



Circular No: 12/2021
14 October 2021

To All Tenants, Freight Forwarding Agents Operating in the Changi Free Trade Zone, Declaring Agents and Traders Registered with Singapore Customs

Dear Sir/Madam

ADVISORY: COMPLIANCE WITH CUSTOMS REQUIREMENTS AT THE CHANGI AIRFREIGHT CENTRE (CAC) AND THE AIRPORT LOGISTICS PARK OF SINGAPORE (ALPS)

Singapore Customs conducts regular checks on activities and goods stored within the Changi Airfreight Centre (CAC) and the Airport Logistics Park of Singapore (ALPS). During our inspections, we have encountered instances of non-compliance with regulations or delays by traders in furnishing the required supporting documents to Singapore Customs to account for goods stored in the companies' premises. Hence, we would like to remind all stakeholders operating in CAC and ALPS to comply with the regulatory requirements in the Customs Act, the Regulation of Imports and Exports Act (RIEA), and other relevant legislations.

Customs Inspections of Goods Stored in Companies' Premises within CAC and ALPS

2 As part of our continuous efforts to strengthen Singapore's position as a trusted trade hub, Singapore Customs takes a proactive approach in conducting physical checks of warehouses and its operations in both CAC and ALPS. This is to ensure that companies operating in CAC and ALPS are compliant with Singapore's legislative and regulatory requirements.

3 We conduct periodic inspections at companies' premises and the type of inspections includes the examination of physical goods, shipment inventories and supporting documents. This is to ensure that goods to be exported, transhipped and imported from or brought into CAC and ALPS warehouses are covered by proper customs permits (if required) and supporting documents.

4 To facilitate checks by Customs Officers during inspections, companies are to ensure the following:

- a) Maintain proper records of the relevant supporting documents such as air waybill, commercial invoice, packing list, and customs permit to account for the goods stored in your company's premises;
- b) Promptly obtain a proper customs permit –
 - i) For the temporary storage of imported goods in the Free Trade Zones, pending re-export or local release;

- ii) For transshipment of goods involving an inter-gateway movement from one Free Trade Zone to another Free Trade Zone; and
 - iii) For controlled goods stored in your premises, with approval from the relevant Competent Authority.
- c) Readily provide the approved customs permit and the relevant supporting documents upon Customs' request; and
- d) Remind your exporters/importers/declaring agents that they are also responsible for providing accurate and complete information of their goods and that submitting incorrect and incomplete customs declarations constitute an offence under the Regulations.

We would also like to inform that Singapore Customs would not be providing any physical endorsement on shipping documents or goods inspected.

Advance Export Declaration (AED)

5 We would like to take this opportunity to remind all exporters and declaring agents to submit the relevant AED as early as possible, preferably before the shipment is sent out to the airport Ground Handling Agents prior to export. This is to avoid any unnecessary delays in the export of the goods due to incomplete documentation.

6 Early AED submissions will ensure that there is adequate time for Singapore Customs to perform the necessary risk assessments, allowing low-risk shipments to be processed sooner and only high-risk shipments need to be directed for scans or physical inspections upon lodgement with the respective Ground Handling Agents.

7 To facilitate the inspections, please ensure that shipments are accompanied by the proper approved export permits and supporting documents (such as air waybills, packing lists and commercial invoices) furnished at time of lodgement with the Ground Handling Agents.

8 We also seek cargo agents' cooperation to provide support and assistance to Singapore Customs, including but not limited to access to its premises, manpower and equipment (e.g. crane, forklift) support, system access, inspection of goods (including x-ray, if available) and temporary storage of goods pending Singapore Customs determination to release/bring out of FTZ.

For Compliance

9 We would like to remind you that it is the responsibility of the importer/exporter, the air cargo agent, declaring agent and the freight forwarder to ensure the accuracy and completeness of the information declared. Companies are to promptly provide the required documents/information upon Singapore Customs' request. Failure to make a declaration, incorrect declaration and/or refusal to produce trade documents upon demand are offences under the Customs Act and RIEA and is liable, on conviction, to a fine of up to S\$10,000 and/or imprisonment for a term not exceeding 2 years. We

seek your understanding and cooperation in ensuring the resiliency and legitimacy of Singapore's trade.

Yours Faithfully

Raine Ng
Head Air Checkpoints Branch
for Director-General of Customs
Singapore Customs

(This is a computer-generated circular. No signature is required.)

We hope that this circular has been written in a way that is clear to you. If not, please let us have suggestions on how to improve this circular at customs_aes@customs.gov.sg.