

## Best Practice: Cargo Security Declaration Form

Farmverndaryfyring / Cargo Security Declaration		
Ódúsur með efnum / Container with goods		
1 Hæð fyrirtækis / Company identification number	2 Kennitala / National registration number	3 Heimildisfang / Address
4 Heildisráðgjafi / Company authorisation number	5 Dagsmynding / Date of sealing	6 Tími heildisfangs / Time of sealing
7 Container / Container no.	8 Hæðer / Seal number	9 Farmverndarheimild / Cargo security rep.
10 Tollmálandi / Customs district	11 Brött þungi / Weight in kg.	12 Heimildisfang / Customs declaration number
13 Heildisfang / Loading area		
14 Vöruslag / Description of goods		

**Category:** Documents and Forms

**Location:** Associated Icelandic Ports (Port of Reykjavik), Iceland

**Date Observed:** April 23 - 27, 2007

**POC:** Mr. Brynjólfur Karlsson, Senior Chief Customs Officer, Bureau of Customs

**WWW:** <http://www.tollur.is/upload/files/Cargo%20Security.pdf>

### Description:

The Cargo Security Declaration Form is the Cargo Security Representative's declaration on the contents of cargo in the Web Cargo Security System. The signed Form tracks all cargo from the time it is sealed until it is received at its final destination.

### Discussion:

The Rules of Cargo Security (16 June 2004) states:

- A cargo security declaration shall accompany each exported container of goods.
- The form of a cargo security declaration shall be decided by the Directorate of Customs in Reykjavik.
- The names of license holders, contents of a container, license numbers, number of the seal, when the products were loaded into the container or shipped in another way, name of the cargo security representative, date of the secure cargo certification, and number of the transport vehicle shall be recorded in a cargo security declaration.
- A cargo security representative shall sign the cargo security declaration.
- The Office of the Directorate of Customs at the place of loading gets one copy of a cargo security declaration, and the shipper(s) another copy that accompanies products into a restricted area.

The Republic of Iceland has implemented an automated Web Cargo Security System as a national practice. The Cargo Security Representative completes and submits the Cargo Security Declaration Form online, then prints out a printer-friendly version of the Form and signs it. Other groups of users, i.e. management, supervisors and customs officers, have read-only access to Cargo Security Declaration Forms. Access is role-based and password protected. There are five different types of Cargo Security Declarations, depending on the cargo involved. The appearance is always the same except for the title, but obligatory fields differ between types. The Cargo Security Representative can revoke his own Cargo Security Declaration Form

within seven days, if it contains errors or an accident occurs. The system will automatically revoke the cargo security seal. If the container is to continue to its destination, the original seal must be broken and replaced by a new one. The centralized Web Cargo Security System also contains the online application for Certified Secure Cargo Handlers and Cargo Security Representatives, and order forms for Cargo Security Seals.

**Potential Down-side:** System could be disabled in case of technical difficulty and cause delays.

**Cost:** Cost of contracting a web developer and maintaining the system. Reduces amount of paperwork, except for the printed copies of the forms maintained at the facilities. The system appears to be user- friendly and should not require extensive training in addition to the instructions provided in the Web Cargo Security System handbook published by Customs in June 2005 (available in English). This practice requires the availability of computers and internet; however, according to multiple sources of statistics for 2007, ~85% of Icelandic households have access to the Internet.

**Conclusion:** This national cargo security practice ensures the integrity of cargo and allows authorities to arrest the movement of suspect cargo or add an incident report at any point in transit. This system improves efficiency and accuracy of cargo tracking for both business and security purposes.