

TSS User Guides

Trader Goods Profile (TGP) Guide



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HM Revenue
& Customs



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

Throughout this document there will be words highlighted in a **bold, blue colour**. This indicates a TSS Portal field name that will support you in completing the actions required.

1 Introduction

This guide explains what a **Trader Goods Profile (TGP)** is, how you can use it for your 'not at risk' goods movements from Great Britain (GB) to Northern Ireland (NI) using the **simplified processes for Internal Market Movements** and how you can manage your Trader Goods Profile (TGP) through the Trader Support Service (TSS) Portal.

This guide does not cover how to complete the **Internal Market Movement Information (IMMI)**. For further information, refer to the [Simplified processes for Internal Market Movements - Introduction Guide](#) on NICTA.

Note: A Trader Goods Profile (TGP) is part of the simplified processes, and it is optional to use when completing Internal Market Movement Information (IMMI) for your goods. You can use the Internal Market Movement Information (IMMI) without having a Trader Goods Profile (TGP). Alternatively, if you do not wish to use the simplified processes, you – as a TSS-registered user – can continue using the existing facilitations in TSS for other NI goods movements and complete customs declarations. Guidance for these is available at [Alternative methods for moving goods from Great Britain to Northern Ireland](#) on NICTA.

Before you use your Trader Goods Profile (TGP) on TSS you need to set up your Trader Goods Profile (TGP) access. To do this, follow the steps in the [TSS Permissions Management for TGP and UKIMS](#) guide on NICTA.

2 What is a Trader Goods Profile (TGP)?

A Trader Goods Profile (TGP) is a unique goods profile that HMRC will create for you using information from goods you have previously moved from GB to NI, using your UK Internal Market Scheme (UKIMS) authorisation. HMRC will automatically create a Trader Goods Profile (TGP) for your business when you register for UKIMS. For guidance on how you can [Manage your Trader Goods Profile](#) with HMRC, refer to GOV.UK.

Note: If you are moving goods from GB to NI for the first time using your UKIMS authorisation, your Trader Goods Profile (TGP) will not contain any information. You can add

¹ Terms used in this guide refer to the terminology used on the TSS Portal. These may not match the most recent terms used on GOV.UK, in HMRC's Customs Declaration Service or the [Northern Ireland Online Tariff](#) on GOV.UK.



information to your profile to allow you to auto-populate fields on the Internal Market Movement Information (IMMI).

Each Trader Goods Profile (TGP) record in HMRC contains:

- A goods description
- A commodity code (6, 8 or 10 digits)
- A product reference - this reference needs to be unique, as in, the same product reference can't be used on two goods records on your Trader Goods Profile (TGP)
- The country of origin
- The category of the good (once it has been reviewed and categorised)
- Supplementary units (if required)

By allowing TSS access to your HMRC Trader Goods Profile (TGP) profile, it retrieves the information (known as a Trader Goods Profile (TGP) entry in the TSS Portal) you can use to auto-populate fields onto the Internal Market Movement Information (IMMI) on goods movements to NI.

When completing the Internal Market Movement Information (IMMI), you can use your Trader Goods Profile (TGP) entry to auto-populate part of the Internal Market Movement Information (IMMI), so you don't need to manually enter that information each time you move those goods. The Internal Market Movement Information (IMMI) is a simplified data set that can be used instead of a full declaration for goods moved from GB to NI. Further guidance on the [Internal Market Movement Information](#) can be found on GOV.UK.

Each Trader Goods Profile (TGP) entry in TSS contains:

- A **Goods Description**
- A **Commodity Code**
- A **Product Reference** - this reference needs to be unique, as in, the same product reference cannot be used on 2 goods entries on your Trader Goods Profile (TGP)
- The **Country of Origin**
- The **Category** of the good (once it has been reviewed and categorised)
- **Supplementary Units** (if required)

In addition, you can also add **Additional Information** and **Document Reference** which are optional and will auto-populate onto the Internal Market Movement Information (IMMI) if they have been completed.

Note:

- The **goods description** must be an accurate description of the goods being moved and should not contain general terms such as 'oil' or 'parts'. For guidance on what an



acceptable goods description should contain including examples, see the [Goods Description Guide](#) on NICTA

- The **product reference** held in your entry is your own reference, which allows you to share that reference with your haulier or intermediary so they can complete the Internal Market Movement Information (IMMI) on your behalf
- TSS uses the HMRC categorisation tool to categorise the goods movement, and for this purpose it requires values for the **Country of Origin** and **Commodity Code** fields; for further details on goods categories see the [Goods Categories](#) section of this guide

2.1 Eligibility for a Trader Goods Profile (TGP)

You must hold a UKIMS authorisation to have a Trader Goods Profile (TGP). See GOV.UK for further guidance on how to apply for [UKIMS authorisation](#). You will need to upload your UKIMS authorisation onto your TSS **Company Profile**.

HMRC will automatically create a Trader Goods Profile (TGP) for your business when you register for UKIMS. However, you need to sign up for it. For further information on how to sign up refer to the [TSS Permissions Management for TGP and UKIMS](#) guide on NICTA.

2.2 Goods Categories

A Trader Goods Profile (TGP) can only be used for goods that are eligible to move using the simplified processes. Most goods are eligible and can be identified by the category of the goods. The goods category is part of the information stored on your Trader Goods Profile (TGP) entry, and your Trader Goods Profile (TGP) will support the categorisation of each good to ensure they are eligible for use on the Internal Market Movement Information (IMMI).

To determine eligibility for using the simplified processes, goods are divided into three categories:

- **Standard goods** – all goods (excluding excise) that have no documentary controls and/or have no licensing requirements

Prepackaged retail food and drink goods moving using the **Northern Ireland Retail Movement Scheme (NIRMS)** fall into this category. For more information and [how to register for the Northern Ireland Retail Movement Scheme](#), refer to GOV.UK.

Standard goods can move using the Internal Market Movement Information (IMMI) and **require a 6-digit commodity code**.

- **Category 2 goods** – these goods are subject to special health, licensing or environmental controls including excise goods

The following goods fall into this category if moved with a **Northern Ireland Plant Health Label (NIPHL)**:



- Plants and seeds for planting (plants and seeds which will be grown by professional growers or traded for retail sale)
- Seed potatoes (for commercial growing)
- Used agricultural and forestry machinery and vehicles

These goods can move using the Internal Market Movement Information (IMMI) but **require an 8-digit commodity code**. Further details on the [Northern Ireland Plant Health Label \(NIPHL\) scheme](#) can be found on GOV.UK.

- **Category 1 goods** – these are goods that are subject to total bans, prohibitions, trade defence measures such as quotas, safeguarding and anti-dumping duties. Goods that are subject to the excise duty off-set mechanism are also considered in this category

These goods cannot move using the Internal Market Movement Information (IMMI).

Further guidance about [the categorisation of goods](#) is available on GOV.UK.

3 How to benefit from using your Trader Goods Profile (TGP)

Your Trader Goods Profile (TGP) holds information about the goods you move from GB to NI. In **TSS** this information is referred to as a **Trader Goods Profile (TGP) entry**.

Each record contains a **goods description**, a **commodity code (6, 8 or 10 digits)** and a **product reference** (this reference needs to be unique, as in, the same product reference can't be used on two goods records on your Trader Goods Profile (TGP)). You can share the **product reference** or **goods description** held in your record with your haulier or intermediary so they can complete the Internal Market Movement Information (IMMI) on your behalf.

You can use third parties to manage your entries and/or complete the Internal Market Movement Information (IMMI) on your behalf through the TSS Portal, if you share the product reference or goods description with them.

As a prerequisite, the **Primary Contact** on your TSS account needs to grant permission to third parties to use both your UKIMS and Trader Goods Profile (TGP). For more details on this, refer to the [TSS Permissions Management for TGP and UKIMS](#) guide on NICTA.

4 Before you start

To use your Trader Goods Profile (TGP) on the TSS Portal, there are certain steps you need to take.

Some of these steps require completion through your company's Government Gateway account on GOV.UK, which is done outside of the TSS Portal.



The Government Gateway account you use **must be subscribed to the Customs Declaration Service (CDS)**. You can [Subscribe to the Customs Declaration Service](#) on GOV.UK.

These initial steps are necessary to ensure you are authorised by HMRC to use your Trader Goods Profile (TGP), and that you have authorised the TSS to access this information on your behalf.

Further details on how to complete the steps below can be found in the [TSS Permissions Management for TGP and UKIMS](#) guide on NICTA.

1. Check you have a UK Internal Market Scheme (UKIMS) authorisation

You must hold a valid UKIMS authorisation to use a Trader Goods Profile (TGP). If you do not have one, you can find guidance on how to apply for a [UKIMS authorisation](#) on GOV.UK.

Note: You will need a Government Gateway account for your business to apply for the scheme. You can [register your business](#) for an account on GOV.UK.

2. Register your business to use your Trader Goods Profile (TGP) account in your [Government Gateway](#) account

To complete this step, you need your business's Government Gateway ID and password and your UKIMS authorisation details.

3. Upload your UKIMS Authorisation into your TSS Company Profile

This is completed via your Company Profile in the section entitled '[Document Records](#)'. See the **Upload your UKIMS authorisation letter on TSS** section on the [TSS Permissions Management for TGP and UKIMS](#) on NICTA.

4. Authorise TSS to access and retrieve your Trader Goods Profile (TGP) from HMRC

Once your Trader Goods Profile (TGP) account is registered on the HMRC online service (as above), you then need to grant permission for TSS to access and retrieve the information from your Trader Goods Profile (TGP) account.

You can start this process within your TSS Company Profile by navigating to the section [Trader Goods Profile Authorisation](#) and clicking on [Authorise](#).

5. Check you have successfully granted TSS permission to access your Trader Goods Profile (TGP)

Check the [Trader Goods Profile Authorisation](#) screen in your Company Profile. If you have successfully granted TSS permission to access your Trader Goods Profile (TGP), the **TGP state** will be 'Authorised'. The **Date Authorised** field will display the date the authorisation was granted.

When all the steps listed above are complete, you can start creating and editing your Trader Goods Profile (TGP) entries, as well as authorise and give third parties access to your profile.



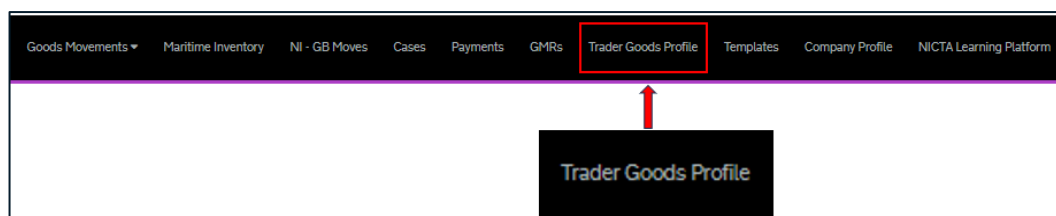
5 How to use your Trader Goods Profile (TGP) in TSS

The TSS Portal acts as an interface and allows you or a third party (for example, a haulier or agent/intermediary where authorised) to manage your Trader Goods Profile (TGP) records in your HMRC Trader Goods Profile (TGP).

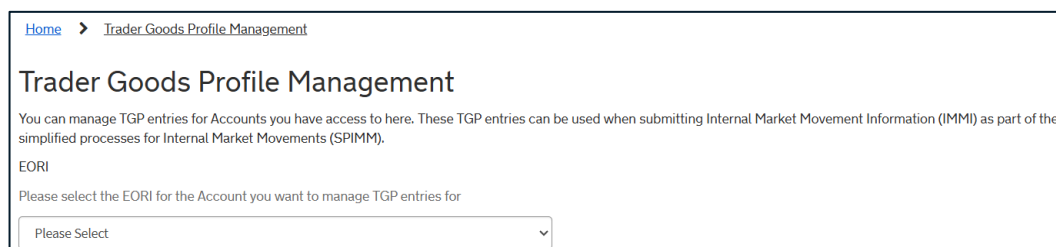
You may **appoint** and **authorise** third parties to use your Trader Goods Profile (TGP) profile on TSS and perform some actions on your behalf. You can create, view, update, and delete Trader Goods Profile (TGP) records (known as **entries** in the TSS Portal).

5.1 Locating your Trader Goods Profile Management page

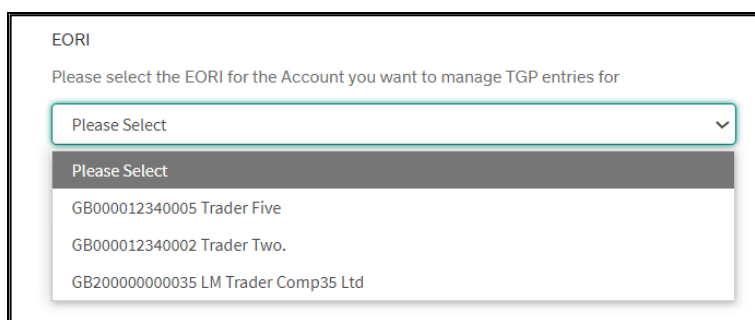
- Once your account has been set up for Trader Goods Profile (TGP) access as described above, you will find the **Trader Goods Profile** button on the page header:



- Click **Trader Goods Profile** to be directed to the **Trader Goods Profile Management** page, as shown below:



- Next, select the relevant **EORI** from the drop-down menu.



Note:



- If you have been given access to manage/view/maintain another TSS users' Trader Goods Profile (TGP), the drop-down menu will also show their EORI numbers and the name (if not withheld)
 - If you are creating your own records and do not have access permission to other TSS users' Trader Goods Profile (TGP), the EORI drop-down will default to your own EORI number
4. If the HMRC Trader Goods Profile (TGP) is unavailable, you will be presented with the message highlighted below, and advised to check later in case the service has resumed

[Home](#) > [Trader Goods Profile Management](#)

Trader Goods Profile Management

You can manage TGP entries for Accounts you have access to here. These TGP entries can be used when submitting Internal Market Movement Information (IMMI) as part of the simplified processes for Internal Market Movements (SPIMM).

TGP is currently disabled. Please check back later.

5. When you select the required EORI number, the TSS Portal will retrieve all the existing entries from the HMRC Trader Goods Profile (TGP) for that EORI and present them in a list. The option **Create New TGP Entry** becomes available for you if you have permission to do so

Trader Goods Profile Management

You can manage TGP entries for Accounts you have access to here. These TGP entries can be used when submitting Internal Market Movement Information (IMMI) as part of the simplified processes for Internal Market Movements (SPIMM).

EORI

Please select the EORI for the Account you want to manage TGP entries for

GB000012340005 Trader Five

Declaration Good Templates

[Create New TGP Entry](#)

Product Reference	Goods Description ^	Commodity Code	Country of Origin	HMRC Advice	To Review	IMMI Ready
SKU1233368	to test suplimentary units shwoing deci...	0808101000	United Kingdom	Not Requested	false	false
SKU1233367	to test suplimentary units shwoing deci...	0810100000	United Kingdom	Not Requested	false	true
SKU1233369	to test suplimentary units shwoing deci...	0810100000	United Kingdom	Not Requested	false	true

5.2 Creating a new Trader Goods Profile (TGP) Entry

1. Click the **Create New TGP Entry** button:



[Home](#) > [Trader Goods Profile Management](#)

Trader Goods Profile Management

You can manage TGP entries for Accounts you have access to here. These TGP entries can be used when submitting Internal Market Movement Information (IMMI) as part of the simplified processes for Internal Market Movements (SPIMM).

EORI

Please select the EORI for the Account you want to manage TGP entries for

GB000012340005 Trader Five

Declaration Good Templates

[Create New TGP Entry](#)

Product Reference	Goods Description	Commodity Code	Country of Origin	HMRC Advice	To Review	IMMI Ready
PS 10172-005	PS 10172-005	03019917	United Kingdom	Not Requested	false	true
LM nuclear reactor - cat 1	LM nuclear reactor - cat 1	8401100000	Japan	Not Requested	false	true
Cat 3: ML-11045-001	Cat 3: ML-11045-001	4016920000	United Kingdom	Not Requested	false	true

- This will open a [Create New TGP Entry](#) window with a blank entry template for you to complete

The mandatory fields are marked with a red asterisk and the other fields should be completed as appropriate.

[Home](#) > [Trader Goods Profile](#) > [Create New TGP Entry](#)

Create New TGP Entry

TGP Entry

EORI

GB000012340005

Trader Name: Trader Five

* Product Reference

Goods Description

Commodity Code Filter

All

* Commodity Code

If you are unsure what your commodity code is, please click [this link](#) which will take you to the HMRC tariff tool.

Commodity Code Effective From Date

Commodity Code Effective To Date

* Country of Origin

Supplementary Units

[Save](#) [Cancel](#)

Required information [Product Reference](#) [Goods Description](#) [Commodity Code](#) [Country of Origin](#)

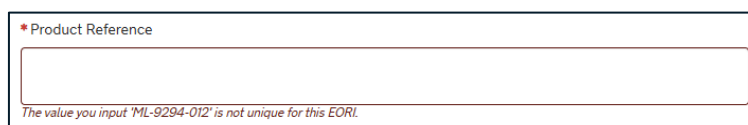
- EORI** – this field is auto-populated with the value from the account you have selected in the previous step



It is a read-only field and can't be amended. If you need to add an entry for a different EORI, return to the [Trader Goods Profile Management](#) page and select the EORI you wish to manage.

- **Product Reference** – this value must be **unique** to the entry and can be any reference you choose to help identify your goods entry

You or your haulier/intermediary can enter this on the Internal Market Movement Information (IMMI) to auto-populate the information. You cannot have the same **Product Reference** for two entries – if the value is not unique it will not be accepted and you will see the message highlighted below:



* Product Reference

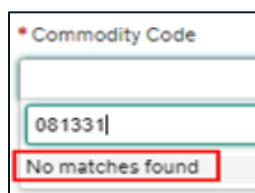
The value you input 'ML-9294-012' is not unique for this EORI.

- **Goods Description** – provide a brief but clear description of the goods. For guidance on what an acceptable goods description should contain including examples, see the [Goods Description guide](#) on NICTA
- **Commodity Code Filter** – this drop-down field allows you to select the length of the commodity code as 6, 8 or 10 digits

This field is optional, to support you when adding in your commodity code. If you know the information to be added, you do not need to make a selection here.

- **Commodity Code** – start typing in the commodity code if known, or the description of the good, and the tariff information will show based on what you enter; you can select an option as it appears

The commodity code options are 6, 8 or 10 digits, corresponding with the length chosen in the **Commodity Code Filter** field above. If the commodity code typed is incorrect, the message below will indicate 'no matches found' based on the NI online tariff.



* Commodity Code

081331

No matches found

- **Commodity Code Effective From Date** and **Commodity Code Effective To Date** – these read-only fields are auto-populated by the TSS Portal
- **Country of Origin** – start typing the country name and select from the options listed rather than scrolling through all the countries in the drop-down



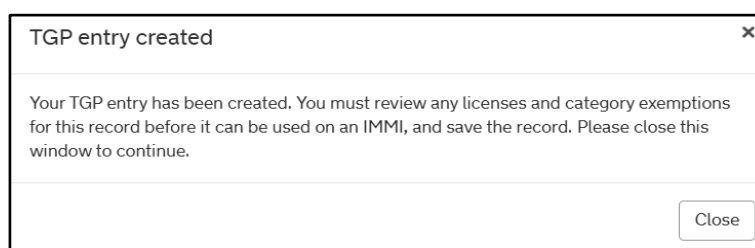
- **Supplementary Units** – only certain category 2 goods require a supplementary unit

You can populate this field in the entry if you move the same goods in each movement. If you move different goods, then you do not need to complete this field in the entry but instead add the required value into the Internal Market Movement Information (IMMI). For more details on Supplementary Units refer to [Internal Market Movement Information \(IMMI\) Data Guide](#) on NICTA.

Click **Save** once you have completed all the fields to create the entry.

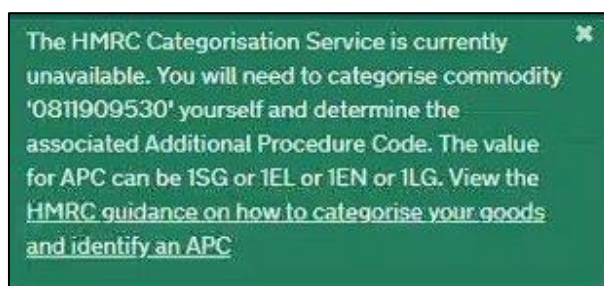
5.3 Categorisation of Trader Goods Profile (TGP) entries

An initial categorisation process will be triggered at this stage and when the entry has been created the following message will be displayed:



When you click the **Close** button, your goods will be assigned a category based on the information provided and the NI Online Tariff.

If the connection between the TSS system and HMRC system is unavailable, a pop-up message will appear to notify you that you need to manually assign a category to your goods and determine the applicable Additional Procedure Code. Guidance on [how to categorise your goods](#) can be found on GOV.UK.



Next, check the 'category exemption(s) requirements' and where your goods meet the criteria you can follow the exemption(s) process. This will allow you to re-categorise your goods. For example, the goods may initially be categorised as Category 2 goods but if they meet the stated exemption(s) then tick the 'Category 2 Exemption(s) Met' box and they will be re-categorised.



Note: Goods can be in one of three categories, which determines eligibility. Category 2 and standard goods can move using the Internal Market Movement Information (IMMI). Category 1 goods must move using a full declaration. Information on goods categories are covered in [Goods Categories](#) section of this guide.

The initial result of the goods categorisation will be displayed in the **Category** field. The final result of goods categorisation will depend on whether you confirm that you meet the exemption(s) requirements presented for each exemption **by ticking the boxes next to the statement that the category exemption(s) has been met:**

Goods Categorisation

Category

Category 1

☐ OTT Manual Mode

Category 1 Exemption Requirements

Theme: Union quotas other than tariff rate quotas.
 Y160 - certificate - Goods other than those falling under the applicable provisions of Regulation (EU) 2024/573

☐ Category 1 Exemption(s) Met

Category 2 Exemption Requirements

Theme: Regulation (EC) No 1907/2006 of the European Parliament and of the Council of 18 December 2006 concerning the Registration, Evaluation, Authorisation and Restriction of Chemicals (REACH), establishing a European Chemicals Agency, amending Directive 1999/45/EC and repealing Council Regulation (EEC) No 793/93 and Commission Regulation (EC) No 1488/94 as well as Council Directive 76/769/EEC and Commission Directives 91/155/EEC, 93/67/EEC, 93/105/EC and 2000/21/EC
 Y106 - certificate - Compliance with the REACH restrictions defined in Column 2 of Annex XVII of Regulation (EC) No 1907/2006
 OR
 Y110 - certificate - Exemption from REACH restrictions by virtue of Article 67(1) and 67(2) of Regulation (EC) No 1907/2006
 OR
 Y113 - certificate - Substance/mixture not subjected to the provisions of Regulation (EC) No 1907/2006 (Annex XVII)

☐ Category 2 Exemption(s) Met

Save and Add New

Save (Ctrl + s)

The value in the **Category** field for the goods can move through the categories to ‘**Standard Goods**’ if all exemption(s) for the previous categories are met.

All goods that are subject to UK excise duty, such as alcohol, tobacco and fuel, are deemed to be Category 2 goods. However, these goods may or may not be excisable, depending on their intended use. The TSS will display a Category 2 exemption advising these goods may be potentially excise goods and you will need to consider the intended use of the goods to determine whether your goods meet the exemption(s).

Category

Category 2

☐ OTT Manual Mode

Category 2 Exemption Requirements

Theme: Regulation (EC) No 1013/2006 of the European Parliament and of the Council of 14 June 2006 on shipments of waste
 Y923 - certificate - Product not subjected to the provisions of Regulation (EC) No 1013/2006 (OJ L 190)

AND

Theme: Union acts listed in point 2 of Annex 3 to the Protocol
 WFE015 - exemption - Goods which may or may not be excisable in the UK subject to certain factors such as how they are to be used

☐ Category 2 Exemption(s) Met



If you can confirm you meet the exemption requirements by clicking the **Category 2 Exemption(s) Met** tick box, the category of goods will change to Standard goods, otherwise the tick box should not be clicked.

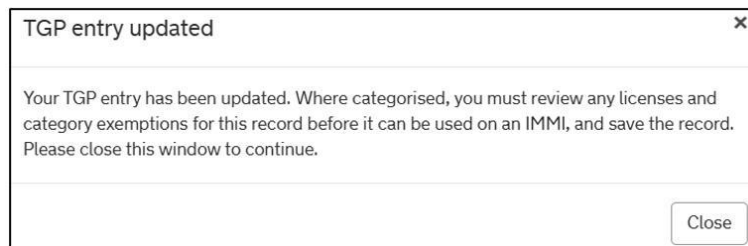
You can find out more information on potentially excise goods on the [Internal Market Movements: your questions answered](#) guidance on GOV.UK.

Where there are two or more exemption requirements to be met, these are separated by 'AND'.

Note: If you can't confirm that you meet the category exemption(s), you **should not** tick the exemption(s) box, and the category assigned will remain.

It is important to understand the requirements and conditions that apply to the goods being moved and when exemption(s) can be claimed. If you're claiming exemption(s), you must ensure you hold evidence to support your claim. HMRC may request to see evidence that the exemption(s) have been met. The full list of controls applicable to the goods can be seen by using the [Northern Ireland Online Tariff Tool](#) on GOV.UK.

1. Click **Save** to update the entry; the following message will confirm that the entry has been added:



From here, return to the [Trader Goods Profile Management](#) page to review or create a new entry.

- The TSS Portal will retain a local copy of the entry if it has been successfully submitted in your Trader Goods Profile (TGP) profile with HMRC

This record will be listed on the [Trader Goods Profile Management](#) page, as shown below. The value in the **IMMI Ready** field will be set to **'true'** when the entry is ready to be used for completing the Internal Market Movement Information (IMMI). If it is **'false'** click on the line to review the categorisation, as explained in the [Viewing and updating a Trader Goods Profile \(TGP\) entry in TSS](#) section of this guide. **Note:** Category 1 entries cannot be used on the Internal Market Movement Information (IMMI).

Declaration Good Templates						
Product Reference	Goods Description	Commodity Code	Country of Origin	HMRC Advice	To Review	IMMI Ready
AU123456789ZZZ	ELECTRIC CAR, AUDI E-TRON SPECIAL EDITIO...	87038010	Georgia	Not Requested	false	true

5.4 Viewing and updating a Trader Goods Profile (TGP) entry in TSS

- If you wish to update an entry **that is not yet ready for use in the Internal Market Movement Information (IMMI)**, you can use the [Keyword Search](#) function in the top right-hand corner of the [Trader Goods Profile Management](#) screen to find the record you wish to view or update

You can also:

- Sort each column in ascending or descending order by clicking on the column title
- Filter records by right clicking the relevant field and select [Show Matching](#) or [Filter Out](#) from the pop-up box

Declaration Good Templates						
Product Reference	Goods Description	Commodity Code	Country of Origin	HMRC Advice	To Review	IMMI Ready
PS 10172-005	PS 10172-005	03019917	United Kingdom	Not Requested	false	true
LM nuclear reactor - cat 1	LM nuclear reactor - cat 1	8401100000	United Kingdom	Not Requested	false	true
Cat 3: ML-11045-001	Cat 3: ML-11045-001	4016920000	United Kingdom	Not Requested	false	true



- Once you have identified the entry you want to view or update, click any field in the entry and a **View or Update TGP Entry** screen will appear, as shown below:

Home > Trader Goods Profile > View or Update TGP Entry

TGP Goods Template

TGP Entry

EORI
GB000012340005

Trader Name: Trader Five

* Product Reference
SKU1233367

* Goods Description
to test supplementary units showing decimals

Commodity Code Filter
All

* Commodity Code
0810100000

If you are unsure what your commodity code is, please click [this link](#) which will take you to the HMRC tariff tool.

Commodity Code Effective From Date
01/01/2023 00:00:00

Commodity Code Effective To Date
01/01/2028 00:00:00

* Country of Origin
United Kingdom

Supplementary Units
1.234567890123456

Category
Category 2

Save Categorise Delete Cancel

- You can make any changes to the entry from this screen if required

Note: not all fields can be updated, and these are for display purposes only – they will be ‘greyed out’.

After making your changes, click **Categorise**. If the connection between the TSS system and HMRC system is available, the entry will automatically be re-categorised and updated. If the connection between the TSS system and HMRC system is unavailable, a pop-up message will appear to notify you that you need to manually assign a category to your goods and determine the applicable Additional Procedure Code (as described in the Creating a new Trader Goods Profile (TGP) Entry

- After reviewing the new categorisation (and ticking the box(es) of the exemption(s) listed if you can meet them), press **Save**
- If the entry can be used in the Internal Market Movement Information (IMMI), it will show in the list view within the Trader Goods Profile (TGP) management screen



The status of the entry will be changed from 'false' to 'true' under the **IMMI Ready** column to signify that the entry is ready for use in the Internal Market Movement Information (IMMI).

Declaration Good Templates

Create New TGP Entry

Keyword Search

Product Reference	Goods Description	Commodity Code	Country of Origin	HMRC Advice	To Review	IMMI Ready
AU123456789ZZZ	ELECTRIC CAR, AUDI E-TRON SPECIAL EDITIO...	87038010	Georgia	Not Requested	false	false

<

>

Rows 1 - 1 of 1

The IMMI Ready status will change from false to true, meaning it's now ready for use on an IMMI

Declaration Good Templates

Create New TGP Entry

Keyword Search

Product Reference	Goods Description	Commodity Code	Country of Origin	HMRC Advice	To Review	IMMI Ready
AU123456789ZZZ	ELECTRIC CAR, AUDI E-TRON SPECIAL EDITIO...	87038010	Georgia	Not Requested	false	true

<

>

Rows 1 - 1 of 1

- If for any reason the entry cannot be used, the message 'This TGP entry needs review' will pop up and the status for the entry will be changed to 'true' under the **To Review** column in the list view, and the **IMMI Ready** value will remain as 'false'

Declaration Good Templates							Create New TGP Entry	Keyword Search	
Product Reference	Goods Description	Commodity Code	Country of Origin	HMRC Advice	To Review	IMMI Ready			
LM - to review	Linda M Created on TGP from Postman	0201203021	United Kingdom	Not Requested	true	false			

- To make an entry usable, review the entry by clicking on the relevant **Product Reference** and ensure all fields are completed correctly

Once this is done the **IMMI Ready** status will change to 'true' before it can be used.

Declaration Good Templates							Create New TGP Entry	Keyword Search	
Product Reference	Goods Description	Commodity Code	Country of Origin	HMRC Advice	To Review	IMMI Ready			
PS 10172-005	PS 10172-005	03019917	United Kingdom	Not Requested	false	true			

5.5 Deleting a Trader Goods Profile (TGP) entry in TSS

You can manage and delete entries through the TSS Portal.

Note: As the TSS is a user interface for your Trader Goods Profile (TGP), any changes made to your entries through the TSS Portal will be reflected in your HMRC Trader Goods Profile (TGP) as they share the same information.



1. Select the relevant entry to be deleted from the **Trader Goods Profile Management** screen; this will take you to the **View or Update TGP entry** screen

Trader Goods Profile Management

You can manage TGP entries for Accounts you have access to here. These TGP entries can be used when submitting Internal Market Movement Information (IMMI) as part of the simplified processes for Internal Market Movements (SPIMM).

EORI

Please select the EORI for the Account you want to manage TGP entries for

GB000012340005 Trader Five

Declaration Good Templates Create New TGP Entry Keyword Search Q

Product Reference	Goods Description	Commodity Code	Country of Origin	HMRC Advice	To Review	IMMI Ready
AD - 070951 - Mushrooms of the genus aga...	Mushrooms of the genus agaricus		Andorra	Not Requested	false	false

2. This screen will display the full entry and a **Delete** button at the bottom of the screen

If you click **Delete** the entry will be removed from HMRC Trader Goods Profile (TGP) and the entry will be removed from the list of entries on the **TSS TGP Management** screen.

Home > Trader Goods Profile > View or Update TGP Entry

OR
Y175 - certificate - Goods with third country origin coming from Liechtenstein, according to the relevant EU legislation.
OR
Y176 - certificate - Goods with third country origin coming from Norway, according to the relevant EU legislation.
OR
Y177 - certificate - Goods with third country origin coming from San Marino, according to the relevant EU legislation.
OR
WFE013 - exemption - Goods are being moved under the Northern Ireland Retail Movement Scheme (NIRMS)

☒ Category 2 Exemption(s) Met

Save Categorise Delete Cancel

3. The following two messages will be displayed in succession after a brief pause as the entry is removed:

Delete TGP Entry ×

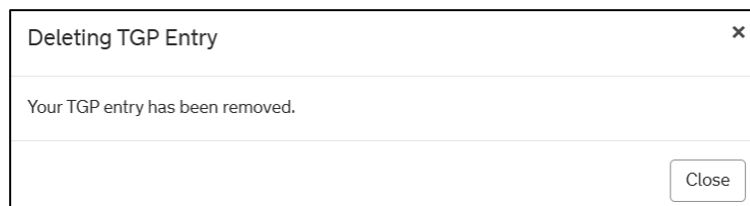
Please confirm you wish to delete this TGP Entry. Click OK to continue or Cancel to stay on the current page. Warning: If you click OK the TGP Entry will be deleted permanently and cannot be retrieved

OK Cancel

Deleting TGP Entry ×

TSS is Deleting your TGP entry. Please wait and keep this window open until it is completed.

Close

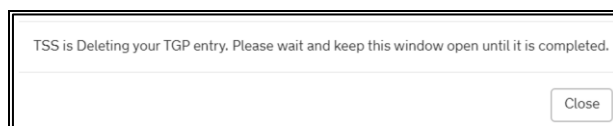


On closing these messages, you will be redirected to your **TGP Management** screen.

Notes on deleting Trader Goods Profile (TGP) entries from TSS

- If the entry is 'locked' while another request is being processed, the **Delete** button will not be available
- If the HMRC Trader Goods Profile (TGP) service has been disabled, an error message will be displayed: **'TGP is currently disabled. Please check back later.'**

Close this message and once the Trader Goods Profile (TGP) is re-enabled click **Delete** again. A pop-up message will be displayed:



- If there is an error, a pop-up message will be displayed:



At this point you can close the notification message, edit the form, and follow the process again. Once the entry is deleted you will be redirected to your **TGP Management** page.

6 How to use your Trader Goods Profile (TGP) on the Internal Market Movement Information (IMMI)

When you're completing the Internal Market Movement Information (IMMI), you will have the option to choose an entry from your Trader Goods Profile (TGP) via a drop-down option or by typing in the product reference or goods description.

If you are using a third party, such as a haulier or agent (and intermediaries), you will need to ensure you have given them the appropriate permission to access your Trader Goods Profile



(TGP). Third parties will not be able to use your Trader Goods Profile (TGP) on the Internal Market Movement Information (IMMI) until they have been given permission to do so. Further guidance is available in the [TSS Permissions Management for TGP and UKIMS Guide](#) on NICTA.

For further details on how to use your Trader Goods Profile (TGP) to complete an Internal Market Movement Information (IMMI) in TSS, follow the respective guidance on NICTA that applies to your goods movement.

7 I need to know more

The following additional guides are available on NICTA to support you with movements from GB to NI using the simplified processes:

- [Simplified processes for Internal Market Movements – Introduction Guide](#)
- [Pre-movement Internal Market Movement Information \(IMMI\) Step-by-Step Guide](#)
- [TSS Pre-lodged Standalone Internal Market Movement Information \(IMMI\) Guide](#)
- [TSS Arrived Standalone Internal Market Movement Information \(IMMI\) Guide](#)
- [TSS Supplementary Declaration conversion to Internal Market Movement Information \(IMMI\) Guide](#)
- [Internal Market Movement Information \(IMMI\) Data Guide](#)
- [How to use the TSS Portal](#)

You can also consult the TSS Contact Centre for support on 0800 060 8888.

8 Changes to guidance and policy

Last updated May 2025.

May 2025: Removal of Windsor Framework disclaimer.

April 2025: Content updated to include pre-requisites for Traders.

March 2025: Minor updates to language and terminology throughout the guide.

February 2025: Renamed 'Trader Reference' field to 'Product Reference'.

January 2025: New guidance created for management of TGP entries.