movement Scheme (<a href="#">NIRMS</a>) then different rules apply and you should contact the <a href="#">TSS Contact Centre</a> for support on 0800 060 8888 for further guidance.</p> <p><b>Note:</b> The Northern Ireland Retail Movement Scheme (NIRMS) replaced the Scheme for Temporary Agrifood Movements into Northern Ireland (STAMNI).</p> <p>Goods shown as restricted in the Northern Ireland Online Tariff on <a href="#">GOV.UK</a> must be entered as controlled goods and be accompanied by full supporting documentation such as Home Office licences, veterinary certificates and phytosanitary certificates.</p> <p>Common Agricultural Policy (CAP) goods are also classed as controlled goods. A significant number of commodities are subject to CAP licences when released to free circulation. These licences are issued by the Rural Payments Agency (RPA) in the UK. Those goods that require a CAP import licence are identified in the Northern Ireland Online Tariff on <a href="#">GOV.UK</a>. These commodities must always be declared as controlled goods at the border whether or not they are being released to free circulation or any other customs procedure.</p> <p>If you are declaring controlled goods under your own Customs Freight Simplified Procedures (CFSP) authorisation using the consignment first process, you must</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>ensure your authorisation covers the commodities, the <a href="#">Procedure Code</a> available within TSS (4000 only), and the use of the TSS simplified journey.</p> <p>For further guidance on controlled goods, please see the <a href="#">Guidance on controlled goods and the online tariff tool</a> on NICTA.</p>
<p><b>ENS Only Reason</b> [Declaration header no_sfd_reason] (Entry Summary Declaration API field)</p>		<p><b>Mandatory:</b> Entry Summary Declaration</p> <p><b>Not applicable:</b> Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration</p>	<p>Before you submit your Entry Summary Declaration data, you will be asked whether you only want TSS to generate the Entry Summary Declaration without auto-generating a Simplified Frontier Declaration (the first part of the customs declaration on the TSS simplified journey). There are certain situations in which you may wish to complete an Entry Summary Declaration only movement in TSS, as per the examples below:</p> <ul style="list-style-type: none"> <li>• If using the Entry Summary Declaration for movement of an empty vehicle</li> <li>• If using an alternative system outside of TSS, such as any other CDS compatible software</li> <li>• A goods movement in which a customs declaration is being made via EIDR using a system outside of TSS. If the Importer of Record does not have an EORI number registered to TSS, only the Entry Summary Declaration can be completed within TSS, and the declarant will need to complete the rest of the declaration outside of TSS</li> </ul>



Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<ul style="list-style-type: none"> <li>• Transporting goods under a Transit declaration or utilising transshipment agreements that exempt the need for an import declaration through the TSS into NI</li> <li>• Your goods are entering Temporary storage and the customs declaration (if required) will not be made within TSS</li> <li>• If the <b>ENS Only Reason</b> field is left blank, a Simplified Frontier Declaration / Supplementary Declaration will be generated</li> </ul> <p>See the <a href="#">Supplementary Declarations: Step-by-step</a> guide on NICTA for more details.</p> <p><b>Note:</b> If an Entry Summary Declaration (by consignment, <b>ENS Only Reason</b> selected) now requires a Simplified Frontier Declaration or an Entry Into Declarants Record, it is possible to do this as long as the following two conditions are met:</p> <ul style="list-style-type: none"> <li>– The consignments of the Entry Summary Declaration are in Authorised for Movement status</li> <li>– The Importer EORI is registered with TSS</li> </ul> <p>If the conditions mentioned are met, a <b>Create SFD from ENS</b> button will be visible at the bottom of the declaration page.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>When the button is clicked, validity checks are performed. If successful, a Simplified Frontier Declaration consignment is created and automatically submitted to CDS and the declaration status updated to Submitted.</p> <p>For additional information on 'Entry Summary Declaration only' scenarios, see the <a href="#">ENS Step-by-step guide: Standard Process and Consignment First Process</a> guide on NICTA.</p>
<b>Transport Document Type</b>		<p><b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration</p> <p><b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration</p>	<p>For Roll on Roll off (RoRo) freight, you must declare a transport document. RoRo freight will read a CMR (Convention on the Contract for the International Carriage of Goods by Road) or a delivery note.</p> <p>For maritime (sea) this will read the Bill of Lading number and for air consignments this will read Air Waybill number.</p> <p>Please note that TSS does not support:</p> <ul style="list-style-type: none"> <li>• Consignments moving from RoW excluding EU to NI (Entry Summary Declaration / Simplified Frontier Declaration – TSS supports only Full Frontier Declarations on this journey)</li> <li>• Maritime (sea) movements arriving to inventory-linked locations in NI (Entry Summary Declaration / Simplified Frontier Declaration – TSS supports only Full Frontier Declarations on this journey)</li> </ul>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<ul style="list-style-type: none"> <li>Air movements arriving to inventory-linked locations in NI (Simplified Frontier Declaration – TSS supports only Full Frontier Declarations on this journey)</li> </ul>
<b>Transport document number</b> [Consignment transport_document_number] (Entry Summary Declaration API field)		<b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration  <b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration	The reference number of the applicable transport document. <ul style="list-style-type: none"> <li>For RoRo, this is the reference number of the CMR document (also known as a Road Consignment Note) filled out by the sender, the carrier or their agent(s). If unavailable, you can also provide the delivery note reference number</li> <li>For air, this is the Air Waybill reference number issued by carrier or their agent</li> <li>For maritime (sea), this is the Bill of Lading number</li> <li>For Merchandise In Baggage (MiB), there may not be a transport document. In this case, please enter 'MiB' in this field</li> </ul>
<b>Goods description</b> [Consignment goods_description] (Entry Summary Declaration API field)		<b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	A plain language description of the goods that is precise enough for customs to be able to identify what the goods are. The description should cover: What are the goods? What are they made of? What are they used for?  If the package contains any branded items, it is advisable to include the brand and model number along with the description. It is also recommended that the description includes how they are packaged regarding sets and sizes, e.g. 'women's cotton T-shirts, size 14, packs of 3'.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><b>Exporter and Importer EORI and details</b></p> <p>[Consignment consignor_eori, consignee_eori] (Entry Summary Declaration API field)</p>	DE (3/1, 3/2, 3/15, 3/16)	<p><b>Mandatory:</b> Entry Summary Declaration</p> <p><b>Not applicable:</b> Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration</p>	<p>XI or EU EORI number of the exporter (the party delivering the goods as stipulated in the transport contract) and the importer (the party that is the recipient of goods).</p> <p>TSS offers a functionality to check EORI numbers through an external website (<a href="http://Europa.eu">Europa.eu</a>). This can be used to verify the validity of EORI numbers by clicking the link that appears below the Consignee or Consignor EORI text box fields.</p> <p>Within the user's Company Profile, their XI EORI can be entered within the field <b>XI EORI Number</b> and will be regularly validated by TSS to ensure customs compliance when used to submit declarations. A further field named <b>XI EORI Valid?</b> will indicate whether the EORI is valid.</p> <p>In addition, TSS will automatically check the validity of an EORI when entered on an ENS consignment. If the EORI is invalid, TSS will auto-populate the name and address fields.</p> <p>However, this will only occur if the field <b>Do you want the company name to be private?</b> has been set to 'No' on the user's Company Profile. If TSS is unable to auto-populate the name and address fields, or the EORI is unavailable, this will have to be inputted manually via a tick box below the EORI field.</p> <p>For API users, the Primary Account Holder can allow the auto-fill functionality through <b>Auto accept XI EORI address</b> found within the Company Profile section under <b>API Management</b>.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>For additional information on EORI validation, see the <a href="#">ENS Step-by-step guide: Standard Process and Consignment First Process</a> guide on NICTA.</p> <p>TSS can only generate a Simplified Frontier Declaration for registered users. Therefore, if you input an Importer EORI that is not registered with TSS, an import declaration will not be created by TSS. You will need to select the correct reason for choosing an <a href="#">Entry Summary Declaration – only</a> pathway from the drop-down menu.</p> <p>The importer will need to submit their own declaration and provide the Movement Reference Number (MRN) for entry into Goods Vehicle Movement Service (GVMS) on <a href="#">GOV.UK</a>, or via TSS if <a href="#">GMR automation</a> has been authorised. Please ensure, before the movement of goods that you obtain the relevant declaration references from the importer.</p> <p>For MiB, you may be both the exporter and importer, in which case you should enter your own XI EORI number in both fields.</p>
<b>Importer Parent Organisation EORI</b>	DE (3/20)	<b>Optional:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration	<p><b>Importer Parent Organisation EORI</b> is an optional field for use in cases where a child company is using the parent company DDA for the deferment of duty, import VAT, excise, and other charges. Should you wish to use the DDA of your parent company to defer customs charges, enter the GB or XI EORI of the parent company in this field.</p> <p>In all other circumstances the <b>Importer Parent Organisation EORI</b> field should be left blank.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
		<b>Not applicable:</b> Full Frontier Declaration	
<b>Do you wish to use Importer Account SDE CFSP?</b>		<p><b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration</p> <p><b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration</p>	<p>This field only appears in the Entry Summary Declaration and Simplified Frontier Declarations if the person creating the consignment using the consignment first process has a CFSP authorisation attributed to their company profile.</p> <p>This will ask you if you wish to use your own CFSP authorisation on the customs declaration that is generated from the Entry Summary Declaration data.</p> <p>If you select 'Yes', your details from your company profile will populate into the <a href="#">Holder of Authorisation</a> tab and a Simplified Frontier Declaration will be generated once the Entry Summary Declaration is completed. A Supplementary Declaration will follow in sequence, unless you choose not to generate one within the TSS Portal by answering 'No' in the data field <a href="#">If a Supplementary Declaration is required, do you wish to complete that in TSS?</a></p> <p>If you select 'No', TSS details will remain, and you will continue to use the TSS CFSP authorisation.</p> <p>If you require assistance with using your own CFSP authorisation, please contact the <a href="#">TSS Contact Centre</a>.</p>
<b>If a Supplementary Declaration is required,</b>		<b>Mandatory:</b> Entry Summary	This field only appears in the Entry Summary Declaration and standalone Simplified Frontier Declaration if the person creating the consignment using the consignment



Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><b>do you wish to complete that in TSS?</b></p>		<p>Declaration, Simplified Frontier Declaration</p> <p><b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration</p>	<p>first process has a CFSP authorisation attributed to their company profile. If you select 'Yes', a Supplementary Declaration is generated within TSS, and you must complete your Supplementary Declaration in TSS.</p> <p>If you select 'No', a Supplementary Declaration will not be generated within TSS and you must complete a Supplementary Declaration, where required, outside of TSS.</p>
<p><b>Declaration Unique Consignment Reference (DUCR)</b></p> <p>[Consignment ducr] (Entry Summary Declaration API field)</p>	DE (2/1)	<p><b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration</p> <p><b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration</p>	<p>This is a unique reference which links the Simplified Frontier Declaration / Entry into Declarant's Records (EIDR) record to the Supplementary Declaration in CDS.</p> <p>In most cases, and where this field is left blank, TSS will auto-generate this reference on the importer's behalf, so no entry would be required.</p> <p>However, for cases where the importer is using electronic licensing (e.g., Procedure for Electronic Application for Certificates – PEACH) the DUCR entered on the Simplified Frontier Declaration should match that entered on the licence to ensure matching/acceptance in CDS. Further information on licence types can be found on <a href="http://GOV.UK">GOV.UK</a>.</p> <p>In these cases, the trader should first enter their own DUCR into licence application and then enter the same reference field in the TSS Portal.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			Note, TSS will then auto-populate the DUCR as a previous <b>Document Reference</b> to declare on the Simplified Frontier Declaration, with a matching entry on the following Supplementary Declaration.
<b>Local Reference Number (LRN)</b>	(DE 2/5)	<b>Mandatory (no action required):</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	This field is a unique reference number identifier for your declaration that is auto-generated and read-only. For Full Frontier Declarations (FFD), it will auto-populate a unique reference number starting with a Full Frontier Declarations (FFD) prefix.
<b>SFD Declaration Reference</b>		<b>Mandatory (no action required):</b> Supplementary Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier	The <b>SFD Declaration Reference</b> number is a unique identifier for your declaration that is auto-generated; it starts with a 'DEC' prefix and is a read-only field.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
		Declaration, Full Frontier Declaration	
<b>Movement Reference Number (MRN)</b>		<b>Mandatory (no action required):</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	The <b>Movement Reference Number (MRN)</b> field is a unique customs identification number for your declaration that is generated and received from CDS on a successful submission of a declaration.
<b>EORI for EIDR Movement</b>		<b>Scenario dependent:</b> Simplified Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Supplementary Declaration, Full Frontier Declaration	This field replaces <b>Movement Reference Number (MRN)</b> on Simplified Frontier Declaration / EIDR records.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Status</b>		<b>Mandatory (no action required):</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>This is a read-only field and will change to reflect the status of your declaration. Available statuses are:</p> <ul style="list-style-type: none"> <li>• ‘Draft’ = the declaration has not been submitted and requires data entry</li> <li>• ‘Submitted’ = you have submitted the declaration to customs</li> <li>• ‘Processing’ = the declaration is pending a response from customs</li> <li>• ‘Trader Input Required’ = your declaration requires you to amend the data and resubmit – an error message will appear (see <a href="#">Guidance on resolution to common error codes for Supplementary and Full Frontier Declarations</a> on NICTA)</li> <li>• ‘Pending Confirmation’ = customs debt has been calculated – confirm the calculations are correct to proceed to payment or recall the declaration to draft status to amend it</li> <li>• ‘Pending Payment’ = where the <b>Method of Payment (MoP)</b> is ‘Card Payment Through TSS’, please complete payment through the TSS Portal before the goods can be moved on</li> <li>• ‘Fiscal Hold’ = this status appears where the <b>Method of Payment (MoP)</b> indicated has insufficient funds. The <b>Method of Payment (MoP)</b> cannot be changed at this stage and funds must be made available for the goods to be accepted by customs (see the <a href="#">Payments: Step-by-step guide using TSS</a> on NICTA)</li> <li>• ‘Awaiting Arrival’ = the declaration has been accepted by customs, pending arrival of the goods</li> </ul>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<ul style="list-style-type: none"> <li>• ‘Arrived’ = the goods have arrived</li> <li>• ‘SPS Physical Control’ = there is a physical inspection required by the NI control bodies – check if there is a <b>Control Status</b> at the consignment (header) level. If your goods have documents in TRACES NT, please check <a href="#">TRACES NT</a> for more information and contact the correct government agency. You will receive an e-mail when your goods enter this status</li> <li>• ‘Under Controls’ = the declaration is under controls and will have a <b>Control Status</b> below to indicate the type of control – contact the <a href="#">TSS Contact Centre</a> for more details. You may be contacted by TSS for further information</li> <li>• ‘Closed’ = the declaration is customs cleared</li> <li>• ‘Invalidated/Seized’ = the goods have been seized or the declaration has been invalidated – contact the <a href="#">TSS Contact Centre</a> for more information if required. The declaration will be invalidated after 30 days if no payment is made</li> <li>• ‘Cancelled’ = the declaration has been cancelled</li> </ul>
<b>ENS Consignment Reference</b>		<b>Scenario dependent:</b> Simplified Frontier Declaration  <b>Not applicable:</b> Entry Summary	This field represents the Entry Summary Declaration number reference. This is a read-only field, which for standalone Simplified Frontier Declaration will be blank.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
		Declaration, Supplementary Declaration, Full Frontier Declaration	
<b>Control Status</b>		<p><b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration</p>	<p>This is a read-only field that will appear as a sub-status to the <b>Status</b> field.</p> <p>If the declaration status is 'Amendment Required' or 'Under Controls', you will see a <b>Control Status</b> that will give you further information. If you require assistance, please contact the <a href="#">TSS Contact Centre</a>.</p>
<b>Goods Domestic Status</b> [Consignment goods_domestic_status] (Entry Summary Declaration API field)	(DE 2/2)	<b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary	<p>Enter 'NIDOM' or 'NIIMP' depending on the status of the goods:</p> <ul style="list-style-type: none"> <li>NIDOM movements should be used where movement is a direct GB-NI import / goods have UK domestic status pre-movement into NI. UK domestic status implies that the goods are both in free circulation and all national taxes due have been paid (known as home use)</li> </ul>



Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<a href="#">[goods_domestic_status]</a> (Supplementary Declaration and Full Frontier Declaration API field)		Declaration, Full Frontier Declaration	<ul style="list-style-type: none"> <li>NIIMP will apply by exception to GB-NI movements and should be used in cases where goods have non-UK domestic status pre-movement into NI (e.g., moving under a transit movement through GB into NI). This must be used for goods entering NI from RoW excluding EU by air or sea as the goods would not have been within the UK nor would they have UK domestic status</li> </ul> <p>For further guidance, see <a href="#">GOV.UK</a>.</p> <p>NIIMP should be used where goods are entering into or being diverted from a special procedure. NIIMP should also be used for movements to NI from UK or EU special fiscal territories.</p> <p>Onward supply procedures (42 series) would be compatible only with NIIMP.</p>
<b>Declaration Category</b>	(DE 1/1 & 1/2)	<b>Mandatory:</b> Simplified Frontier Declaration, Full Frontier Declaration  <b>Scenario dependent:</b> Supplementary Declaration	<p>This is the TSS field name for the declaration category (see <a href="#">GOV.UK</a> for more information concerning the CDS declaration category).</p> <p>For a standalone Simplified Frontier Declaration, it is necessary to select one of the available fields: 'Pre-lodged (IMF)' in advance of movement or 'Arrived (IMC)' when it is being made once the goods are in NI.</p> <p>For Full Frontier Declarations, the below options are available:</p> <ul style="list-style-type: none"> <li>'Pre-lodged (IMD)' means the goods have not arrived in NI. This indicates that the declaration will be completed prior to importation and the goods movement from GB. This process is called pre-lodgement</li> </ul>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
		<b>Not applicable:</b> Entry Summary Declaration	<ul style="list-style-type: none"> <li>‘Arrived (IMA)’ means the goods have arrived in NI. Goods moving by air must be completed as arrived and certain procedure codes require the use of this declaration type</li> </ul> <p>For further guidance please see <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>For maritime (sea) inventory-linked locations, you can submit an arrived or a pre-logged Full Frontier Declaration.</p> <p>Diversion entries must be submitted as ‘Arrived’ for all modes of transport.</p>
<b>Which type of declaration do you intend to make?</b>		<b>Mandatory:</b> Supplementary Declaration, Full Frontier Declaration  <b>Scenario dependent:</b> Simplified Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration	<p>This field defines the type of declaration that you intend to make. Please see the <a href="#">Data sets, categories, and Procedure Codes</a> section in this guide for more information on this field.</p> <p>This field will be based on the Procedure Code(s) used on the declaration (see <a href="https://www.gov.uk">GOV.UK</a> for more details).</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><b>Any procedure(s) that are not currently supported by TSS?</b></p>		<p><b>Mandatory:</b> Supplementary Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration, Full Frontier Declaration</p>	<p>Enter 'No' if your procedure is available in the TSS Portal.</p> <p>Enter 'Yes' if your procedure is not available in the TSS Portal. Unfortunately, TSS is unable to process declarations using a non-supporting procedure. These declarations will need to be submitted outside of TSS until the specific procedure has become available. TSS will contact you once more procedures are available.</p> <p>A full list of supported Procedure Codes can be found in Appendix 2: Simplified procedures exclusion list – Procedure Codes supported by TSS in the <a href="#">Reliefs and Duty Suspension: Overview and considerations for data input in TSS declarations</a> guide on NICTA.</p>
<p><b>Method of Payment</b></p>	(DE 4/8)	<p><b>Mandatory:</b> Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration</p>	<p>The <b>Method of Payment (MoP)</b> is selected from a drop-down menu.</p> <p>Depending on how you configure your company profile and the declaration type chosen, you will have different methods of payment available.</p> <p>Please see the <a href="#">Payments: Step-by-step guide using TSS</a> on NICTA for more information and guidance on how to properly set up <b>Methods of Payment (MoP)</b>.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><b>Are you using full special procedure authorisations for any goods on this FFD?</b></p>		<p><b>Mandatory:</b> Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration</p>	<p>This box is to be completed where a special procedure is being used or was a previous procedure. If you are using Authorisation by Customs Declaration for a special procedure, you will not be able to use the TSS DDA for any security that is due.</p> <p>If you are using Authorisation by Customs Declaration, you would select 'No' and complete other data elements as per the Procedure Code completion notes. You may have to pay a security deposit.</p> <p>If you hold full authorisation for the use of a special procedure, you should select 'Yes' and complete other data elements as per the Procedure Code completion notes (for more information see <a href="https://www.gov.uk">GOV.UK</a>).</p>
<p><b>Representative Status Code / Representation Type</b></p>	(DE 3/21)	<p><b>Mandatory:</b> Full Frontier Declaration</p> <p><b>Scenario dependent:</b> Simplified Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration,</p>	<p>This indicates the relationship between the representative and the importer, not the sub-agent and any other party.</p> <p>The representation type will default to 'Direct Representation' if you use a special procedure.</p> <p>For a Simplified Frontier Declaration, this field appears when you answer 'Yes' to <b>Do you wish to use Importer Account CFSP?</b> It will be read-only and default to 'Direct'.</p> <p><b>Direct representation</b></p> <p>The importer is liable for the customs debt incurred. Traders wishing to use any special procedure (51XX, 53XX and 71XX for private warehousing only), other than</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
		Supplementary Declaration	<p>entry into a public customs warehouse, for which a particular Document Code applies, can only do this under Direct Representation. You will not be able to use TSS as your Indirect Representative.</p> <p>If you select 'Indirect Representation' the relevant special procedures will no longer be available to you. In order to use special procedures, you will need to use Direct Representation.</p> <p>For further details on the different representative types see <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>This field will default to 'Indirect Representation' for all declarations not using a special procedure (free circulation). This is for the H1 declaration category.</p>
<p><b>Importer EORI and details</b></p> <p>[Consignment importer_eori] (Entry Summary Declaration API field)</p>	(DE 3/16)	<p><b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration, Full Frontier Declaration</p> <p><b>Mandatory (no action required):</b> Supplementary Declaration</p>	<p>This field is mandatory for completion if the importer is exempt from providing an EORI number (for example if an agent or Intermediary is using their EORI instead of the Importer or when moving personal effects). Please contact the <a href="#">TSS Contact Centre</a> for more information on how to complete your Entry Summary Declaration if required.</p> <p>You must add the EORI number of the importer of record, the declarant (as per the <a href="#">Incoterms®2020</a> agreed among the parties involved in the transaction; see the <a href="#">How to use Incoterms®2020</a> guide for more information).</p> <p>The importer is the party responsible for completing customs procedures for the arrival of the goods. This party could be the sender, recipient or their intermediary and should be pre-agreed in the delivery terms.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>The <b>Importer EORI</b> must be provided (and registered with TSS) for TSS to generate import declarations, which are required for goods to move.</p> <p>If the importer is not registered with TSS, you will need to choose an <a href="#">Entry Summary Declaration Only</a> pathway from the drop-down menu and select the appropriate reason.</p> <p>The importer will need to submit their own declaration using a system outside of TSS and provide the Movement Reference Number (MRN) required for entry into Goods Vehicle Movement Service (GVMS). Please see <a href="#">GOV.UK</a>.</p> <p>Please ensure, before the movement of goods, that you obtain the relevant declaration references from the importer.</p> <p>In the case of hauliers moving ‘empties’ (empty pallets, containers, vehicles, including empty reusable packaging such as stillages or roll-cages) under a contract of carriage when only an Entry Summary Declaration is required, the system will auto-populate the <b>Importer EORI Number</b> field with the haulier’s EORI. This information does not go to CDS so there is no risk of the wrong importer being included in CDS.</p> <p>For Supplementary Declarations, the <b>EORI Number of Importer</b> is read-only. This is populated from the Entry Summary Declaration and is not editable.</p> <p>If the <b>Importer EORI</b> is incorrect, and a Supplementary Declaration has been generated for your completion in error, you must contact the <a href="#">TSS Contact Centre</a>.</p>



Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>The party listed in the <b>Importer EORI</b> is legally responsible for the import declaration and the customs debt that is due.</p> <p>For MiB, you are the importer as you are the party responsible for completing customs procedures (unless agreed with an external party). You should enter your own GB/XI EORI number in this field.</p>
<p><b>Exporter EORI and details</b> [<a href="#">Consignment exporter_eori</a>] (Entry Summary Declaration and Supplementary Declaration API field)</p>	<p>(DE <a href="#">3/1</a> and <a href="#">3/2</a>)</p>	<p><b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration</p>	<p>The <b>EORI</b> number of the exporter. The exporter is the party responsible for completing customs procedures for the departure of goods (either directly or through an intermediary).</p> <p>For MiB, you may be the exporter yourself, in which case you should enter your own GB/XI EORI number.</p> <p>For GB-NI trade, and all other cases where no export procedures are required, this would usually be the consignor.</p> <p>For Supplementary Declarations, this field will pre-populate from the Entry Summary Declaration and will be editable. This should only be edited where the exporter has been incorrectly declared on the Entry Summary Declaration.</p> <p>If the exporter's GB or XI EORI is unavailable, name and address can be provided as an alternative. If not known, please tick the box for 'Exporter EORI Unknown' and new fields will appear to complete the <b>Exporter Name</b>, <b>Street and Number</b>, <b>City</b>, <b>Postcode</b> and <b>Country</b>.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Carrier EORI and details</b> [Declaration header <a href="#">carrier_eori</a> , <a href="#">carrier_name</a> , <a href="#">carrier_street_number</a> , <a href="#">carrier_city</a> , <a href="#">carrier_postcode</a> , <a href="#">carrier_country</a> ] (Entry Summary Declaration API field)		<p><b>Mandatory:</b> Entry Summary Declaration</p> <p><b>Scenario dependent:</b> Simplified Frontier Declaration, Full Frontier Declaration</p> <p><b>Not applicable:</b> Supplementary Declaration</p>	<p>For Entry Summary Declarations, enter the EORI number for the carrier, which must be either an XI or EU (not GB) EORI.</p> <ul style="list-style-type: none"> <li>For accompanied RoRo movements, the haulage company's EORI should be entered</li> <li>For unaccompanied RoRo shipments, the ferry company's EORI should be entered</li> </ul> <p>For standalone Simplified Frontier Declarations, this field is mandatory for RoRo types of movement but is otherwise optional.</p> <p>The <b>Carrier EORI</b> is a mandatory field for Full Frontier Declarations. This must be obtained prior to completion.</p> <p>For RoRo, the <b>Carrier EORI</b> will be used to populate the RRS01 statement for RoRo cargo (see <a href="#">GOV.UK</a> for more details). This should be the EORI number of the haulier (carrier) responsible or registering the movement on the Goods Vehicle Movement System (GVMS).</p> <p>For MiB, you are the carrier and you should enter your own XI EORI here.</p> <p>For air and maritime, the <b>Carrier EORI</b> is not mandatory.</p> <p>Note: The <b>Carrier EORI</b> can be checked through a validation website (<a href="#">Europa.eu</a>). This can be done by clicking the link under the EORI text box field.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Haulier EORI</b> (if different to <b>Carrier EORI</b> )		<p><b>Optional:</b> Entry Summary Declaration, Simplified Frontier Declaration, Full Frontier Declaration</p> <p><b>Not applicable:</b> Supplementary Declaration</p>	<p>The <b>Haulier EORI</b> is optional if different to the <b>Carrier EORI</b>.</p> <p>Note: The <b>Haulier EORI</b> can be checked through a validation website (<a href="http://Europa.eu">Europa.eu</a>) via the link below the <b>Carrier EORI</b> field. However, please ensure the correct EORI has been entered when checking for EORI validations.</p>
<b>Deferment Approval Number (DAN)</b>	(DE 2/6)	<p><b>Mandatory:</b> Supplementary Declaration</p> <p><b>Scenario dependent:</b> Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration</p>	<p>The <b>Deferment Approval Number (DAN)</b> information will pre-populate to the TSS Duty Deferment Account (DDA) if the trader's DDA has not been set up on their company profile. The DDA must be set up correctly for use within CDS. Further details on how to set up your DDA for use in CDS can be found in the <a href="#">Payments: Step-by-step guide using TSS</a> on NICTA.</p> <p>If the trader has input their DDA details and given standing authority to TSS to use their DDA, the trader's DDA details will populate in this field.</p> <p>You will not be able to use the TSS DDA for arrived Full Frontier Declarations, pre-lodged Full Frontier Declarations for goods moving through a maritime (sea) inventory-linked location, or for security deposits.</p> <p>You can only use one DAN within the TSS Portal.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			If you have selected 'CDS Cash Account' as your <b>Method of Payment (MoP)</b> , this field will not be available. Customs agents, when acting on behalf of traders through their TSS agent account, will be able to use their own DDA as well as the trader's DDA.
<b>Guarantee Type</b>	(DE 8/2)	<b>Scenario dependent:</b> Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration	<p>The <b>Guarantee Type</b> will default to '1' for comprehensive guarantees and will be editable by the user if a different type of guarantee/waiver is being used. This is for where a DDA or a special procedure is being used.</p> <p>If you are using a 'CDS Cash Account' as the <b>Method of Payment (MoP)</b> this will default to 'Y'.</p> <p>This field will not be available if you select 'Immediate Payment by Electronic Credit Transfer' as the <b>Method of Payment (MoP)</b>.</p> <p>For use of multiple <b>Guarantee Types</b>, a tab will appear at the bottom of the declaration. This will allow you to add multiple guarantees if required (i.e., for special procedures).</p> <p>For 'Authorisation by Customs Declaration' (see <a href="https://www.gov.uk">GOV.UK</a>), this field will default to '3'.</p>
<b>Guarantee Reference Number (GRN)</b>	(DE 8/3)	<b>Scenario dependent:</b> Full Frontier Declaration	This is the reference number of the guarantee used for the operation.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
		<b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration	<p>This will default to the TSS <b>Guarantee Reference Number (GRN)</b> if the trader has not set up these details with standing authority on their company profile for the use of their own DDA.</p> <p>For special procedures, you may have to declare a separate <b>Guarantee Type</b> and <b>Guarantee Reference</b>.</p>
<b>Total Packages</b>	(DE 6/18)	<b>Mandatory (no action required):</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>This is a non-editable field. This will tally the number of packages from item levels in the <b>Declaration Goods</b> tab.</p> <p>For inventory-linked consignments, the maritime provider / shed operator must manifest their goods using the smallest external packaging. This is the number of individual items packaged in such a way that they cannot be divided without first undoing the packing, or the number of pieces, if unpackaged. If the number of packages does not match with the inventory record, the declaration will not be accepted.</p> <p>You must contact the maritime provider / shed operator and have them amend the inventory record if the packages are incorrect on the record. You must declare accurately the number of packages and not amend the declaration to match an incorrect package count on the inventory record.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Nationality of Means of Transport</b>  [Declaration header nationality_of_transport ] (Entry Summary Declaration API field)	(DE 7/15)	<b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration, Full Frontier Declaration  <b>Scenario dependent:</b> Supplementary Declaration	<b>Nationality of Means of Transport</b> is the nationality of the active means of transport crossing the border (i.e., the country where an aircraft or vessel is registered).  The <b>Nationality of Means of Transport</b> is a drop-down field.  It is a mandatory field for RoRo movements and for all types of movements on standalone Supplementary Declarations.  For air movements, the field is not required – the International Air Transport Association (IATA) flight number should be included in the data field <b>Conveyance Reference number</b> .
<b>Identity Number of Transport</b>  [Declaration header identity_no_of_transport ] (Entry Summary Declaration API field)	(DE <a href="#">7/9</a> )	<b>Mandatory:</b> Simplified Frontier Declaration, Full Frontier Declaration  <b>Scenario dependent:</b> Entry Summary Declaration, Supplementary Declaration	This relates to the active means of transport ( <b>Mode of Transport</b> and <b>Nationality of Means of Transport</b> fields in TSS; see <a href="#">GOV.UK</a> for more details) on which the goods are directly loaded at the time of presentation at the customs office of import (i.e., the vehicle registration number for RoRo cargo).  On the Entry Summary Declarations movement level information, for accompanied RoRo movements, enter the haulier's <b>Vehicle Registration</b> and <b>Trailer</b> numbers, separated by a space.  For air movements, the field is not required but the IATA flight number should be included in the data field <b>Conveyance Reference number</b> .

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>Currently, air movements will not be an option for the functionality of standalone Simplified Frontier Declarations.</p> <p>For air shipments on Full Frontier Declarations, the IATA flight number and date of the flight must be added in the <b>Identity of Transport</b> field. If there is no flight number, the registration of the aircraft should be entered instead.</p> <p>For maritime (sea) movements, the name of the vessel carrying the cargo should be entered here.</p> <p>If travelling by ferry without a vehicle, please enter 'Passenger'.</p> <p>This Data Element is not required when declaring the <b>Mode of Transport at the Border</b> as 'Fixed Transport Installations' (i.e., pipelines or electric power lines that are used for the continuous transport of goods – see <a href="https://www.gov.uk">GOV.UK</a> for more information).</p> <p>Please note that TSS does not support Entry Summary Declarations into NI from countries other than GB (RoW excluding EU) or for consignments moved to inventory-linked locations in NI.</p> <p>On the Supplementary Declaration level, this is pre-populated from the Entry Summary Declaration and is editable. On a standalone Supplementary Declaration, this field will appear blank and is mandatory.</p>
<b>Conveyance Reference Number</b>		<b>Scenario dependent:</b> Entry	The <b>Conveyance Reference Number</b> is optional unless goods are travelling by air. If goods are travelling by air, the IATA flight number is required.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<a href="#">[Declaration header conveyance_ref]</a> (Entry Summary Declaration API field)		Summary Declaration  <b>Optional:</b> Simplified Frontier Declaration  <b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration	Currently, air movements will not be an option for the functionality of standalone Simplified Frontier Declarations.
<b>Mode of Transport at the Border/Type of Movement</b>  <a href="#">[Declaration header movement_type]</a> (Entry Summary Declaration API field)	(DE 7/4)	<b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	This refers to the mode of transportation at the border. This is the active means of transport that propels the goods to the point of clearance.  The options within TSS are as follows: <ul style="list-style-type: none"> <li>• 'RoRo' (Roll on Roll off)</li> <li>• 'Air' (Entry Summary Declaration and Full Frontier Declaration only)</li> <li>• 'Road' (Simplified Frontier Declaration and Full Frontier Declaration only)</li> <li>• 'Fixed Transport Installations' (Full Frontier Declaration only)</li> <li>• 'Maritime' (Full Frontier Declaration only)</li> </ul> 'RoRo' will be used for road freight travelling by ferry from GB to NI.



Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>Entry Summary Declarations are only supported for goods movements from GB to NI travelling by RoRo or air as the mode of transport.</p> <p>TSS does not support Entry Summary Declarations for goods moving to maritime (sea) inventory-linked locations in NI or for consignments moving from RoW excluding EU to NI on any mode of transport.</p> <p>Inventory-Linked Ports (ILPs) are those ports and airports that have border control systems linked to HMRC systems. In Northern Ireland there are two inventory-linked airports: Belfast International and Belfast City. There are three maritime ILPs: Belfast, Warrenpoint and Foyle (Londonderry). All other ports, both air and maritime, are non-inventory-linked.</p> <p>‘Type of movement’ refers to the mode of transportation at the border.</p> <p>For standalone Simplified Frontier Declarations, this field is limited to ‘RoRo’ and ‘Road’; however, on a Simplified Frontier Declaration generated from an Entry Summary Declaration, the available choice is ‘Road’ and ‘Air’.</p> <p>For Supplementary Declarations, this field is pre-populated from the Entry Summary Declaration and is editable. For standalone Supplementary Declarations, this field will have to be populated.</p> <p>For Full Frontier Declarations, inventory-linked air cargo must accompany an Inventory Consignment Reference (ICR) when mode of transport ‘Air’ is selected. The ICR field becomes mandatory if ‘Air’ is selected as the method of transport. (Details</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>on how to obtain your ICR are shown in the <a href="#">Full Frontier Declaration: Step-by-step guide</a> on NICTA).</p> <p>When 'maritime' is selected as the Mode of Transport at the Border, the Maritime Inventory field becomes active and is mandatory for completion.</p> <p>'Fixed Transport Installations' are pipelines or electric power lines used for the continuous transport of goods or to declare goods moving through a pipeline or power line (see <a href="#">GOV.UK</a> for more information).</p>
<b>Maritime Inventory Reference</b>		<p><b>Scenario dependent:</b> Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration</p>	<p>This field will become active if 'Maritime' is selected as the <b>Mode of Transport at the Border</b> and is mandatory for completion.</p> <p>This field will contain a drop-down list of the inventory records you have claimed through the TSS Portal. You will need to claim the inventory using the <b>Inventory Claim Form</b> before attempting to link it to a Full Frontier Declaration. Select the relevant inventory record from the list to link the inventory to the declaration.</p> <p>Please see the <a href="#">Full Frontier Declaration: Step-by-step guide</a> on NICTA for more guidance.</p>
<b>Inland Mode of Transport</b>	(DE 7/5)	<b>Scenario dependent:</b> Full Frontier Declaration	The <b>Modes of Transport at the Border</b> selections are the same for <b>Inland Mode of Transport</b> . This field indicates the mode of transport going inland.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
		<b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration	<p>These will be selections from a drop-down menu. This must be completed where the import formalities are carried out away from the port of entry. This field does not need to be completed for maritime (sea) consignments.</p> <p>Completion is not required for entry into a customs warehouse or removals from a free zone.</p> <p>Completion is mandatory for diversion entries from special procedures into free circulation.</p>
<b>Country of Dispatch/Export Code</b>	(DE 5/14)	<b>Mandatory:</b> Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration	<p><b>Country of Dispatch/Export Code</b> is the country code for the third country/territory from which the goods were initially dispatched to NI.</p> <p>This is defaulted to 'United Kingdom', but for NIIMP movements, the user may need to select the correct country (see <a href="https://www.gov.uk">GOV.UK</a> for the full list).</p> <p>This should be changed from GB for movements from RoW excluding EU to NI, currently supported for air and maritime (sea) movements to supported inventory-linked locations.</p>
<b>Destination Country</b>	(DE 5/8)	<b>Mandatory:</b> Full Frontier Declaration, Entry Summary Declaration,	<p>The <b>Destination Country</b> will be defaulted to 'United Kingdom' for GB including NI. This is a drop-down menu.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
		Simplified Frontier Declaration, Supplementary Declaration	If an Onward Supply Relief (OSR) procedure is being used (42 Series) the destination country should not be 'United Kingdom' or 'Isle of Man'; the country of destination must be an EU member state. Please see <a href="https://www.gov.uk">GOV.UK</a> for the full list.
<b>Inventory Consignment Reference (ICR)</b>		<p><b>Scenario dependent:</b> Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration</p>	<p>This field will only be visible if the <b>Mode of Transport at the Border</b> is 'Air'.</p> <p>The <b>Inventory Consignment Reference (ICR)</b> number, also known as <b>Unique Consignment Reference (UCR)</b> number, is generated by the shed and inventory-linked location. The inventory record must be nominated by the shed operator or ground handler to the correct TSS badge code 'YOB'. For more information, please contact the <a href="#">TSS Contact Centre</a>.</p> <p>If you remove the <b>Inventory Consignment Reference</b> and 'Save', this will be removed from previous documents.</p> <p>For more information see the <a href="#">Inventory-Linked Ports</a> guide on NICTA</p> <p>The inventory record must match the inventory that has been manifested at the appropriate airport and must be in the correct format. The <b>Nationality of Means of Transport</b> on the header and weights should match the total packages and weights on the inventory record.</p>
<b>Arrival Date/Time</b>		<b>Mandatory:</b> Entry Summary	For Entry Summary Declaration, add the date and time (GMT) of expected arrival at the NI seaport or airport.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
[Declaration header arrival_date_time] (Entry Summary Declaration API field)		Declaration, Simplified Frontier Declaration, Supplementary Declaration  <b>Scenario dependent:</b> Full Frontier Declaration	For standalone Supplementary Declarations, this field is mandatory and is considered a tax point for the declaration. It must represent a date in the past.  For Full Frontier Declarations, this field is only required when 'Pre-lodged (IMD)' has been selected for the field <b>Declaration Category</b> . This field will not appear when 'Arrived (IMA)' is selected.  This is used to estimate the arrival date and time of the declaration.
<b>Port of Arrival</b> [Declaration header arrival_port] (Entry Summary Declaration API field)		<b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration  <b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration	This is the first seaport or airport that goods enter NI through.
<b>Seal Number</b> [Declaration header seal_number] (Entry Summary Declaration, API field)		<b>Optional:</b> Entry Summary Declaration,	If seals are affixed to the transport equipment, the identification numbers of the seals should be provided.  This is an optional field – if not populated TSS will input 'No Seal'.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
Summary Declaration API field)		Simplified Frontier Declaration  <b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration	
<b>Route</b> [Declaration header route] (Entry Summary Declaration API field)		<b>Mandatory:</b> Entry Summary Declaration  <b>Mandatory (no action required):</b> Simplified Frontier Declaration  <b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration	The <b>Route</b> is selected on the Entry Summary Declaration: either 'GB-NI' (e.g., Cairnryan to Larne), or 'GB-IE-NI' (e.g., Holyhead to Dublin and on to Belfast).  For Simplified Frontier Declarations, this field will default to GB-NI and appear in read-only mode.  TSS will not support Entry Summary Declaration from RoW excluding EU to NI or for consignments moved from GB to NI via maritime (sea) inventory-linked locations.
<b>Place(s) of Loading</b>		<b>Mandatory:</b> Entry Summary Declaration	This is the name(s) of the seaport, airport, freight terminal or other place where goods are loaded onto the means of transport.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
[Declaration header place_of_loading] (Entry Summary Declaration API field)		<p><b>Optional:</b> Simplified Frontier Declaration</p> <p><b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration</p>	<p>TSS will not support Entry Summary Declarations for goods movements from RoW excluding EU to NI on any mode of transport.</p> <p>For accompanied RoRo movements the <b>Place of Loading</b> would be a description of where goods are loaded onto the truck (e.g., 'City').</p> <p>If there are multiple places of loading for a RoRo movement (e.g., groupage), provide the best indication of primary locations, up to 35 characters (e.g., 'Edinburgh' or 'Glasgow').</p>
<b>Place(s) of unloading</b> [Declaration header place_of_unloading] (Entry Summary Declaration API field)		<p><b>Mandatory:</b> Entry Summary Declaration</p> <p><b>Optional:</b> Simplified Frontier Declaration</p> <p><b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration</p>	<p>The name(s) of the seaport, airport, freight terminal or other place where goods are unloaded from the means of transport.</p> <p>For accompanied RoRo movements, for <b>Place of Unloading</b> add a description of where goods are unloaded off the truck (e.g., 'City').</p> <p>If there are multiple <b>Places of Unloading</b> for a RoRo movement (e.g., groupage), provide the best indication of primary locations in up to 35 characters (e.g., 'Belfast' or 'Larne').</p>
<b>Transport Charges</b> [Declaration header transport_charges]		<p><b>Scenario dependent:</b> Entry</p>	<p>The <b>Method of Payment (MoP)</b> (from the trader to the haulier) for transporting the goods. Chosen from a list: 'Payment in Cash', 'Payment by Credit Card', 'Payment by</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
(Entry Summary Declaration API field)		Summary Declaration  <b>Optional</b> Simplified Frontier Declaration  <b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration	'Cheque', 'Electronic Credit Transfer', 'Account Holder with Carrier', 'Not Pre-Paid', and 'Other'.  For MiB, this may not be applicable. In this case, please select 'Other'.
<b>Trader reference</b> <a href="#">[Consignment trader_reference]</a> (Entry Summary Declaration API field)		<b>Optional:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	This is a free-text field that can be populated. It is highly recommended that you use this field to create a clear audit trail between the Entry Summary Declaration and the Full Frontier Declaration. It can be carried through from the Entry Summary Declaration to the Supplementary Declaration.  Note: If you edit it in the Supplementary Declaration, changes will not translate back to the Entry Summary Declaration.  The carrier/hauler will also have a <b>Trader reference</b> field for input on the Entry Summary Declaration. You can instruct the carrier/hauler to complete this field with the same reference you use on your Full Frontier Declaration (e.g., if you want to list a purchase order number with your consignment). This will make it easier for you to keep track of the corresponding declarations.



Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><b>Header additions and deductions</b></p> <p><b>Header code, value &amp; currency</b></p> <p>[header additions_deductions] (Supplementary Declaration and Full Frontier Declaration API field)</p>	(DE 4/9)	<p><b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration</p>	<p>Additions and deductions are amounts that need to be added to or deducted from the item price to calculate the customs value of the goods.</p> <p>Once the customs value is determined, any liable customs duties will then be calculated as a percentage of this value.</p> <p>Full guidance on mandatory additions and allowable deductions can be found in Working out the customs value of your imported goods on <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>For each addition or deduction, a mandatory code will need to be entered representing the addition/deduction (more details on codes on <a href="https://www.gov.uk">GOV.UK</a>), as well as the value and currency of the addition/deduction.</p>
<p><b>Freight charges &amp; currency</b></p> <p><b>Insurance charges &amp; currency</b></p> <p><b>VAT adjustment &amp; currency</b></p> <p>[Supplementary Declaration freight_charge,</p>	(DE 4/9)	<p><b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration</p>	<p>These are usually optional fields, used to allow quick entry of common addition(s) to be entered at consignment (header) level.</p> <p>Where any of the following additions apply and the charge/adjustment wants to be divided across the items by the value of each item as an addition, you can enter the total addition amount in the first field, followed by related currency. TSS will then auto-populate the correct corresponding code for the addition type (see <a href="https://www.gov.uk">GOV.UK</a> for the full list).</p> <p>Freight charges should be entered where transport costs, loading and handling expenses need to be added to invoice prices for all items in declaration and apportioned by value of each item* (CDS code 'AP').</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
freight_charge_currency, insurance, insurance_currency, vat_adjustment, vat_adjust_currency] (Supplementary Declaration API field)  [Declaration freight_charge, freight_charge_currency, insurance, insurance_currency, vat_adjustment, vat_adjust_currency] (Full Frontier Declaration API field)			<p>Insurance should be entered when insurance costs need to be added to invoice prices for all items in declaration and apportioned by value of each item (CDS code 'AK').</p> <p>VAT adjustment should be declared where the invoice price doesn't include VAT for all items in declaration and apportioned by value of each item* (CDS code 'AV').</p> <p>*You can also apportion freight charges/VAT adjustment across items in the declaration by gross mass. This is an equally acceptable process. In this case, the trader should enter the 'AQ/AW' codes and the relevant charges/adjustments directly into the additions/deductions table.</p> <p>There are certain additions and deductions that will be mandated by the type of <b>Incoterm</b> you are using (e.g., 'EXW', 'FCA' or 'FAS' must declare freight charges).</p>
<b>Customs Warehouse Identifier</b>  [Consignment customs_warehouse_identifier]	(DE 2/7)	<b>Scenario dependent:</b> Simplified Frontier Declaration, Supplementary	<p>This field is used to enter the premises ID for goods being entered to or removed from a private customs warehouse, excise warehouse or a free zone.</p> <p>The requested procedure in DE 1/10 will correspond with the type of warehousing/removal.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
		Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration	Please see <a href="https://www.gov.uk">GOV.UK</a> for a list of types and formats for the identifier. If the warehouse identity is not a UK-allocated code, the premises name and address must be supplied as an <b>Additional Information (AI)</b> statement in DE 2/2 using the code 'PREMS'.
<b>Supervising Customs Office</b>	DE (5/27)	<b>Scenario dependent:</b> Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration	<p>This data will not be required for most GB-NI movements where movements fall into the standard release into free circulation case.</p> <p>It will usually be required for entries into special procedures (e.g., customs warehousing, inward processing).</p> <p>If there is a special procedure or a supervising office involved in the customs procedure, you must declare the relevant SPOFF (UK or EU Customs Supervising Offices) that is overseeing the movement and clearance of the goods.</p> <p>Choose the relevant supervising office (SPOFF) code for the UK supervising customs office from the list on <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>Codes for the EU customs offices can be found on the <a href="https://ec.europa.eu/commission">European Commission</a> website. To find out whether to complete this field, go to the completion notes associated with the procedure code you have entered (see the procedure code guidance on <a href="https://www.gov.uk">GOV.UK</a>), or refer to your authorisation letter which will state the supervising office.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><b>Exchange Rate</b></p> <p>[Supplementary Declaration exchange_rate] (Supplementary Declaration API field)</p> <p>[Declaration exchange_rate] (Full Frontier Declaration API field)</p>	(DE 4/15)	<p><b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration</p>	<p>Where a fixed rate of exchange is stipulated in the contract of sale and is being used, enter the <b>Exchange Rate</b> used for the currency conversion, for evidence purposes.</p> <p>If entered, you must declare <b>Document Code</b> '9WKS' in the <b>Document Code</b> field. Keep a copy of the worksheet or valuation declaration showing how the conversion was made alongside evidence to support the use of fixed rates of exchange published on <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>If completing the field, when items (item price amount) are in different currencies they must all be converted to GBP and <b>Document Code</b> '9WKS' must be declared in the <b>Document References</b> tab at the item level (DE 2/3), showing the rate of exchange calculation used. The total invoice amount must also be in GBP.</p>
<p><b>INCOTERM</b> (delivery term)</p> <p>[Supplementary Declaration Incoterm] (Supplementary Declaration API field)</p> <p>[Declaration Incoterm] (Full Frontier Declaration API field)</p>	(DE 4/1)	<p><b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration</p>	<p><b>Incoterm</b> applicable to the movement.</p> <p>The <b>Incoterm</b> selected must reflect the commercial agreement between the parties in the transaction concerning transport and declaration of the goods.</p> <p>The <b>Incoterm</b> defines the responsibilities of the sender and receiver in a transaction. They may specify which party is responsible for transport and the risks of loss or damage as well as which party is responsible for the declaration of the goods and duties payment.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>Please note that there are certain additions and deductions that will be mandated by the type of <b>Incoterm</b> you are using (e.g., 'EXW', 'FCA' or 'FAS' must declare freight charges).</p> <p>This field is mandatory on a standalone Supplementary Declaration.</p> <p>For more information, consult the <a href="#">How to use Incoterms®2020</a> guide on the NICTA website and Incoterms® 2020 on the <a href="#">International Chamber of Commerce</a> website.</p>
<p><b>Delivery Location Town</b> [Supplementary Declaration delivery_location_town] (Supplementary Declaration API field)</p> <p>[Declaration delivery_location_country, delivery_location_town] (Full Frontier Declaration API field)</p>	(DE 4/1)	<p><b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration (FFD)</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration</p>	<p>This is the country and town of delivery, as specified in the terms of the transaction.</p> <p>The place of delivery is where the receiver or their carrier takes receipt of the goods. This may not always be the NI receiver's premises, depending on the <b>Incoterm</b>. For example, under Ex Works (EXW) <b>Incoterm</b>, the place of delivery will be the sender's premises in GB.</p> <p>This field is mandatory on standalone Supplementary Declaration.</p> <p>To identify which delivery location should be entered for each please refer to <a href="#">GOV.UK</a> guidance on delivery terms.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Delivery location country</b>  [Supplementary Declaration delivery_location_country] (Supplementary Declaration API field)		<b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	This is the country that corresponds to the <b>Delivery Location Town</b> . This is a drop-down menu.
<b>Location of Goods (Border Release)</b>	(DE 5/23)	<b>Mandatory:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	This field is a drop-down menu to select where goods are clearing at one of the ports or airports on the list available within TSS Portal.  For maritime (sea) shipments, the inventory will be cleared by either CNS (Belfast or Warrenpoint) or MCP (Londonderry). The system will assign the correct badge code depending on the location of goods and add this to the declaration header for you.  If the location of goods code is not on the drop-down list, you may need to use the <b>Location of Goods (Other Releases)</b> box to free type the location code as per the procedure completion notes where the procedure requires this. Please refer to <a href="https://www.gov.uk">GOV.UK</a> guidance for relevant location codes.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Location of Goods (Other Releases)</b>	(DE 5/23)	<b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	<p>This field is a free-text field where the <b>Location of Goods</b> is not listed on the <b>Location of Goods (Border Release)</b> drop-down list.</p> <p>You cannot complete this field if you have completed the field <b>Location of Goods (Border Release)</b>.</p> <p>For more information, please see <a href="https://www.gov.uk">GOV.UK</a> for procedure completion notes for the Procedure Code you wish to use and for general guidance to complete this field.</p>
<b>Use Postponed VAT Accounting?</b> (Also referred to as 'account for import VAT on your VAT return')  <b>VAT number (for PVA)</b>  [Supplementary Declaration postponed_vat, vat_number]	(DE 3/40)	<b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	<p>This question is only relevant if you are importing:</p> <ul style="list-style-type: none"> <li>• GB goods (under a customs special procedure in GB) to release into free circulation in NI</li> <li>• From RoW excluding EU to NI</li> <li>• From the Channel Islands of Jersey and Guernsey (which are considered as RoW excluding EU locations for VAT purposes)</li> </ul> <p>This field is defaulted with 'No'. Select 'No' if there is no VAT liability and/or the goods are 'NIDOM' status.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
(Supplementary Declaration API field)  [Declaration postponed_vat, vat_number] (Full Frontier Declaration API field)			<p>If you select 'Yes' to <b>Use postponed VAT accounting (PVA)</b>, a field <b>VAT Number (for PVA)</b> will appear. Please enter the VAT number of the party that is liable for the VAT and is eligible to use the PVA scheme.</p> <p>This will preclude declaration of Onward Supply Relief (42 Series) at the item level.</p>
<b>UN/LOCODE</b>	(DE 4/1)	<p><b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration</p>	<p>The <b>UN/LOCODE</b> is the location up to which the <b>Incoterms</b> apply (see <a href="https://www.gov.uk">GOV.UK</a> for more information).</p> <p>The <b>UN/LOCODE</b> is required for declarations using Valuation Method 1 where the code for the location exists. If the UN/LOCODE is not available for the location, you must declare the <b>Delivery Location Town</b> in plain text instead and leave the <b>UN/LOCODE</b> field blank.</p> <ul style="list-style-type: none"> <li>• First component = <b>Incoterm</b> code</li> <li>• Second component = location up to which the <b>Incoterms</b> apply</li> </ul> <p>The second component will require the <b>UN/LOCODE</b> where the appropriate code exists. There is a field for this code that is searchable or selectable from a drop-down menu. You can view the country and town/city associated with the code when searching.</p>



Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><b>Consignment Previous Documents / Header Previous Document</b></p> <p>Table overview, detail on field below</p> <p><a href="#">[Consignment header_previous_document]</a> (Entry Summary Declaration API field)</p> <p><a href="#">[Supplementary Declaration header_previous_document]</a> (Supplementary Declaration API field)</p> <p><a href="#">[Declaration header_previous_document]</a> (Full Frontier Declaration API field)</p>	DE (2/1)	<p><b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration</p>	<p>Some movements will require previous documents to be declared on the declaration for the consignment, which are entered in the <b>Consignment Previous Documents</b> table.</p> <p>TSS will auto-populate the following previous documents on your behalf on the Simplified Frontier Declaration, which are the only mandatory previous documents to input for most movements using the Release to free circulation (4000) procedure.</p> <ul style="list-style-type: none"> <li>For Entry Summary Declaration and Supplementary Declarations: 'DUCR' is used to link the Supplementary Declaration to the Simplified Frontier Declaration / EIDR record generated by TSS. The DUCR reference will be auto-generated by TSS, unless the trader enters their own to match their licence details (see below for <b>DUCR</b> field details)</li> <li>For Supplementary Declarations: 'SDE' – which is generated for TSS-controlled goods, or 'CLE' is added for TSS non-controlled goods</li> </ul> <p>Any other entries are optional and should only be input if relevant to the goods being moved (other than entry of a temporary storage document was used as a previous procedure in GB). See the previous <b>Document Code</b> list on <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>Where an electronic licence is associated with a DUCR, the DUCR must be declared in DE 2/1. To ensure successful matching, the DUCR entered in CDS should be the same as the one entered on the electronic licence.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>Where a DUCR is required for the Procedure for Electronic Application for Certificates (PEACH) for Horticultural Marketing Inspectorate purposes, to ensure successful matching the DUCR entered to CDS should be the same as the one entered on the PEACH Advance Notification.</p> <p>TSS will auto-populate previous documents except for the ICR reference if added to the <b>Inventory Consignment Reference</b> field at consignment (header) level for air Inventory-Linked Port (ILP) consignments and the Unique Consignment Number (UCN) from the inventory record for maritime (sea) shipments. The previous document type for the ICR and UCN should be shown as 'MUCR'. At least one previous document is required for a Full Frontier Declaration (see <a href="https://www.gov.uk">GOV.UK</a> guidance for a full list of previous <b>Document Codes</b>).</p> <p>The Entry Summary Declaration MRN should be included as a previous document.</p>
<b>Consignment Previous Documents / Header Previous Document</b>  <b>Document Class</b>  [Consignment header_previous_document_previous_document_class]	(DE 2/1)	<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p><b>Document Class</b> must be entered for every previous document declared, from the following options:</p> <ul style="list-style-type: none"> <li>Option 'X' for a declaration for temporary storage. Note that this option will not apply to the Supplementary Declaration</li> <li>Option 'Y' where inputting the simplified declaration referenced (will be auto-populated by TSS). Examples of 'Y' class documents are CLE and DCR</li> </ul> <p>This option will not apply to Simplified Frontier Declaration entries as it is only applicable to a Supplementary Declaration.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<p>s] (Entry Summary Declaration API field)</p> <p>[Supplementary Declaration header_previous_document previous_document_classes] (Supplementary Declaration API field)</p> <p>[Declaration header_previous_document previous_document_classes] (Full Frontier Declaration API field)</p>			<p>Option 'Z' is available and must be used to declare any other previous documents.</p>
<p><b>Consignment Previous Documents / Header Previous Document Document Type</b></p>	(DE 2/1)	<p><b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary</p>	<p><b>Document Type</b> indicates the type of previous document provided and should be selected from the following CDS guidance. Please refer to <a href="https://www.gov.uk">GOV.UK</a> for a list of previous <b>Document Type</b> codes.</p> <p>For example, code 730 references a 'Road Consignment Note'.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<p>[Consignment header_previous_document_previous_document_type] (Entry Summary Declaration API field)</p> <p>[Supplementary Declaration header_previous_document_previous_document_type] (Supplementary Declaration API field)</p> <p>[Declaration header_previous_document_previous_document_type] (Full Frontier Declaration API field)</p>		<p>Declaration, Full Frontier Declaration</p>	

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><a href="#">Consignment Previous Documents / Header Previous Document</a></p> <p><a href="#">Goods Item Identifier</a></p>	(DE 2/1)	<p><b>Scenario dependent:</b> Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration</p>	<p>The <a href="#">Goods Item Identifier</a> is used to identify a specific goods item on a previous document that is being referenced:</p> <ul style="list-style-type: none"> <li>The goods item number can be found on the Summary Declaration, Temporary Storage Declaration, Simplified Declaration, Entry in Records or other previous documents</li> <li>This should be separated from the <a href="#">Document Reference</a> number by a hyphen (-)</li> </ul> <p>For example: 2 (to identify that this reference refers to the second item on the previous document).</p> <p>Where the previous document referred to contained only a single goods item, this component may be left blank.</p> <p>The goods item number on the previous document can be entered in this field to make a specific cross-reference. This must be used, for example, when cross-referencing alternative evidence for Returned Goods Relief where there is more than one goods item on the previous document.</p> <p>Please note that the item number to be declared in this component is the item number from the previous document.</p> <p><b>Note:</b> It is not the item number from the current declaration.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><b>Consignment Previous Documents / Header Previous Document</b></p> <p><b>Document Reference</b></p> <p>[Consignment header_previous_document_previous_document_ref] (Entry Summary Declaration API field)</p> <p>[Supplementary Declaration header_previous_document_previous_document_ref] (Supplementary Declaration API field)</p> <p>[Declaration header_previous_document_previous_</p>	<p>(DE 2/1)</p>	<p><b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration</p>	<p><b>Document Reference</b> is an identifier that should be entered alongside the <b>Document Type</b> to identify the document (the identification number or another recognisable reference of the document).</p> <p>For each <b>Document Code</b> declared, traders should input the corresponding reference stated in the <b>Document Reference</b> column of the CDS guidance <a href="https://gov.uk">GOV.UK</a>. For example, for code 730 ('Road Consignment Note') the document number should be entered as a reference.</p> <p>For air ILP shipments, the ICR will be added automatically once the ICR is completed on the Full Frontier Declaration as the previous <b>Document Reference</b>. This will be auto-populated if you have added it in the <b>Inventory Consignment Reference</b> field at consignment (header) level. The Air Waybill (AWB) or house AWB number can also be added as a previous document with the appropriate document type code and class. For further information on air ILP movements please refer to the <a href="#">Inventory-Linked Ports</a> guide on NICTA.</p> <p>For maritime (sea) consignments/cargo the UCN from the inventory record that is linked to the Full Frontier Declaration will be added as the previous <b>Document Reference</b> automatically after the <b>Maritime Inventory</b> has been added.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<a href="#">document_ref</a> (Full Frontier Declaration API field)			
<p><b>Holder of Authorisation</b> <b>Authorisation Type Code, Authorisation Role ID</b></p> <p>[Consignment holder of authorisation auth role id, auth type code] (Entry Summary Declaration API field)</p> <p>[Supplementary Declaration Holder of authorisation] (Supplementary Declaration API field)</p> <p>[Declaration Holder of authorisation] (Full Frontier Declaration API field)</p>	(DE 3/39)	<p><b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration</p>	<p><b>Authorisation Type Code</b> and corresponding identifier must be entered at consignment (header) level for any authorisation that is needed to release the goods.</p> <p><b>Authorisation Type Codes</b> should be selected from CDS guidance on <a href="#">GOV.UK</a>.</p> <p>If you are importing goods for release into free circulation (which will apply to most GB-NI movements), you don't need to enter specific authorisation into this field unless you are an authorised weigher of bananas (code 'AWB').</p> <p>If you are using customs procedures other than release into free circulation, you should check the procedure completion notes on <a href="#">GOV.UK</a> to determine whether a mandatory authorisation (such as a Custom Warehouse, Inward Processing or Temporary Admission) is need to be declared under the <b>Holder of Authorisation</b> tab.</p> <p>You must declare any document codes associated with the <b>Authorisation Type</b> in the <b>Document Reference</b> (DE 2/3) field. See <a href="#">GOV.UK</a> for further details.</p> <p>It is important to review the instructions for the type of procedure you are using as you may be required to provide different kinds of authorisation depending on the <a href="#">procedure code</a> you want to use.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>Please see the guidance on <a href="https://www.gov.uk">GOV.UK</a> and read through the instructions for your procedure code.</p> <p><b>Authorisation Role ID</b> is the corresponding EORI of the trader holding authorisation.</p> <p>The use of an authorisation is a legal statement to abide by the requirements/conditions of that Authorisation Type.</p> <p>Note: If completing a Supplementary Declaration, the <b>Authorisation Role Type</b>, <b>Authorisation Type Code</b> and <b>Authorisation Role ID</b> fields will be auto-populated from the Entry Summary Declaration but can be amended if needed; However, you will need to provide a justification for amending the data. TSS will notify HMRC of amendments made to this field. This is done via a pop-up box when submitting a Supplementary Declaration.</p> <p><b>Adding Buyer (BY) or Seller (SE) details:</b></p> <p>When creating a Supplementary Declaration or a Full Frontier Declaration, If you need to add Buyer or Seller's details to this tab when using Procedure Code 42XX and where only a single goods line has been declared on a declaration, you need to open a <b>New</b> entry in the <b>Holder of Authorisation tab</b>. Use the <b>Authorisation Role Type</b> drop-down menu to select 'BY' (Buyer) and/or 'SE' (Seller). This will now show a field where their respective EORI can be entered, or a tick box can be selected to enter their full details if their EORI is unknown.</p>



Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			If a declaration using Procedure Code 42XX has multiple goods lines, the Buyer and Seller details can be added on the Item level(s).
<b>Guarantee Type tab</b>  <b>Guarantee Type,</b> <b>Guarantee Reference</b> <b>Number</b>	(DE 8/2), (DE 8/3)	<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>This tab can be used to claim multiple guarantee types and corresponding guarantee reference numbers if required.</p> <p>The <b>Guarantee Type</b> is a drop-down menu. Please refer to <a href="https://www.gov.uk">GOV.UK</a> guidance for a list of all guarantee types.</p>
<b>Duty Lines</b>		<b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	<p>This field is read-only and not editable.</p> <p>This field will populate with the duty, VAT and excise charges after the acceptance of the goods and the declaration. This will also populate with the HMRC payment reference after customs acceptance and arrival when the <b>Method of Payment (MoP)</b> 'CDS Cash Account' or 'Immediate Payment by Electronic Credit Transfer' is selected. Please refer to the <a href="#">Full Frontier Declaration: Step-by-step guide</a> and the <a href="#">Payments: Step-by-step guide using TSS</a> on NICTA.</p>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Tax Point</b>		<p><b>Mandatory (no action required):</b> Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration</p>	This field will be visible and pre-populated when the tax point is set by the acceptance of the declaration. This field will be read-only.
<b>Clear Date/Time</b>		<p><b>Mandatory (no action required):</b> Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration,</p>	This field is visible once the declaration has moved into <b>Closed</b> status. This is pre-populated and read-only to display the date and time of customs clearance.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
		Supplementary Declaration	

## 4 Table 2 – Periodic Declarations

When viewing a **Supplementary Declaration**, this can either be added to a new or existing **Periodic Declaration**.

By pressing the **Add to Periodic Declaration** button, this will show the form **Add Supplementary Declaration to Periodic Declaration**. The below Data sets will help navigate the Periodic Declaration data.

The [Periodic Declarations guide](#) on NICTA details all conditions and restrictions as well as step-by-step guidance on how to submit Periodic Declarations in the TSS Portal.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<a href="#">Add to Periodic Declaration</a> (button)  <a href="#">Add Supplementary Declaration to Periodic Declaration</a>		<b>Scenario dependent:</b> Supplementary Declaration	The below fields will be <b>read-only</b> and gives an overview of the Supplementary Declaration that will be added to the new or existing Periodic Declaration <ul style="list-style-type: none"> <li>• <b>Supplementary Declaration:</b> shows the Supplementary Declaration reference</li> <li>• <b>Tax Point Date:</b> shows the Tax point date of the Supplementary Declaration</li> <li>• <b>Trader Reference:</b> if a reference has been entered, it will show here</li> </ul>

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<ul style="list-style-type: none"> <li>• <b>Total number of Goods Lines:</b> shows the number of goods lines within the Supplementary Declaration</li> </ul> <p><b>Periodic Declaration</b> (active field): This field allows you to select a Periodic Declaration reference that you may wish to associate with the current Supplementary Declaration you are viewing.</p> <p>When the <b>Submit</b> button is clicked, this will either add the Supplementary Declaration to a new or existing Periodic Declaration.</p> <p>A Supplementary Declaration that has been added to a Periodic Declaration will appear in the TSS system with a new read-only status: <b>'In Periodic'</b>. You will be unable to edit or submit this Supplementary Declaration by itself.</p> <p><b>Note:</b> A Periodic Declaration has a limit of 99 item lines. When adding Supplementary Declarations into a Periodic Declaration, please check that the number of items across all associated Supplementary Declarations does not go above the 99 items limit.</p>
<b>SFD Declaration Reference</b>		Periodic Declaration	This field will be blank on Periodic Declarations. To view all linked Supplementary Declarations, navigate to the <a href="#">Included Supplementary Declarations</a> tab located at the bottom-left of the form
<b>Period Declaration – Calendar Month</b>		Periodic Declaration	Displays the month the Periodic Declaration applies.

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Tax Point Date</b>		Periodic Declaration	Within a Periodic Declaration, the Tax Point Date will be set to the latest date of the linked Supplementary Declaration(s)
<b>Parties:</b> <b>Exporter EORI</b>		Periodic Declaration	When adding more than one Supplementary Declaration to a Periodic Declaration: <ul style="list-style-type: none"> <li>• If the <b>Exporter EORI</b> is the <b>same</b> for all the Supplementary Declarations added, this data will be kept at the consignment level of the form, in the <b>Parties</b> section</li> <li>• If the <b>Exporter EORI</b> is <b>different</b> across the Supplementary Declarations, the TSS Portal will take this data from the <b>Parties</b> section at the consignment level and add it into the <b>Included Supplementary Declarations</b> tab located at the bottom-left of the form</li> </ul>
<b>Included Supplementary Declarations</b> (tab)		Periodic Declaration	This <b>Related Records</b> tab will show all Supplementary Declarations that have been added to a specific Periodic Declaration form.  The tab will reflect the number of items that have been added into the Periodic Declaration (please be aware that there is a set limit of 99 line items).
<b>Add More Declarations</b> (button)		Periodic Declaration	When viewing a Periodic Declaration, you can add more Supplementary Declarations via the <b>Add More Declarations</b> button located at the bottom right of the form. Once clicked, this will open a new window showing four read-only fields and one active field called <b>*Supplementary Declaration(s)</b> :

Consignment data fields TSS table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>The <b>*Supplementary Declaration(s)</b> field will show all Supplementary Declarations that match the required criteria and are in the same calendar month, that can be added to the Periodic Declaration.</p> <p><b>Note:</b> Multiple Supplementary Declarations can be added from the drop-down menu of this field; however, only Supplementary Declarations from the same calendar month that match the required criteria can be combined. You are unable to link or add multiple Periodic Declarations together.</p> <p>Details on matching criteria can be found in the <a href="#">Periodic Declaration: General guidance</a> on NICTA.</p>
<b>Revert to Non-Periodic</b> (button)		Periodic Declaration	<p>The <b>Revert to Non-Periodic</b> button allows you to undo and detach all Supplementary Declarations associated to a specific Periodic Declaration.</p> <p>Once selected, all the Supplementary Declarations that have been consolidated into the Periodic Declaration will then be <b>removed</b>.</p> <p><b>Note:</b> The <b>Revert to Non-Periodic</b> button will take each of the Supplementary Declarations associated with the Periodic Declaration back to original status ('Draft' or 'TIR') and any changes you may have made whilst editing the Periodic Declaration will be lost.</p>

## 5 Table 3 – Item level data requirements for TSS declarations

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Equipment Number</b> (if containerised)  [Goods item equipment_number] (Entry Summary Declaration API field)	(DE 7/2 & 7/10)	<b>Optional:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	This field is for the container number if the goods are being shipped in a container. If the goods are not shipped in a container, this field remains blank.
<b>Client Job Number</b>		<b>Mandatory (no action required):</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration  <b>Not applicable:</b> Full Frontier Declaration	This should match your LRN and will be auto-populated by TSS.

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Consignment Parent</b>		<b>Mandatory (no action required):</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration  <b>Not applicable:</b> Full Frontier Declaration	This should match your LRN and will be auto-populated by TSS.
<b>Goods Reference Number</b>		<b>Mandatory (no action required):</b> Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration	This is an auto-generated number that is read-only.



Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Goods Item Number</b>		<b>Mandatory (no action required):</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration  <b>Not applicable:</b> Full Frontier Declaration	This is an auto-generated number that is read-only.
<b>Are these goods subject to control, licence or certification?</b>  [Goods item controlled_goods] (Entry Summary Declaration API field)		<b>Mandatory:</b> Entry Summary Declaration  <b>Not applicable:</b> Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	Enter 'Yes' if consignment contains all/some controlled goods at the item level.  If 'Yes', additional information needs to be entered for the consignment.  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 – for example, medicines under the UK Medicines Agency or DEFRA-restricted goods such as most products of animal and plant origin. To find out if your goods are controlled, refer to the <a href="#">Guidance on controlled goods and the Online Tariff Tool</a> on NICTA and the Northern

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>Ireland Online Tariff on <a href="https://www.gov.uk">GOV.UK</a>. Failure to accurately record the controlled goods status of your consignment may lead to delays and result in non-compliance.</p> <p>Controlled goods are subject to checks and in those instances must be presented at the border for specific pre-clearance or Border Inspection Post controls (BIP).</p> <p>Goods shown as restricted in the Northern Ireland Online Tariff must be entered as controlled goods and be accompanied by full supporting documentation such as Home Office licences, veterinary certificates and phytosanitary certificates.</p> <p>Agri-food products classified under the Common Agricultural Policy (CAP) are also classed as controlled goods. A significant number of commodities are subject to CAP licences when released to free circulation. These licences are issued by the Rural Payments Agency (RPA) in the UK.</p> <p>Goods that require a CAP import licence are identified in the Northern Ireland Online Tariff on <a href="https://www.gov.uk">GOV.UK</a> and must always be declared as controlled goods at the border whether or not they are being released to free circulation or any other customs procedure.</p>
<p><b>What type of controlled goods are you carrying?</b></p>		<p><b>Scenario dependent:</b> Entry Summary Declaration</p>	<p>Choose from the drop-down list:</p> <ul style="list-style-type: none"> <li>• 'Goods of animal origin'</li> <li>• 'Plant-based products'</li> <li>• 'Fruits &amp; vegetables'</li> </ul>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
		<b>Not applicable:</b> Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<ul style="list-style-type: none"> <li>• 'Fish products'</li> <li>• 'Endangered species (CITES-listed - Convention on International Trade in Endangered Species - endangered animals and plants or their products)'</li> <li>• 'Weapons'</li> <li>• 'Goods requiring certificates (e.g., controlled drugs, rough diamonds)'</li> <li>• 'Excise goods'</li> </ul>
<b>Commodity Code</b> [Goods item commodity_code] (Entry Summary Declaration and Supplementary Declaration API field)	(DE 6/14 and 6/15)	<b>Mandatory:</b> Supplementary Declaration, Full Frontier Declaration  <b>Scenario dependent:</b> Entry Summary Declaration  <b>Not applicable:</b> Simplified Frontier Declaration	<p><b>Commodity Codes</b> classify goods for movement and are essential as they link the goods to duty and VAT rates. When entering your commodity code, below the data field you will have access to a link directing you to HMRC's Northern Ireland Online Tariff tool (<a href="https://gov.uk">GOV.UK</a>), which is used to look up the <b>Commodity Code</b> for your goods.</p> <p>The <b>Import</b> tab of the <b>Commodity Code</b> page will list any additional requirements for the goods, including any controls on moving the goods, supplementary units, and <b>Document Codes</b>.</p> <p>For goods requiring application in <a href="#">TRACES NT</a>, the <b>Commodity Code</b> on TSS must be identical to that which has been input into TRACES NT.</p> <p>Under the Union Customs Code (UCC), <a href="#">Article 177</a> may allow the grouping of your goods under the commodity within your consignment that attracts the highest duty rate. Please see the guide <a href="#">Simplify your customs declarations: group goods under one commodity code</a> on NICTA to check if your goods are eligible.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><b>National Additional Code(s)</b></p> <p>[Goods item national_additional_codes] (Entry Summary Declaration and Supplementary Declaration API field)</p>	(DE 6/17)	<p><b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration</p>	<p><b>National Additional Codes</b> are four-character codes. They are used in conjunction with information provided elsewhere in the declaration to calculate the duties and taxes applicable. You can find a list of codes and a description of the goods associated with each code on <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>The <b>National Additional Code</b> associated with the goods (if required) is dependent on the type of declaration being made (For example, using H2 for customs declaration, completion of <b>National Additional Code</b> is also required where it is stipulated in the Customs Warehousing authorisation), there may be more than one condition that will require this to be entered.</p> <p>Applicable codes are also used to indicate any exemptions or reduced rates of taxes for national taxes and other charges (e.g., <b>'VATZ'</b> to indicate the goods are being VAT zero rated at import). TSS auto-populates <b>'VATZ'</b> for goods which has single zero VAT rate (i.e., no other VAT rate applicable to the goods). The declaration of a <b>National Additional Code</b> for an exemption or reduction constitutes a legal declaration that the claimant is eligible for the relief or exemption. An incorrect claim may render the legal declarant liable to a demand for the relieved revenue and other sanctions or penalties.</p> <p>If more than one <b>National Additional Code</b> can be supplied per item, for example Electricity, Commodity Code 2716000000, requires <b>'VATE'</b> and <b>'X99D'</b> which can be found using the drop-down menu (all details can be found on the Northern Ireland</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>Online Tariff). In this circumstance, all codes must be entered. However, only one VAT code can be entered per goods item.</p> <p>If no <b>National Additional Code</b> is required, this data element can be left blank.</p> <p>You can find out whether a <b>National Additional Code</b> applies to your commodity code by searching the Northern Ireland Online Tariff on <a href="https://gov.uk">GOV.UK</a>, where you can then see the relevant additional codes associated with specific commodity codes.</p>
<b>TARIC Additional Code(s)</b> <a href="#">[Goods item taric_code]</a> (Supplementary Declaration API field)	(DE 6/16)	<b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	<p>Certain <b>Commodity Codes</b>, for example <b>44071290</b> Timber, require <b>TARIC additional code(s)</b> to be entered. If applicable, these codes will be listed under the Import Controls section on the Northern Ireland Online Tariff on <a href="https://gov.uk">GOV.UK</a>. They can also be viewed in the <a href="#">EU TARIC tool</a> on the European Commission website. These codes indicate that there may be additional duty payable or to verify import/export restrictions; for example, code '4099' means no restrictions are applicable, and code '4056' states the timber is between 50 and 100 years old.</p> <p>In some cases, more than one <b>TARIC Additional Code</b> could be supplied per item. If this applies all codes must be entered in a single string (no spaces between them) in the TSS Portal field.</p>
<b>Country of Origin</b> <a href="#">[Goods item country_of_origin]</a> (Entry	(DE 5/15)	<b>Scenario dependent:</b> Entry Summary Declaration,	<p>The <b>Country of Origin</b> classifies where the goods were produced, were wholly obtained, or underwent their last substantial change (where the product has had a complete tariff heading change (CTH) or a change other than painting, sharpening or affixing a logo, for example). It is the economic nationality of the goods and should</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
Summary Declaration and Supplementary Declaration API field)		Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Simplified Frontier Declaration	<p>not be confused with the country where the goods have been shipped from as this may be different.</p> <p>For instructions on establishing the <b>Country of Origin</b> for goods, consult <a href="https://www.gov.uk">GOV.UK</a> guidance.</p> <p>The origin country should be entered in this field (if required) where no <a href="#">preference</a> is being claimed (i.e., 'Preference' (DE 4/17) at item level begins with 1).</p> <p>Where a preference is being claimed, the origin country should always be entered in <b>Country of Preferential Origin</b> (DE 5/16). The field in DE 5/15 should generally be left blank unless a licence is being used.</p> <p>For further guidance please refer to <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>For a complete list of country codes for CDS please refer to <a href="https://www.gov.uk">GOV.UK</a> guidance. There is a drop-down list to check which correspond with the government guidance.</p>
<b>Country of Preferential Origin</b>	(DE 5/16)	<b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary	<p>This field is relevant when claiming the preferential tariff applicable under a trade agreement. For additional guidance on trade agreements, please refer to <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>Once you have established the origin of the goods you are importing, you can find out if they qualify for preferential treatment under a <a href="#">Tariff Preference Scheme</a>. The goods claiming preference must comply with the rules of origin of the respective trade agreement.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
		Declaration, Simplified Frontier Declaration	<p>You can find preference arrangements in the Northern Ireland Online Tariff on <a href="https://www.gov.uk">GOV.UK</a> under the import tab for the <b>Commodity Code</b>.</p> <p>If the goods qualify for preferential treatment, i.e., any preference code from DE 4/17 that does <b>not</b> begin with <b>1</b>, the <b>Country of Preferential Origin</b> must be entered.</p> <p>Please note that goods of EU origin that have 'NIDOM' status (imported into GB with all duties/taxes paid for free circulation) would lose their EU preferential origin under the Trade and Cooperation Agreement (TCA) and therefore will be ineligible for the tariff preference of the TCA when moving to NI. This is called a secondary movement.</p>
<b>Preference</b>	(DE 4/17)	<p><b>Mandatory:</b> Supplementary Declaration, Full Frontier Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration</p>	<p><b>Preference</b> is a three-digit code that should be completed where the goods are entering a free circulation regime (including end-use), or where a claim to Tariff preference or quotas is established upon entry to the <a href="#">customs procedure</a>. It indicates whether a reduction in, or relief from, import duty applies. This includes specific duties and other equivalent charges applicable to Common Agricultural Policy (CAP) goods.</p> <p>If you do not claim a preference, code '100' would apply.</p> <p>You can find any preference arrangements in the Northern Ireland Online Tariff on <a href="https://www.gov.uk">GOV.UK</a> under the import tab for the <b>Commodity Code</b>. You can determine the relevant code on <a href="https://www.gov.uk">GOV.UK</a>.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>For goods imported from RoW excluding EU into Northern Ireland and declared with <b>NI Additional Information code NIIMP</b>, the declaration will be validated against both the UK Global Tariff and the Northern Ireland Online Tariff.</p> <p>In a limited number of cases the preference code requirements will not match in both tariffs (preference mismatch). In such cases please refer to <a href="https://www.gov.uk">GOV.UK</a> (EUPRF guidance) and <a href="https://www.gov.uk">GOV.UK</a> (Appendix 4B) for further completion instructions</p> <p>If you are claiming preference, you will also need to:</p> <ul style="list-style-type: none"> <li>• Complete the <a href="#">Country of Preferential Origin</a></li> <li>• Input the additional <a href="#">Document Code</a> specified in the Northern Ireland Online Tariff on <a href="https://www.gov.uk">GOV.UK</a> under the import tab for the <a href="#">Commodity Code</a> or as per <a href="https://www.gov.uk">GOV.UK</a> guidance</li> </ul> <p><b>Note:</b> If preference is claimed, the following data fields must be consistent: <a href="#">Preference</a>, <a href="#">Country of Preferential Origin</a>, and the <a href="#">Document Code</a>.</p> <p>For claims to quota on Northern Ireland declarations, DE 4/17 must be completed with the Preference Codes appropriate to the UK Integrated Online Tariff quota being claimed. Please refer to <a href="https://www.gov.uk">GOV.UK</a> for the complete list of Preference Codes.</p> <p><a href="#">Document Codes</a> may be required to be entered in DE 2/3 for some quotas. Please see <a href="https://www.gov.uk">GOV.UK</a> for details.</p>



Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
			The code that is declared here will impact on how <b>Country of Origin</b> (DE 5/15) and <b>Country of Preferential Origin</b> (5/16) are declared (see above).
<b>CUS Code</b> <a href="#">[Goods item cus_code]</a> (Entry Summary Declaration and Supplementary Declaration API field)	(DE 6/13)	<b>Scenario dependent:</b> Entry Summary Declaration, Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Simplified Frontier Declaration	<p>The <b>CUS Code</b> is an eight-digit code which identifies chemicals. <b>CUS Codes</b> are listed on the European Customs Inventory of Chemical Substances (ECICS) database on the <a href="#">European Commission</a> website, which helps users identify and classify chemicals. You can search ECICS by chemical name or Commodity Code (called 'CN code' in ECICS).</p> <p>Where the goods concerned are subject to a TARIC measure in relation to a <b>CUS Code</b>, the <b>CUS Code</b> must be provided.</p> <p>The provision of the <b>CUS Code</b> is optional for chemicals where no TARIC measure exists for the goods concerned.</p>
<b>NI Additional Information Codes</b> <a href="#">[Goods item ni_additional_information_codes]</a> (Supplementary Declaration API field)	(DE 2/2)	<b>Mandatory:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration,	<p>Choose from the drop-down menu:</p> <ul style="list-style-type: none"> <li>• <b>Goods are not 'at risk' (NIREM):</b> to use NIREM within TSS, you need to hold an authorisation under the <a href="#">UK Internal Market Scheme (UKIMS)</a>, unless the EU rate of duty for the goods entering NI from free circulation in GB is zero</li> <li>• <b>Within subsidy limit and claiming waiver (NIAID):</b> if you choose this option, in conjunction with <a href="#">NIDOM</a> (i.e., EU control measures applied only) input into <b>Goods Domestic Status</b> then the applicable duty will be offset against the subsidy allowance. If <a href="#">NIIMP</a> is selected as the status of the goods (i.e., UK and</li> </ul>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
		Simplified Frontier Declaration	<p>EU control measures applied), then the difference between the EU and UK tariff will be the amount of duty that is offset against the subsidy allowance</p> <ul style="list-style-type: none"> <li>• <b>Preference under the TCA:</b> see also <a href="#">Preference</a> field (4/17). Choosing this option requires other fields to be completed. <a href="#">Preference</a> needs to be completed with code '300'. Documents needs to be completed with one of the following codes (see also <a href="#">GOV.UK</a> for guidance on preferential rates of duty between UK and EU)</li> <li>• <b>None of the above</b> – goods are at risk and attract duty</li> </ul> <p>For additional details, see the <a href="#">Tariffs on goods movements into NI</a> guide on NICTA.</p>
<p><b>Procedure Code</b> [Goods item <a href="#">procedure_code</a>] (Entry Summary Declaration API field)</p>	(DE 1/10)	<p><b>Mandatory:</b> Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration</p> <p><b>Scenario dependent:</b> Entry Summary Declaration</p>	<p>This describes the procedure that the goods are being entered into/released from.</p> <p>Use the <a href="#">Procedure Code</a> index list on <a href="#">GOV.UK</a> and their completion notes to help you to identify the correct code to use and for guidance on how to complete the declaration (i.e., requested Procedure Code '4000' is for entry into free circulation and home use of non-Union goods).</p> <p>To help determine the procedure to use, you must consider what goods are being imported for and if you can benefit from any of the procedures that provide relief from duty, VAT and/or excise that is due.</p> <p>Most GB-NI movements will be entered into free circulation in NI with no previous customs procedure. For these movements code '4000' will apply and will be the default suggested by TSS. However, there are other <a href="#">Procedure Codes</a> that may be</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>applicable. Traders should only enter a different code where it is known a different procedure will apply.</p> <p>If your procedure is not currently supported on the Supplementary Declaration, you must answer 'Yes' to <a href="#">Any Procedure(s) Not Currently Supported by TSS?</a></p> <ul style="list-style-type: none"> <li>• Please refer to guidance on <a href="#">GOV.UK</a> for the use of special procedures</li> <li>• Please refer to <a href="#">GOV.UK</a> guidance for use of Returned Goods Relief (RGR)</li> <li>• Please refer to <a href="#">GOV.UK</a> guidance for use of Onward Supply Relief (OSR)</li> </ul> <p><b>Procedure Codes</b> are split into two components:</p> <ul style="list-style-type: none"> <li>• The first two digits indicate the requested procedure: the customs procedure to which the goods are being entered into in NI for a GB-NI movement</li> <li>• The third and fourth digits indicate the previous procedure: the customs procedure the goods are being removed from in GB for GB-NI movement. '00' implies no direct previous procedure i.e., goods in free circulation in GB before entry</li> </ul>
<p><b>Additional Procedure Code</b></p> <p>[Goods item additional_procedure_code] (Entry Summary)</p>	(DE 1/11)	<p><b>Mandatory:</b> Simplified Frontier Declaration, Supplementary</p>	<p>Enter the appropriate (three-digit) <b>Additional Procedure Code</b>.</p> <p>TSS will filter the <b>Additional Procedure Codes</b> available based on the <b>Procedure Code</b> you select. You must check each of the <b>Additional Procedure Codes</b> in the</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
Declaration and Supplementary Declaration API field)		Declaration, Full Frontier Declaration  <b>Scenario dependent:</b> Entry Summary Declaration	<p>drop-down list to see if you need to include them. You can do this using guidance on <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>You may be required to add more than one <b>Additional Procedure Code</b> for your movement. To do this you should enter the first code in the <b>Additional Procedure</b> field and any extra codes in the <b>Additional Information</b> table at the bottom of the item form.</p> <p><b>The code '000' cannot be combined with any other Additional Procedure Code. This code is used as a last resort, only if any of the other codes available do not apply or describe the unique circumstances/conditions of the movement.</b></p> <p>TSS supports <b>Additional Procedure Codes</b> that can be used with the requested <b>Procedure Codes</b> stated in DE 1/10 of this Data Guide.</p> <p><b>Note</b> that '1BN' is not currently supported. If you are intending to use '1BN' to import bananas without a weight certificate you do not need to enter this code here.</p> <p>Alternatively, you should enter the <b>Document Code</b> 'C046' into the document table, with corresponding status code 'AE' in the interim.</p> <p>For controlled goods (goods regulated through a system of export licensing, e.g., excise, chemicals, fishery, military) moving into free circulation in NI, '1CG' should be entered for goods using Simplified Procedures.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>For controlled drugs (goods named in the Misuse of Drugs Act 1971 and Schedules 1 to 5 of the Misuse of Drugs Regulations (MDR) 2001), '1CD' should be entered.</p> <p>The use of a procedure is a legal statement to abide by the requirements/conditions of that <a href="#">Additional Procedure Code</a>.</p>
<a href="#">Additional Procedure Tab</a>	(DE 1/11)	<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>To add more than one <a href="#">Additional Procedure Code</a>, use this tab.</p> <p>Further information on <a href="#">Additional Procedure Codes</a> can be found on <a href="http://GOV.UK">GOV.UK</a>.</p>
<a href="#">Goods Description</a> [Goods Item goods_description] (Entry Summary Declaration API field)	(DE 6/8)	<b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary	<p>A plain language description of the goods that is precise enough for customs to be able to identify what the goods are. The description should cover: What are the goods? What are they made of? What are they used for?</p> <p>If the package contains any branded items, it is advisable to include the brand and model number along with the description. It is also recommended the description includes how they are packaged regarding sets and sizes, e.g., 'women's cotton T-shirts, size 14, packs of 3'.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
		Declaration, Full Frontier Declaration	Examples of acceptable and unacceptable descriptions (e.g., 'Refrigerator' vs 'Appliances', 'Spares', or 'Parts') are available on the <a href="#">European Commission</a> website.
<b>Item Gross Mass (KG)</b> [Goods item gross_mass_kg] (Entry Summary Declaration API field)	(DE 6/5)	<b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>Enter the gross mass in kilograms (kg) for the specific goods item.</p> <p>The <b>Item Gross Mass</b> should include all packaging (but not the carrier's equipment).</p> <p>When the weight of the pallets is included in the transport documents, it will also be included in the calculation of the gross mass, except for the following cases:</p> <ul style="list-style-type: none"> <li>• The pallet forms a separate item on the customs declaration</li> <li>• The import licence is based on the gross weight of the goods</li> </ul>
<b>Net Mass (KG)</b> [Goods item net_mass_kg] (Entry Summary Declaration and Supplementary Declaration API field)	(DE 6/1)	<p><b>Mandatory:</b> Supplementary Declaration, Full Frontier Declaration</p> <p><b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration</p>	<p>The <b>Net Mass</b> is the weight of the goods (in kg), without any packaging.</p> <p>Packaging means materials and components used in any packaging operation to wrap, contain or protect the goods during transport.</p> <p><b>Net Mass</b> value cannot be greater than the gross mass (KG) value, therefore providing a number higher than entered in <b>Item Gross Mass (KG)</b> field will trigger an error and not allow you to save or submit the declaration unless both fields are populated correctly.</p> <p>For inventory-linked cargo and consignments, it is important that all the weights in kilograms match with what the shed operator has put on their inventory record.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>Please ensure the total of all goods items matches the total on the inventory record for air and maritime (sea) cargo and consignments.</p> <p>For goods that have documents in <a href="#">TRACES NT</a>, the <b>Net Mass</b> should match with what has been input into TRACES NT. If it does not match, this will cause a mismatch message 'X00' to occur on the item level.</p>
<p><b>Supplementary Units</b> [Goods item supplementary_units] (Entry Summary Declaration and Supplementary Declaration API field)</p>	(DE 6/2)	<p><b>Scenario dependent:</b> Entry Summary Declaration, Supplementary Declaration, Full Frontier Declaration</p> <p><b>Not applicable:</b> Simplified Frontier Declaration</p>	<p>Certain <b>Commodity Codes</b> (such as 44071290 Timber), need the measure not only by mass, but also by a secondary measure (for example the cubic volume for Timber).</p> <p>If applicable, this will be listed in the Northern Ireland Online Tariff on <a href="#">GOV.UK</a> under the 'Value' column of 'Import measures and restrictions' for the <b>Commodity Code</b>. Where required, traders should enter the <b>Supplementary Units</b> as a number.</p> <p>For live animals <b>Commodity Codes</b>, this field must match the value within <a href="#">TRACES NT</a>.</p>
<p><b>Statistical Value</b></p>	(DE 8/6)	<p><b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration</p>	<p>The <b>Statistical Value</b> is the approximate theoretical/definitive value of the goods that enter NI. This depends on the <b>Procedure Code</b> being used (see <a href="#">GOV.UK</a> for a full list). In many cases this will be auto-calculated by CDS and will not require trader input; however, manual calculation could be requested by the <b>Procedure Code</b>.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
		<b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	For more information on how to determine <b>Statistical Value</b> if manual entry is requested, see <a href="https://gov.uk">GOV.UK</a> guidance.
<b>Method of Payment</b>		<b>Mandatory:</b> Full Frontier Declaration  <b>Mandatory (no action required):</b> Supplementary Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	<ul style="list-style-type: none"> <li>For Supplementary Declarations: this is a read-only field displaying your selected <b>Method of Payment (MoP)</b></li> <li>For Full Frontier Declarations: this is a mandatory field, and the trader may choose a <b>Method of Payment (MoP)</b> from the drop-down list, which includes 'Deferred Payment', 'Immediate Payment by Electrical Transfer' and 'CDS Cash Account'</li> </ul>
<b>Calculation of Taxes - Tax Type</b>	(DE 4/3)	<b>Scenario dependent:</b> Supplementary	The <b>Tax Type</b> codes identify the types of duty or tax being declared. This directly corresponds to the <b>Tax Base Unit</b> and <b>Tax Base Quantity</b> .



Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
		Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	<p>For NI, there are additional <b>Tax Types</b> which may appear based on whether your goods are 'at risk' or not 'at risk'. Please see <a href="https://www.gov.uk">GOV.UK</a> for NI Protocol <b>Tax Types</b>.</p> <p>Any manual calculations must be authorised by HMRC and defined as a <b>Tax Type</b> within a declaration, see <a href="https://www.gov.uk">GOV.UK</a> for a comprehensive list. The manual calculation requires an override statement (i.e., 'OVR01') in the <b>Additional Information Statement</b> DE 2/2. A '9WKS' <b>Document Code</b> is required as evidence of the manual calculation in DE 2/3. There should be a <b>Tax Base</b> (DE 4/4), the <b>Payable Tax Amount</b> (DE 4/6) and a <b>Total Taxes</b> (DE 4/7) entry.</p> <p>There is a <a href="#">Tax Base Tab</a> covered in this guidance to add additional <b>Tax Types</b> and associated fields.</p>
<b>Calculation of Taxes - Payable Tax Amount</b>	(DE 4/6)	<b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	<p>When a manual calculation is authorised, this field should be completed showing the amount of revenue due to be paid for each tax type.</p> <p>The currency must be declared in GBP.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><b>Tax Base unit and qualifier (3rd Quantity)</b></p> <p>[Goods item <a href="#">tax_base_unit</a>] (Entry Summary Declaration and Supplementary Declaration API field)</p>	(DE 4/4)	<p><b>Scenario dependent:</b> Entry Summary Declaration, Supplementary Declaration, Full Frontier Declaration</p> <p><b>Not applicable:</b> Simplified Frontier Declaration</p>	<p>A tax base will need to be declared where the <b>Commodity Code</b> requires the declaration of a <b>3rd Quantity</b> for goods clearance or controls (e.g., need to enter pure alcohol content for certain alcoholic beverages).</p> <p>The <b>Measurement Unit</b> code is a three-letter code, and a <b>Qualifier</b> (if present) is a single letter to indicate which type of <b>3rd Quantity</b> is being entered. A list of these codes, their associated qualifiers (if present) and a description of them can be found on <a href="#">GOV.UK</a>. If your intended <b>Measurement Unit</b> includes a <b>Qualifier</b>, you should enter all four digits in this field.</p> <p>If a <b>Commodity Code</b> requires a <b>3rd Quantity</b> to be declared it will be specified in the Commodity Code's tax details. See the UK Integrated Online Tariff on <a href="#">GOV.UK</a> for more details on <b>Commodity Codes</b>. For example, the value column for gin (2208501100) indicates excise duty is calculated per 'Litre pure 100% alcohol', and thus the required <b>Measurement Unit</b> and <b>Qualifier</b> would be 'LTRA.'</p> <p>If you identify a <b>Commodity Code</b> that requires a <b>Measurement Unit</b>, you can use the above reference list to get the associated code for the <b>Measurement Unit</b> type.</p> <p>If you are authorised for a manual calculation, the <b>Tax Base Unit</b> must also be completed as GBP.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Tax Base Quantity (3rd Quantity)</b> [Goods item tax_base_quantity] (Entry Summary Declaration and Supplementary Declaration API field)	(DE 4/4)	<b>Scenario dependent:</b> Entry Summary Declaration, Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Simplified Frontier Declaration	This is the quantity associated with the commodity and is related to the <b>Measurement Unit</b> code. For example, if the <b>Measurement Unit</b> code is LTR (litres), this field would be the quantity declared in litres.
<b>Item (invoice) Price/Amount and Currency</b> [Goods item item_invoice_amount, item_invoice_currency] (Entry Summary Declaration and Supplementary Declaration API field)	(4/14)	<b>Mandatory:</b> Supplementary Declaration, Full Frontier Declaration  <b>Scenario dependent:</b> Entry Summary Declaration	Where goods have a payable price (i.e., Valuation Method 1 – see below for details), this is the amount charged for the item and the currency used, as listed on the invoice. For more details on invoices, consult the <a href="#">Introduction to Customs</a> course on NICTA. Invoice values should exclude VAT.  Currency used to invoice the goods is a drop-down menu.  If you have multiple invoices within the same goods item that are in different currencies, they must all be converted to GBP and <b>Document Code</b> '9WKS' declared in DE 2/3 showing the rate of exchange calculation used.

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
		<b>Not applicable:</b> Simplified Frontier Declaration	
<b>Valuation Method</b>	(DE 4/16)	<b>Mandatory:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	<ul style="list-style-type: none"> <li>• The <b>Valuation Method</b> is the method used to determine the customs value of the goods. ‘<b>Valuation Method 1 – Transaction value</b>’ is used for most international goods movements, where the value of the goods declared is based on the actual price of the goods which is shown on the seller’s invoice or other document against which payment is being made. Valuation Method 1 is the usual method of valuation and applies to over 90% of situations.</li> <li>• For cases in which there is no transaction value, or where the transaction value is not acceptable because the price has been distorted, importers need to consider, in hierarchical order, Valuation Methods 2 to 6 and apply the method that suits the case.</li> <li>• Any of the six <b>Valuation Methods</b> can be chosen from a drop-down menu:             <ul style="list-style-type: none"> <li>– <b>Valuation Method 1</b> is based on the transaction value of the goods</li> <li>– <b>Valuation Method 2</b> is based on the customs value of identical goods exported to the UK at or about the same time as the goods to be valued</li> <li>– <b>Valuation Method 3</b> is based on the customs value of similar goods exported to the UK at or about the same time as the goods to be valued</li> <li>– <b>Valuation Method 4</b> is based on the deductive method</li> </ul> </li> </ul>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
			<ul style="list-style-type: none"> <li>- <b>Valuation Method 5</b> is the computed value</li> <li>- <b>Valuation Method 6</b> is the 'fall-back' method</li> </ul> <p>The 'Working out the customs value of your imported goods' guidance on <a href="https://www.gov.uk">GOV.UK</a> gives an overview of all <b>Valuation Methods</b> and the requirements for each one.</p>
<b>Valuation Indicator</b>	(DE 4/13)	<b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	Four-digit code indicating whether the invoice price for goods was affected by four specific factors. Each digit is linked to a factor: <ul style="list-style-type: none"> <li>• A party relationship between buyer and seller</li> <li>• Restrictions on the use of the goods</li> <li>• Condition or consideration on the transaction</li> <li>• Future proceeds from resale or use of the good accruing to the seller</li> </ul> <p>Each digit of the code is '0' if there is no effect, and '1' if there is an effect. Where the four-digit code is anything other than '0000', then Valuation Method 1 cannot be used. For more details, please consult guidance on <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>If you are not using Valuation Method 1, leave this field blank.</p>
<b>Nature of Transaction</b>	(DE 8/5)	<b>Mandatory:</b> Supplementary	A one- or two-digit code describing the nature of the transaction: for example, an outright sale, the return of goods or aid shipments. There is a drop-down menu with all the codes.

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
		Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	<p>The second digit is optional and may be left blank.</p> <p>Note, if valuation by transaction value (Valuation Method 1) is being used, this can always be entered as '1'.</p> <p>For further details and a full list of <b>Nature of Transaction</b> codes, see <a href="https://www.gov.uk">GOV.UK</a>.</p>
<b>Package Marks</b>  [Goods item package_marks] (Entry Summary Declaration API field)	(DE 6/11)	<b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>A description of the marks and numbers on the transport units or packages. The <b>Package Marks</b> declared should be the marks on the packages themselves. This should include a description and any information that will allow customs to identify this package within the load. If goods are in a container, the container number can replace the shipping marks. For further guidance see <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>For Supplementary Declarations, this is auto-populated by the Entry Summary Declaration and is editable. If you are creating more goods items not declared on the Entry Summary Declaration, you must complete the <b>Package Marks</b> corresponding to the number of packages and the type of package at the item level.</p> <p>For MiB, there may not be any package marks. In this case, please enter 'No marks'.</p>
<b>Number of Packages</b>	(DE 6/10)	<b>Mandatory:</b> Entry Summary Declaration,	<p>You must complete the <b>Number of Packages</b> corresponding to the type of package at the item level.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
[Goods item number_of_packages] (Entry Summary Declaration API field)		Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>For Supplementary Declarations, this is auto-populated by the Entry Summary Declaration and is editable.</p> <p>If you are creating more goods items not declared on the Entry Summary Declaration, you must complete the <b>Number of Packages</b> corresponding to the type of package at the item level.</p>
<b>Type of Packages</b> [Goods item type_of_packages] (Entry Summary Declaration API field)	(DE 6/9)	<b>Mandatory:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>There is a drop-down list of <b>Type of Packages</b>. You must complete the <b>Type of Packages</b> corresponding with the <b>Number of Packages</b> and <b>Package Marks</b> at the item level.</p> <p>For MiB, it may be that none of these apply. In this case, please select 'Cases'.</p>
<b>UN Dangerous Goods Code</b> [Goods item un_dangerous_goods_code] (Entry Summary Declaration API field)		<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration	<p>This is an optional field that only needs to be entered in exceptional circumstances where goods have a <a href="#">United Nations Dangerous Goods identifier (UNDG)</a> – a unique serial number assigned by the UN to dangerous substances and articles (e.g., chemicals, weapons).</p> <p>If you think this could apply to your goods, please see further information from the <a href="#">Health &amp; Safety Executive (HSE)</a>.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
		<b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration	
<b>Number of Individual Pieces</b> <a href="#">[Goods item number of individual pieces]</a> (Entry Summary Declaration API field)		<b>Optional:</b> Entry Summary Declaration, Simplified Frontier Declaration  <b>Not applicable:</b> Supplementary Declaration, Full Frontier Declaration	<p>If goods are in bulk (unpackaged), enter the <b>Number of Individual Pieces</b> of goods.</p> <p>If goods are not in bulk, enter the <b>Number of Packages</b>. This is the number of individual items that are packaged in such a way that they cannot be divided without undoing the packing. For example, for palletised goods that are covered/wrapped, provide the number of pallets.</p>
<b>Invoice Number</b> <a href="#">[Goods item invoice_number]</a> (Entry Summary Declaration and Supplementary Declaration API field)	(No direct field in CDS, TSS enter in DE 2/3)	<b>Mandatory:</b> Supplementary Declaration, Full Frontier Declaration  <b>Scenario dependent:</b> Entry Summary	<p>Optional field for non-controlled goods entering the <b>Invoice Number</b> associated with the consignment. This will help you keep track of your declarations.</p> <p>The invoice number for goods. For more information, consult the <a href="#">Introduction to Customs</a> course on NICTA.</p> <p>Note that TSS will auto-populate the invoice as a <b>Document Code</b> to declare (under Data Element 2/3) with the invoice number provided.</p>



Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
		Declaration, Simplified Frontier Declaration	Where multiple invoices apply to the goods item they can be entered as a range rather than listing each individual invoice reference number.
Quota Order Number	(DE 8/1)	<p><b>Scenario dependent:</b> Full Frontier Declaration, Supplementary Declaration</p> <p><b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration,</p>	<p>This field should be completed for movements from ROW excluding EU to NI if you intend to make a claim for quota that is available on the commodity. Enter the order number of the tariff quota that applies and the <b>Additional Information Code 'NIQUO'</b> will automatically be added in the <b>Additional Information</b> tab by TSS, in order to satisfy declaration completion requirements when claiming a tariff quota.</p> <p>Quotas are available on certain commodities and are typically issued periodically. It is important to check the status of the quota (exhausted, blocked) and how much of the quota is left to claim on the appropriate tariff. See <a href="https://www.gov.uk">GOV.UK</a> to check the quota status of a commodity code.</p> <p>For goods moving into NI from outside the EU and UK, traders cannot access the EU tariff quotas for any goods. Importers will be able to access the UK tariff rate quota (see <a href="https://www.gov.uk">GOV.UK</a>) for goods determined to be not 'at risk' (Additional Information codes NIIMP and NIREM in DE 2/2). Quota claims are not available for domestic goods movements from GB to NI (Additional Information code 'NIDOM in DE 2/2)</p> <p>Check <a href="https://www.gov.uk">GOV.UK</a> to see if a <b>Document Code</b> is required in DE 2/3 to claim quota.</p>
Document Reference Tab		<b>Scenario dependent:</b> Entry	Certain movements, such as prohibited/restricted goods and <a href="#">controlled goods</a> , will require additional documents, certificates, authorisations, or references to be

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
<p>Table overview, detail on fields below</p> <p><a href="#">[Goods item document_references]</a> (Entry Summary Declaration and Supplementary Declaration API field)</p>		<p>Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration</p>	<p>declared on the declaration. These should be entered in the <a href="#">Document Reference</a> table.</p> <p>If you have entered any additional documents in the Entry Summary Declaration, the data will be auto-populated in the Supplementary Declaration. You can edit this data; however, you will be required to justify the amendment. Upon the submission of a Supplementary Declaration, you will be prompted with a pop-up box named <a href="#">Amendments Justification</a>, where you can free type the justification of the amendment. When completed, click 'Yes' to continue. This will then be sent to HMRC. If, however, there has been no amendments made, simply click 'No' to continue.</p> <p>If any of these documents or certificates have been entered into other Government systems (for example <a href="#">TRACES NT</a>), please ensure the <a href="#">Document Reference</a> numbers match exactly.</p> <p>Additional documents are always required to be declared to indicate certificates or exemptions for import controls.</p> <p>To check whether a <a href="#">Commodity Code</a> requires a document to be declared go to the Northern Ireland Online Tariff on <a href="#">GOV.UK</a>. Here you can identify any conditions that apply in the import measures and restrictions section of the import tab for the relevant page of the goods you are moving.</p> <p>In order to check if your <a href="#">Procedure Code</a> requires a document to be declared, please see <a href="#">Appendix 1</a> and <a href="#">Appendix 2</a> of GOV.UK guidance on <a href="#">Procedure Codes</a>. TSS</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
			currently automatically enters the <b>Document Code</b> for valuation with the invoice reference where one is provided.
<b>Document Reference</b> <b>Document Code</b> [Goods item document_references document_code] (Entry Summary Declaration and Supplementary Declaration API field)	(DE 2/3)	<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>The <b>Document Code</b> is <b>mandatory</b> for all documents and specifies the type of document being declared.</p> <p>The correct <b>Document Code</b> should be identified by following the guidance <a href="#">above</a>, and selected from the CDS list of National, Union or licence type <b>Document Codes</b>.</p> <p>For further guidance on <b>Document Codes</b>, please refer to the <a href="#">Document Code Guide</a> on NICTA.</p> <p>Appendix 5A in 'Data Element 2/3: Documents and Other Reference Codes (Union) of the Customs Declaration Service' on <a href="#">GOV.UK</a> contains a list and description of the Union codes and National codes.</p> <p>You can also find a list of government department licences and their associated codes on <a href="#">GOV.UK</a>.</p>
<b>Document Reference</b> <b>Document Reference</b> [Goods item document_references document_reference]	(DE 2/3)	<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration,	<p>This is the reference number associated with the document being entered within the <b>Document Reference Tab</b>. The exact type of reference number required will be specific to the type of document as per the Union codes and National codes list (see Appendix 5A above).</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
(Entry Summary Declaration and Supplementary Declaration API field)		Supplementary Declaration, Full Frontier Declaration	<b>This reference number must identify the unique document, authorisation, licence, or certificate being declared.</b>
<b>Document Reference</b> <b>Document Status</b> [Goods item document_references document_status] (Entry Summary Declaration and Supplementary Declaration API field)	(DE 2/3)	<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>The <b>Document Status</b> is a two-letter code that needs to be declared with the <b>Document Code</b> above.</p> <p>For certain document types, the document status is a mandatory field. When a document code has been selected from the drop-down menu, a red asterisk will appear next to the <b>Document Status</b>, and this shows that a status must be entered.</p> <p>Based on the <b>Document Code</b> you have entered, you will be presented with a drop-down list of the associated document status codes, with a plain-English description of the code.</p> <p>A full list of the document status codes and their descriptions can be found on <a href="https://www.gov.uk">GOV.UK</a>.</p> <p>Documentational evidence such as commercial documents and licences, must be held in records to demonstrate eligibility for the waiver or exemption which must be produced on demand.</p>
<b>Document Reference</b>	(DE 2/3)	<b>Scenario dependent:</b> Entry	Some documents require line item (part) number.

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Document Part Reference</b> <a href="#">[Goods item document references document part]</a> (Entry Summary Declaration and Supplementary Declaration API field)		Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>For example, some licences cover many products with each defined as a line. The <b>Document Part</b> is used to identify the line number in the case of many products associated with a specific licence.</p> <p>You should complete this field if the licence/certificate you are referencing has more than one item.</p> <p>If left blank, this defaults to '1' and the system will attribute the declaration to the item on the first (or only) line of the licence.</p>
<b>Document Reference</b> <b>Document Reason</b> <a href="#">[Goods item document_references document_reason]</a> (Entry Summary Declaration and Supplementary Declaration API field)	(DE 2/3)	<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>Where populated in the Entry Summary Declaration for controlled goods, the data will be copied into the associated Supplementary Declaration upon generation but can be amended if needed. You will need to provide a justification for amending the data.</p> <p>Upon the submission of a Supplementary Declaration, you will be prompted with a pop-up box named <b>Amendments Justification</b>, where you can free type the justification of the amendment. When completed, click 'Yes' to continue. This will then be sent to HMRC. If, however, there has been no amendments made, simply click 'No' to continue.</p>
<b>Document Reference</b> <b>Writing Off – Currency</b>	(DE 2/3)	<b>Scenario dependent:</b> Entry	<p>If the specific amount to be associated with the <b>Document/Writing Off</b> details is a monetary amount, the <b>Measurement Unit</b> must be a currency (e.g., GBP).</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
[Goods item document_references currency] (Entry Summary Declaration and Supplementary Declaration API field)		Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	You may declare the currency type in this field if not already provided in the <b>Measurement Unit</b> field.
<b>Document Reference</b> <b>Writing Off – Date of Validity</b> [Goods item document_references date_of_validity] (Entry Summary Declaration and Supplementary Declaration API field)	(DE 2/3)	<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	This is the date of validity of any licences/certificates (if required). This field must be in the format yyyyymmdd.  For licences and non-preference certificates, the date to be declared is the expiry date of the licence or certificate. This field is mandatory for government department licences listed on <a href="https://www.gov.uk">GOV.UK</a> .  For preferential proofs of origin (e.g., Statements of Origin, Invoice Declarations), the date, if required by the specific <b>Document Code</b> being referenced (guidance for the reference code on <a href="https://www.gov.uk">GOV.UK</a> will state if the date is required), is the date of issue.
<b>Document Reference</b> <b>Writing Off – Amount</b>	(DE 2/3)	<b>Scenario dependent:</b> Entry Summary Declaration,	Where a currency has been declared in <b>Writing Off – Currency</b> field, enter the monetary amount associated with the document/writing off details in this field.

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
		Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	
<b>Document Reference</b> <b>Writing Off – Issuing Authority</b> [Goods item document_references issuing_authority] (Entry Summary Declaration and Supplementary Declaration API field)	(DE 2/3)	<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>The details for <b>Writing Off</b> are to be declared when a licence defines a quantity, alongside any <b>Document Code</b> details inputted (outlined above). Note that writing off details will be required for licences even when a waiver status code is used.</p> <p>These details will provide further information on the documents provided. They are required for goods being released into free circulation, where the document being declared refers to a specific quantity, e.g., a licence allows 1000 litres to be imported and the declaration is for 200 litres.</p> <p>In the <b>Issuing Authority</b> section, enter a free-text description of the <b>Issuing Authority</b>, which is the governing body that issued the relevant document/certificate/authorisation produced.</p>
<b>Document Reference</b> <b>Writing Off – Quantity</b> [Goods item document_references	(DE 2/3)	<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier	<p>Enter the <b>Quantity</b> being attributed to the specific <b>Document Code</b> being referenced. For example, a <b>Measurement Unit</b> (above) could be litres, and the quantity could be number of litres.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
<p><a href="#">quantity</a>] (Entry Summary Declaration and Supplementary Declaration API field)</p>		<p>Declaration, Supplementary Declaration, Full Frontier Declaration</p>	<p>Where a waiver or ‘previously attributed on Entry Summary Declaration’ status code has been used (to indicate the quantity has already been exhausted by other goods on this entry) a quantity of ‘0’ should be entered on the Supplementary Declaration.</p> <p>For Full Frontier Declarations, where a waiver previous status code has been used a quantity of ‘0’ should be entered.</p>
<p><a href="#">Document Reference Writing Off – Measurement Unit (and Qualifier)</a> [Goods item <a href="#">document_references measurement_unit</a>] (Entry Summary Declaration and Supplementary Declaration API field)</p>	(DE 2/3)	<p><b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration</p>	<p>A <b>Measurement Unit</b> and <b>Qualifier</b> are only required where a specific quantity and measurement type is associated with a specific document. For example, a licence has been issued for a total quantity of liquids in litres; therefore, the unit would be litres.</p> <p>Where the specific document requires a <b>Measurement Unit (and Qualifier)</b> to be declared, enter the appropriate unit code followed by a <b>Qualifier</b> if required for the commodity or document’s <b>Measurement Unit</b> type using the list on <a href="#">GOV.UK</a>.</p> <p>For example, if the document requires a quantity in litres, enter the <b>Measurement Unit</b> code of ‘LTR’. The quantity of litres being declared should be entered in the data field <b>Writing Off – Quantity</b>. If the document requires a quantity in litres of total alcohol, enter the code ‘LTRA’.</p> <p>Where a waiver previous status code is used, and the licence requires a quantity, a <b>Measurement Unit</b> is still required. If no <b>Quantity, Measurement Unit</b> or <b>Qualifier</b> is required, this Data Element should be omitted.</p>



Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Tax Base Tab</b>	(DE 4/3-4/8)	<b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	<p>This tab is used to declare multiple tax types and, where required, associated tax base quantities and tax base units.</p> <p>You can also override the duty calculation resulting from this tax type declared by using the <b>Payable Tax Amount</b>, which should be in GBP. You must ensure to use the appropriate override code in <b>Additional Information</b> tab and declare a worksheet for the calculation in the <b>Document References</b> tab with <b>Document Code</b> '9WKS'.</p>
<b>Item Valuation Tab (Item Additions and Deductions)</b>  <b>Item Addition/Deduction Code, Value &amp; Currency</b>  [Goods item item_add_dedd, item_add_ded_code, item_add_ded_value]	(DE 4/9)	<b>Scenario dependent:</b> Supplementary Declaration, Full Frontier Declaration  <b>Not applicable:</b> Entry Summary Declaration, Simplified Frontier Declaration	<p>Please note you cannot use the same types of additions/deductions at consignment and item level. The item level table should be used where there are additions and deductions specific to individual items. Use the consignment (header) level entry when additions and deductions can be split across consignment.</p> <p>If you need to complete deductions/additions at consignment (header) level, please see the <a href="#">Consignment (header) level guidance</a> above on header additions/deductions document table (DE 4/9).</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
(Supplementary Declaration API field)			
<b>Additional Information Tab</b> <b>Additional Information Codes, Additional Information Description</b> [Goods item additional_information, additional_info_code, additional_info_description] (Entry Summary Declaration API field) [Goods item additional_information] (Supplementary Declaration API field)	(DE 2/2)	<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>Certain movements (specified by the <b>Commodity Code</b> or <b>Procedure Code</b>) require <b>Additional Information Codes</b> to be entered on a declaration.</p> <p>If you are required to declare more than one <b>Additional Procedure Code</b> for your movement, the first <b>Additional Procedure Code</b> should be entered in the <b>Additional Procedure</b> field with any subsequent code entered in the <b>Additional Information Code</b> field located under the <b>Additional Information</b> tab at the bottom of the Declaration Goods item form.</p> <p>Please note, if the Goods Domestic Status is set to 'NIDOM' or 'NIIMP' on a Simplified Frontier Declaration or a Full Frontier Declaration then these codes will auto-populate through to the <b>Additional Information Code</b> field.</p> <p>Other codes such as 'NIREM', to indicate goods not 'at risk', or 'NIAID', when claiming a subsidy waiver, can be entered in the <b>Additional Information Code</b> field when completing the Supplementary Declaration. See <a href="https://www.gov.uk">GOV.UK</a> for further details.</p> <p>A full list and description of scenarios where <b>Additional Information Codes</b> apply are available on <a href="https://www.gov.uk">GOV.UK</a>.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
			<p>In certain cases, these <b>Additional Information Codes</b> will require accompanying descriptions. You can use the link above to find out if your goods require additional information.</p> <p><b>Note:</b> Additional Information Code <b>EUPRF</b> can be used where there is a misalignment between the preference codes available in the UK Global Tariff and the Northern Ireland Online Tariff. See <b>Preference</b> in this guide for further details.</p> <p>Please see the <a href="#">Preference</a> and <a href="#">EUPRF guidance</a> sections of this guide for more information.</p> <p>A full list and description of Additional Information Code scenarios are available on <a href="#">GOV.UK</a> (Appendix 4B).</p>
<p><a href="#">Detail Previous Documents Tab</a></p> <p><a href="#">Document Class, Document Type, Document Reference</a></p> <p>[Goods item detail_previous_document, previous_document_ref, previous_</p>	(DE 2/1)	<p><b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration</p>	<p>Please first see the consignment (header) level guidance on the <a href="#">Consignment Previous Document</a> table in this guide for how to determine whether to declare a previous document.</p> <p>The Item table follows the same format but should only be used where a document is to be declared for a single item within the declaration. Use the consignment (header) level entry when document applies across consignment.</p> <p>Other types of previous documents may be required and checked on <a href="#">GOV.UK</a> guidance.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
document_type, previous_document_class] (Entry Summary Declaration and Supplementary Declaration API field)			
<b>Detail Previous Documents</b>  <b>Goods Item Identifier</b>  [Goods item detail_previous_document_previous_document_ref, previous_document_type, previous_document_classes] (Supplementary Declaration API field)	(DE 2/1)	<b>Scenario dependent:</b> Entry Summary Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>The <b>Goods Item Identifier</b> is used to identify a specific goods item on a previous document that is being referenced.</p> <p>The goods item number on the previous document you are referencing must be entered in this field to make specific reference to the previous document item number if it has multiple items. This may be used when referencing alternative evidence for Returned Goods Relief.</p> <p>Please note that the item number to be declared in this component is the item number from the previous document. It is not the item number from the current declaration. This will relate specifically to the item at this level.</p>
<b>Additional Parties Tab</b>  <b>Additional Fiscal References</b>	(DE 3/40)	<b>Scenario dependent:</b> Entry Summary	<p>This field is only required for Onward Supply Relief (OSR) and is used for the customs procedure. Therefore, at the item level, this will only be used with 'NIIMP'.</p> <p>VAT must be accounted for in the Member State of the final destination.</p>

Item data fields TSS Table (if applicable) [API field name]	CDS field number	Declaration	Description
<b>Identification No. - Identifier</b>		Declaration, Simplified Frontier Declaration, Supplementary Declaration, Full Frontier Declaration	<p>There are two components to this field:</p> <ul style="list-style-type: none"> <li>• Role code = party responsible for the VAT and their role in the transaction</li> <li>• The VAT identification number of the party</li> </ul> <p>Details on the role codes can be found on <a href="https://www.gov.uk">GOV.UK</a> under the instructions for completing an import declaration, Group 3. Onward supply with role code 'FR3' will not be supported in TSS where the tax representative is the importer.</p>

## 6 Table 4 – GMR Data fields within TSS

To create a Goods Movement Reference (GMR) within TSS, the Entry Summary Declaration (ENS) needs to be in a state of either **Authorised for Movement**, **Arrived** or **Trader Input Required**, and at least one **ENS consignment** with an associated **Simplified Frontier Declaration (SFD)**, where both have a status of **Authorised for Movement**.

The data table below lists all data fields associated when raising a GMR through TSS.

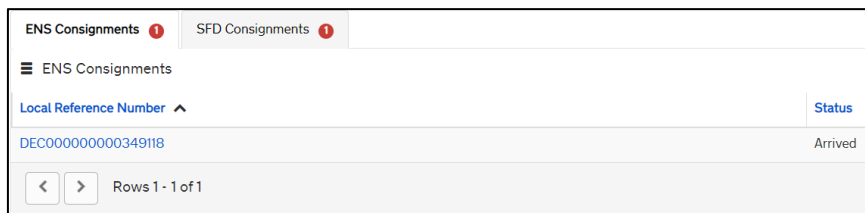
### GMR Details tab

This is located at the bottom of the [ENS Header](#) page.

Data field	Description
<b>Local Reference Number (LRN)</b>	The Local Reference Number enables you to access the GMR Details page for that movement. You would then be able to edit that movement if it was in a state that allowed editing.
<b>GMR ID</b>	This is the number that will provide access to the port/ferry. It will need to be communicated to the port either by data transfer, through the ferry booking or communicated by the driver by presenting the GMR barcode at arrival at the port.
<b>Status</b>	Displays the GMR status as listed under the GMR Detail Records table.

**Note:** When accessing the GMR details section, you can see associated Entry Summary Declaration (ENS) / Simplified Frontier Declaration (SFD) Consignments listed at the bottom of the GMR detail page as an **ENS** tab and an **SFD** tab, detailing the 'LRN' and 'Status' of the linked declaration.

For more information, please see [Creating a Goods Movement Reference](#) on NICTA.



Local Reference Number	Status
DEC00000000349118	Arrived

### GMR Details

Various fields will be greyed out (read-only) where information that has been extracted from the declaration cannot be edited.

These fields include:

- **Local Reference Number** (LRN, specific allocated to the GMR)
- **Status** (of the GMR)
- **Movement Header** (Entry Summary Declaration reference associated with the GMR)
- **Arrival Date/Time, GMR ID** (a numerical ID issued for your movement, allowing access to the port/ferry via a barcode read by the port authority / Customs)
- **Last Update of GMR by GVMS** (if applicable, will show if any updates or amendments have been sent to GVMS)

The fields in the table below must be completed to **Create a GMR**.

Data field	Description
<b>Route ID</b>	A drop-down list to verify the movement of goods route and ferry operator, i.e., 'Heysham', 'Warrenpoint', 'Seatruck ferries Ltd'.
<b>Is Trailer Unaccompanied</b>	<p>This confirms whether the movement is by an unaccompanied trailer or is an accompanied movement by truck with a driver.</p> <p>A drop-down menu will display:</p> <ul style="list-style-type: none"> <li>• 'Yes' – the goods are unaccompanied the trailer will be transported on the crossing without the driver, or</li> <li>• 'No' - the driver will travel with the vehicle on the crossing</li> </ul>
<b>Vehicle Registration Number</b>	<p><b>Vehicle Registration Number</b> will display the registration number of the vehicle that is being used for an accompanied movement.</p> <p>When 'No' has been selected for an <b>accompanied</b> movement (i.e., by a truck with a driver), this will then make the <b>Vehicle Registration Number</b> field mandatory. The vehicle registration number must be entered in this field.</p>
<b>Trailer Registration Numbers</b>	<p><b>Trailer Registration Numbers</b> will display the trailer numbers that relate to the unaccompanied movement.</p> <p>When 'Yes' has been selected for an <b>unaccompanied</b> movement (i.e., by a trailer without a driver), the <b>Trailer Registration Numbers</b> field will become mandatory. The trailer(s) number must be entered in this field.</p>
<b>Inspection Required</b>	<p>This field will display either 'None', 'No' or 'Yes'.</p> <ul style="list-style-type: none"> <li>• 'None' – either no instruction from GVMS has been received for an inspection or the movement is 'completed'</li> </ul>



Data field	Description
	<ul style="list-style-type: none"> <li>• <b>'No'</b> – no inspection is required</li> <li>• <b>'Yes'</b> – an inspection is required and the details of the location for the inspection will be displayed in <a href="#">Report To Locations</a> under this field</li> </ul>

### GMR Detail Records

The **GMR** widget, located on the TSS banner, allows you to access all **GMRs** that have been drafted, processed, and completed.

All GMRs are listed as per their respective status: **'All'**, **'Draft'**, **'Trader Input Required'**, **'Processing'**, **'Open'**, **'Checked-In'**, **'Embarked'**, **'Inspection Required'**, **'Complete'**, **'Pending Cancellations'** and **'Cancelled'**.

## 7 Table 5 – Maritime Inventory Claim Form

This table will go through the Maritime Inventory Claim Form, which is submitted separately from the Full Frontier Declaration. This form is only used to claim inventory records for maritime (sea) cargo arriving to inventory-linked locations.

Data field	Description
<b>Local Reference Number (LRN)</b>	This field is read-only. A unique <b>LRN</b> will be generated for your inventory claim and added to the Inventory Claim Form.
<b>Status</b>	<p>This field is read-only and will change to reflect the status of your inventory claim. Statuses include:</p> <ul style="list-style-type: none"> <li>• <b>'Draft'</b> – Saves the information in the form so that it can be completed/submitted later</li> <li>• <b>'Input Required'</b> – The inventory claim has not been successful and requires reviewing or amending. Possible reason – inventory record not found (i.e., container does not exist or not manifested yet)</li> <li>• <b>'In Claiming'</b> – The Inventory Claim Form has been submitted but the inventory record has not yet been successfully claimed</li> <li>• <b>'Claimed'</b> – The inventory claim has been successful and matched the inventory record. UCN becomes visible in the UCN field</li> <li>• <b>'Inventory-linked'</b> – UCN of the inventory record has been associated with a Full Frontier Declaration. The <a href="#">Linked Frontier</a></li> </ul>





Data field	Description
	<p><b>Declaration</b> field on the inventory record is updated to store the number of the linked Full Frontier Declaration</p> <ul style="list-style-type: none"> <li>• <b>‘Processing’</b> – the customs declaration (Full Frontier Declaration) associated with the inventory record has been successfully submitted to CDS</li> <li>• <b>‘Customs Cleared’</b> – the Full Frontier Declaration associated with the inventory record has been cleared by CDS and has moved into a ‘Closed’ state</li> <li>• <b>‘On Hold’</b> – a post-clearance hold has been placed on the goods (see <a href="#">Full Frontier Declaration: Step-by-step guide</a> and the <a href="#">Inventory-Linked Ports guide</a> on NICTA for more information)</li> <li>• <b>‘Cancelled’</b> – the inventory claim application has been cancelled. The application can be cancelled if it has not yet been submitted (i.e., if the state is ‘Draft’, ‘Input Required’ or ‘Claimed’) by clicking the ‘Cancel’ button</li> <li>• <b>‘Seized’</b> – a post-clearance seizure has been placed on the goods (see <a href="#">Full Frontier Declaration: Step-by-step guide</a> on NICTA for more information)</li> <li>• <b>‘Released’</b> – the inventory has been released and the inventory can now be collected</li> </ul>
<b>Inventory Type</b>	This field is read-only and will be set to ‘Maritime’.
<b>Container Number</b>	<p>This is a mandatory field. Complete the <b>Container Number</b> for the shipment from the bill of lading.</p> <p>If you have more than one <b>Container Number</b>, please raise a case with a TSS agent and reference all <b>Container Numbers</b>.</p>
<b>Final Destination Location Code</b>	This field is a drop-down menu from which the final clearing location of the goods can be selected. This should be the location where customs clearance should take place.
<b>House or Master Bill of Lading</b>	This is a mandatory field. Complete the <b>House or Master Bill of Lading</b> number.
<b>Package Count</b>	This field shows the number of packages and should match exactly to what has been manifested on the inventory record.



Data field	Description
	The packages should reflect the smallest external packaging type and need to match the total number of packages on your Full Frontier Declaration.
<b>Unique Consignment Number</b>	The <b>Unique Consignment Number (UCN)</b> field is greyed out and will automatically be populated once the inventory record has been successfully claimed.
<b>Linked Frontier Declaration Reference</b>	This field is greyed out and will automatically be populated once the inventory record has been linked to a Full Frontier Declaration.
<b>Date of Claim</b>	This field is greyed out. It is automatically populated with the date that the inventory record is successfully claimed.
<b>Load Type</b>	This field is a drop-down menu to select if the load is: <ul style="list-style-type: none"> <li>• <b>'FCL – Full Container Load – Cleared on Wheels'</b> – where the cargo fills a whole shipping container</li> <li>• <b>'LCL – Less than Container Load – Offload Cargo'</b> – where the cargo is not large enough to fill a whole shipping container on its own and is combined with other cargo to fill the shipping container (known as groupage)</li> <li>• <b>'Mix'</b> – a combination of Cleared on Wheels and Offload Cargo. Goods that have been loaded on to a trailer and manifested within CNS</li> </ul>
<b>Cargo or Consignment</b>	This field is a drop-down menu to select if the load is 'Cargo' for full loads, or 'Consignment' for part loads.
<b>Weight</b>	The gross weight should be entered in kilograms, including all packaging (not including carrier's equipment) and must match the weight on the inventory record and the total weight on the Full Frontier Declaration.
<b>Hold Reason</b>	This field is greyed out. If there is a hold against the inventory record it will be populated into this field.
<b>Error Text</b>	This field is greyed out. If incorrect data is entered in the claim form and the <b>Status</b> is changed to 'Input Required', the reason will be populated in the <b>Error Text</b> field.
<b>Date of Amalgamation</b>	When an amalgamation has been successfully completed, the <b>Date of Amalgamation</b> will be automatically populated.



## 8 I need to know more

There are additional guides available on [NICTA](#) to support you with trade into and out of Northern Ireland:

- [ENS Step-by-step guide: Standard Process and Consignment First Process](#)
- [Supplementary Declarations: Step-by-step guide](#)
- [Full Frontier Declaration: Step-by-step guide](#)
- [Inventory-Linked Ports guide](#)
- [Standalone Simplified Frontier Declaration: Step-by-step guide](#)
- [How to use the TSS Portal](#)

You can also consult the [TSS Contact Centre](#) for support on 0800 060 8888.

## 9 Changes to guidance and policy

Last updated March 2024.

**March 2024:** Updates to reflect Merchandise in Baggage, claiming NIREM and Additional Information code NIQUO updates.

**January 2024:** Updates to reflect the XI EORI compatibility for CDS 4.3 release, TSS Portal and other minor updates.

**September 2023:** Section 3 updated to reflect updated XI EORI functionality and making an SFD/EIDR only from an ENS only.

**July 2023:** Section 5 to reflect UK Internal Market Scheme (UKIMS) and National Additional Code Validation changes.

**June 2023:** Updated to reflect changes including Periodic Declaration functionality, removal of notice 252 reference and introduction of header options BY and SE.

**April 2023:** Updated to reflect introduced DE 3/20 field and EUPRF changes.

**March 2023:** Updates including general improvements and service enhancements.

**February 2023:** Updates including Country of Destination, ENS Templates and GMR automation 'Auto-update' functionality and UCC changes.

**January 2023:** Updates to Valuation Methods and Dual Tariff.

**December 2022:** Updates for GMR automation and link to HMRC Online Tariff Tool.

**July 2022:** Addition of section on changes to guidance and policy.

**June 2022:** Updates for Freight Charge, Incoterm and Document Code data fields.



**April 2022:** Updates for importer Economic Operators Registration and Identification (EORI) and Valuation Method links added, as well as service enhancements and other general improvements.

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