



## Bureau of Customs e2m Customs Project



# Frequently Asked Questions

## (e2m Customs Implementation at the MICP and POM)

As of November 13, 2009

### On e-Manifests and Waybills

**Q: What can be done when the electronic manifest was not submitted by the shipping line within the allowable 12-hour cut-off period?**

**A:** The system normally automatically registers a manifest in e2m if the manifest meets the 12-hour submission deadline. However, if the deadline is breached, the concerned shipping line should submit a formal request letter to the office of the Deputy Collector for Operations to allow a BOC initiated manual registration of the manifest in e2m. Only the Deputy Collector for Operations can approve the request and execute the manual registration (through "Direct Register" function) in e2m. This procedure may cost a late submission penalty fee per the latest Customs memorandum.

**Q: How is the "30-day" reckoning or entry filing period counted for unattended shipments before considering them as abandoned?**

**A:** The reckoning period is counted on 30 calendar day basis (and not business/working days) from the vessel's Date of Last Discharge as reflected in the e-manifest. Abandonment status maybe lifted by the port's Deputy Collector for Operations upon justified request by the consignee.

**Q: What do we do if a BL is already filed with an entry but whose information are later found to be incorrect?**

**A:** The entry has to be cancelled by the Assessment Chief/Designated Appraiser so that the BL status can be reverted to 'Validated', enabling the Deputy Collector for Operations to proceed with the BL amendment.

**Q: How do we correct erroneous BL data that have already been validated by Shipping Line or Consolidator?**

**A:** Once a Bill of Lading is 'validated' either by Shipping Line, Consolidator, or the BOC, it becomes ready for filing of import entry and is officially recorded in the BOC database. Modification of 'Validated' BL is limited to certain data fields such as Type of BL (HBL/MBL), Universal Consignee Reference (UCR), Total Containers, Unit of Measure of Packages, Volume (CBM), Description of Goods, Location of Goods, Freight and Amount, Declared Value & Currency Type, and Transport and Insurance Cost.

Amending modifiable data of a 'Validated' waybill entails going through the port's existing approval process which requires the authorization of the District Collector before the Deputy Collector for Operations performs the modification.

When amending waybill information other than the above-mentioned data fields, the Shipping Line or Consolidator needs to submit a new BL. To prevent abandonment of the original BL by the system because of non-filing of import entry, a new BL must be submitted with a single letter suffix while the original BL must be referenced as Master BL.

To ensure its uniqueness, the new BL number is formed by adding a single alphabet suffix to the BL number of the incorrect BL. For example, if the BL to be replaced is numbered 10010, the new BL number will be 10010a.

The amended version of the manifest/BL is sent by e2m to the VASP from where the original version was submitted. The VASP then has to send the amended copy of the BL to the concerned arrastre operator to ensure the consistency of manifest/BL data between arrastre operators and BOC.

## On Payments

**Q: Is the pink copy of the IEIRD still being required by the Arrastre operator for the release of the shipment?**

**A:** The pink copy of IEIRD is still required by Arrastre Operator as a basis to identify the broker/importer as the rightful claimant of the shipment. The pink copy should not be considered as a proof of payment that can be presented as basis for the release of the shipment to the broker/importer. In accordance with CMO 27-2009, only electronic release instructions coming from the e2m On Line Release System (OLRS) shall be honored by transit facilities as authorization from BOC to release the shipments to their consignees. Consequently, payment of arrastre fees will only be accepted by the transit facility upon receipt of said electronic release message from BOC.

**Q: It has been observed that loose cargo shipments are being charged by the e2m IAS with Container Security Fee (CSF). How do we prevent this from happening?**

**A:** A technical solution will be implemented to address this problem. As a temporary workaround, the house bill of lading (BL) should be modified to remove the container number and set the container count to zero. This BL modification is performed by the Deputy Collector for Operations upon the request by the importer/broker.

**Q: How can we expedite bank confirmation of BOC payments?**

**A:** Confirmation of payments can become faster if the settlement of payment is done through auto-debit arrangement between the importer and the bank.

### FOR FURTHER INFORMATION

The following BOC-accredited VASPs and other relevant offices may be contacted for more information on the e2m processes:

- **CARGO DATA EXCHANGE CENTER, INC. (CDEC)**  
*www.cdec.com.ph*  
*Tel. 851-8978 and 8539434*
- **E-KONEK PILIPINAS, INC**  
*www.ekonek.com*  
*Tel. 994-4868, 994-4883, 994-4891, 994-4971, 994-4965*  
*Fax 879-8310*
- **INTERCOMMERCE NETWORK SERVICES, INC. (INS)**  
*www.intercommerce.com.ph*  
*Tel. 843-2792 and 845-0509*
- *Unisys Helpdesk 9174306*

**BOC Hotline (02) 9173201**  
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