

TLIX0037 Apply border clearance procedures

Modification History

Release 1. This is the first release of this unit of competency in the TLI Transport and Logistics Training Package.

Application

This unit involves the skills and knowledge required to apply customs clearance procedures.

This unit includes identifying customs clearance processes and potential problems. It also includes determining if customs clearance by Self Assessed Clearance (SAC) is appropriate for the subject consignment and identifying and determining type of formal import declaration requirements and goods are dealt with in accordance the clearance received.

Work is undertaken in a range of environments, including small to large worksites, in the customs broking and international supply chain industries.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Pre-requisite Unit

Not applicable.

Competency Field

X – Logistics

Unit Sector

Customs Broking.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

- 1 Manage customs clearance processes**

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

- 1.1** Information supplied for customs clearance is confirmed as compliant with regulatory requirements

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| | 1.2 | Missing or ambiguous documents and/or information are identified |
| | 1.3 | Consignments not requiring formal declaration are identified |
| | 1.4 | Consignments requiring formal declaration are identified |
| 2 | Identify potential problems in customs clearance | |
| | 2.1 | Requirements for import clearance transactions are determined |
| | 2.2 | Potential problems with customs clearance and appropriate actions to be undertaken are identified |
| 3 | Determine if customs clearance by SAC is appropriate for the subject consignment | |
| | 3.1 | The eligibility of customs clearance by SAC is determined |
| | 3.2 | Requirements of customs clearance by SAC are determined |
| 4 | Identify and determine type of formal import declaration required | |
| | 4.1 | Legislation and customs policy for goods required to be entered/not entered is explained |
| | 4.2 | Goods requiring an import declaration are identified |
| | 4.3 | Types of import declaration are explained |
| | 4.4 | Declaration for warehousing and ex-warehousing are explained |
| | 4.5 | Requirements of input fields on declarations are explained |
| | 4.6 | Processes required to complete import and/or export declarations are explained |
| 5 | Determine date of entry for home consumption | |
| | 5.1 | Date of entry for home consumption is identified in accordance with the Customs Act as amended |
| | 5.2 | Advance entry provisions of the Customs Act as amended are explained |

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| 6 Finalise import declarations | <p>6.1 Processes required to finalise and lodge import declarations are explained</p> <p>6.2 Necessity for import declaration amendments is explained</p> <p>6.3 Contingency arrangements for software application systems are explained</p> |
| 7 Goods are dealt with in accordance the clearance received | <p>7.1 Import declaration payment options are explained</p> <p>7.2 Consignment status is verified</p> <p>7.3 Consignment is dealt with in accordance with the authority to deal</p> |
| 8 Identify probable suspicious transactions and trader's non-compliance tactics | <p>8.1 Probable mistakes/inconsistencies/discrepancies in import transactions are determined</p> <p>8.2 Common indicators of suspicious behaviour and activities are identified</p> <p>8.3 Potential non-compliance tactics to evade detection and duties are identified</p> |
| 9 Apply procedures to withdraw an import declaration | <p>9.1 Double entries are identified and withdrawn</p> <p>9.2 Other import declarations not required are withdrawn in accordance with provisions of the Customs Act and associated regulations</p> <p>9.3 Impact of withdrawal of an import declaration on the rate of customs duty payable is explained</p> |
| 10 Calculate landed costs | <p>10.1 Elements required to calculate a landed cost are identified</p> <p>10.2 Contracted rate of exchange is determined</p> |
| 11 Identify excise and excise equivalent goods | <p>11.1 Excise goods are explained</p> |

11.2 Excise equivalent goods are explained

11.3 Reporting requirements for excise and excise equivalent goods are explained

Foundation Skills

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions can be found in the TLI Transport and Logistics Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces but is not equivalent to TLIX5046 Carry out standard customs clearance practices.

Links

TLI Transport and Logistics Training Package Companion Volume Implementation Guide at:
[sector webpage link here]

Assessment Requirements for TLIX0037 Apply border clearance procedures

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on at least one occasion and include:

- calculating landed cost requirements
- determining contracted rate of exchange
- determining customs clearance and appropriateness of Self Assessed Clearance (SAC) in accordance with regulatory requirements
- identifying and resolving missing or ambiguous documents and/or information
- identifying formal declaration requirements
- verifying consignment status.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- common indicators of suspicious behaviour and activities
- customs clearance potential problems and appropriate actions to be undertaken
- customs clearance regulatory requirements including:
 - advance entry provisions
 - consignment formal declaration requirements
 - consignments not requiring formal declaration requirements
 - date of entry for home consumption
 - impact of withdrawal of an import declaration on the rate of customs duty payable
 - other import declarations
- declaration for warehousing and ex-warehousing
- evidence of client identity
- excise and excise equivalent goods including reporting requirements
- procedures for:
 - authority to deal
 - completing and lodging import and/or export declarations
 - custom clearance
 - import clearance transactions including payment options

- SAC
- withdraw of double entries
- types of import declarations including goods requiring an import declaration.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations where it is appropriate to do so; where this is not appropriate, assessment must occur in simulated workplace operational situations that replicate workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- applicable documentation including procedures, regulations and codes of practice.

Links

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[sector webpage link here]