



Barbados Customs & Excise Department



ASYCUDA World Transit (T1)

USER MANUAL

Cargo Agents and Consolidators

Prepared by

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1. INTRODUCTION

One of the mandates of the Barbados Customs & Excise Department is to serve with efficiency and flexibility whilst embracing new innovations and concepts. In this regard, we have launched ASYCUDA World.

The **Cargo Manifest** is the first step in the Customs clearance process and shall be submitted to Customs using ASYCUDA World. The main purpose of the Cargo manifest is to provide necessary information about cargo for transport, commercial and regulatory reasons. It is traditionally used by Customs as a control tool to ensure that all cargo carried onboard a vessel is accounted for, usually by means of individual customs declarations. It also gives the national Customs some advance information on imported cargo in order to plan examination priorities, risk assessment and optimize allocation of resources. ASYCUDA World provides Customs and Traders with the means to achieve greater efficiencies towards reducing clearance times and improvement of the business climate of Barbados.

Access to ASYCUDA World is to be granted through an application process. A user or director of an entity applies to the Comptroller of Customs using the prescribed form called “ASYCUDA WORLD USER AUTHORIZATION FORM”. The form makes provisions for a principal user (The applicant) and persons who can act on behalf of the applicant. Each commercial type applicant account will be linked to a national tax payer Identification Number, being a Value Added Tax (VAT) or Taxpayer Identification Number (TIN). Thus, each user included on an application will also be linked to the principal tax payer ID. The Barbados Customs & Excise Department will issue each applicant and its designated user(s) with a login name and initial password to enable access to ASYCUDA World. Once a user has logged in successfully, the system will force a change of password based on a predetermined level of complexity that enhances the strength of the password. Once the password is successfully changed, the user may subsequently change the password at his or her discretion. However, the system will force a change of password every six months or whenever a user requests a password change due to a forgotten or compromised password. Welcome to ASYCUDA WORLD!

Please note the following when processing T1s using the Waybill Nature/Types below.

1. MASTER WAYBILL NATURE 23

This is for cargo arriving at a port of entry to be transferred to another clearance office for home use.

- No Entries are required for master waybills.
- A T1 is used to control the movement of the goods between the port of entry and the clearance office.
- The receiving transit shed must degroup the master waybill in AW before preparing the T1.
- The transit shed prepares and registers the T1.

2. WAYBILL NATURE 24 –TRANSIT

MASTER WAYBILL

- No SAD is required, only a T1 is used.
- The receiving transit shed must degroup the master waybill before preparing the T1.

HOUSE WAYBILL

- Requires the preparation of an IM 8 SAD to write-off the waybill at the port of entry.
- T1 is then generated from the IM 8.

3. WAYBILL NATURE 26 – CARGO REMAINING ONBOARD

- Customs may require an EX8 SAD to create a security bond for shipments that remain in port beyond 24 hours or if the cargo must be removed temporarily from the ship.
- If an EX 8 is prepared, CPC 8300 is applicable.
- A T1 is *not* required as the goods are not leaving the port of arrival.

4. WAYBILL NATURE 28 – TRANSSHIPMENT

MASTER WAYBILL

- No entries are required for Master Waybills
- The receiving transit shed must degroup the master waybill before preparing the T1.

HOUSE WAYBILL

- An EX8 SAD is required
- CPC 8300 must be used for cargo transferred between vessels within the same port. (No T1 is required)
- CPC 8380 for cargo transferred between vessels at different ports of entry/exits. (T1 is required)

2 TRANSIT MANIFEST

The Transit process is intended for goods entered at one port of entry to be transferred to another port or a Transit shed for clearance for home consumption use or for (re-export).

The Transit of goods requires that the Carrier/agent first completes and registers the manifest.

Kindly refer to the Carrier/Agents manual for the Manifest Process.

3 TO COMPLETE THE TRANSIT DOCUMENT

Once the Manifest process is completed, A Declaration is created based on the conditions outlined above then the Transit (T1) can be prepared.

Kindly refer to the Broker's manual for the Declaration Process.

The liability for all T1 transactions must be covered by way of a Guarantee Bond, (herein referred to as Bond) between the Customs Department and the Principal. Please ensure that a valid Bond is in place before proceeding to create the T1, as the system will not allow the T1 to be assessed if no bond has been processed.

The T1 document can be completed by the Carrier agent/Consolidator or a Clearing agent acting on the behalf of the consignee.

To access the “**Transit Document**” (T1) expand the Document library and follow the path >>> **BETS** >>>**Transit** >>> **National** >>> **T1**, and right click “**New**” as illustrated in Figure 1.

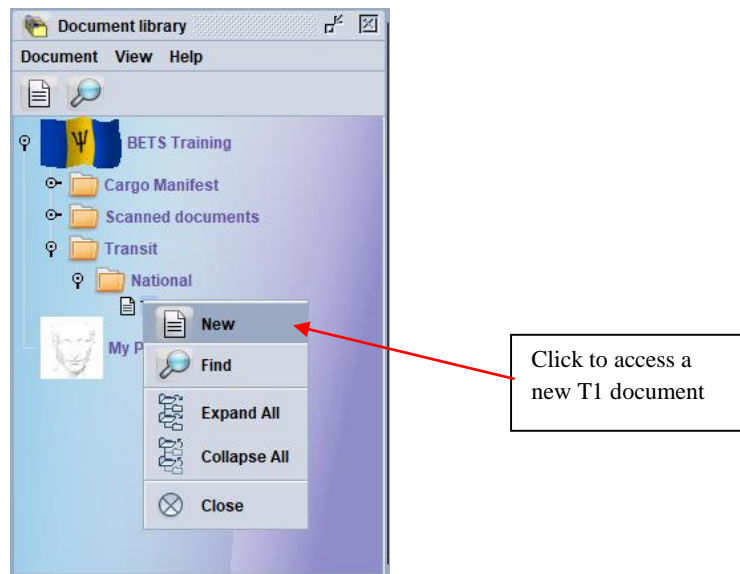


Figure 1: To access a new T1 Document

The T 1 Transit document will appear as shown in Figure 2

T1 - New [n/a]

File Edit View Help

Barbados ASYCUDA Customs and Excise Department

A CUSTOMS OFFICE

1 DECLARATION T1

3 Forms 1 4 Load List 1

5 Items 1 6 Nbr packages 2021

2 Dispatched by: No.

8 Dispatched to: No.

14 Declarant No.

15 Country of export 15 C.E. Code 17 C.D. Code

18 Identity and nationality of active means of transport at departure 19 Ctr.

21 Identity and nationality of active means of transport crossing the border

25 Mode Transport at border 27 Place of loading/unloading

31 Packages and description of goods

32 Item 1 No.

33 Commodity code

35 Gross mass (kg)

38 Net mass (kg)

40 Summary declaration / Previous document

44 Add. info Documents Produced Certificates and authorization

A.I. Code

Transshipment

Place and country

Ident. and Nat. new means transp.

Ctr. (1) Identity of new containers:

(1) Enter 1 if Yes or 0 if No.

New seals Number Identity

Signature: Stamp:

50 Principal No. Signature

51 Intended offices of transit and country

Represented by

Place and date

52 Guarantee not valid for Code

53 Office of destination and country

D CONTROL BY OFFICE OF DEPARTURE

Results: Stamp:

Seals affixed: Number: Identity: Time Limit:

Customs officer name: Departure date: Signature and name of declarant/representative

NICOLE DRAKES

Transit T1 Additional N.I. Inspection En route control Transport Remaining Qty & Wgt Generated T1s

Figure 2: New T1 Document

Complete the T1 document, filling all the required fields. Figure 3 shows an example of a completed T1.

T1 - New [BBBG]

File Edit View Help

Barbados Customs and Excise Department ASYCUDA

1 DECLARATION

T1

3 Forms 1 **4 Load List** 1

5 Items 1 **6 Nbr packages** 100 **2021** **TRANSITEST**

2 Dispatched by: No. 20089300
SKYLINE CARGO LIMITED
TERMINAL II
GRANTLEY ADAMS INTERNATIONAL AIRPOR
CHRIST CHURCH

8 Dispatched to: No. 20021238
FEDERAL EXPRESS (BARBADOS) LTD.
TERMINAL II
GRANTLEY ADAMS INTERNATIONAL AIRPOR
CHRIST CHURCH

14 Declarant No. 32
MURRELL PERCY MCD.
C/o Big P Customs Brokers Inc.
"The Cottage"

15 Country of export
United States

16 C.E. Code a1 US **17 C.D. Code** a1 BB **18 Country of destination**
Barbados

18 Identity and nationality of active means of transport at departure FX2021 **19 Ctr.** GB ☐

21 Identity and nationality of active means of transport crossing the border FX2021 **20 Ctr.** GB ☐

25 Mode Transport 4 **27 Place of loading/unloading** USJFK NEW YORK-JOHN F. KENN

31 Packages and description of goods

Marks and numbers - Containers No(s) - Number and kind
Marks & no AS ADDRESSED
Nbr & Kind 100 CT Carton

32 Item No. 1 **33 Commodity code** 47031900

35 Gross mass (kg) 300.0000
38 Net mass (kg) 290.0000

40 Summary declaration / Previous document
BBBGI 2021 21 TRANS003

44 Add. info Documents Produced Certificates and authorization

Transshipment

Place and country
Ident. and Nat. new means transp.
Ctr. ☐ (1) Identity of new containers:
(1) Enter 1 if Yes or 0 if No.

Place and country
Ident. and Nat. new means transp.
Ctr. ☐ (1) Identity of new containers:
(1) Enter 1 if Yes or 0 if No.

F CERTIFICATION BY COMPETENT AUTHORITIES

New seals Number Identity
Signature: **Stamp:**

Signature: **Stamp:**

50 Principal No. 20089300 **Signature**
SKYLINE CARGO LIMITED

51 Intended offices of transit and-country

Represented by SKYTEST
Place and date SKYLINE CARGO 01/03/2021

52 Guarantee not valid for **Code** **53 Office of destination and country**
BBFDX FEDERAL EXPRESS

D CONTROL BY OFFICE OF DEPARTURE **Stamp:**

Results:
Seals affixed: Number: **Identity:** **Time Limit:**
Customs officer name: **Departure date:**

Signature and name of declarant/representative
DRAKESN

Transit T1 Additional N.I. Inspection En route control Transport Remaining Qty & Wgt Generated T1s

Figure 3: A Completed T1

NB: THE CORRECT FORMAT FOR THE PREVIOUS DOCUMENT, OFFICE CODE, YEAR, MANIFEST AND WAYBILL NUMBER.

Once completed, you can choose to lodge the T1 by clicking the “diskette icon” which would allow the user to make changes to the document before registering by using the “blue tick”. The below transaction box will appear as seen in Figure 4 after registration.



Figure 4: Transaction Completed Box