



Bureau of Customs e2m Customs Project



Guidelines on e2m Implementation for BOC

As of November 13, 2009

Q: What is the process for physical examination of selected RED lane shipments?

A: This process is discussed in a guideline titled "Supplemental Guidelines in the implementation of CMO 27-2009 re: Examination of Shipments Selected for RED Lane or X-Ray Inspection", issued by Commissioner Napoleon Morales on October 10, 2009.

Q: CMO 40-2009 Transitory Procedures prior to full implementation of e2m Customs System for Informal Entries and Transshipment/Transit Declarations describe the Manual Discharge step in e2m that effects the release of shipment after an Informal Entry or Transshipment Entry has been manually processed and paid for. The e2m's Manual Discharge feature allows for encoding of data pertaining to the Informal or Transshipment entry that are used to generate the electronic release instruction sent to transit facility. What can be done if data were encoded incorrectly resulting in transit facility not being able to process the release instruction?

A: Although the e2m Manual Discharge application includes validation features to minimize data encoding errors, it is still possible for a data input clerk to type in wrong data. For example, the clerk could select a wrong location of goods or encode wrong entry number. When this happened some information on the release instruction that will be sent to the transit facility will not match with those on the hardcopy documentation resulting in possible refusal of transit facility to release the shipment to its consignee. Unfortunately, the e2m Manual Discharge does not allow amendment or re-encoding of data to correct the errors. In this case, the shipment could only be released through the existing manual release procedure which requires the approval of the District Collector.

Q: What can be done if Arrastre or Warehouse Operator claims that it has not received the OLRs release message yet, despite e2m status indicating that the message was sent previously?

A: The MISTG Site Manager of the port is allowed in the e2m System to resend the OLRs message to the transit facility.

Q: What should be done if an IED which was created based on previous PAS4 payments was encoded incorrectly?

A: The IED Clerk of the port's Cash Division should immediately cancel the erroneous IED to prevent the IED from being used by the importer.

Q: How can erroneous manifest and BL data that have been validated by Shipping Line or Consolidator be corrected?

A: The validate operation done by Shipping Line or Consolidator signifies that the BL is now ready to accept the corresponding import entry and shall render the BL non modifiable. In rare cases wherein erroneous data need to be corrected, the Shipping Line or Consolidator may apply for amendment of Manifest/BL data with the port concerned by securing approval from the District Collector. Once approved, the amendment of data in e2m is performed by the Deputy Collector for Operations. The amended version of the manifest/BL is sent by e2m to the VASP from where the original version was submitted. The VASP has to send the amended copy of the BL to the concerned arrastre operator to ensure the synchronicity of manifest/BL data between arrastre operators and BOC.

However, e2m prohibits amendment of some BL data elements such Type of BL and Consignee Name. In this case the Shipping Line or Consolidator will need to submit a new BL to replace the incorrect one. To prevent BL abandonment by the system because of non-filing of import entry, a new BL must be submitted with a single letter suffix while the original BL must be referenced as master BL.

Q: How do we correct erroneous e2m calculations resulting in lower assessment than what current tariff and revenue collection regulations require?

A: Lower e2m calculations usually result from outdated e2m system parameters that could not be immediately updated. For example, the current system settings used for calculation of Ad Valorem Tax for motor vehicles and Excise Tax for some tobacco and liquor products would result in lower and incorrect assessment by the e2m System. To avoid loss of revenue, the difference between the lower e2m calculation and the correct value should be inputted in the e2m system as Fine.

Q: When is manual release allowed?

A: Per CMO 27-2009, manual release is only allowed when the transit facility where shipment is located is not yet connected to e2m. Because all the transit facilities serving MICP and POM are already connected to e2m, manual release has become unnecessary. However, in some instances when the e2m On Line Release System (OLRS) would fail to deliver the electronic release message to the concerned transit facility, the District Collector may authorize manual release following the port's existing procedures.

Q: What do we do when an erroneous transit shed code is inputted in the SAD?

A: To avoid misrouting of entries, the examiner should double check and do corrections in the "transit shed code" field if he finds it to be incorrect. However, if the SAD is already paid and the release instruction has been sent, selected BOC examiners who have the "CSAD Update TSC" business unit or function can do "change location of goods" operation to reflect the correct transit shed code.

FOR FURTHER INFORMATION

BOC Hotline (02) 9173201

BOC email info@customs.gov.ph