



Appendix D – Glossary of Terms

ASYCUDA⁺⁺ Functional Manual

V1.15



Glossary of Terms.

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Amendment Control Grid

Periodically, amendments to this Reference Document will be issued. Each amendment batch will be serially numbered and dated. This Amendment Control Grid is provided in order to maintain a record of the receipt and incorporation of amendments into the Reference Document and thereby ensure that it is kept fully up to date.

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About this Section

This Section attempts to provide a Glossary of terms and abbreviations used within this Reference Document and likely to be of use during the Project Implementation.

It cannot be a full list of all of the terms used within ASYCUDA++ and Customs Operations but is intended to be as comprehensive as possible and to show a list of those terms and phrases most frequently used.

Glossary of Terms

Agent

The electronic message constructed by ASYCUDA++ when data is transferred from one ASYCUDA++ Server to a second or subsequent Server.

AirWay Bill (AWB)

A document that records details of consignments moving from one country to another for movement of goods by air transport. See [‘Manifest’](#).

ATA Carnet

A Guaranteed Simplified Document for the movement of goods from the country of origin to another country or countries where the intention is to return the goods to the country of origin of the movement in the same condition. For example, goods leaving for exhibition in a second country for a set period of time and intended for the return to the starting point of the movement.

Bill of Lading (B/L)

A more detailed list of goods specific to Commodity Code that is directly related to a [Manifest](#) or [AirWay Bill](#).

Broker

Often referred to as a Customs Broker or Speditor, this is a company who will produce the necessary Customs Documentation on behalf of an Importer or Exporter and deal with the Customs formalities including payment of Duties and taxes, clearance from Customs control and delivery to the customer’s premises.

Carrier

Company responsible for the transport of goods – Airline, Shipping Line, Rail operator or Trucking operator. See also [‘Principal’](#).

Chief Examiner

Supervisor or manager of a group of Customs Officers ([Examiners](#)) who have the task of examining Customs Controlled Goods.

Client PC

The computer that is used by Customs Officers or Brokers on a daily basis to carry out their work. This is usually one of a number of PCs available within an office for declaration processing, accounting etc.

Central Processing Unit (CPU)

The brain of a computer, PC or Server, where all processing functions are carried out.

Customs Input of Entries (CIE)

The input of Customs Declarations to ASYCUDA++ by Customs Officers from hard copy declarations supplied by Brokers or Declarants.

Customs Advisor

An external advisor within the National Project Team to advise on Customs Procedures and assist in the review of existing procedures and legislation in relation to the implementation of ASYCUDA++ and the programme of reforms and Trade Facilitation.

Customs Border Office

The term used to describe a working office at the National Border where the daily tasks of physical examination, export clearance, transit authorisation and finalisation and other necessary Customs functions are carried out.

Customs Headquarters Office (HQ)

The term used to describe the National Central Customs Office where the National Customs Administration Board is normally situated. Central reporting, administration, accounting and other functions at national level will normally be based here including management of National Reference Data for ASYCUDA++ after implementation.

Customs Inland Office

The term used to describe a working office away from the National Border where the daily tasks of declaration processing, physical examination, export authorisation, transit authorisation and finalisation and other necessary Customs functions are carried out.

Customs Office

A generic term within this Reference Document to mean the Customs Border or Inland Offices where day to day work is carried out.

Customs Procedure Code

Code that identifies the procedure that has been requested on the [SAD](#) Declaration and also identifies any previous Procedure that may have taken place with the goods concerned.

Customs Regional Office

The term used to describe the Central Customs Office for a particular geographical region responsible for the administration of a number of local offices and answerable to the HQ Office. Usually carries out the collation of statistics and accounting information for the region and transfers this regional information for further analysis at HQ.

Database Files

The [Reference Data](#) used in ASYCUDA++ as the basis of the processing system. Includes the National Tariff, Declarants, Consignees, Consignors, Customs Procedure Codes etc.

Declarant

The person or company who completes and submits the [SAD](#) Customs Declaration.

Direct Trader Input (DTI)

The facility for the Declarant, Consignee or Consignor to input declaration data to ASYCUDA++ modules [MODBRK](#) or [MODENT](#) and then transfer the data directly to Customs without any input necessary from the Customs Officer.

Dumb Terminal

A computer that does not carry out any processing on its own but is slaved to a Central Processor ([Server](#)) in another location and all processing is carried out on the server centrally.

Examiner

Customs Officer who carries out Physical Examinations of goods or who carries out Documentary Checks of Customs Declarations.

Exporter

Person or Company that exports goods from the country permanently or temporarily under a Suspension Regime for processing and subsequent re-import.

European Union (EU)

Union of States in Western Europe to create a trading bloc within Europe that has free movement of goods and people and a common tariff structure.

First Import Procedure (FIP)

The First Import Procedure (FIP) is a simplified import procedure that allows a Declarant to present a simplified SAD as an intention of a future importation. This document is presented on a form similar to the SAD and can be composed of multiple items. It is then used as an Import Transit document from the Border Office to the Declarant or Importer's approved premises inland.

Function

From Taxation Rules - covering the terms in Rule Syntax (Language) that cause something to happen when used in a Tax Rule.

Harmonised System Tariff (HS)

International Standard for Tariff Codes and Descriptions. Used throughout the [EU](#) and by many other countries throughout the world.

Home Use

Importation into the country with full Duty and Tax payment for goods to be sold or processed and not intended to be exported. For Home consumption.

Importer

Person or Company that imports goods into the country for permanent Home Use or temporarily under a Suspension Regime for processing and subsequent re-export.

Informix

Relational Database Management System which can be used in conjunction with UNIX as the software in which database files can be written and maintained with the ASYCUDA++ system. See also '[Oracle](#)'.

Keywords

Words, phrases and symbols that are used in conjunction with Functions to make something happen in a Taxation Rule.

Line Printer Port (LPT)

The printer port used when your Client PC is directly attached to its own printer in ASYCUDA++. See also '[RPT](#)'.

Local Area Network (LAN)

The connection of a number of computers in a small network in a relatively small geographical area, for example, within an office. This allows the computers to communicate with each other and to share information and to use one network printer instead of each computer having its own printer. See also '[WAN](#)'.

Manifest

The document used to record the details of a consignment being transported from one country to another. It is a commercial document but there is an agreed International Standard and it is usually a document that accompanies the Customs Declaration when it is presented to the Customs Authorities.

Message Handler

The method of communication between the ASYCUDA++ server and any external interfaces, including the Client PCs.

MODACC

This module covers all accounting and payment functions of the system, both directly related to the Declaration, such as taxes and duties, and those not directly related to the Declaration, such as Customs Overtime charges.

MODBRK

This is a modified version of Module [MODCBR](#). It is designed for use by Declarants/Customs Brokers and gives them a direct electronic connection to the Customs ASYCUDA++ system. Using "Direct Trader Input". The user can prepare and lodge Customs declarations and initiate transit procedures. This module is designed to be used by Declarants or Brokers on their own terminal(s) in their own office(s).

MODCAR

The 'carrier' module is used for the preparation and transmission of cargo reporting details in electronic format. It is used to create electronic carrier or transport [Manifests](#) and [Bills of Lading \(B/L\)](#). Used in conjunction with other ASYCUDA++ modules, including Declaration Processing and Transit, it allows Cargo clearance to be managed and controlled.

MODCBR

This is the Customs Declaration Processing Office module and deals mainly with Customs declarations. It allows for the input, validation, storage, registration and assessment of Customs declarations as well as post entry adjustments.

MODCHQ

This module allows for the processing of manual declarations from Customs Offices that do not have access to the ASYCUDA++ system. It allows the manual declaration data to be input to the ASYCUDA++ database by Customs Officers based in Headquarters or Regional Offices. It also allows for the creation and maintenance of taxation relief rules.

MODCHQCF

This is the National Customs configuration module. It allows National Standards to be applied and for the creation and maintenance of the main types of taxation rules covering Global Fees, Item related Taxation and tariff Taxation Column Rules.

MODENT

This is a modified version of Module [MODCBR](#). It allows the same access as [MODBRK](#) above, but can be used by any Brokers or Declarants who have the relevant password permissions. It allows a number of users to work on the same terminal in a public access location. For example, an ASY++ terminal supplied by Customs in their Processing Office or by an airline at an airport.

MODGTW

The 'Gateway' module is for communication between ASYCUDA++ sub systems in the National system. This module allows all communications between offices to be automated; e.g. it may be used to allow routine reference table updates to be transferred from headquarters to regional offices, and for transaction data from regional offices to be received in return. For full details of the operation of the ASY++ Gate please see the relevant Technical documentation.

MODSEL

This gives the ability to control the selection and flow of declarations through the Customs Declaration Processing system. It contains controls to block the Assessment of selected declarations, to allow physical examination and documentary checks to be made and has a range of querying and reporting functions.

MODSDI

This module allows for the processing of manual declarations from Customs Offices that do not have access to the ASYCUDA++ system. It allows the manual declaration data to be input to the ASYCUDA++ database by Customs Officers based in Headquarters or Regional Offices.

MODSYSCF

This is the System configuration module that allows ASYCUDA++ to be configured for National use and includes the configuration options for Customs Offices and the User Access Controls.

MODTRS

This module allows for the electronic capture and transmission of Transit data and allows Customs offices to control the movement of all transit goods within their National Borders and for simplified import clearance at the Border. Transit documents created and managed within **MODTRS** are the Customs Transit ([T1](#)), [TIR Carnet](#) and [First Import Procedure \(FIP\)](#).

MODTST

This module has facilities to allow the testing of the ASYCUDA++ system operations by allowing generation of load tests to be carried out on declarations by automating procedures such as registration and assessment and analysing the responses from servers. It allows for meaningful testing of the prototype system before implementation.

Mode of Transport

The type of transport used at import or export of goods i.e. truck, ship, aircraft.

Monitor

The Screen used by a computer. See also [‘VDU’](#).

National Currency Unit (NCU)

A term used in this Reference Document to show a currency and can be replaced with your own National Currency if required.

National Project Director (NPD)

Person in overall charge of the National Implementation Project. Usually someone at National Customs Board level who reports directly to the Project Steering Committee.

National Project Manager (NPM)

Person in day to day charge of the National Implementation Project. Usually someone from Customs Department who reports directly to the [National Project Director](#).

National Project Team (NPT)

The National Project Team usually comprises Customs and Technical Team members who are directed by and report to the [National Project Manager](#).

National Requirement

The requirements of ASYCUDA++ performance and Reference data formats as defined by the National Customs Administration.

National Tariff

The construction and appearance of the National Tariff as defined by the National Customs Administration and other National bodies.

Oracle

Relational Database Management System which can be used in conjunction with UNIX as the software in which database files can be written and maintained with the ASYCUDA++ system.

Paradox

PARADOX is one of the better known Database Management tools available under DOS/Windows®. In basic on-line mode it is extremely user friendly with its [QBE](#) screens, its extensive reporting facilities and the ease with which its data can be exported for use in other applications.

Personal Computer (PC)

A computer which is capable of independent processing and does not need support from a server or mainframe computer elsewhere.

Principal

Person or company who is responsible for, and has provided the guarantee for, a Transit movement T1. Usually a Carrier.

Project Management Advisor (PMA)

An external advisor who assists the [National Project Manager](#) in all aspects of Project Management – not related to the Customs or Technical work but purely to the Project organisation, planning and management.

Query By Example (QBE)

Simple language used in [PARADOX](#) to allow the interrogation of data on the [Client PC](#).

Reference Data

The Reference Data used in ASYCUDA++ as the basis of the processing system. Includes the National Tariff, Declarants, Consignees, Consignors, Customs Procedure Codes etc.

Relational Database Management System (RDBMS)

Informix and Oracle are the SQL databases that can be used on the server. As the table structure of the reference data on the server is mirrored by the structure available on the [Client](#), so it follows that the database could be replaced by any other relational database available under [UNIX](#).

Remote CPU

A Server remote from the location of the [Client PC](#) that can be accessed by the [Client PC](#) using a [LAN](#) or [WAN](#).

Remote Printer Port (RPT)

The printer port used when your Client PC is attached to a remote printer for ASYCUDA++ via the [LAN](#) or [WAN](#).

Replication

The update of Reference data from the [Server](#) to the [Client PC](#) to ensure that the [Client PC](#) mirrors the current, correct [Server](#) data.

Section

The group of Examining Officers comprising at least the [Chief Examiner](#) and one [Examiner](#) covering an agreed physical area of work i.e. a [Transit Shed](#) or group of Transit Sheds.

Selectivity

The function within ASYCUDA++ for selecting declarations for further Customs attention according to pre-programmed selection criteria.

Server

Computer in which reference data is recorded and all central processing is carried out by remote connection from Client PCs. Usually much more powerful than the Client PCs it can be located regionally or centrally with access via [LANs](#) or [WANs](#).

Simple Customs Taxation Language (SCTL)

The language in ASYCUDA++ in which Taxation Rules are written. See also '[Syntax](#)'.

Single Administrative Document (SAD)

Adopted in the [EU](#) in 1988 this document standardised import, export and Transit declarations throughout the Union and has been adopted by many other countries either fully or in part.

Syntax

The language in ASYCUDA++ in which Taxation Rules are written. See also '[SCTL](#)'.

T1

The document used for International Transit movements, based on the [SAD](#).

Technical Advisor

An external advisor within the [National Project Team](#) to advise on Technical issues related to the implementation of ASYCUDA++ and the programme of reforms and Trade Facilitation.

TIR Carnet

A Guaranteed Simplified Document issued by the International Road Haulage Union (IRU) for the movement of goods from the country of origin to another country or countries by approved TIR road transport where the intention is for the goods to be Customs declared at the final point of destination. This procedure can only be used by approved signatories to the TIR convention who have been further approved by the IRU as having sufficient guarantees to allow TIR carnets to be issued.

Transit Shed

A Customs approved place where goods can be placed under Customs control after arrival but before Customs clearance without any Customs declarations having been presented.

Universal Power Supply (UPS)

An electrical back up system for computers that will allow the orderly closure of a computer if the mains electrical supply fails. Can take the form of battery back up with individual UPS equipment that is constantly charged while mains power is available or generator powered systems that kick in as soon as mains power is lost.

UNIX

The ASYCUDA++ [Server](#) operating system.

Variable

A word or phrase used in Taxation Rules to define a particular piece of information to be used in the calculation of the Taxation in the Rule.

Visual Display Unit (VDU)

The Screen used by a computer – see also '[Monitor](#)'.

Warehouse

A Customs approved premises where goods may be stored without payment of Duties or taxes after a Customs Import Declaration for an approved warehousing Procedure has been submitted and processed.

Wide Area Network (WAN)

The connection of a number of computers in a large network, for example, covering a region or the whole country. This allows the computers to communicate with each other and to share information with the server(s).