ASYCUDA++

Preface

ASYCUDA++ Functional Manual

V1.15

Preface.

An ASYCUDA++ Functional User manual was first produced in 1994 and was re-written in 1998. This Reference Document is the result of a complete revision of the ASYCUDA++ Functional Documentation that was undertaken after release of Version 1.15 and includes the functionality first available in that version. Amendments will be issued to cover future system changes and upgrades.

This Reference Document is designed and written by members of the ASYCUDA Training team and other functional and technical experts. The main purpose of the document is as a complete reference to the Functional and Operational aspects of the ASYCUDA++ Customs computer system. It will also be used as the primary source of reference for ASYCUDA++ Functional training.

This Functional Reference Document should be used in conjunction with the ASYCUDA++ Technical documentation. In any areas of conflict between the information contained in this document and the Technical Documentation, the Technical documentation should take precedence.

This Reference Document is designed in a modular format to allow Countries to use sections as the basis of their own National User documentation.

- Part 1 gives an Overview and Introduction,

- Part 2 is concerned with using the system and

- Part 3 is written for National Project Teams and covers building and maintaining the system.

The following symbols are used throughout:

Note: Hints or advice, and where to find more information on the topic.

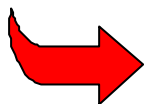**Example**: An example of the practical use of a system function.

Process steps: A series of step-by-step instructions, in sequential order, to follow for a procedure

Warning! A warning to take particular care, or to pay special attention to system security implications

The Manual includes Hypertext links so that you can easily find the information that you want. You can move directly to the information you need by clicking the hypertext link. When you point to a link, the pointer becomes a hand. Click the **Back** button on the Web toolbar to return to the original location. Here is an example to try. Go to the Top of the first page.

Contents

The 10 Sections within Parts 1, 2 and 3 of this Reference Document and the Appendices, are self-contained, in that each section is separately page numbered. The table on contents at the front of each Section or Appendix, and the 'About this Section' introductions give further detail on each part.

Part 1: Overview and Introductions

Section 1: Introduction to ASYCUDA++.

Functions and Use of the ASYCUDA++ Customs Computer System; Safety Guidelines for the Use of Computers.

Contents:

- ASYCUDA++ training ;
- System Overview;
- Health and Safety.

Section 2: Finding your way around ASYCUDA++.

The Interface; ASYCUDA++ Screens and Menus.

Contents:

- The Interface;
- Tools and Options;
- Using Reference Tables;
- Getting Help;
- Server Login and replication.

Part 2: Using ASYCUDA++ (Customs Operations)

Section 3: MODCBR - Customs Declarations.

Preparing and Processing ASYCUDA++ Customs Declarations.

Contents:

- The SAD;
- Declaration Status;
- Processing declarations;
- Viewing and Printing;
- Selectivity Controls;
- Reporting on Suspense Procedures;
- EDI.

Section 4: MODACC - Accounting.

Duty and Tax Receipts; Cashier Operations and Reporting.

Contents:

- Payments;
- Credit Accounts;
- Prepayment Accounts;
- Prints and queries;
- Cashier Management.

Section 5: MODCAR - Manifests.

Cargo Controls and Automation of Manifest Processes.

Contents:

- Manifesting System;
- Manifests and Bills of Lading.

Section 6: MODSEL - Selectivity Management.

Using ASYCUDA++ Selectivity Tools to focus on areas of high risk.

Contents:

- Selectivity Management;
- Making Selections;
- Selectivity Criteria;
- Using values for selection;
- Analysis of results;
- Automatic allocation of examiners.

Section 7: MODTRS - Transit Control.

Controls on the movement of goods in the National Sector of International Transit.

Contents:

- TIR Carnets;
- T1 Transit documents;
- ASYCUDA++ First Import Procedure (FIP).

Part 3: Running ASYCUDA++

Section 8: MODCHQCF - National Configuration.

Configuring the ASYCUDA++ System to Meet Your National Needs.

Contents:

- Configuring Declarations, Manifests, Bills of Lading;

- National Standards i.e. size format of data fields;

- The National Tariff structure;

- Taxation Rules.

Section 9: MODSYSCF - Customs Office Configuration.

Setting System Parameters, System Security and User Management.

Contents:

- System parameters;

- Security controls and user management;

- Series numbering.

Section 10: MODCHQ - Set Up and Maintenance.

Creating and updating the System's Control Tables and References, System Testing and Statistical Data Extractions.

Contents:

- Database management;

- Tariff Management;

- Taxation Relief Rules;

- Statistical Reports.

Part 4: Appendices

Appendix A: Taxation Management.

Appendix B: Implementation Guide.

Appendix C: Hierarchical Menus.

Appendix D: Glossary of Terms.