



07/09/2021

**Booking protocol for EXS requirements for shipments from the UK,
following the end of the waiver to lodge Exit Safety & Security Declarations as per 01/10/2021**

Dear

From 1 October 2021 Exit Summary Declarations (EXS) are legally required for shipments leaving the UK, where a combined Export and Safety & Security Declaration was not raised.

This applies amongst others to:

- Movements of Returnable Durable Packaging subject to a declaration by conduct,
- Movements under Transit formalities where a UK Export declaration was not raised, and
- Empty units (moved under a transport contract)

Practically, this means that from this date onward, a CHIEF EXS declaration, resulting in a DUCR, is required to be raised and P2P cleared before it can be loaded on an outgoing vessel. This declaration can be raised by yourselves, prior to coming to Port, and the respective DUCR added to your booking or alternatively you can request CLdN to raise the EXS declaration on your behalf.

This newsletter is to inform you of the upcoming changes to C.WEB and C.WEB EDI to accommodate this and below you can find how these bookings need to be performed going forward:

- A summary of each affected booking scenario in case you perform EXS yourselves on page 2
- A summary of each affected booking scenario in case you request CLdN to perform the EXS on page 3
- A table detailing all UK -> EU scenario's on page 4

The updated "**UK Booking Manual**" and "**CWEB EDI manual 16.5**" is available on www.cweb.lu and the UAT environment will be available for testing purposes as of 13/09/2021. The go live date on the Production Environment will be 01/10/2021.

Should you have any questions at all, please do not hesitate to contact us through the normal channels.

Best regards
CLdN Ro-Ro SA

Protocol for UK – EU Bookings requiring EXS declarations from 01/10/2021

Empty & Uncleaned Empty Units – You perform the standalone EXS yourselves

- **UK Border Process:** Temporary Storage
- Select **Empty** at Booking Level
- Create a **Consignment**
- Provide Consignor/Consignee as below *
- **Document Type:** EX
- **Document Number:** EXS DUCR
- Items not allowed

Contract	Route	S.O.	Sailing time	Your Ref.	Equip.	Unit Nr.	Full	CSTOFG	DERP	Goods description	Len	Ta.Wt.	C.Wt.	Haz?	Actions
HEADBIRD	PURRTM				TRLR		N	R	?	empty	13.00		1500	N	create

Consignment ID: CON73516

Uk Border Process: T **2. Select Border Process: Temporary Storage**

Uk Border Process: T **1. Set EMPTY at Booking Level**

Upload Consignments | Get Consignments Template

EXPORT Consignment ID: CON73516

Detail custom document

Type of Goods: []

UED Doc. type Doc. Number Expiry date Office of destination Receipt Place Consigned Place

EX EXS DUCR

3. Select Doctype EX

4. Enter EXS DUCR

Consignment reference number: []

Detail Consignment

5. Enter Consignor / Consignee or leave blank to use your own details

EORI	Name	Address	Country	Zip	City	VAT	Email
	NAME	ADDRESS	GB	ZIP	CITY	NOVAT	
	NAME	ADDRESS	NL	ZIP	CITY	NOVAT	

Notify []

Detail Consignment Items

Add Consignments | Close

Return Packaging Units (Oral Declaration / By Conduct process) - You Perform the standalone EXS yourselves

- **UK Border Process:** Temporary Storage
- Select **Full** at Booking Level
- Create a **Consignment** (new requirement for destination BE)
- Complete Consignor / Consignee
- **Document type:** EX
- **Document Number:** EXS DUCR
- Begin goods description with "RETURN"
- Add at least 1 Consignment Item

Contract	Route	S.O.	Sailing time	Your Ref.	Equip.	Unit Nr.	Full	CSTOFG	DERP	Goods description	Len	Ta.Wt.	C.Wt.	Haz?	Actions
HEADBIRD	PURRTM				TRLR		Y	R	?	RETURN METAL RACKS	13.90		1500	N	create

Consignment ID: CON73322

Uk Border Process: T **2. Select Border Process: Temporary Storage**

Uk Border Process: T **1. Begin goods description with "RETURN"**

Upload Consignments | Get Consignments Template

EXPORT Consignment ID: CON73322

Detail custom document

Type of Goods: []

UED Doc. type Doc. Number Expiry date Office of destination Receipt Place Consigned Place

EX EXS DUCR

3. Select Doctype EX

4. Enter EXS DUCR

Consignment reference number: []

Detail Consignment

5. Enter Consignor / Consignee Information

EORI	Name	Address	Country	Zip	City	VAT	Email
	name	address	GB	zip	city	NOVAT	
	name	address	NL	zip	city	NOVAT	

Notify []

Detail Consignment Items

Nr Of Colli Package Item **6. Enter details of the Packaging materials**

Code	Description	Shipping Marks	Commodity code	Nett Weight (Kgs)	Gross Weight (Kgs)	Un Number	Primary Class	Technical Name (Imdg)
15	PX METAL RACKS		00000000		1500			

Add Items

Add Consignments | Close

Transit Units without UK Export declaration – You perform the standalone EXS yourselves

- **UK Border Process:** 1 (MRN) or 4 (LRN)
- Select **Full** at Booking Level
- Create a **Consignment**
- Complete Consignor / Consignee
- **Document Type:** T1 / T2
- **Document Number:** EXS DUCR/MUCR
- Add at least 1 Consignment Item
- Provide NCTS MRN/LRN in booking remarks

Contract	Route	S.O.	Sailing time	Your Ref.	Equip.	Unit Nr.	Full	CSTOFG	DERP	Goods description	Len	Ta.Wt.	C.Wt.	Haz?	Actions
HEADBIRD	PURRTM				TRLR		Y	R	?	GOODS DESCRIPTION	13.80	1000	16000	N	create

Consignment ID: CON74649

Uk Border Process: T **1. Choose UK Border Process 1 (for Transit MRN) or 4 (for Transit LRN)**

Uk Border Process: T **2. Choose Doc. Type T1/T2**

Uk Border Process: T **3. Provide standalone EXS or EX DUCR / MUCR**

Upload Consignments | Get Consignments Template

EXPORT Consignment ID: CON74649

Detail custom document

Type of Goods: []

UED Doc. type Doc. Number Expiry date Office of destination Receipt Place Consigned Place

T1 EXS OR EX DUCR/MUCR

4. Enter Consignor / Consignee Information

EORI	Name	Address	Country	Zip	City	VAT	Email
	NAME	ADDRESS	GB	ZIP	CITY	NOVAT	
	NAME	ADDRESS	NL	ZIP	CITY	NOVAT	

Notify []

Detail Consignment Items

Nr Of Colli Package Item **5. Add item details**

Code	Description	Shipping Marks	Commodity code	Nett Weight (Kgs)	Gross Weight (Kgs)	Un Number	Primary Class
5	PX GOODS DESCRIPTION		00000000		15000		

Add Items

Add Consignments | Close

Other Requirements | Pre/On Carriage | Seal & Customs | Selfdrive | IMDG | Waste

Urgent: Non-standard width: [] m

Late Arrival: Non-standard height: [] m

Don't Stack in Port of Discharge: Delivery Date: []

Remarks: []

6. Add Transit MRN / LRN in Booking Remarks

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Empty & Uncleaned Empty Units – You request CLdN to perform the EXS on your behalf

- **UK Border Process: EXS**
 - **Select Empty** at Booking Level
 - **Create a Consignment**
 - **Provide Consignor / Consignee as below ***
- **Document Type: EX**
 - **Document No.:** Leave blanc
 - **Items not allowed**

Contract	Route	S.O.	Sailing time	Your Ref.	Equip.	Unit Nr.	Full	CSTOFG	DERP	Goods description	Len	Ta.Wt.	C.Wt.	Haz?	Actions
HEADBIRO	PURRTM				TRLR		N	R	?	empty	13.80	1500		N	create

[Consignments](#) | [Temperature](#) | [Shipper, Consignee, Notify](#) | [Other Requirements](#) | [Pre/On Carriage](#) | [Seal & Customs](#) | [Selfdrive](#) | [IMDG](#) | [Waste](#) | [Attachments](#) | [Mail Response](#)

Uk Border Process: **E** **2. Select Border Process: E**
 Gmrid:

 [Get Consignments Template](#)

EXPORT Consignment ID: CON73516 Consignment reference number:

Detail custom document **Detail Consignment**

Type of Goods:

4. Leave Doc Number Blanc

UED	Doc. type	Doc. Number	Expiry date	Office of destination	Receipt Place	Consigned Place	Consignor	EORI	Name	Address	Country	Zip	City	VAT	Email
?	EX								NAME	ADDRESS	GB	ZIP	CITY	NOVAT	
							Consignee		NAME	ADDRESS	NL	ZIP	CITY	NOVAT	

3. Select Doctype EX

Detail Consignment Items

Return Packaging (Oral Declaration / By Conduct process) - You request CLdN to perform the EXS on your behalf

- **UK Border Process: EXS**
 - **Select Full** at Booking Level
 - **Create a Consignment** (new requirement for destination BE)
 - **Complete Consignor / Consignee as below ***
- **Document Type: EX**
 - **Document No.:** Leave blanc
 - **Begin goods description with "RETURN"**
 - **Add at least 1 Consignment Item**

Contract	Route	S.O.	Sailing time	Your Ref.	Equip.	Unit Nr.	Full	CSTOFG	DERP	Goods description	Len	Ta.Wt.	C.Wt.	Haz?	Actions
HEADBIRO	PURRTM				TRLR		Y	R	?	RETURN METAL RACKS	13.90	1500		N	create

[Consignments](#) | [Temperature](#) | [Shipper, Consignee, Notify](#) | [Other Requirements](#) | [Pre/On Carriage](#) | [Seal & Customs](#) | [Selfdrive](#) | [IMDG](#) | [Waste](#) | [Attachments](#) | [Mail Response](#)

Uk Border Process: **E** **2. Select Border Process: E**
 Gmrid:

 [Get Consignments Template](#)

EXPORT Consignment ID: CON73322 Consignment reference number:

Detail custom document **Detail Consignment**

Type of Goods:

5. Enter Consignor / Consignee or leave blanc to use your own details

UED	Doc. type	Doc. Number	Expiry date	Office of destination	Receipt Place	Consigned Place	Consignor	EORI	Name	Address	Country	Zip	City	VAT	Email
?	EX								name	address	GB	zip	city	NOVAT	
							Consignee		name	address	GB	zip	city	NOVAT	

3. Select Doctype EX

Detail Consignment Items

Nr Of Colli	Package	Item	6. Enter details of the Packaging materials	Shipping Marks	Commodity code	Nett Weight (Kgs)	Gross Weight (Kgs)	Un Number	Primary Class	Technical Name (Imdg)
15	PX		METAL RACKS		00000000		1500			

Transit Units without UK Export declaration - You request CLdN to perform the EXS on your behalf

- **UK Border Process: 2 (MRN) or 5 (LRN)**
 - **Select Full** at Booking Level
 - **Create a Consignment**
 - **Complete Consignor / Consignee as below ***
- **Document Type: T1 / T2**
 - **Document Number:** Transit MRN / LRN
 - **Add at least 1 Consignment Item**

Contract	Route	S.O.	Sailing time	Your Ref.	Equip.	Unit Nr.	Full	CSTOFG	DERP	Goods description	Len	Ta.Wt.	C.Wt.	Haz?	Actions	
HEADBIRO	PURRTM				TRLR		Y	R	?	GOODS DESCRIPTION	13.80	1000	15000		N	create

[Consignments](#) | [Temperature](#) | [Shipper, Consignee, Notify](#) | [Other Requirements](#) | [Pre/On Carriage](#) | [Seal & Customs](#) | [Selfdrive](#) | [IMDG](#) | [Waste](#) | [Attachments](#) | [Mail Response](#)

Uk Border Process: **2** **1. Choose UK Border Process 2 (Transit MRN) or 5 (Transit LRN)**
 Gmrid:

 [Get Consignments Template](#)

EXPORT Consignment ID: CON74649 Consignment reference number:

Detail custom document **Detail Consignment**

Type of Goods:

2. Choose Doc. Type T1/T2

UED	Doc. type	Doc. Number	Expiry date	Office of destination	Receipt Place	Consigned Place	Consignor	EORI	Name	Address	Country	Zip	City	VAT	Email
?	T1	Transit MRN/LRN							NAME	ADDRESS	GB	ZIP	CITY	NOVAT	
							Consignee		NAME	ADDRESS	NL	ZIP	CITY	NOVAT	

3. Provide Transit MRN (Border process 2) or LRN (Border Process 5)

Detail Consignment Items

Nr Of Colli	Package	Item	5. Add item details	Shipping Marks	Commodity code	Nett Weight (Kgs)	Gross Weight (Kgs)	Un Number	Primary Class
5	PX		GOODS DESCRIPTION		00000000		15000		

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*** Requirements regarding the provision of Consignor / Consignee Information for EXS bookings**

In order to be able to submit the EXS declaration on your behalf, Consignor/Consignee information must meet the following criteria:

- GB EORI Numbers **cannot** be used for EXS purposes; instead the use of Address information becomes mandatory. It is still possible to provide EU EORI numbers for the purpose of submitting the ENS declaration in Europe.
- Sometimes the Consignor / Consignee will be yourselves, in other occasions this will be your client. For that purpose the following applies:
 - o **The Consignor / Consignee is yourselves** (usually the case when moving an empty unit): Leave Name/Address/Country/Zip/City/VAT blanc **to indicate you want CLdN to use the details held in your C.WEB profile** for the EXS declaration
 - o **The Consignor / Consignee is your client:** Please complete Name/Address/Country/Zip/City/VAT to enable us to submit the declaration on your behalf, with the information you have provided.

It remains your responsibility to ensure you apply the correct information and booking protocol.

Summary

CLdN - UK -> EU Bookings - Determine correct Booking Parameters						
CLdN	My Customs Documents	Export	Export or Standalone EXS declaration and Transit MRN or ATA/TIR/302	Export or Standalone EXS declaration and Transit LRN	Transit MRN or ATA / TIR / 302 and I request CLdN to raise EXS for me	Transit LRN and I request CLdN to raise EXS for me
What is in my Cargo Unit	What processing is required at the Border					
Loaded Unit Unit itself being Sold	I want CLdN to obtain P2P at Port - Temporary Storage Border Model -	UK Border Process: T Document Type: EX / EU Document No.: DUCR/MUCR or MRN Consignment details: yes Item Details: yes	UK Border Process: 1 Document Type: T1 / T2 / ATA / TIR / 302 Document No.: DUCR/MUCR or MRN Booking Remarks: Transit MRN or ATA/TIR/302 No.	UK Border Process: 4 Document Type: T1 / T2 Document No.: DUCR or MRN of EX(S) Booking Remarks: Transit LRN	UK Border Process: 2 Document Type: T1 / T2/ TIR / ATA / 302 Document No.: Transit MRN or ATA / TIR / 302 No. Consignment details: yes (consignment must contain nad info) Item Details: yes	UK Border Process: 5 Document Type: T1 / T2 Document No.: Transit LRN Consignment details: yes (consignment must contain nad info) Item Details: yes
	I already have P2P before coming to Port - PreLodgement / Arrived Border Model - Until 31/12/2021	UK Border Process: P Document Type: EX Document No.: DUCR/MUCR or MRN Consignment details: yes Item Details: yes				

	I will raise an EXS declaration myself	I want CLdN to raise an EXS declaration for me	
Empty * and Empty Uncleaned Tanks **	UK Border Process: T Document Type: EX Document No.: DUCR Consignment details: yes - max 1 *** Item Details: not allowed	UK Border Process: E Document Type: EX Consignment details: yes - max 1 *** (consignment must contain nad info) Item Details: not allowed	* Provided the Trailer itself is not the cargo being sold ** Provided the formal definition of Empty is met *** If you do not provide Consignor/Consignee, you request us to use the details in your Client Profile
Durable Return packaging with simplified/oral declaration process in UK and EU *	UK Border Process: T Document Type: EX Document No.: DUCR Goods Description to begin with: "RETURN" Full indicator: Yes Consignment details: yes ** Item Details: yes	UK Border Process: E Document Type: EX Goods Description to begin with: "RETURN" Full indicator: Yes Consignment details: yes ** (consignment must contain nad info) Item Details: yes	* For eligible cargoes - refer to legal conditions ** If you do not provide Consignor/Consignee, you request us to use the details in your Client Profile

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