Entry Summary Declarations
Checklist for traders of Sanitary and Phytosanitary (SPS) goods [1/3]

Action

*One-time action   [ ] Active step   [█] *No action required*

- [ ] Determine if your goods are controlled, based on your commodity code and any relevant legislation. Refer to the Trade Tariff on GOV.UK in the first instance. Alternatively refer to Guidance on controlled goods and the online tariff tool on NICTA. More Information on Moving licensed goods into or out of Northern Ireland can be found on GOV.UK

- [ ] Ensure you and your haulier/intermediary are registered with the Trader Support Service (TSS).*

- [ ] Ensure your haulier is registered for the Goods Vehicle Movement Service (GVMS) to get a Goods Movement Reference (GMR).*

- [ ] Ensure you have obtained the required licences or authorisations pertinent to your goods **prior** to dispatch.

- [ ] Provide your haulier/intermediary with the data required to complete the Entry Summary Declaration (see following pages).
  Note: If you are registered under the UK Internal Market Scheme (UKIMS) ensure that the Importer EORI used on the Entry Summary Declaration is the EORI number aligned to your UKIMS authorisation.

- [ ] You or your haulier/intermediary need to submit this data through the TSS Portal at least two hours before goods are due to arrive in Northern Ireland.

> *TSS completes import declaration requirements.*

> *Your haulier populates GMR in GVMS using information provided by TSS.*

> *Once GMR is completed, your haulier can board the ferry and move the goods.*

What is an Entry Summary Declaration?

- Entry Summary Declarations are required for all goods moved from Great Britain to Northern Ireland.

- It is the legal responsibility of the carrier to ensure information is declared via the Entry Summary Declaration, but other parties (trader, haulier or intermediary) may agree to complete it.

How does TSS support Entry Summary Declarations?

- TSS provides a portal for registered traders, carriers and hauliers to provide safety and security information that TSS uses to generate and submit Entry Summary Declarations.

- TSS uses safety and security information from the Entry Summary Declaration and further data provided by the trader to complete import declaration requirements.

What are Sanitary and Phytosanitary (SPS) goods?

- SPS goods are goods of plant and animal origin, which includes some manufactured goods.

- Traders must obtain the required certification for their specific products before moving SPS goods.

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Entry Summary Declarations:
Checklist for traders of Sanitary and Phytosanitary (SPS) goods [2/3]

Standard data requirements

*The parties name and address details are mandatory unless **Type of Movement** is 'RoRo (accompanied/unaccompanied)'

Movement data

- ☐ Type of Movement
- ☐ Identity Number of Transport
- ☐ Conveyance Reference Number
- ☐ Nationality of Means of Transport
- ☐ Carrier XI/EU EORI and details*
- ☐ Arrival Date/Time
- ☐ Port of Arrival
- ☐ Seal Number
- ☐ Route
- ☐ Place(s) of Loading
- ☐ Place(s) of Unloading
- ☐ Transport Charges

Consignment data

- ☐ Does Consignment contain goods subject to control, licence or certification?
- ☐ Consignor and consignee EORI and details*
- ☐ Importer EORI and details*

  Note: for a GB EORI, the importer name and address is required to complete the declaration.

- ☐ Exporter EORI and details*
- ☐ Transport Document Number
- ☐ Goods Domestic status
- ☐ Destination Country

Additional information – required dependent on selected Type of Movement

- ☐ Buyer EORI and details (if different to Importer)
- ☐ Seller EORI and details (if different to Exporter)
- ☐ Place(s) of acceptance (if different from place(s) of loading)
- ☐ Place(s) of delivery (if different from place(s) of unloading)
- ☐ Container indicator

Item data

- ☐ Equipment number, if containerised
- ☐ UN dangerous goods code
- ☐ Type of packages
- ☐ Number of pieces or packages
- ☐ Package Marks
- ☐ Gross Mass (KG)
- ☐ Goods Description
- ☐ Invoice Number

Note: Some types of goods may require specific data. Refer to the relevant checklist for more information.
- Checklist: Entry Summary Declarations for traders of controlled goods
- Checklist: Entry Summary Declarations for traders of excise goods
- Checklist: Entry Summary Declarations for traders of standard goods

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For further help, depending on your journey, please refer to: ENS Step-by-step guide: Standard Process and Consignment First Process or consult the TSS Contact Centre for support on 0800 060 8888.

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Checklist for traders of Sanitary and Phytosanitary (SPS) goods [3/3]
Additional Data Requirements for Controlled Goods

Consignment data

- ☐ Goods Domestic Status
- ☐ Warehouse identifier
- ☐ Supervising Customs Office
- ☐ Declaration Unique Consignment Reference (DUCR)
- ☐ Consignment Previous Documents
- ☐ Document Class
- ☐ Document Type
- ☐ Document Reference
- ☐ Authorisation Type Code, Authorisation Role ID

Item data

- ☐ What type of controlled goods are you carrying?
- ☐ Net Mass (KG)
- ☐ Procedure Code
- ☐ Additional Procedure Code
- ☐ Country of Origin
- ☐ Commodity Code
- ☐ Item currency and price / amount
- ☐ Supplementary Units
- ☐ CUS Code
- ☐ TARIC Additional Code(s)
- ☐ Tax Base Unit and quantifier (3rd quantity)
- ☐ Tax Base Quantity (3rd quantity)
- ☐ National Additional Code(s)

- ☐ Document Class, Document Type, Document Reference
- ☐ Additional Information Code, Additional Information Description
- ☐ Document Reference
- ☐ Document Code number
- ☐ Document Status
- ☐ Document Part
- ☐ Document (status) Reason
- ☐ Writing Off – Issuing Authority
- ☐ Writing off – Date of validity
- ☐ Writing Off – Measurement Unit (and qualifier)
- ☐ Writing Off – Quantity

For further help, depending on your journey, please refer to: Data guide: TSS declaration data requirements
or consult the TSS Contact Centre for support on 0800 060 8888.

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