



UNITED NATIONS
DEPARTMENT OF ECONOMIC AND SOCIAL AFFAIRS
STATISTICS DIVISION

**Workshop on Compilation of International Merchandise Trade Statistics
Abuja, 30 August - 2 September 2005**

Instructions for the Presentations of the Customs Officers

The framework for the workshop is given by the recent publication of the United Nations Statistics Division called “International Merchandise Trade Statistics: Compilers Manual”¹ which is a practical guide to the 1998 publication of “International Merchandise Trade Statistics: Concepts & Definitions, Revision 2”.

At this workshop there will be separate presentations given by Customs Officers and by Statistical Officers.

In the presentation at the workshop we expect the Customs Officers to explain their work with respect to the processing of the Customs Declarations. In particular, we would like the customs officers to describe the processing of the Customs Declaration Forms from the time that the importer or exporter declares the goods until the moment that the data are released in electronic (or paper) format to the National Statistical Office. If possible, please include the following points in your description:

- Do you use ASYCUDA or another system? Which offices are automated?
- Number of Customs Offices in your Country; are there difficulties with remote offices.
- Number of Declarations handled per month/year; how many electronically and how many in paper format.
- How many different Customs Procedures are used in the country? Can you give numbers on how many declarations per customs procedure?
- Does your country have Processing Zones or Free Zones? Do you register trade from those zones? How?
- How do you check the Customs Declarations? Do you check also Export declarations?
- What are the procedures put in place for the Valuation of the goods?
- What are the procedures for identifying the country of import and the country of export? How do you verify the classification of the goods?

¹ See http://unstats.un.org/unsd/publication/SeriesF/seriesf_87e.pdf for a downloadable version of the Compilers Manual and http://unstats.un.org/unsd/publication/SeriesM/SeriesM_52rev2E.pdf for a downloadable version of the Concepts and Definitions.