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| Message Implementation Guide for Import P2 | |
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# Document History

|  |  |  |
| --- | --- | --- |
| Version | Release Date | Description |
| 0.01 | 11/03/2021 | Initial version describing the interfaces and processes available for Import P2. |
| 1.00 | 20/07/2021 | Adding message that allows to send document attachments |

# Abbreviations and Acronyms

|  |  |
| --- | --- |
| Abbreviation | Meaning |
| AEO | Authorised Economic Operator |
| EO | Economic Operator |
| Import P2 | Import Phase 2 |
| LRN | Local Reference Number |
| LUCCS | Luxembourg Customs Clearance System |
| MRN | Movement Reference Number |
| PN | Presentation Notification |

# Introduction

The purpose of this document is to specify the Message Implementation Guide for Import P2 between the Luxembourg Customs Clearance System (LUCCS) and the Economic Operator systems.

This document covers H1, H2, H3, H4 and H5 declarations.

The following sections contain details to illustrate the different activity flows for the Import Phase 2 Master Process along with the exceptional sub processes which can occur at different stages of the master process.

In addition to this document, all the technical specifications to design and build messages are available in the appendices.

# Registration Procedure

## Procedure

The registration procedure is available in the Luxembourgish Customs website: <https://douanes.public.lu/>

## Contact Persons

|  |  |  |  |
| --- | --- | --- | --- |
| Contact | Role | Email | Tel |
| Service Desk ADA | Support technique et fonctionnel | servicesdesk@do.etat.lu | +352 2818 2000 |

# Import Specifications

## Process description

The master process along with exceptional sub processes of Import Phase 2 are described in diagrams, available in multiple formats (drawio, PDF and PNG) in the Appendix folder, under the subfolder ‘1. Business Processes and messages flow’.

These diagrams define the processes and describe the messages that are sent to and received from an Economic Operator.

## Import P2 Processes

### Master Process

Import Phase 2 Master Process shall cover the lifecycle of standard declarations for release for free circulation and for special procedures applicable in Luxembourg (namely Inward Processing, Customs Warehousing, End Use and Temporary Admission) and AC4 excise declarations.

The following table details all the activities and the messages involved in this Master Process.

#### Import declaration submission

The Import Customs declaration is analysed after its submission.

|  |  |  |
| --- | --- | --- |
| Activity | Description | Involved message(s) |
| Validate Declaration | The Import Customs declaration is submitted to the Office of Import in Bettembourg.  The declarant must provide a unique reference number (LRN) that allows the Declarant and the Office of Import to refer to the corresponding data in the LUCCS System.  A validation about the format, conditions and business rules required is performed. | **IEi415: Import Customs Declaration [EO to LUCCS]**  This message shall be submitted by the Economic Operator, to initiate a Customs declaration. The message contains all the necessary declaration data.  The structure of this message is defined in “CCI415A.xsd”. |
| Reject Declaration and Notify EO | If the Import Customs declaration sent by the declarant is not valid, a specific message is sent to the declarant to notify about the rejection. It can be due to either functional errors (IEi16) or technical errors (IEi17). | **IEi16: Notification of Rejected Import Declaration [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the Customs declaration processing (conditions and business rules point of view).  The message contains the LRN along with a list of functional errors.  The structure of this message is defined in “CCI16B.xsd”.  **IEi17: Notification of Technical Validation Error [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the Customs declaration processing (format point of view).  The message contains the Correlation Identifier along with a list of technical errors.  The structure of this message is defined in “CCI17A.xsd”. |
| Register Declaration and Notify EO | If the Import Customs declaration is valid, the Import Customs Office registers the declaration, and the declarant is notified about it. | **IEi11: Notification About Registered Declaration [LUCCS to EO]**  This message is used to notify the Economic Operator about the registration of the Customs declaration.  The structure of this message is defined in “CCI11B.xsd”. |

#### Pre-Lodged declaration Presentation Notification

The Presentation Notification is only required in case of the Customs declaration was pre-lodged.

Two situations can occur: the Presentation Notification is received in time or the related time-limit to present the goods and the Presentation Notification is expired.

|  |  |  |
| --- | --- | --- |
| Activity | Description | Involved message(s) |
| Notify AEO about Control Decision | In case of the Customs declaration was pre-lodged, the notification about the control decision can be sent to the declarant prior the presentation of goods if the declarant has the qualification of Authorized Economic Operator (AEO) | **IEi60: Control Notification [LUCCS to AEO]**  This message is used to notify the Authorized Economic Operator about the decision to control the Customs declaration.  The structure of this message is defined in “CCI60B.xsd”. |
| Handle Presentation Notification | This subprocess describes the flows put in place to manage the Presentation Notification in case of a pre-lodged Customs declaration. | **See** [**handle Presentation Notification**](#_handle_Presentation_Notification_1) |

#### Declaration acceptance / Rejection

The Import Customs declaration is analysed again at the presentation of goods. Once the Customs declaration is received and the goods are presented, the declaration can be whether accepted or not.

|  |  |  |
| --- | --- | --- |
| Activity | Description | Involved message(s) |
| Reject Declaration and Notify EO | Following the presentation of goods, if the Import Customs declaration does not satisfy all business rules and conditions, the Customs Office of Import reject the declaration and informs the declarant about the rejection. | **IEi16: Notification of Rejected Import Declaration [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the Customs declaration processing (conditions and business rules point of view).  The message contains the LRN along with a list of functional errors.  The structure of this message is defined in “CCI16B.xsd”. |
| Accept Declaration and Notify EO | Following the presentation of goods if the Import Customs declaration is valid and the payment has been secured, the Import Customs Office accept the declaration, and the declarant is notified about it. | **IEi28: Notification of Accepted Import Declaration [LUCCS to EO]**  This message is used to notify the Economic Operator that the Customs declaration is accepted. The message contains the associated MRN and the declaration acceptation date and time.  The structure of this message is defined in “CCI28B.xsd”. |

#### Control decision

If the declarant was not already notified about incoming control, he is notified about it in this stage.

|  |  |  |
| --- | --- | --- |
| Activity | Description | Involved message(s) |
| Notify EO about Control Decision | The declarant is informed about incoming control following the presentation of goods and before the release decision. | **IEi60: Control Notification [LUCCS to EO]**  This message is used to notify the Economic Operator about the decision to control Customs declaration.  The structure of this message is defined in “CCI60B.xsd”. |
| Take Decision after Control | After a control of goods, Customs authority shall decide about the upcoming steps. There are three possible outcomes:   * Customs have the intention to not release goods, in that case the subprocess “Handle Right To be Heard” will take place. * The Import Customs declaration must be amended, in that case the subprocess “Handle Amendment” will take place. * Customs decide to release goods. | **N/A.** |
| Handle Right to be Heard | This subprocess describes the flows put in place to manage the Right to Be Heard in case the Customs Authority intended - after a control- to not release all or part of goods and the Economic Operator decides to use his right to be heard. | **See** [**Handle right to be heard**](#_Handle_right_to) |
| Handle Amendment | This subprocess describes the flows put in place to manage the Amendment of a declaration which can take place at different steps of the master process:   * The amendment can be requested by the Customs Authority following a control. * The amendment can be spontaneously requested by the declarant after a declaration is accepted and before receiving a control notification | **See** [**Handle amendment**](#_Handle_amendment) |

#### Release of Goods

At this step of the master process, a final decision regarding the release of goods will be taken and notified to the declarant.

|  |  |  |
| --- | --- | --- |
| Activity | Description | Involved message(s) |
| Non-Release Goods and Notify EO | Once the final decision to not release goods is taken by Customs Authority, the declarant is notified about the Customs final decision. | **IEi92: Notification that goods are not released [LUCCS to EO]**  This message is used to notify the Economic Operator that all or part of goods are not released.  The structure of this message is defined in “CCI92B.xsd”. |
| Release Goods and Notify EO | When the Import Customs declaration is accepted, the guarantee amount are booked and possible control are satisfactory the Customs Office of Import release the goods and the declarant is informed accordingly. | **IEi29: Notification that goods are released [LUCCS to EO]**  This message is used to notify the Economic Operator that the goods have been released.  The structure of this message is defined in “CCI29B.xsd”. |

### Exceptional sub-processes

Exception sub-processes shall cover the lifecycle of standard declarations for pre-lodged declarations (Presentation Notification), the right to be heard, amendment of declarations, correction of declarations, cancellation of declarations and invalidation of declarations.

#### handle Presentation Notification

The following table details all the activities and the messages involved in the “Handle Presentation Notification” subprocess which occurs in case of a pre-lodged declaration.

|  |  |  |
| --- | --- | --- |
| Activity | Description | Involved message(s) |
| Reject Declaration at PN time limit expiry and Notify EO | If the time limit for the submission of the Presentation Notification is reached, the Import Customs declaration is rejected, and a specific message is sent to the declarant to notify the rejection. | **IEi09: Processing Notification [LUCCS to EO]**  This message is used to notify the Economic Operator about the rejection of the Customs declaration once the time limit for Presentation Notification is reached.  The structure of this message is defined in “CCI09B.xsd”. |
| Validate Presentation Notification | The declarant must submit a Presentation Notification following a pre-lodged declaration.  A validation about the format, conditions and business rules required is performed. | **IEi432: Presentation Notification [EO to LUCCS]**  This message must be used by the Economic Operator for the Presentation Notification, in accordance with Art. 139 (4): “The person presenting the goods shall make a reference to the entry summary declaration or, in the cases referred to in Article 130, the Customs declaration or temporary storage declaration which has been lodged in respect of the goods, except where the obligation to lodge an entry summary declaration is waived. “  The structure of this message is defined in “CCI432A.xsd”. |
| Reject Presentation Notification and Notify EO | If the PN is not valid, a specific message is sent to the declarant to notify the rejection of the PN.  A new PN is awaited. | **IEi76: Notification About Rejected Presentation Notification [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the Presentation Notification processing (conditions and business rules point of view).  The message contains the LRN along with a list of functional errors.  The structure of this message is defined in “CCI76B.xsd”.  **IEi17: Notification of Technical Validation Error [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the Presentation Notification processing (format point of view).  The message contains the Correlation Identifier along with a list of technical errors.  The structure of this message is defined in “CCI17A.xsd”. |

#### Handle right to be heard

The following table details all the activities and the messages involved in the “Handle Right To be Heard” subprocess which occurs once an Economic Operator is notified about Customs intention not to release goods and his right to be heard.

|  |  |  |
| --- | --- | --- |
| Activity | Description | Involved message(s) |
| Notify EO about Intention Not to Release Goods | After a control is performed, the Customs can intend to not release Goods. Prior to the final decision, the declarant is informed about the Customs intention not to release goods so he can - if desired- use his right to be heard. | **IEi89: Notification of the intention to not release the goods [LUCCS to EO]**  This message is used to notify the Economic Operator that the Customs have the intention not to release all or part of declared goods.  The structure of this message is defined in “CCI89B.xsd”. |
| Validate Right to be Heard | Once the declarant receives a notification of intention to not release goods, he can use his right to be heard to provide additional information or justification concerning the goods intended not to be released by Customs. | **IEi90: Right To be Heard Request [EO to LUCCS]**  This message shall be submitted by the Economic Operator to send his right to be heard.  The structure of this message is defined in “CCI90B.xsd”. |
| Reject Right to be Heard and Notify EO | If the right to be heard is not valid, a specific message is sent to notify the declarant about the rejection of the right to be heard. | **IEi91: Notification on Right To be Heard [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the right to be heard request processing. (Condition and Business Rules point of view)  The structure of this message is defined in “CCI91B.xsd”.  **IEi17: Notification of Technical Validation Error [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the right to be heard request processing (format point of view).  The message contains the Correlation Identifier along with a list of technical errors.  The structure of this message is defined in “CCI17A.xsd”. |
| Accept Right To be Heard and Notify EO | If the right to be heard is valid, a specific message is sent to notify the declarant that his right to be heard request is accepted and that it will be considered to reassess Customs decision. | **IEi91: Notification on Right To be Heard [LUCCS to EO]**  This message is used to notify the Economic Operator about the positive outcome of the right to be heard processing.  The structure of this message is defined in “CCI91B.xsd”. |

#### Handle amendment

The following table details all the activities and the messages involved in the “Handle Amendment” subprocess which occurs when an amendment request is received either after Customs invites the Economic Operator to amend his declaration following a control or when an Economic Operator spontaneously decides to amend an accepted declaration.

|  |  |  |
| --- | --- | --- |
| Activity | Description | Involved message(s) |
| Request Amendment | After a control is performed, the Customs can decide to request an amendment of the initial declaration before taking a final decision on the release of goods. | **IEi19: Request Amendment [LUCCS to EO]**  This message is used to notify the Economic Operator that he must amend the initial Customs declaration.  The structure of this message is defined in “CCI19B.xsd”. |
| Handle Amendment Disagreement | Once the declarant receives an amendment request, he can refuse to amend his declaration and communicate to Customs the reasons behind his disagreement with the control results by sending a specific message to LUCCS system. | **IEi88: Controls Results Disagreement [EO to LUCCS]**  This message shall be submitted by the Economic Operator to send his disagreement with the controls results and thus the amendment request sent by Customs.  The structure of this message is defined in “CCI88A.xsd”. |
| Validate Amendment Request | An amendment can be sent by the declarant in one of these two situations:   * The declarant received an amendment request from the Customs Authority and accepted to amend his initial declaration. * The declarant wants to spontaneously amend his initial declaration. | **IEi13: EO Amendment / Correction Request [EO to LUCCS]**  This message shall be submitted by the Economic Operator to communicate an amendment of an accepted Customs declaration.  The structure of this message is defined in “CCI13B.xsd”. |
| Reject Amendment and Notify EO | If the amendment request sent by the declarant is not valid, a specific message is sent to the declarant to notify about the rejection. | **IEi09: Processing Notification [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the amendment request processing (conditions and business rules).  The structure of this message is defined in “CCI09B.xsd”.  **IEi17: Notification of Technical Validation Error [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the amendment request processing (format point of view).  The message contains the Correlation Identifier along with a list of technical errors.  The structure of this message is defined in “CCI17A.xsd”. |
| Accept Amendment and Notify EO | If the amendment request is valid, the Import Customs declaration will be amended, and the declarant is notified about it. | **IEi14: Amendment notification [LUCCS to EO]**  This message is used to notify the Economic Operator that his amendment request is valid and is going to be handled accordingly.  The structure of this message is defined in “CCI14B.xsd”. |
| Amend Declaration and Notify EO | Once the Amendment request is accepted, the Import Customs declaration is amended accordingly, and the declarant is notified about it. | **IEi09: Processing Notification [LUCCS to EO]**  This message is used to communicate the positive outcome of the amendment request processing to the Economic Operator.  The structure of this message is defined in “CCI09B.xsd”. |

#### Correction of a declaration

The following table details all the activities and the messages involved in the “Correction” subprocess which allows an Economic Operator to correct a declaration which is not yet accepted by Customs.

|  |  |  |
| --- | --- | --- |
| Activity | Description | Involved message(s) |
| Validate Correction Request | A Correction request can be sent by the declarant if the declaration is not accepted yet. | **IEi13: EO Amendment / Correction Request [EO to LUCCS]**  This message shall be submitted by the Economic Operator to communicate a correction request of a declaration which is not yet accepted.  The structure of this message is defined in “CCI13B.xsd”. |
| Reject Correction Request and Notify EO | If the correction request sent by the declarant is not valid, a specific message is sent to notify the rejection. | **IEi09: Processing Notification [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the correction request processing. (Conditions and Business Rules)  The structure of this message is defined in “CCI09B.xsd”.  **IEi17: Notification of Technical Validation Error [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the Correction request processing (format point of view).  The message contains the Correlation Identifier along with a list of technical errors.  The structure of this message is defined in “CCI17A.xsd”. |
| Accept Correction and Notify EO | If the correction request is valid, the declaration will be corrected, and the declarant is notified about it. | **IEi09: Processing Notification [LUCCS to EO]**  This message is used to notify the Economic Operator about the positive outcome of the correction request processing.  The structure of this message is defined in “CCI09B.xsd”. |

#### Cancellation / invalidation of a declaration

The following table details all the activities and the messages involved in the “Cancellation / Invalidation” subprocess which allows an Economic Operator to cancel a declaration which is not yet accepted by Customs or in specific cases to invalidate an already accepted declaration.

|  |  |  |
| --- | --- | --- |
| Activity | Description | Involved message(s) |
| Validate Cancellation / Invalidation Request | A cancellation / invalidation request can be sent by the declarant to cancel or invalidate a declaration. | **IEi59: EO Correction Request [EO to LUCCS]**  This message shall be submitted by the Economic Operator to communicate a Cancellation / Invalidation request of a declaration.  The structure of this message is defined in “CCI59B.xsd”. |
| Reject Cancellation / Invalidation Request and Notify EO | If the cancellation / invalidation request sent by the declarant is not valid, a specific message is sent to notify the rejection. | **IEi09: Processing Notification [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the cancellation / invalidation request processing.  The structure of this message is defined in “CCI09B.xsd”.  **IEi17: Notification of Technical Validation Error [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the Cancellation/Invalidation request processing (format point of view).  The message contains the Correlation Identifier along with a list of technical errors.  The structure of this message is defined in “CCI17A.xsd”. |
| Cancel / Invalidate Declaration and Notify EO | If the cancellation / invalidation request is valid, the declaration will be cancelled / invalidated, and the declarant is notified about it. | **IEi09: Processing Notification [LUCCS to EO]**  This message is used to notify the Economic Operator about the positive outcome of the cancellation / invalidation request processing.  The structure of this message is defined in “CCI09B.xsd”. |

### Documents attachments

During the various processes (Master process and exceptional sub-processes) described above, the Economic Operators have the possibility to attach documents to their messages sent to the LUCCS system. Documents attachments can be useful when it comes to provide, for example, a certificate of origin related to a declaration, a justification related to the right to be heard, etc.

In order to send documents to the LUCCS system, the Economic Operators can either attach those documents directly in one of the messages described in the various processes as described below in the activity “Join documents to a message” or upload those documents to the LUCCS system as described below in the activity “Upload documents”.

|  |  |  |
| --- | --- | --- |
| Activity | Description | Involved message(s) |
| Join documents to a message | Documents can be joined by the declarant to messages that are sent to Customs to provide additional information. | **Attached documents [EO to LUCCS]**  The attached documents shall be provided within the message sent to LUCCS as described in the sample “CC415A\_Declaration\_attached\_documents.xml”.  The structure of attached documents is defined in “CTypes.xsd” and “STypes.xsd”. |
| Upload documents | The Declarant can provide documents at any time he/she deems necessary if those documents are related to one of the processes described in 5.2.1 and 5.2.2. | **IE100: Documents upload [EO to LUCCS]**  This message is used to upload documents to the LUCCS system.  The structure of this message is defined in “CC100A.xsd”.  **IE11: Notification of Technical Validation Error [LUCCS to EO]**  This message is used to notify the Economic Operator about the documents upload.  The structure of this message is defined in “CC11B.xsd”.  **IE16: Notification of Technical Validation Error [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the documents upload (conditions and business rules point of view).  The structure of this message is defined in “CC16B.xsd”.  **IE17: Notification of Technical Validation Error [LUCCS to EO]**  This message is used to notify the Economic Operator about the negative outcome of the documents upload (format point of view).  The structure of this message is defined in “CC17A.xsd”. |

# Appendix

Messages exchanged with the Economic Operators are validated regarding their technical structure and their content. The technical validation is thus related to the format of the message, while the functional validation is rather related to the content of the message, and particularly the value of several fields that are built from existing and well-defined code lists.

Besides, several validation rules have been added to the system to validate a perfect integration of the message with the business of Import P2.

## XSD Schemas

### Description

Each message corresponds to one file following the pattern: CCI[nn]B.XSD.

### Location

All the XSD schemas for Import P2 are stored in the subfolder ‘2. Messages > XSD Schemas’ under the Appendix folder. Sample messages are also provided. They are in the subfolder ‘2. Messages > XML Samples’.

## Codes lists

### Description

As mentioned in the introduction of this section, code lists are used to validate the content of specific fields of the messages.

### Location

All code lists are stored in the subfolder ‘3. Code Lists’ in the Appendix folder.

The description and possible values of all used code lists are documented in Code Lists Inventory file.

## Validation rules

### Description

The content of the messages must also be validated according to a set of business rules, that are provided as an attachment to this document.

### Location

The validation rules are stored in the subfolder ‘4. Validation Rules’ in the Appendix folder.