

EDI EXPORT CUSTOMER STATUSES

GUIDE FOR TRADERS APPLYING FOR EDI SENDER STATUS FOR EXPORTS

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TERMS USED

Representative

A private person or a company that completes and submits export declarations on behalf of a declarant (exporter). Freight forwarders often serve as representatives.

EDI sender

A customer authorised by Customs to submit electronic customs declarations from his own data system.

Software supplier

A company selling export declaration software. The software solutions are based on message definitions designed by Customs and they are tested with Customs.

Operator

A company authorised by Customs to provide message transmission services for export declaration systems.

Direct message exchange

Message transfer over the Internet to Customs. Companies can transmit messages to Customs over the so-called web service interface and retrieve reply messages produced by the Customs systems.

Direct message declarant

A company that builds and transmits messages to the direct message interface of Customs. A direct message declarant can also use a service provider for building and transmitting messages.

Service provider

A business that on behalf of another business builds (builder) and/or transmits (intermediary) messages to the direct message interface of Customs.

Certificate

Customs authenticates the message builder and the intermediary with the certificate granted by the Population Register Centre. The builder needs the certificate for the XML signature and the intermediary for the connections.

Parallel testing

The second part of the testing of traders applying for the EDI sender status, when the testing is completed using the material prepared by Customs. Old export declarations of the applicant will serve as parallel test material and the testing involves checking the accuracy of the message data.

Serial number

A unique five-digit code identifying an EDI sender. The serial number is needed during both testing and production and it can be seen on the transaction identifier of an export transaction.

Electronic Service Centre

A customs office where EDI declarations are directed when they have been selected for manual processing.

Technical testing

The first part of the testing of traders applying for the EDI sender status. The test will be completed using either the customer's material or the material prepared by Customs and the test involves checking the communications and the accuracy of the message structures. If customer's own material is used for testing attention will also be given to the accuracy of messages already at this stage.

Customer testing

The stage preceding the authorisation to act as EDI sender, during which the customer submits EDI messages to the testing environment of Customs. After successful testing, the customer will be granted the EDI sender authorisation and will be able to submit error-free messages to the Customs system.

Registered export customer

A customer whose data has been entered into the customer register of Customs and who has been allocated an export code extension (in the form T0001).

1. EDI SENDER

An EDI sender is a customer of Customs entitled to submit his own or his principal's (exporter's) export declarations by means of customs declaration messages in accordance with the XML standard. The EDI sender status can be granted to exporters or forwarders who have been approved as registered export customers. More information about registration is available on the Finnish Customs website.

The EDI sender application form and instructions for the completion (in Finnish) can be found on the Finnish Customs website at

http://www.tulli.fi/fi/yrityksille/sahkoinenasiointi/lomakkeet/edi_lomakkeet/index.jsp

Companies applying for EDI sender status must be **registered export customers**. A business applying for the EDI sender status must have at its disposal customs clearance software to generate required messages in accordance with the declaration standards provided by Customs. Customs will not provide the required software; the companies should contact their own software suppliers. If the company has not selected a software supplier, a list (in Finnish) is available on the website of Tieke Ry at

<http://www.tieke.fi/display/Logistiikka/Tullausohjelmistolista>.

Descriptions of the message exchange procedure and required data content can be found on the Customs website (businesses – eServices –message exchange). Company applying for EDI sender status is expected to have knowledge of export procedure.

In message exchange via an operator, the company must also sign a contract with an operator providing network connections required for the message exchange. Operators approved by Customs are listed in the message exchange guidebook available on the Finnish Customs website at

http://www.tulli.fi/fi/yrityksille/sahkoinenasiointi/edi/sanomapohjainen_asiointi_tullissa.pdf

In direct message exchange, the company must acquire a certificate granted by the Population Register Centre for creating a connection. Customs authenticates the message builder and the intermediary with the certificates. An XML format message created by the builder is signed digitally using the certificate. Customs identifies the Business ID of the message builder on the basis the server certificate in the XML signature. For the connection, the intermediary needs a certificate. If the builder and the intermediary are two different parties, they both need their own server certificates. If the builder and the intermediary are one and the same party, one certificate is enough.

For more information about acquiring a certificate, please see chapter 1 in “Message exchange with Finnish Customs, Technical guidebook”.

Prior to being approved as an EDI sender for exports, the company must test its customs clearance software and network connections with Customs. Customs will also conduct testing

with the software suppliers providing customs clearance software. Testing is described in more detail in Chapter 2.

In order to ensure problem-free message exchange, Customs requires export procedure and customs clearance competence of companies applying for EDI sender status.

2. EDI SENDER TESTING

The purpose of the testing is to ensure that messages sent by the company are as correct as possible when the company has proceeded to the production stage of the EDI message exchange. During the testing a company submits export declaration messages containing different data (e.g. complete, amended declarations), in reply to which Customs sends status messages (acceptance, error, request for additional information etc.). The company sends appropriate responses to the status messages; e. g. corrects the errors or sends additional information.

The EDI sender testing is performed for the whole company (one business ID). There is no separate testing for individual offices (only the code extension of one office). The testing is data system specific. The company will only have to undertake more than one testing if there are several data systems in use at different offices. In the case of a group of companies, the testing will be carried out separately for each company (different Business IDs). If one of the companies acts as EDI sender on behalf of all the companies in the group, only that one company has to undertake the testing.

The company's contact person for testing is the contact person named in the EDI sender application, unless otherwise agreed. The software supplier's representative may assist the company in the testing, but the testing is always the responsibility of the exporter or the forwarder. The company will bear the testing costs themselves. If the company is planning to use in their export system such automated functionalities that have not become apparent during testing they must be reported to the testing official. The company should allocate adequate resources in order to complete the testing during the schedule agreed.

2.1. *Testing stages and schedule*

The EDI sender testing is carried out either in one stage using the company's own material or in three stages conducted one after another using partly the test material prepared by Customs and partly the company's own material. Companies may choose which testing procedure will be used.

Testing using the company's own material:

- testing where attention will be simultaneously focused on the technical correctness and the accuracy of data. The testing must be completed in three weeks. The testing is carried out using the company's own material chosen by them, which must contain the required information. The test material must be submitted to the customs testing official before the start of the testing.

OR alternatively

Testing using both the material prepared by Customs and the company's own material:

- independent testing using the material prepared by Customs, maximum 2 weeks
- joint testing with the testing official of Customs, maximum 3 weeks
 - technical testing using the material prepared by Customs
 - parallel testing using the company's material

A company acting as EDI sender is responsible for ensuring that the personnel completing export declarations know how to submit export declaration messages. Employees completing electronic export declarations must participate in the testing to the maximum extent possible.

2.1.1. Testing using the company's own material

During the one-stage testing using the company's own material, the testing official ensures that the communications are working and that the messages sent by the company comply with the message descriptions of Customs. The testing aims to ascertain that the customer is able to receive all the response messages sent by Customs and react accordingly. At the same time, it is ensured that the company knows how to complete export declaration messages correctly. As the testing is carried out solely using the company's own material, no technical or parallel testing is required. A separate technical and parallel testing is only carried out in exports with refunds.

The company must prepare the test material themselves based on their export operations in accordance with the guidance provided. The numbered test cases (Test 1, Test 2...) must be delivered to the testing official before the testing begins. Three weeks will be reserved for the testing. If this time limit is exceeded, the testing will be stopped and the company must schedule a new testing time.

2.1.2. Testing using partly the material prepared by Customs

Independent testing will be arranged to the extent needed by the company and possible for Customs. For this, the company will use the test material prepared by Customs (test cases 1-4) and available on the Customs website. Customs only participates in the independent testing by opening a connection between the operator of Customs and the operator of the company or by adding the rights for the company to use direct message exchange. The testing official will not participate the independent testing. The testing official and the company will agree on the date when the connection will be opened, the earliest

possible date being 2 weeks before the start of the technical testing. When the company sends a message with no errors, the customs system automatically sends an acceptance message. If the company sends an invalid message, the Customs system automatically sends a refusal message or an error message.

Joint testing with the testing official of Finnish Customs consists of two phases: technical and parallel testing. Three weeks in all will be reserved for the testing. The sooner the technical testing is finished, the more time there will be for the parallel testing. The company should note that the testing must be completed in three weeks. If this time limit is exceeded, the testing will be stopped and the company must schedule a new testing time. The company will then be placed at “the end of the queue” of companies waiting for the testing, so the completion of the testing can be postponed for several months.

During **the technical testing**, the testing official ensures that the communications are working and that the messages sent by the company comply with the message descriptions of Customs. The technical testing is carried out using the test material prepared by Customs, cases 5-11 (three EAGF test cases, if needed). The number of the test cases depends on the company’s line of business and on the character of its export transactions. An export company doesn’t necessarily need to go through all the test cases, whereas a company acting as representative has to test all the cases. In connection with setting the date for the testing, the testing official will decide which test cases to use.

Parallel testing is conducted to ensure that the company knows how to complete export declaration messages correctly. The test material consists of the applicant’s own customs clearance material, e.g. previous export declarations and invoices and other documents related to them. The numbered test cases will be delivered to the testing official before the testing begins.

2.2. Customer testing of electronic rectification and cancellation messages for exports

The use of electronic rectification and cancellation messages for exports requires version 2.1 or higher of export message descriptions. Rectification and cancellation messages must be tested with Customs prior to implementing them. A business authorised to act as EDI sender must send to Customs a notification of change if they wish to start using electronic rectification and cancellation messages. A business applying for the EDI sender authorisation and wishing to start using electronic rectification and cancellation messages should test the messages during the normal EDI sender customer testing. The testing of rectification and cancellation messages can take one week at the longest. If the period is exceeded, the testing will be postponed. The testing will be carried out using the company’s own export material.

2.3. Agreement to start testing and business advice

After Customs has processed a company's application for EDI sender status, the testing official at Finnish Customs contacts the company's contact person as indicated in the application, in order to set dates for the testing and for opening the connection. The testing official also enquires whether the company needs business advice. If the company wants business advice, a contact person from Customs will contact the company in order to set a time for an advice session.

Business advice can be carried out over the telephone or at the company's or Customs premises. The following issues will be dealt with, e.g.:

- the unique serial number and the control identifier used by the company during testing and production
- message exchange: which messages the company must be able to send and receive
- data content of the messages: what issues the company should keep in mind when completing electronic export declarations and producing XML messages.
- test material: Companies may choose which testing procedure will be used. The requirements for company's own technical test material or export declarations completed by Customs for testing, XML messages generated from the declarations and arriving response messages will be dealt with
- the company's own questions

It is recommended that both the export declaration experts and the message exchange experts of the company participate in the advice session. The number of the participants is not limited.

2.4. Opening the connection between the company and Customs in message exchange via an operator

Message exchange between the company (exporter or representative) and Customs can be carried out either via an operator or via direct message exchange.

In message exchange via an operator, the company provides the name and the contact information of the operator in its EDI sender application form.

The testing official will forward this information to the operator of Finnish Customs. At the same time, the testing official gives the date when the connection can be opened. The Customs operator informs the company's operator of this in advance. The company's operator creates the connection to the Customs testing address.

No measures will be required from the company or its operator and there is no need to contact Customs or its operator.

2.5. EDI message transmission data in message exchange via an operator

In the transmission data, the sender's EDI code in accordance with the standard ISO-6523 (country code 0037+ business ID without punctuation marks) is used as the code for the EDI sender.

At message level, customers are identified on the basis of the Business ID and the customer ID assigned by Customs (message control identifier). Customs sends a status message (response message) based on the EDI code entered by the EDI sender in the declaration message. In the test situation, a test indicator must be used. The test indicator is not used in production, and test messages are not to be sent to the production environment.

2.6. Line wrapping of XML messages

EDI senders must use line wrap in XML messages sent to Customs.

If the message contains more than 8000 characters, the EDI server of Customs will line wrap the message after 8000 characters, which means that the data is interrupted in the wrong place and the message is lost.

3. DIRECT MESSAGE EXCHANGE IN EXPORT

Direct message exchange can be used instead of message exchange via an operator for submitting export declarations.

In direct message exchange, the exporter, i.e. the direct message declarant sends messages in XML format to Customs via a public message interface by connecting to a public network (Internet). Via the public message interface of Customs, business customers of Customs can automatically send messages to the data systems of Customs and retrieve response messages produced by Customs systems from the so-called message storage. Using direct message exchange requires changes, if the customer has been using a message transmission service via an operator. A direct message declarant can also be the representative of the export company. A direct message declarant can, when necessary, use a service provider for building or for building and transmitting the messages.

3.1. Applying for the authorisation to use direct message exchange

A company acting as message declarant and service provider must apply for an authorisation to use direct message exchange. The authorisation is applied for using Customs Form No. 850e_10. For more information on applying for an authorisation to use direct message exchange please go to the Finnish Customs website at:

http://www.tulli.fi/en/businesses/eServices/Forms/direct_message_exchange/index.jsp

3.2. Testing the connection for direct message exchange

Direct message exchange always requires testing of the connection with Customs as well as system-specific testing, if it is a question of a new company or new software. If the company already has the EDI sender status for exports, the customer testing for the ELEX system is not needed, but the connection is tested using a couple of test cases for exports.

The aim of the test cases for **testing the technical connection** is to ensure that the customer's software and the Customs web service for direct message exchange are compatible. Since the web service acts as a transport layer for export declarations, the aim is to ensure the technical functioning of the connection before the testing with application messages is started. If the company uses a party who has transmitted messages in direct message exchange before, testing of the technical connection is optional. More specific instructions for testing the technical connection are sent to the company in connection with agreeing on the testing time.

When the connection is tested with application messages (export declarations), the company can use the test cases of Customs for independent testing (1-4) or its own test material, which has to be sent to the testing official in advance.

Before testing the connection for direct message exchange, the company is to consult the following guides on the Finnish Customs website: “Message exchange with Finnish Customs: Technical Guidebook” and “Message exchange with Finnish Customs: Introduction to message exchange with Finnish Customs”. The technical guidebook contains, among other things, the transmission data for message exchange and instructions for acquiring the server certificate which is granted by the Population Register Centre.

<http://www.tulli.fi/en/businesses/eServices/message/index.jsp>

If the company applying for the authorisation to use direct message exchange has not previously acted as EDI sender in message exchange via an operator, the company has to complete the EDI sender testing described in Chapter 2 successfully.

4. CHANGING OVER TO MESSAGE EXCHANGE

4.1. Launch of message exchange in production environment

When the testing has been completed successfully, Customs will send the company the EDI sender authorisation and an attached test report, which documents the test phases and any problems that have occurred during testing. The date when the production can be started is given in the authorisation.

In message exchange via an operator, the operator of Customs switches the company with EDI sender status from the testing environment to the production environment. EDI senders must arrange the switch from the testing environment to the production environment with their own operators (see section 3.4 EDI message transmission data). In direct message exchange, the message declarants must see to that the messages are sent to the production environment. The company can start EDI message exchange on the date specified in the authorisation. The company must notify the testing official when the first customs declaration is sent. If the first message exchange is postponed, the company must inform the testing official of the new start date. Accordingly, Customs will inform the company if the start is delayed due to a technical or other problem caused by the software of Customs. At the beginning of the EDI message exchange production phase, the processing official at the Electronic Service Centre may request that the company provide copies of the export declarations and accompanying documents.

4.2. Changing over from communications via an operator to direct message exchange

In export, it is possible to use both communications via an operator and direct message exchange at the same time. Customers changing over from using an operator to direct message exchange have to see to that any response messages sent later concerning export declarations submitted via an operator can still be received via an operator or via direct message exchange. The testing official and the customer agree on the date when the connections via an operator will be closed.

4.3. Responsibility for message follow-up

EDI senders must see to message follow-up, i.e. make sure that responses are received for each sent message. A status message (response message) from Customs must be replied to

as requested, e.g. with a corrected message, if Customs sends an error message as status message.

4.4. Problem situations

In problem situations related to message exchange, EDI senders should start fixing the problem by contacting the company's own Help Desk and operator or the service provider. If the problem causes an interruption in the message exchange, the customer bulletin for export No. 37/2011 (Fallback procedure for individual EDI senders during interruptions of use) should be applied.

5. CHANGE OF CUSTOMS CLEARANCE SOFTWARE

If the company changes its customs clearance software or starts using a new version of it or changes their service provider or operator, it must file a notice of change, in order to establish the need for testing. A new version, software or message exchange connection cannot be used prior to approval by Customs.

6. FURTHER INFORMATION

Questions about how to apply for the export customer status can be sent to [EDI-luvat\(at\)tulli.fi](mailto:EDI-luvat@tulli.fi) and questions on customer testing to [TH.elex-testaus\(at\)tulli.fi](mailto:TH.elex-testaus@tulli.fi).

7. TEST CASE INSTRUCTIONS AND DESCRIPTIONS

7.1. General instructions for completing export declaration messages for testing

Export declarations used for testing should be completed as follows:

- In the field "**Exporter/Consignor**", exporters enter their own details (Business ID, registered customer export code extension, address); representatives enter the details of the customer company as agreed with the testing official. It is also possible for a representative to use the test customer ID of Customs FI1198462-3 T0001.
- The number of the test case is entered in the field "**Reference number**".
- The field "**Representative**": exporters leave this field blank; representatives enter their own details.
- The company's own details are entered in the field "**Location of goods**".
- In testing situation in the field "**Customs office**" for instance codes FI015300, FI009801, FI483100, FI261000, FI542700, GB000292, SE060341, NL000511, DE002306 can be used. If the company wishes to use any other customs offices during testing, the company should inform the testing official of them before the testing period.

Only the particulars relating to the export transaction in question are given in the test cases prepared by Customs, and they must be forwarded unchanged in the message. The message must also contain the particulars required by the message description in accordance with the message description. The company must notify by email the testing official when the first XML test message is sent.

7.2. Testing using the company's own material, testing instruction

Companies may, when they so wish, use their own material for technical testing. Technical and parallel testing have been combined, and no separate parallel testing is required.

Companies will need to prepare appropriate technical test material using their own export declarations, number test cases and mark each test case with information of what required data elements (see list below) are going to be tested in this case. The test material must cover 10 to 20 most common export declarations of the company and possible exceptional situations occurring regularly. If the test material does not cover any of the required data elements (see list below), the company must notify the testing official of this in advance and explain why this data element is not tested. The business should provide the Customs testing official with test material a week before the start of the technical testing. If the testing official has not been provided with the numbered test material before the start of the testing, the testing will be postponed.

After the message has arrived at the Customs system, the Customs testing official examines the message exchange and checks that the structure of the message complies with the MIG. When the message structure is correct, the testing official compares the received material with the XML message and checks the message data. If there are errors in the structure or content, the testing official informs the company of it. The company must correct the errors. After the company has sent successfully all the test cases (containing the above-mentioned data elements) and received successfully response messages from Customs, the testing official notifies by email of the acceptance and agree on the date for launching production. If the company is planning to use in their export system such automated functionalities that have not become apparent during testing they must be reported to the testing official.

In addition to the mandatory data elements the test material chosen by the customer must include the following:

- Complete declaration (A)
- Pre-shipment export declaration (D), date and time of the presentation of the goods must be provided
- If the company uses two-stage declaration, declaration F+Y (otherwise A or D)
- If the company uses two-stage declaration, declaration C+Z (otherwise A or D)
- Declaration type EX, CO, EU
- Currency of the invoice (mandatory in export declarations as of 1 January 2012)
- Terms of Delivery according to Incoterms
- Terms of Delivery other than Incoterms
- Location of goods code is Z and customs office
- Location of goods code O and address details
- Several additional statement codes at header level (e.g. 30400 and FIXFQ)
- If the company acts as a representative, the full details of the representative must be provided (the details of the exporter must be provided to the testing official in advance)
- Mode of transport is 5, postal transports
- At least two countries of routing
- Transport charges method of payment
- Several produced documents/certificates (e.g. invoices)
- Several goods items
- Two produced documents/certificates at item level (e.g. loading list and documents relating to restrictions)
- Net mass below 1 KGM
- Gross mass below 1 KGM
- Commodity code including supplementary measurement unit
- Commodity code including supplementary measurement unit extension
- Commodity code with additional codes
- Commodity code requiring several condition codes to be declared
- Commodity code with UNDG (where it is relevant)
- Kind of packages, number of packages and marks and numbers on packages
- Package type is bulk (VQ, VG, VL, VY, VR or VO)

- Package type is unpacked (NE, NF or NG)
- At least two package types must be declared at item level
- Containers (to be declared without the goods item reference on the first item)
- Several containers with the goods item reference (sequence reference)
- Several seals
- Several consignees (the consignees must be declared at item level, full details of the consignee must be declared)
- Long consignee details (long consignee name, enter data element Name2)

- In some cases an incorrect statistical value 0,00 must be entered first (generates an automatic error message), after which the company must submit an export declaration amendment, containing the correct statistical value

- Fallback procedure, when additional statement code FIXEV and actual date of export must be declared

Data on customs procedure with economic impact, normal authorisation procedure (e.g. 3151/7SA)

A test case must include at least the following data elements:

- Inward processing authorisation number
- Previous document - import
- Supervising customs office must be entered
- Nature of transaction e. g. 51

Data on customs procedure with economic impact, simplified authorisation procedure (e.g. 2100/7UB)

A test case must include at least the following data elements:

- Supervising customs office
- Customs office(s) of discharge
- Means of identification
- Nature of processing operation
- Processed products
- Procedure end date and time

If the test case number e.g. "Test 1" cannot be entered as a reference, the additional statement code FIXXX and test case number must be entered for each test case.

Targets of testing using company's own material. The company:

- must be able to produce correct export declaration messages according to the specifications set by Customs and to declare required data elements.
- must be able to receive the response messages sent by Customs and react accordingly.
- must be able to react to an error message and correct their export declaration message.

- must be able to provide data elements required for a complete pre-shipment export declaration and for two-stage export declarations.
- must be able to declare in the same export declaration several goods items and their specific details.
- must be able to declare the location of goods codes and required location details, as well as the terms of delivery according to Incoterms and terms of delivery other than Incoterms.
- must be able to lodge different declaration types.
- must be able to provide the required data relating to the commodity code; such as supplementary measurement codes, condition codes required for restrictions and UNDG code.
- must be able to declare several produced documents/certificates and net or gross mass below 1 kg with decimals.
- must be able to declare container details both at header and item level.
- must be able to declare correct details of different package types and several package types for one goods item.
- must be able to declare long trader name details, where necessary.
- must be able to declare an export declaration for postal consignments.
- must be able to declare the data on customs procedures with economic impact.
- must be able to declare the export declaration to be provided using the fallback procedure
- must be able to provide the safety and security data on an export declaration.

7.3. Testing using the material prepared by Customs

7.3.1. Independent testing

The independent testing phase comprises the test messages 1–4. The company runs these test cases independently without the assistance of the testing official.

- The company notifies the testing official by email of the start of the independent testing.
- The company sends an XML message to the Customs system and waits for the response. If no response message is received from the Customs system, the company always first contacts its own operator or service provider and then the testing official, in order to fix the problem.
- When the connection has been established, the company sends an XML message to the Customs system. If the message contains errors, the Customs system sends an automatically generated rejection message to the company, and the company must send the message again.
- Completing the test cases 1–3 successfully: If the message sent by the company is correct, the Customs system automatically sends an acceptance message and a release message to the company.
- Completing test case 4 successfully: When the company has completed the export declaration message in accordance with the instructions for the test case, the Customs

system automatically sends an error message to the company. After this, the company must send **a corrected export declaration message** to Customs. If the corrected export declaration message contains no errors, the Customs system sends an acceptance message and a release message to the company.

- The company can send the same message several times during the independent testing phase.

7.3.2. Technical testing

- The technical testing phase comprises the test messages 5-12 (if needed, the EAGF test messages 1–3). The company and the testing official agree on which test cases will be used.
- The company sends an XML message to the Customs system and notifies the testing official of this by e-mail.
- The testing official examines the message exchange in the communications network. The testing official informs the company if the message has not been received due to a problem between the company and its operator or service provider. The company fixes the problem.
- After the message has arrived into the Customs system, the testing official checks that the structure of the export declaration message complies with the message description. If there are errors in the structure, the testing official informs the company of it. The company (software supplier) must correct the errors.
- When the message structure is correct, the testing official checks the message data. If the message contains errors, the testing official notifies the company of it and the company corrects the errors and sends a corrected message.
- This process is repeated for each test case.
- When the company has sent all the messages successfully, the testing official informs the company by e-mail that the technical testing has been completed successfully. After this, the company may proceed to parallel testing.

The communication is conducted mainly by e-mail.

7.3.3. Parallel testing

- The company sends an XML message and notifies the testing official of it by e-mail.
- The testing official compares the contents of the XML message with the contents of the copy of the export declaration. If the message contains errors, the testing official notifies the company of it and the company corrects the errors and sends a corrected message.
- This process is repeated for each test case. All employees using the company's customs clearance software must participate in the testing.
- The material for the parallel testing consists of a sample of the company's export declarations that should be as extensive as possible. The testing official can, however, limit the test material and its volume.

- When the company has sent all the messages successfully, the testing official informs the company by e-mail that the parallel testing has been completed successfully. The testing official and the company also agree on the date for launching production.

The communication is conducted mainly by e-mail. It is recommended that as many as possible of the employees who will be submitting electronic export declarations in the production phase participate in the parallel testing.

7.4. Technical testing using the material prepared by Customs, Independent testing, test cases 1-4

These descriptions support the test case provided on the SAD form. Before the customer testing begins, the testing official will send to the company SAD forms for the test cases.

TEST CASE 1:

Test case 1 is a basic case for the export declaration procedure:

- the declaration is a complete export declaration, i.e. it contains all the information required by Customs
- the export is permanent and the goods are exported to a third country, i.e. outside the EU
- the goods are Community goods that have not been placed under any customs procedure earlier
- it is a direct purchase/sale transaction
- the original data on the export transaction can be found on the invoice and in the loading list
- the customer needs confirmation from the Customs authorities at the office of exit that the goods have left the territory of the Community

The test has been completed successfully when the customer has received an acceptance message containing the MRN and a release message containing a PDF file from the Customs system. If the customer receives an error message from the Customs system, he must correct the message structure or the declaration data.

TEST CASE 2:

Test case 2 is also a basic case. In this case, however, the weight of the goods is less than 1 kg and the terms of delivery do not correspond to Incoterms.

The customer will independently run the test case prior to technical and parallel testing. The test has been completed successfully when the customer has received an acceptance

message containing the MRN and a release message containing a PDF file from the Customs system.

TEST CASE 3:

This case deals with export to the island of Jersey outside the fiscal territory of the EU. This affects the procedure code in the declaration.

The customer will independently run the test case prior to actual testing. The test has been completed successfully when the customer has received an acceptance message containing the MRN and a release message containing a PDF file from the Customs system.

TEST CASE 4:

Test case 4 deals with a declaration lodged in advance. An export declaration can be lodged before the goods are loaded onto the means of transport or available for presentation to Customs. In such cases, the export declaration must contain the date and time when the goods will be available for customs inspection. This test case also tests the entering of incorrect data: the country of destination is Norway, but the United States must be entered in the declaration as the country on destination. The customer receives an error notification from the Customs system, after which he submits an amended export declaration containing the transaction identifier of the declaration to be corrected.

The customer will independently run the test case prior to actual testing. The test has been completed successfully when the customer has received an error notification from the Customs system, submitted a corrected message and received an acceptance message containing the MRN from the Customs system.

7.5. Technical testing using the material prepared by Customs, test cases 5–12

TEST CASE 5:

The following is to be noted:

- bulk goods
- two-stage declaration procedure (incomplete declaration and supplementary declaration that is submitted after the customer has received the confirmation of exit from Customs).
- voluntary packaging at item level
- rail transport
- the exporter has no code extension

- the test case is performed in one or two phases, depending on the company's operations model

TEST CASE 6:

Export goods: a chair. The following is to be noted:

- supplementary quantity
- condition codes
- FIX codes
- EUR as an appendix (the date of the appendix is always mandatory)
- the exporter is a private person

TEST CASE 7:

Two-stage declaration procedure. An incomplete declaration will be submitted in advance and a supplementary declaration before the exit of the goods. The following is to be noted:

- several consignees
- containers must be entered at goods item level
- unpacked goods
- the test case is performed in one or two phases, depending on the company's operations model

TEST CASE 8:

The following is to be noted:

- the containers must be declared in the first goods item
- supplementary quantity
- long consignee data
- negation
- marks

TEST CASE 9:

The following is to be noted:

- supplementary quantity: drained net weight
- a customs procedure with economic impact
- the customs clearance number (and date) are entered in the field "Previous document"

TEST CASE 10:

- A simplified customs procedure with economic impact, where authorisation for using the procedure is requested in the declaration.
- The export transaction is selected for manual processing.

TEST CASE 11:

- In this test case, the heading is subject to a national restriction, for which a condition code must be entered, and to an EU restriction, for which both a condition code and a supplementary code must be entered.
- In the declaration, transport charges method of payment, seal, UNDG code and routing countries must also be taken into account.

TEST CASE 12:

- In this test case, the export declaration is submitted for an export consignment declared using the fallback procedure.
- Please note: the additional statement code FIXEV = Fallback procedure, and the actual export date in the field exportPointDate.
- The export transaction is selected for manual processing.

7.6. Test case descriptions for electronic rectification and cancellation messages for exports

The testing is carried out using company's own export material. If the company does not receive a decision on the release of goods for a customs procedure in response to their export declaration or if the decision is delayed, they should contact the testing official at Customs. Once the test case has been successfully completed, the testing official will always send by email a confirmation message.

RECTIFICATION MESSAGE**Test case 1**

If the company does not have a pre-shipment export declaration, the testing official will submit separate guidance for how to compete test case 1.

1. Send a complete (A) export declaration for export customer testing
2. When you have received the decision on the release of goods for export, send a correction message regarding the export declaration where you notify Customs of replacing the complete export declaration (A) with an advance export declaration (D). Cite the additional statement code FIXFN and correction reason code 12. The additional statement code FIXFO of the consignment to undergo customs clearance is used to indicate the reason for the correction and to list the information to be changed. The purpose of a correction message is the correction of data, 7.
3. You will receive a rejection message (TOR) and PDF in reply to your correction message because, after the release, the declaration can no longer be changed from a complete declaration to a pre-shipment declaration. Send the MRN of your export declaration to the testing official at Customs (TH.elex-testaus@tulli.fi).

Test case 2

If the company does not have more than one item on the export declaration, the testing official will submit separate guidance for how to compete test case 2.

1. Send an export declaration for two consignments to the export customer tester
2. When you have received the decision on release of goods for export, send a correction message regarding the export declaration where you notify Customs of changes in the consignment information with additional statement code FIXFN, reason code 16. Use additional statement code FIXFS to indicate that you will delete consignment No. 2. Change the information on the consignment to undergo customs clearance correspondingly. The additional statement code FIXFO of the consignment to undergo customs clearance is used to indicate the reason for the correction and to list the information to be changed. The purpose of a correction message is the correction of data, 7.
3. If the correction request does not contain any errors, you will receive a message of receipt. Send the MRN of your export declaration to the testing official at Customs (TH.elex-testaus@tulli.fi). The testing official at Customs will send you a request for additional information regarding the correction request. You will then receive the correction message and the decision on correction in PDF format.

CANCELLATION MESSAGE**Test case 1**

1. Send a complete (A) export declaration for export customer testing
2. When you have received a message confirming the release of goods for export, send a cancellation request concerning the export declaration citing reason code 1 indicating that “the declared goods will not be exported from the Community territory”.
3. If the cancellation request does not contain any errors, you will receive a message of receipt. Send the MRN of your export declaration to the testing official at Customs (TH.elex-testaus@tulli.fi). The testing official at Customs will send you a request for additional information. You will receive the cancellation message and decision on cancellation in PDF format.

Test case 2

1. Send two complete and identical (A) export declarations for export customer testing
2. When you have received messages confirming the release of goods for the export procedure for both export declarations, send a cancellation request concerning the first export declaration citing reason code 3 indicating that “several identical declarations have been lodged for the same goods”. Give the transaction identifier of the other export declaration as the replacement identifier.

3. You will receive a message of receipt in reply. Send the MRN of your export declaration to the testing official at Customs (TH.elex-testaus@tulli.fi). You will receive the cancellation message and decision on cancellation in PDF format after some time.
4. Send the same cancellation request for the first export declaration.
5. You will receive a rejection message for the cancellation request (TMR) and PDF in reply.