## CUSTOMS CLEARANCE IMPORT SEAFREIGHT PROCEDURE ( RED LANE PROCEDURE ) INVOLVED DEPARTMENT / COMPANY Remarks and **DURATION Document Importer** Forwarding **Customs**; Port & shipping line MIP Notifies Importer Five days prior arrival (exception Day -5 -----Notification Notice of Arrival for sailing shorter than from liner from C'nee 5 days) Send Supporting copy doc : Copy B/L, Copy Inv, Copy P/L, HS Code, Legal Docs, Shipping Day – 3 -----MSDS, NOA, Term of document Shipment. Prepare Prepares PIB and internal Day – 2 -----PIB checking for PIB correctness Confirmed Crosscheck ETA Vsl & Cargo Arrived Day - 1 -----Asking D/O Charges from PIB shipping lines Transmit PIB to Collects D/O from shipping Collecting get E-Billing lines, in case Day 0 -----D/O After Input BC 1.1 n the location of goods and provided doc are complete, then transmit data to Pay Tax & Duty Day 1 -----After pay Import taxs Customs Import by C'nee & get respond RED **RED LANE** LANE Customs verifies on data Prepare docs & completeness and container for determine it requires **Inspection by** physical inspection. Container Day 3 -----So, any Add 9 Days for inspection BC Process. & waiting Pay Storage at After SPPB Completed respond SPPB CY If any BC15 Process, time Delivery add 4 days. After SPPB Completed Day 4 -----If any Over Location/OB. Cleared / Time **SPPB** Delivery add 3 days. Unloading at Day 5 -----Customer WH or factory Pull out Delivery Delivery one day after SPPB Completed Container Cargo Return empty container at Day 6 -----Depo Liner MIP send invoice after. MIP finance Accounting EIR & SP2 receipted n send Invoice to Day 7 -----**Process** collect payment to c'nee Customer

Remarks: Time of frame change if:

- If any BC.15 Process, if any over location container stack /OB
- Time Frame base on working day

## STANDAR OF OPERATIONAL PROCEDURE OF IMPORT CUSTOMS PROCESS

## **Remarks: Time of frame change if**

- After SPPB Completed

If any BC 15 process, time Delivery 4 days
If any Over Location /OB, time delivery add 3 days
Time frame base on working day

N	latad	١.
I۷	orea	

No:	ted :	
✓	H – 5	: Importer got notification and info to forwarding Notice of Arrival for Import Shipment
✓	H – 4 & 3	: Importer receipt Shipping documents from Shipper Forwarding receipt Supporting Shipping documents from Consignee Copy: MBL, CPIL, COO, COA. Etc to creat PIB
$\checkmark$	H – 2	: MIP create draft PIB send to Consignee for confirmation detail data on PIB
✓	H – 1	: Consignee Confirm PIB to get respond E-Billing to pay Taxes and Duty Vessel Arrival and MIP advise for D/O charges
$\checkmark$	H – 0	: MIP prepared collect Shipping D/O as per information Liner
✓	H + 1	: Consignee pay the Import Duty to get respond Customs Lane And got Red Lane respond from Customs and we must be prepare supporting docs and container inspection by Customs Inspection staff
✓	H + 2	: Pull out the container to inspection area by port trucking Waiting confirmation Customs Inspection to check cargo n supporting docs
✓	H + 3	: Processing check cargo against the Import docs by Customs Inspection
✓	H + 4	: After Customs Inspection results will be checking again by PFPD (Pejabat Fungsional Pemeriksa Dokumen) confirm got SPPB respond
✓	H + 5	: Pay the storage charges and release container from CY and delivery container to Importer or warehouse
✓	H + 6	: After Unloading container at consignee warehouse The empty container must be return to Depo Liner as per D/O mentioned.

Created cost handling n trucking charges to Sales d/check the charges Submit internal order to make Invoice for collect payment to Charges