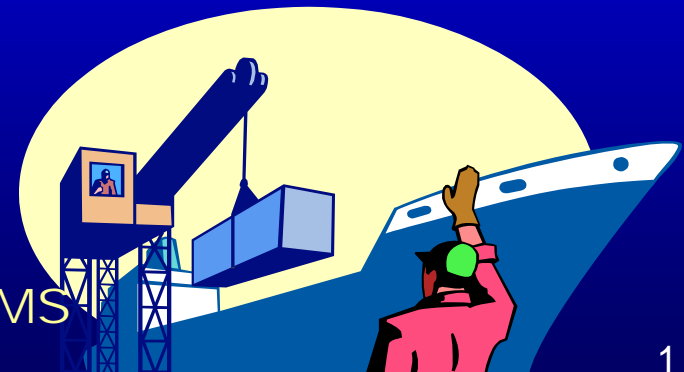




# IMPORT/EXPORT PROSEDURES

SIVASUBRAMANIAM ARRAVAN

SENIOR ASSISTANT DIRECTOR OF CUSTOMS



# PROCESSES IN IMPORT

- **Submission of Inward Manifest**
- **Assessment of Goods Exported**
  - **Classification of goods**
  - **Valuation**
  - **Prohibition of Import/Exports**
- **Physical Examination**
- **Payment of Duties**
- **Customs Release**

# MANIFEST SUBMISSION

## ■ DETAILS OF THE MANIFEST :-

- **Vessel Name / ID**
- ***Voyage No. (SCN)***
- **Shipping Agent**
- **B/L No**
- **General Description of Goods**
- **Number of Packages**

- **Weight**
- **POL/POD**
- **Consignee's Name/Address**
- **Consignor's Name/Address**
- ***Notifying Party***

# Form C1

1

103/01/058  
 Page: 1  
 Code: 20  
 Salinan: 2

WEST PORT  
 Full

M-ESCALATOR  
 PORT KLANG  
 MALAYSIA  
 C/NO:HALU 4602990,TTMU 4349688,  
 Invoice No : 001/05

INDUSTRIAL  
 PORT KLANG  
 MALAYSIA

1. Konselor / Pengeksport (Nama dan Alamat) CHANGSHU DAYOU IMP AND EXP CO LTD 2/F BLOCK B, INT'L TRADE BLDG, NO.172, ZHUJIANG ROAD, CHANGSHU, JIANGSU, CHINA.		10. Tarikh dan Waktu Terima Date and Time of Receipt 06/01/2005 14:57		11. Nombor Pendaftaran / Registration Number B18101001537	
2. Konsori / Pengimport (Nama dan Alamat) M'S ELEVATOR SDN BHD 2598 LORONG PERUSAHAAN 10 PRAI INDUSTRIAL ESTATE 13600 PRAI, PENANG, MALAYSIA		13. No. Pendaftaran Manifesto NETIK00000001012005		14. Penerimaan Duti / Cukai seperti yang diletak authorized by: PENOLONG KANAN PENGARAH KASTAM IMPORT/PENGGUDANGAN PELABUHAN KLANG	
3. Nama dan Alamat Ejen Yang Diberikuan Name and Address of Authorized Agent INDUSTRIAL FWOG & SHPG SDN. BHD. 17B JALAN BERANGAN (SERVICE TAX NO: 42000 PORT KLANG, 24769/92) SELANGOR DARUL EHSAN.		15. No. Permit Import / Import Permit No.		16. Tarikh Lajut / Export Date	
4. Cara Pengangkutan / Mode of Transport 1. Laut / Sea 2. Keretapi / Rail 3. Jalan Raya / Road 4. Udara / Air 1 01/01/2005		17. Bayaran bagi barangan akan dibuat kepada (Negara) Payment for goods to be made to: (Country) CHINA		18. No. Muka Surat Manifesto Manifest Page No HEUNG A	
6. No. Nama Kapal Penerbangan Kenderaan No. Name of Vessel / Flight Certificate HONG KONG ST/NB1KPK		7. Pelabuhan / Tempat Import Port / Place of Import PORT KELANG (S) HYPKG		23. Caguan Lain Other Charges 80.00	
8. Pelabuhan Tempat Dimuatkan Port Place of Loading SHANGHAI		9. Melalui (kargo dipindahkan kapal) Via (transshipment cargo only)		26. Berat Kasar / Gross Wt. (kg.) 20600.0000/KGM	
19. TANDA DAN NO. / No. Kontena / Marka dan No. / Container No. 19 PACKAGE PACKED IN 2 X 40FT STC:2 SETS OF ESCALATORS 1) ESCALATOR TYPE:M107B055-2(2 SETS)		25. Nilai CIF / CIF Value 159600.0000		25. Tambang / Freight 6019.20	
35. Kod Negara Asal Country of Origin Code CN		36. Kuantiti mengikut Unit Tariff Kastam (By Shipment or Customs Tariff Unit) 2.00000/LNT		37. Nilai / Value (RM) 7984.00000	
38. Jumlah / Total 159680.0000		39. Jumlah / Total 7984.00		40. Jumlah / Total 0.00	
41. Jumlah / Total 2.0000		42. Jumlah / Total 159680.0000		43. Jumlah / Total 5.000%	
44. Jumlah / Total 7984.0000		45. Jumlah / Total 5/TAK		46. Jumlah / Total NIL	
47. Jumlah / Total NIL		48. Jumlah / Total NIL		49. Jumlah / Total NIL	
50. Nama Pemilik Akaun / Name of Declarant LIM KWEE SEONG		51. No. Kad Pengalangan / Passport / I.C. / Passport No. 570518104315		52. Jawatan / Designation PENOLONG KANAN PENGARAH KASTAM IMPORT/PENGGUDANGAN PELABUHAN KLANG	
53. Saya / I hereby certify that this declaration is true and correct.		54. Pelepasan daripada Kawalan Kastam dibenarkan oleh / Release from Customs Control authorized by:		55. Jumlah Amanah Kena Dibayar / Total Amount Payable RM 7984.00	
06/01/2005		06/01/2005		06/01/2005	

- C1 Registration No.
- Consignor/Exporter
- Consignee/Importer
- Authorised Agent
- Manifest No.
- B/L No.
- Permit No.
- Container No.
- Description of goods
- Tariff Code
- Unit Price/Total Amount
- Rate/Amount of duty/tax

# Form C2

JABATAN KASTAM DIRAJA MALAYSIA / ROYAL MALAYSIAN CUSTOMS DEPARTMENT  
 PENGAKUAN BARANG-BARANG YANG DIEKSPORT / DECLARATION OF GOODS TO BE EXPORTED

Kantam No. 2 (Rev. 8/99)  
 Customs No. 2 (Rev. 8/99)

1. Kosong / Pengekspori (Nama dan Alamat)  
 Consignor / Exporter (Name and Address)  
 22387894  
 TAKASHIMA WOODWORK SDN BHD  
 PLOT 6 PENGKALAN 11 IND EST PHASE 2  
 JLN JOHAN 2/3 (OFF JLN PUSING)  
 31550 PUSING IPOH PERAK

10. Tarikh dan Waktu Terima  
 Date and Time of Receipt  
 4/2/2008  
 12:53  
 PAGE : 1/1

11. Nombor Pendaftaran / Registration Number  
 B18202001953

12. Stesen / Station  
 PEL. BARAT (WEST PORT) 1818

13. Penerimaan Duit / Cukai seperti yang dikehendaki oleh / Receipt of Duty / For as listed authorized by:  
 PENOLONG KANAN PENGARAH KASTAM  
 EXPORT PENGUDANGAN  
 PELABUHAN BARAT

14. Layatan Khas / Special Treatment  
 15. No. Permit Ekspor / Export Permit No.  
 16. Nombor K.P.W.X. / R.P.W.X. Number

17. Negara Asal / Country of Origin  
 MALAYSIA  
 18. Negara Destinasi Terakhir / Country of Final Destination  
 JPN  
 19. Mata Wang / Currency Code  
 MYD

20. Amanan yang / akan diterima / Amount received / to be received

21. Kalkulasi / Calculation  
 22. Peransuran / Equivalents  
 23. Insurans / Insurance

24. Bayaran bagi barang terdahulu / akan diterima dari / Payment for goods received / to be received from  
 25. Tambang / Freight

26. Berat Kuantiti (kg.) / 27. Ukuran / Measurement (m<sup>3</sup>)  
 28. Nilai FOB / CIF Value

29. Tanda dan No. / No. Kembara / Marks and Nos. / Container Nos.  
 30. Bil. / No. / 31. No. dan Jenis Pengaliran / No. and Type of Packages  
 32. Keterangan Barang (Dokumen berkaitan hendaklah dikemukakan) / Description of Goods (Relevant documents must be submitted)  
 33. No. Kod / Code No.  
 34. Unit / Unit

35. Jumlah Nilai / Total Value  
 36. Secharan / Actuated  
 37. Ditarikan / Reported  
 38. Jumlah Nilai / Total Value  
 39. Kod / Rate  
 40. Amanan / Amount  
 41. Jaminan / Surety  
 42. Kod / Rate  
 43. Amanan / Amount

44. Jumlah / Total  
 45. Jumlah / Total

46. Nama / Name  
 MD TAMMIMI BIN HJ. YAACOB

47. Nama / Name  
 MD TAMMIMI BIN HJ. YAACOB

48. No. Kad Pengaliran / Passport / I.C. / Passport No.  
 610103029443

49. Taraf / Station  
 PENGURUS

50. Saya mengesahkan bahawa / I hereby certify that the goods are complete

51. Pengeluaran / Removal from Customs  
 52. Nombor / Number  
 53. Jumlah / Total  
 54. Jumlah / Total  
 55. No. / No.  
 56. Tarikh / Date

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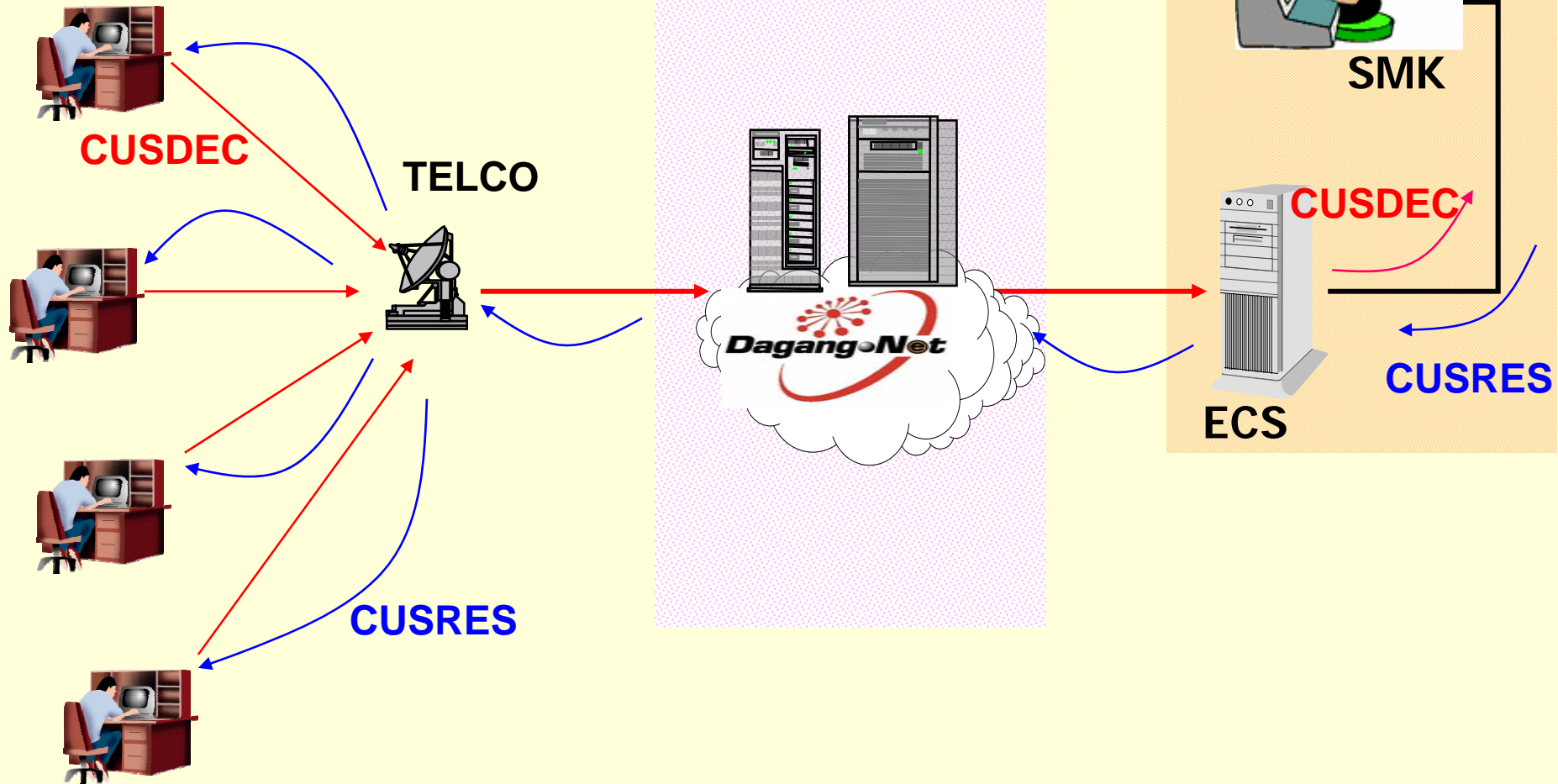
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472. Tarikh / Date



# Customs Declaration

Customs Brokers /  
Direct Users/ EDI Shop



# ASSESSMENT OF GOODS EXPORTED



# ASSESSMENT OF GOODS

- **Classification**
  - **Tariff Code**
  - **Rate Duty/Tax**
  - **Prefferational Treatment**
- **Valuation**
- **Allow claim of exemptions**
- **Execute prohibition of Import / Export**





# Second Schedule, Customs Duties Order 2007

(1)		(2)	(3)	(4)	(5)
Heading/Subheading		Description	Units	Imp	Exp
0902	0902.30	<b>Black Tea (fermented) and partly fermented tea, in intermediate packing of a content not exceeding 3 kg:</b>			
	0902.30.100	Leaves	kg	11%	Nil
	0902.30.900	Other	kg	11%	Nil

# CLASSIFICATION OF GOODS

- All goods imported/exported must be correctly classified according to the Customs Duties Order 2007
- Harmonized Commodity Description and Coding System (9-digits)
- Export to ASEAN Countries-AHTN (8-digits)

# PROHIBITION OF IMPORT / EKSPORT

- **Section 31, Customs Act  
1967:**

- **Minister's power to  
prohibit import/export**
- **Absolute or Conditional**



# THE NEED FOR PROHIBITION

- **Protect local industries (steel sheet & pipes)**
- **National Safety (arms & ammunition)**
- **Moral (obscene print, books etc)**
- **Social (dagger & flick knives)**
- **Politic (Israel and Yugoslavia)**

# THE NEED FOR PROHIBITION

- Public Health (foods, pesticide, insecticide etc)
- Public Safety (construction materials)
- ENVIRONMENTAL PROTECTION (WASTE AND SCRAP)

# **CUSTOMS (PROHIBITION OF IMPORTS) ORDER 2008**

- **Schedule 1 - Absolute Prohibition**
- **Schedule 2 - DG of Customs issue the import license**
- **Schedule 3 – DG of Customs issue the import license (temporary trade protection)**
- **Schedule 4 – OGA issue the import permit**

# **CUSTOMS (PROHIBITION OF EXPORTS) ORDER 2008**

- **Schedule 1 - Absolute Prohibition**
- **Schedule 2 -DG of Customs issue the import license**
- **Schedule 3 - OGA issue the import permit**



# LIST OF OGA

- **Veterinary Services**
- **Wildlife Department**
- **Agricultural Department**
- **Fisheries Department**
- **Pharmacy**
- **Health Department**
- **Ministry of Internal Affairs**
- **Road Transport Department**

# LIST OF OGA

- **DEPARTMENT OF ENVIRONMENTAL QUALITY**
- **Pesticide Board**
- **Atomic Energy Licensing Board (AELB)**
- **CIDB (Construction Industry Development Board)**
- **Police Department**
- **Department of Electrical Supply (JBE)**

# e-Permit

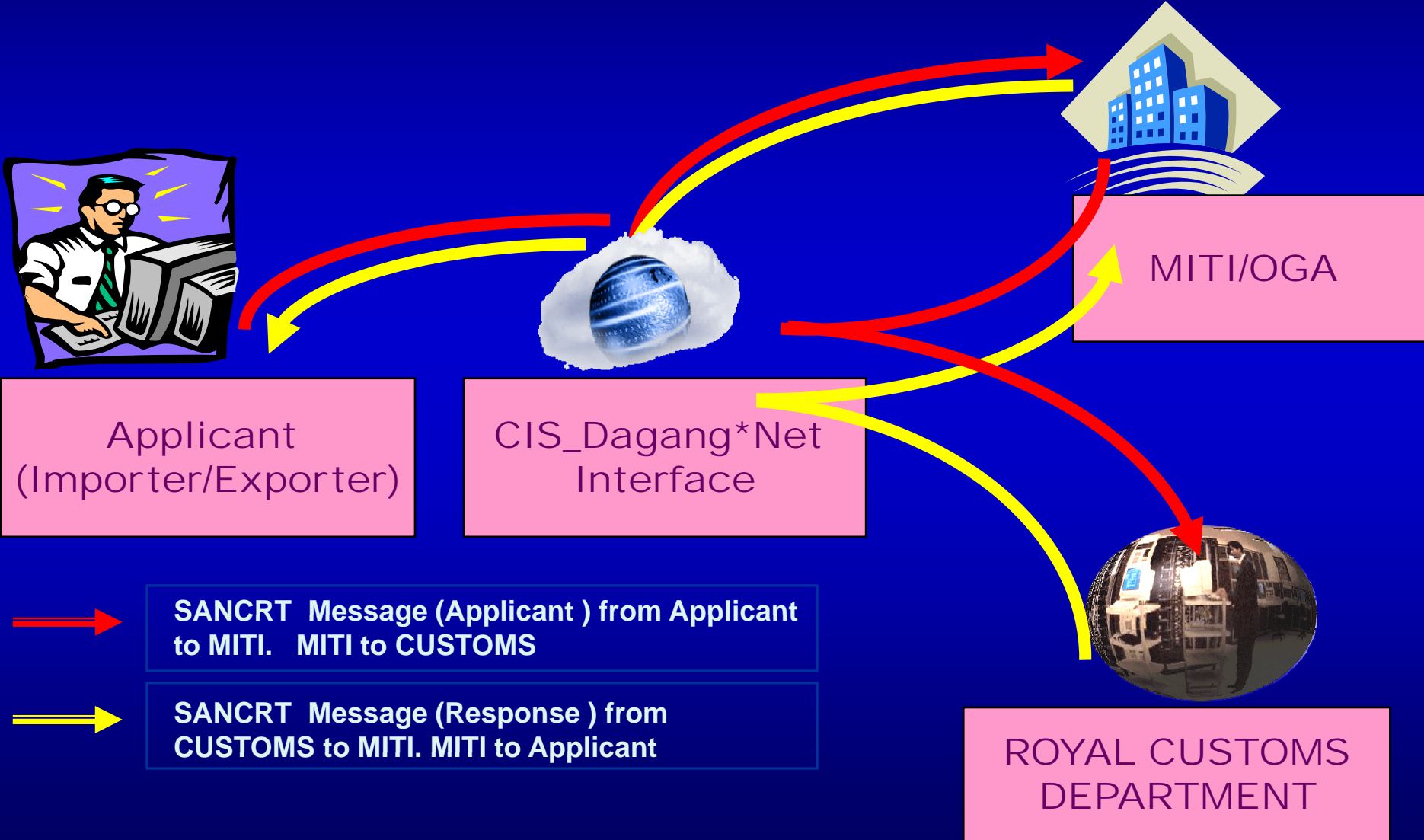
- Application of permit via Web
- E-permit system involves :
  - Importer/Exporter
  - Appointed Agent
  - OGA
  - CIS
- *Paperless*



# e-Permit

- **OGA Approval is sent to the applicants system and CIS electronically**
- **CIS does the CUSDEC Validation**
- **Importer/Exporter or the Agent must register with DagangNet (VAN)**

# e-Permit PROCESS FLOW



# CONTROL MECHANISM

- **OGA are given the OGA Module :**
  - **Manifest Information**
  - **CUSDEC Details**
  - **OGA monitors the CUSDEC**
  - **OGA gives approval**
- **List of Tariff Codes given to IT Branch at RMC HQ to be updated in the CIS**

# CONTROL **MECHANISM**

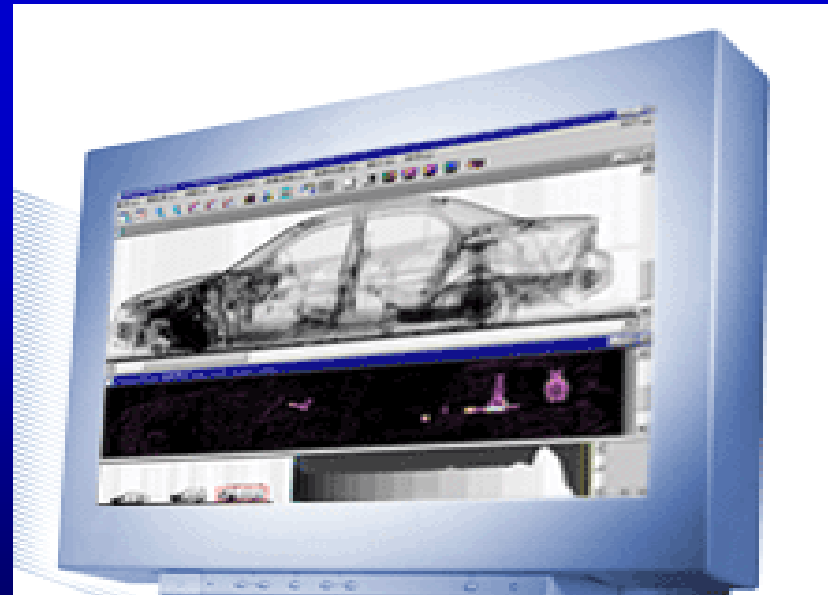
- **CUSDEC with the OGA tariff code is channeled to the respective OGA for their approval.**
- **CIS does not allow Customs to approve any OGA related forms before the OGA approval.**
  - **“OGA Pend” Error Code is displayed**



# PHYSICAL EXAMINATION

- **Section 68 – Power to open and examine packages**
- **Section 104 – The proper officer of customs may take samples**
- **Physical examination will be done at the port and in the presence of forwarding agents.**

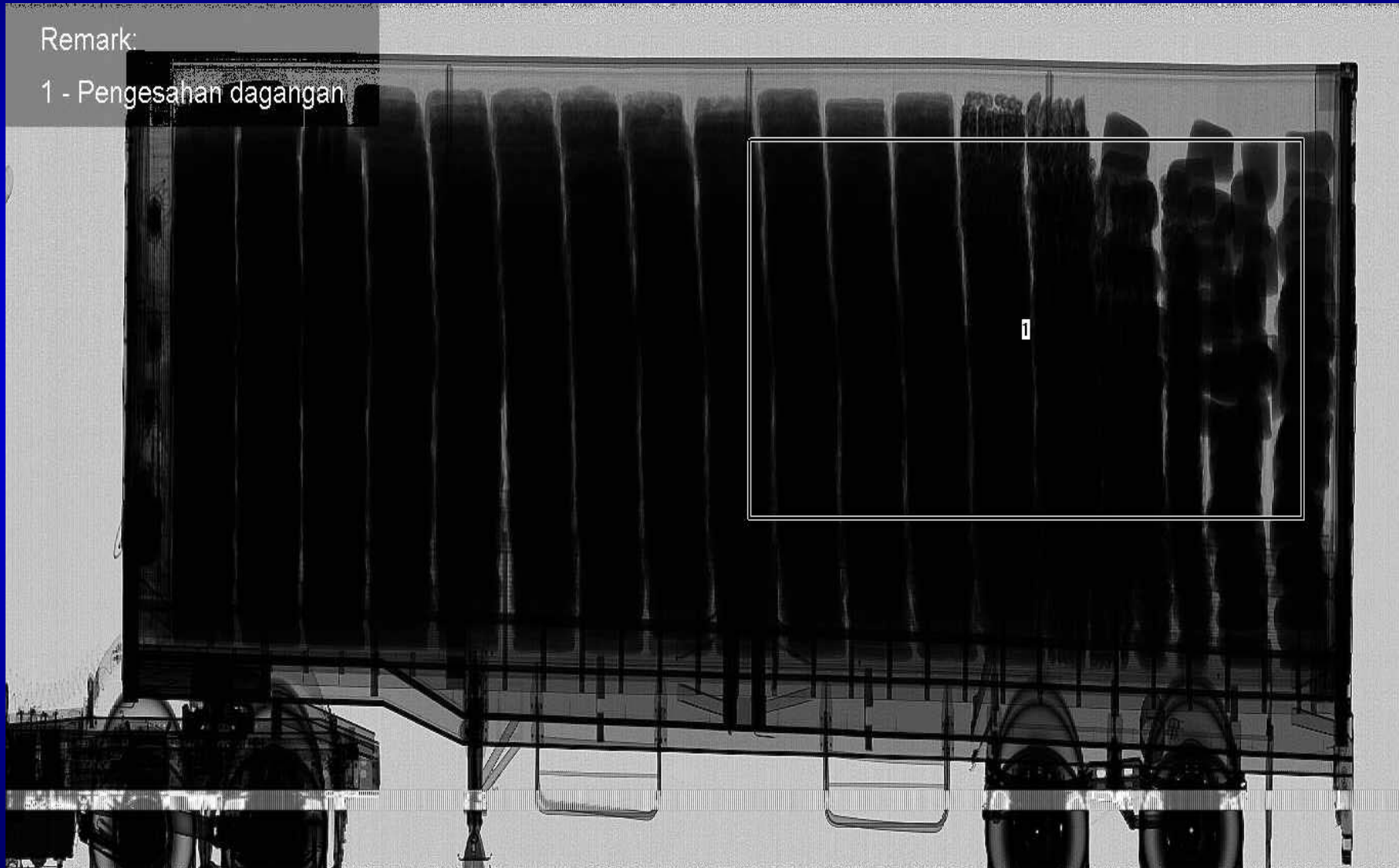
# Scanning Machines (Non Intrusive Inspection)



# SCANNED IMAGE

Remark:

1 - Pengesahan dagangan



# PAYMENT OF DUTIES/TAXES



# PAYMENT OF DUTY/CESS

- Three modes of payment : EFT (Electronic Fund Transfer), DutyNet (Internet) and MANUAL
- For manual payment, only cash, cashier order, bank draft or cheque covered by B/G can be accepted.
- In EFT, the payment will be done through computer .

# CUSTOMS RELEASE

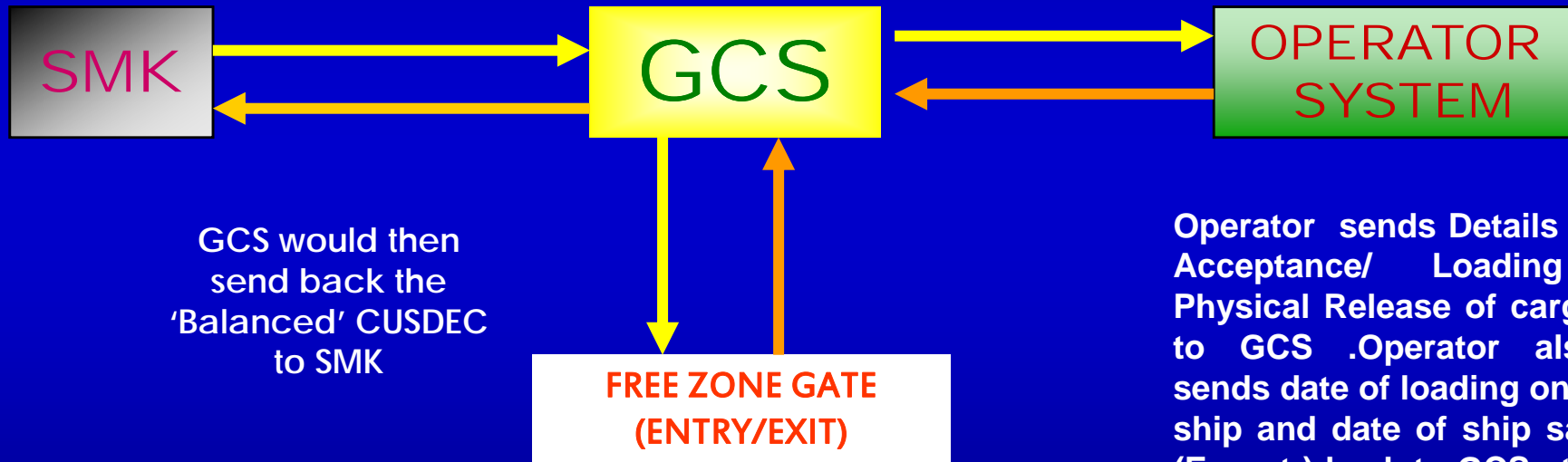
- **Customs release will be granted only after all the import / export duty/cess liable are paid.**
- **Gate Control System (GCS)**

# GCS CONCEPTUAL FLOW

SMK uploads operational data from CUSDEC with Release /Physical Examination status to GCS

GCS sends the operational data to the operators concerned and to the Free Zone Gate

Operator receives /loads cargo from/ onto vehicle upon release status confirmation from GCS.



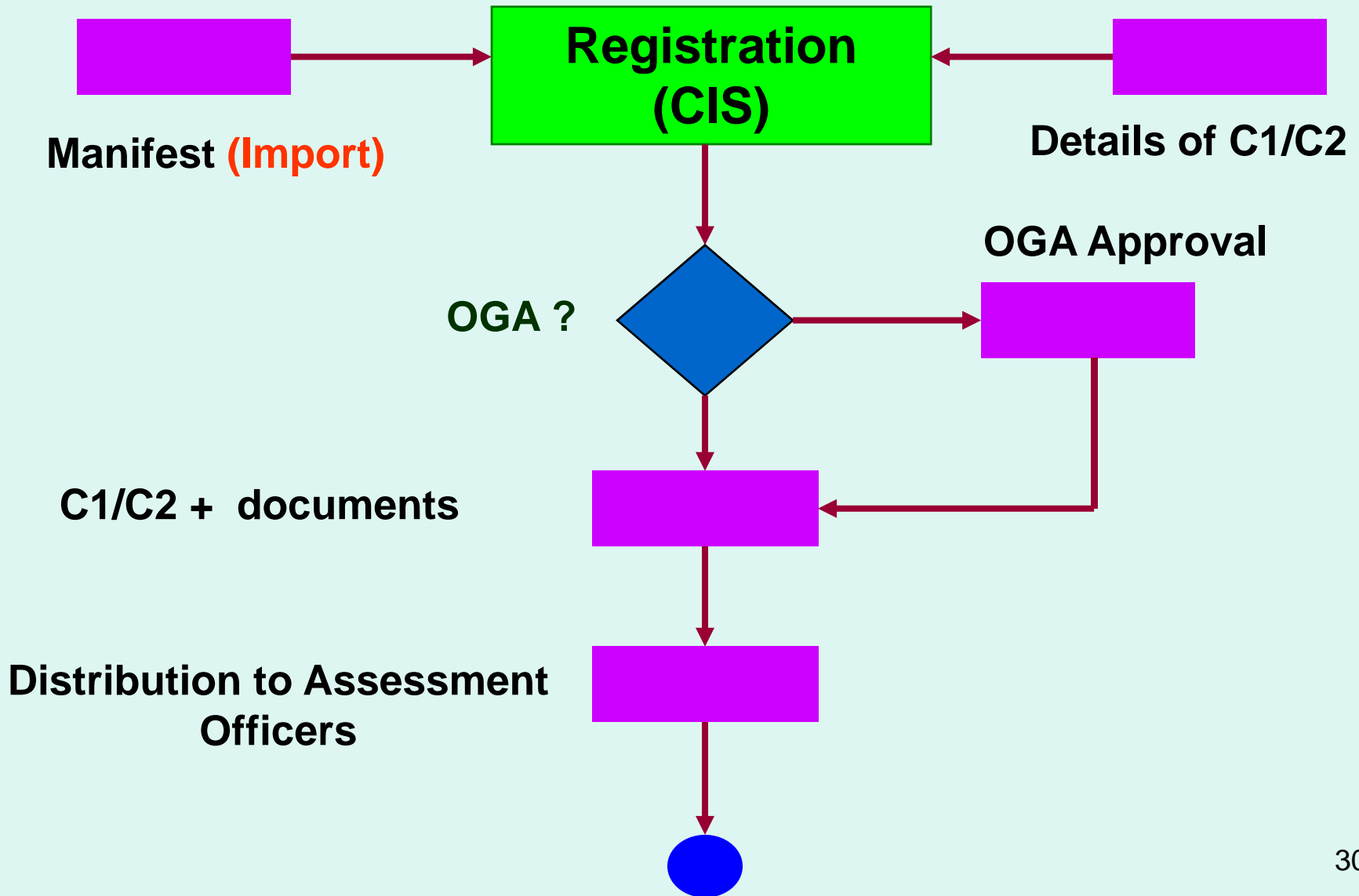
GCS would then send back the 'Balanced' CUSDEC to SMK

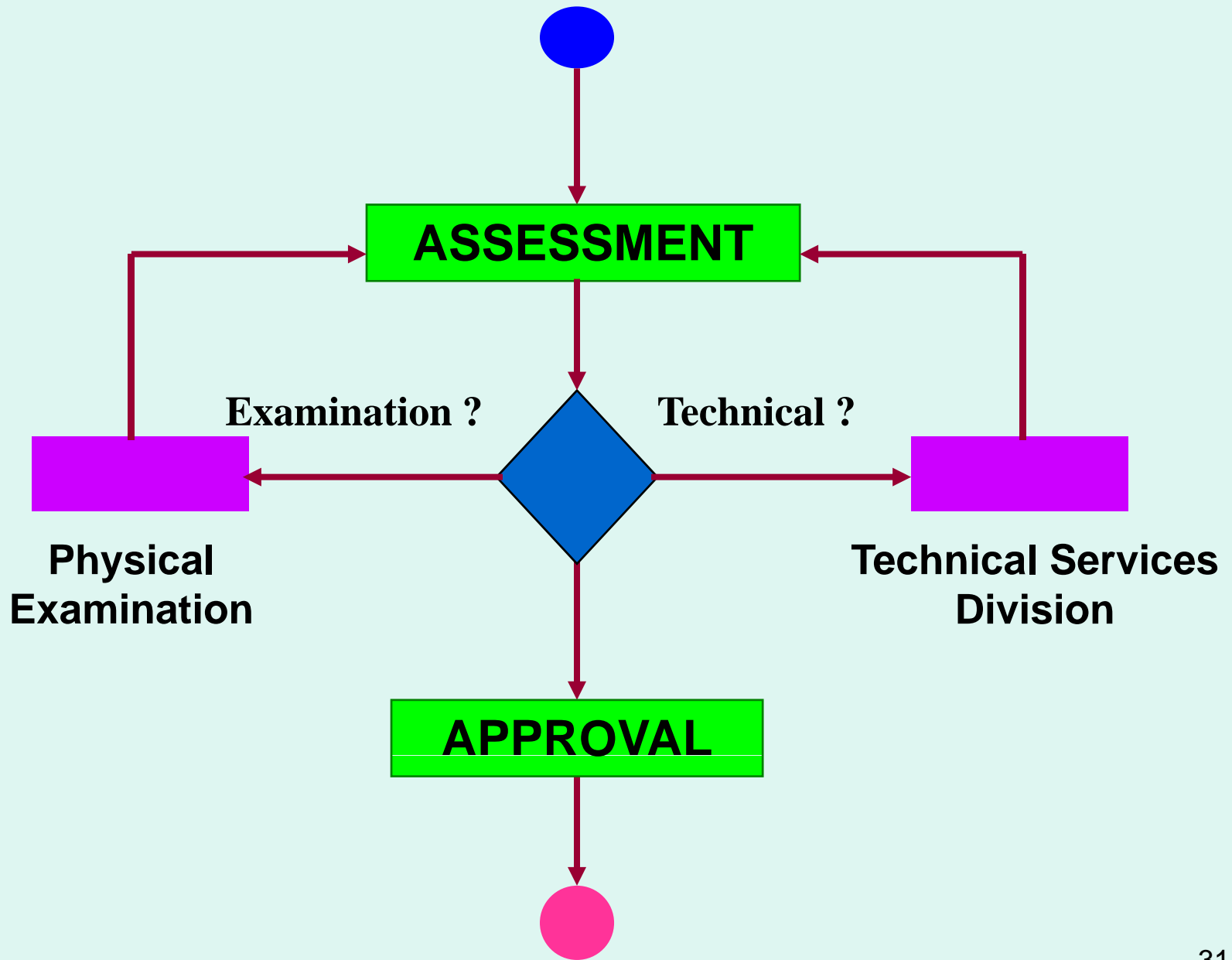
Operator sends Details of Acceptance/ Loading / Physical Release of cargo to GCS .Operator also sends date of loading onto ship and date of ship sail (Export ) back to GCS at a later date

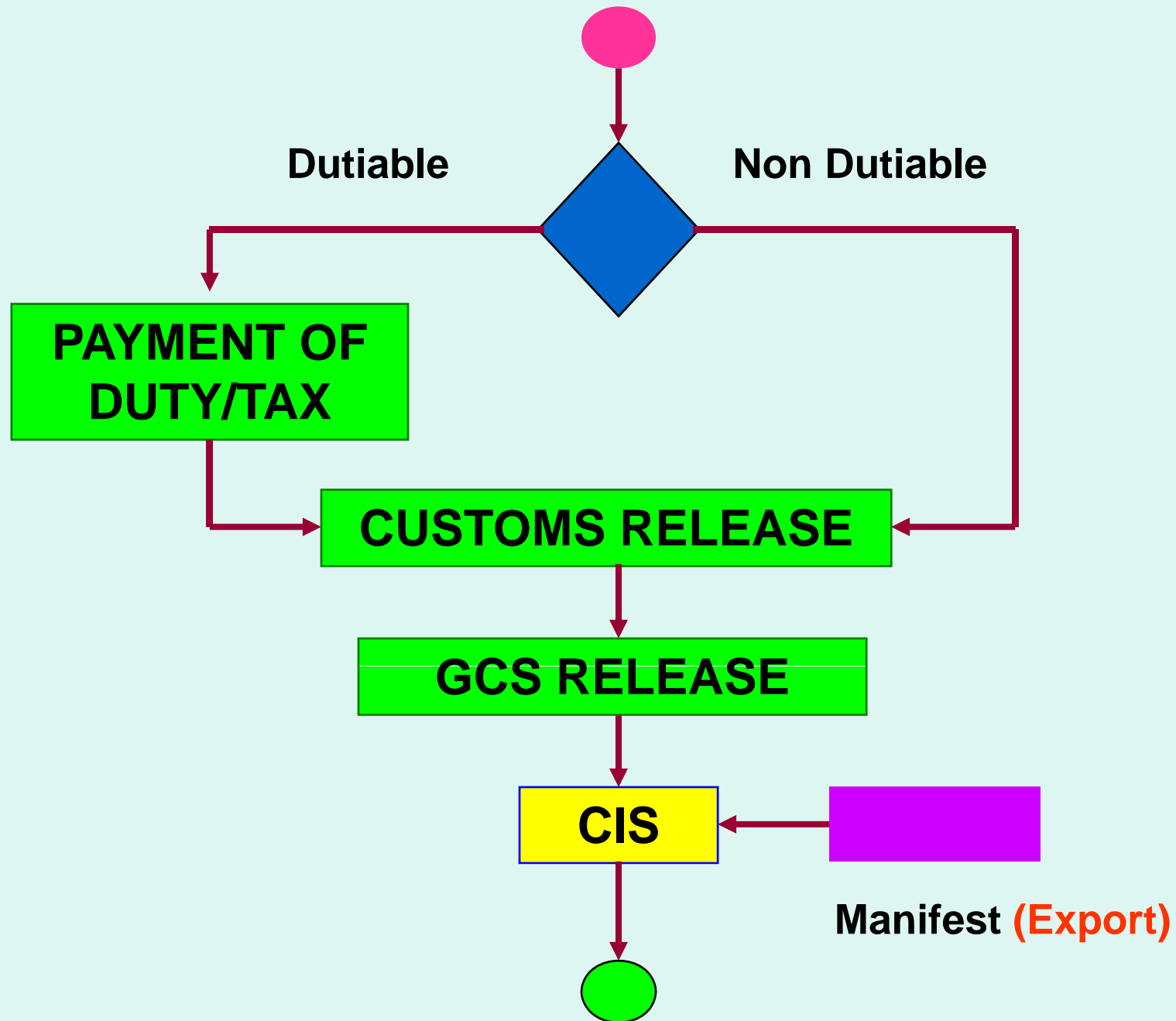
The Customs Personnel verify the Release Status of the Import/Export cargo and allow entry/exit or detain the vehicle/container if there are any discrepancies.



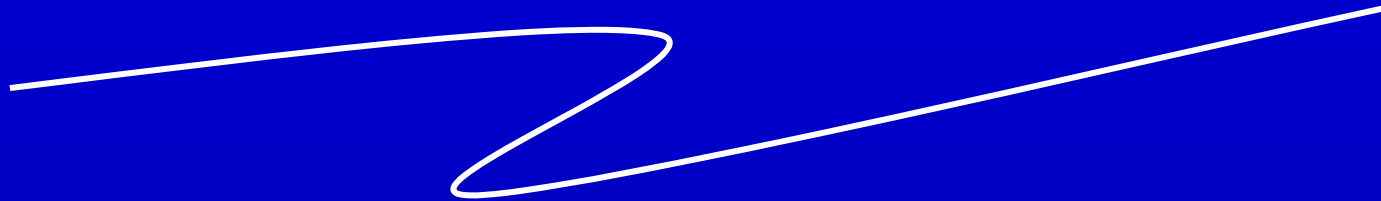
# FLOW CHART IMPORT/EXPORT







# *TERIMA KASIH*



**ROYAL MALAYSIAN CUSTOMS**

