

EU Customs ICS2 Cargo Declaration User Guide (1.0)

The European Union (EU) Customs has announced to implement new regulations for manifest declaration. If the goods are transported to or through the EU (including FROB goods), carriers must submit ENS through European Union's Import Control System 2 (ICS2). Based on Customs declaration requirements and our company's operational procedures, please provide relevant information according to the following guidelines.

1 New data elements

The new regulations require you to provide new data elements based on ENS submission which are listed below.

- 1.1 At least 6 digits HS (Harmonized System) Code with complete and detailed cargo description.
- 1.2 EORI (Economic Operator Registration and Identification) No. :
An EORI No. is assigned when you register your company as an importer or exporter in the EU Customs. The EORI No. is mandatory for ENS filing.
- 1.3 Full address of Consignee, including Country Name, City name, Street name + number or PO Box number.

2 Direct customer filling in declaration information

- 2.1 Direct customers are required to declare the information of buyer and seller directly to the EU Customs (self-filing).
- 2.2 Complete the following information through the official website of COSCO Shipping Lines.
 - 2.2.1 Login to the [COSCO SHIPPING Lines](#) Website. Select 'Documents' on the left side menu, and proceed to complete the essential manifest details within 'Details' and 'Containers and Goods' section.

2.2.2 Filling in the EORI No.

- Fill in the EORI No. in the 'R24 Customs Filing Information'— 'EU' field under 'Container and Cargo' section.

- **Do not tick the checkbox** for 'House Master Shipment'. Please proceed to choose 'Self-Seller' in the 'Buyer & Seller information filing' field, and fill in the EORI No. in the textbox of 'Declaration EORI (Buyer & Seller Declarant)'.

2.2.3 Filling the cargo description

Fill in the detailed and accurate cargo name in the 'Summary Cargo Description' field, and input an HS Code with at least six digits in the 'HS Code' field.

R24 Customs Filing Information

Master B/L

EU

House Master Shipment: ☐

EU ENS Cut off: 16 Mar 2024, 14:00 PST

Buyer & Seller information filing: ☒ Self-Filer ☐ Request Carrier as Filer

Declarant EORI (Buyer & Seller Declarant):

Summary Cargo Description * (Desired Text on B/L)

Marks and Numbers * (Desired Text on B/L)

VGM Cutoff: 17 Mar 2024, 18:00 GMT (System not support VGM data submission if no container number, please contact local agent to update the container tracking timely, or submit VGM information via other channel)

Tips: The new HS 2022 edition has been implemented since 1 January 2022. To avoid the rejection from R24 customs submission, please make sure the HS code you are entering is based on THE customs new edition.

Selected	Container #	Associated Booking #	Size Type/Substitute	Seal Type	Seal Number	Quantity	Package Type	Gross Weight	Volume	CARGO DESCRIPTION	HS Code	House B/L	
<input checked="" type="checkbox"/>	CSNU174264-2	8917357191	20GP	Shopper	09769079	123	Package	32405	Kilograms	Cubic Meters	Testing	123456	Select
<input type="checkbox"/>				Method 1	Method 2	111	Can	4444	Kilograms	Cubic Meters	Testing	123456	Select

3 Freight Forwarders and NVOCC filling in declaration information

3.1 Forwarder and NVOCC are required to declare the house bill of lading directly to the EU (self-filing).

3.2 Complete the information through the official website of COSCO Shipping Lines

3.2.1 Login to the [COSCO SHIPPING Lines](#) website. Select 'Documents' on the left side menu, and proceed to complete the essential manifest details within the 'Details' and 'Containers and Cargo' sections.

Shipping Instructions Submission

Shipping Instructions Submission | Templates | Drafts | Marks and Numbers | Cargo Descriptions | Search

Details | Container and Cargo | Preview

R24 Customs Filing Information

Master B/L

US

House Master Shipment: ☐

US AMS Cut off: 16 Mar 2024, 14:00 PST

R24 Customs Filing Information

Master B/L

EU

House Master Shipment: ☐

EU ENS Cut off: 16 Mar 2024, 14:00 PST

Buyer & Seller information filing: ☒ Self-Filer ☐ Request Carrier as Filer

Declarant EORI (Buyer & Seller Declarant):

Summary Cargo Description * (Desired Text on B/L)

Marks and Numbers * (Desired Text on B/L)

3.2.2 Filling in the EORI No.

- Fill in the EORI No. in the ‘R24 Customs Filing Information’— ‘EU’ field under ‘Container and Cargo’ section.

Shipping Instructions Submission

Details Container and Cargo Preview

R24 Customs Filing Information

Master B/L

EU

House Master Shipment: ☒

EU ENS Cut off: 16 Mar 2024, 14:00 PST

EU Self-File: ☒

Declarant EORI (House B/L Declarant)*: file EORI

- Tick the ‘House Master Shipment’ checkbox and enter your EORI No. in the ‘Declaration EORI (House B/L Declarant)’ field.

R24 Customs Filing Information

Master B/L

EU

House Master Shipment: ☒

EU ENS Cut off: 16 Mar 2024, 14:00 PST

EU Self-File: ☒

Declarant EORI (House B/L Declarant)*: file EORI

3.2.3 Filling the cargo description

Fill in the detailed and accurate cargo name in the ‘Summary Cargo Description’ field, and input an HS Code with at least 6 digits in the ‘HS Code’ field.

Summary Cargo Description

HS Code

House Master Shipment: ☒

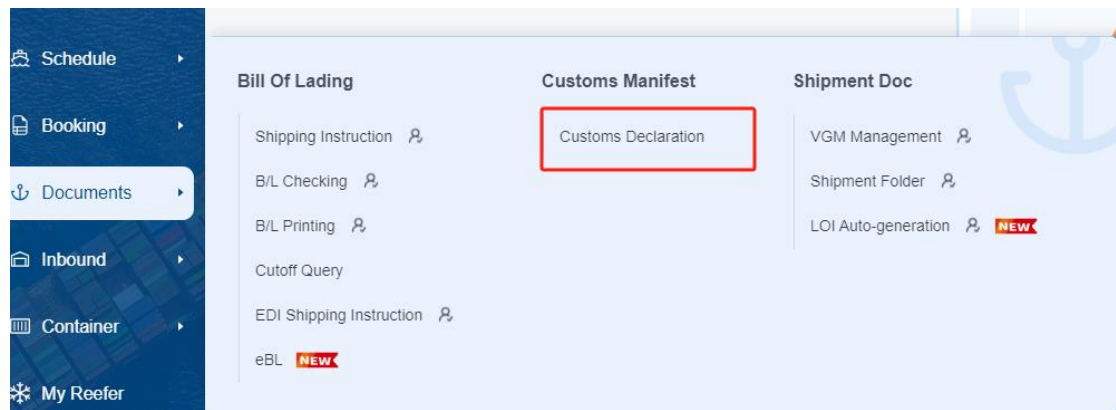
EU ENS Cut off: 16 Mar 2024, 14:00 PST

EU Self-File: ☒

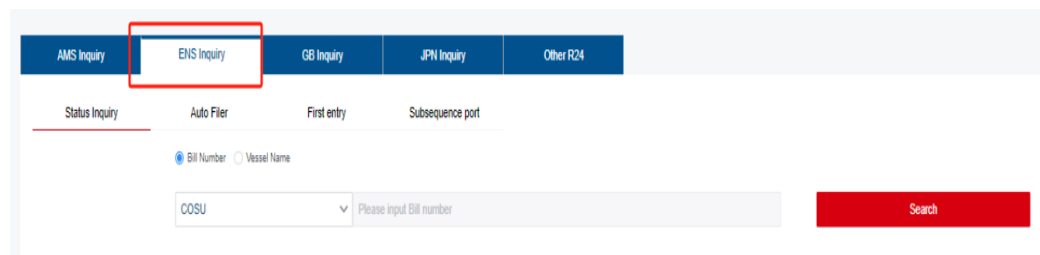
Declarant EORI (House B/L Declarant)*: file EORI

4 Inquiry of Declaration Results

4.1 Login to COSCO Shipping Lines website [COSCO SHIPPING Lines](https://www.coscoshippinglines.com). Select 'Documents' on the left side menu, and entry into 'Customs Declaration'.



4.2 Search for declaration result in 'ENS Inquiry'.



4.3 EU Customs feedback

The newly enacted regulations mandate a tiered approach to risk assessment and require timely responses to feedback provided by the EU Customs.

- Assessment complete (AC): Declaration successful, the goods can be loaded on board.
- Request for further Information (RFI): The information is incorrect/missing, but the risk is low and the cargo is scheduled for loading; nevertheless, it is imperative to promptly submit the correct and complete information to prevent any impact on customs clearance at the destination port.
- Do Not Load (DNL) : There is a significant risk; loading is not permitted. The cargo will not be scheduled for loading and it is necessary to update the data promptly and re-filing.

You can obtain the latest updates through the homepage of COSCO Shipping Lines [COSCO SHIPPING Lines](#), WeChat Official Account, etc.

If you have any questions, please feel free to contact our local offices.

Thanks for support,

COSCO Shipping Lines CO., LTD..