

---

# 14

## SEA UNDERBOND MOVEMENTS

Australian Customs Service  
5 Constitution Avenue  
Canberra ACT 2601  
Telephone: 02 6275 6666  
Facsimile: 02 6275 6999

© Commonwealth of Australia 2005

This work is copyright. Apart from any use as permitted under the *Copyright Act 1968*, no part may be reproduced by any process without prior written permission from the Australian Customs Service. Requests and enquiries concerning reproduction rights should be addressed to the Director, Corporate Communication, Australian Customs Service, 5 Constitution Avenue, Canberra, ACT, 2601.

## TABLE OF CONTENTS

Overview.....	3
What is an Underbond Movement Request (UBMR)? .....	3
How is a UBMR communicated? .....	3
When is a UBMR used?.....	3
Links .....	4
Unsolicited messages .....	5
States and Status.....	5
Chaining and Stacking.....	6
Transshipment.....	7
Outturn Reports .....	7
Legislation.....	8
Further information.....	<b>Error! Bookmark not defined.</b>
Creating an Underbond Movement (Sea).....	9
Searching for an Underbond Movement.....	16
Amending an Underbond Movement.....	23
Adding a Line to an Underbond Movement .....	25
Withdrawing an Underbond Movement .....	29
Related topics .....	30
Further assistance .....	30

## OVERVIEW

### WHAT IS AN UNDERBOND MOVEMENT REQUEST (UBMR)?

An underbond movement request (UBMR) is an application to move cargo subject to Customs control between Customs controlled premises. A UBMR applies to goods that have not been entered and released for home consumption or warehousing.

The conditions that are applied to the approval of an underbond movement request include:

- The associated cargo report has been lodged
- The screening period has expired
- The appropriate “reason code” has been used (specific goods only)

### HOW IS A UBMR COMMUNICATED?

A UBMR may be communicated electronically or by giving a documentary form to Customs.

An electronic UBMR may be lodged by:

- the vessel operator
- the vessel operators principal agent
- the cargo owner
- the current or intended custodian of the cargo (stevedore or depot)
- the cargo reporter
- a licensed broker (for the purpose of transshipment only)

An electronic UBMR may be lodged together with a cargo report (in the form of an integrated cargo report (ICR)). A separate UBMR may be lodged at any time after the associated cargo report has been lodged.

### WHEN IS A UBMR USED?

A UBMR may be made to move goods for one of the following reasons:

- delivery to final destination
- deconsolidation at destination
- other movement – eg for storage
- movement of ‘time-up’ goods to s79 warehouse
- transshipment
- movement for AQIS purposes

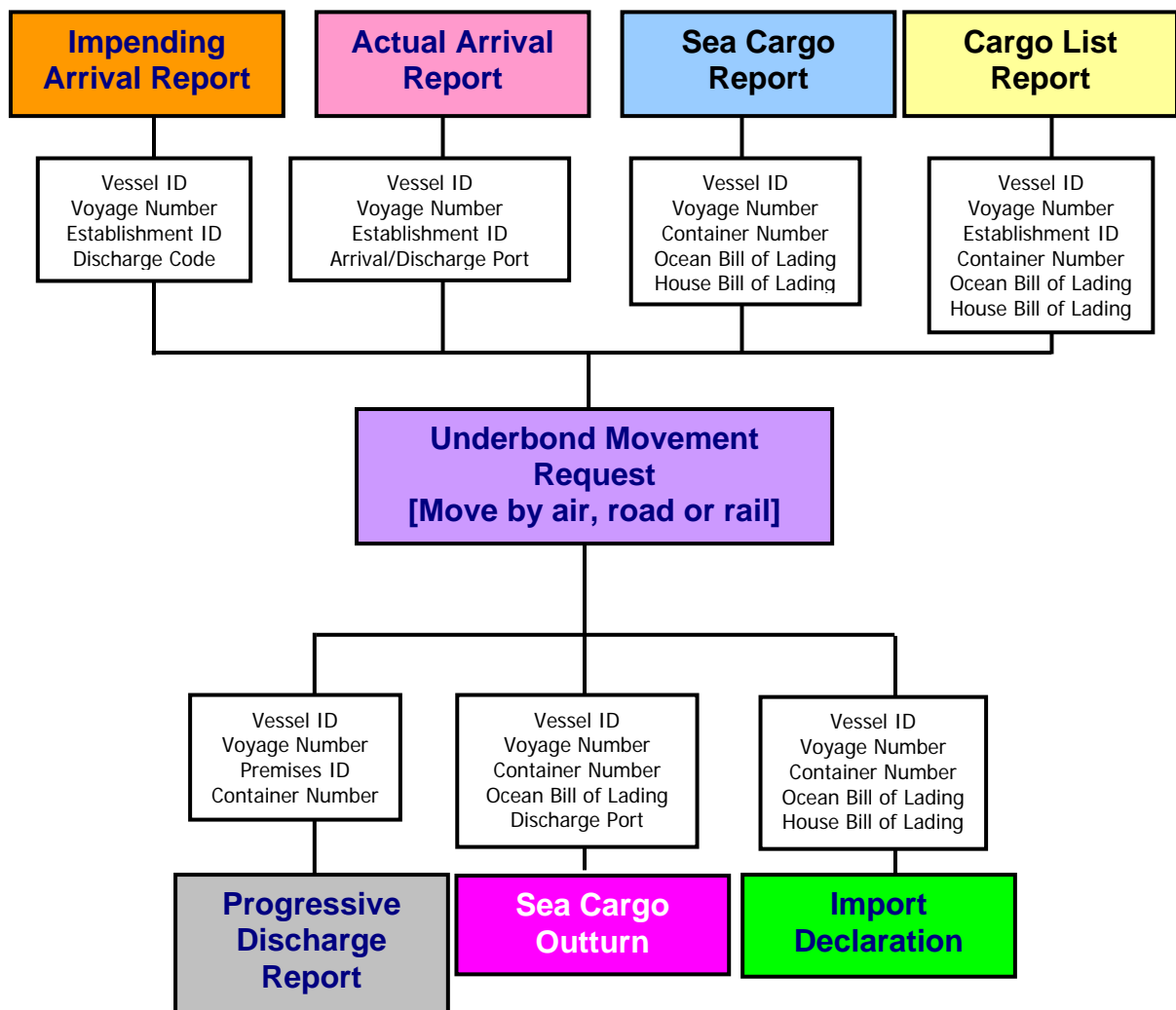
A UBMR must provide the following:

- bill(s) of lading
- vessel arrival details
- originating establishment identifier
- destination establishment identifier
- discharge establishment identifier
- mode of transport for the movement of the goods – (road, rail or sea). Sea movement may occur on either an international or a coastal vessel.

## LINKS

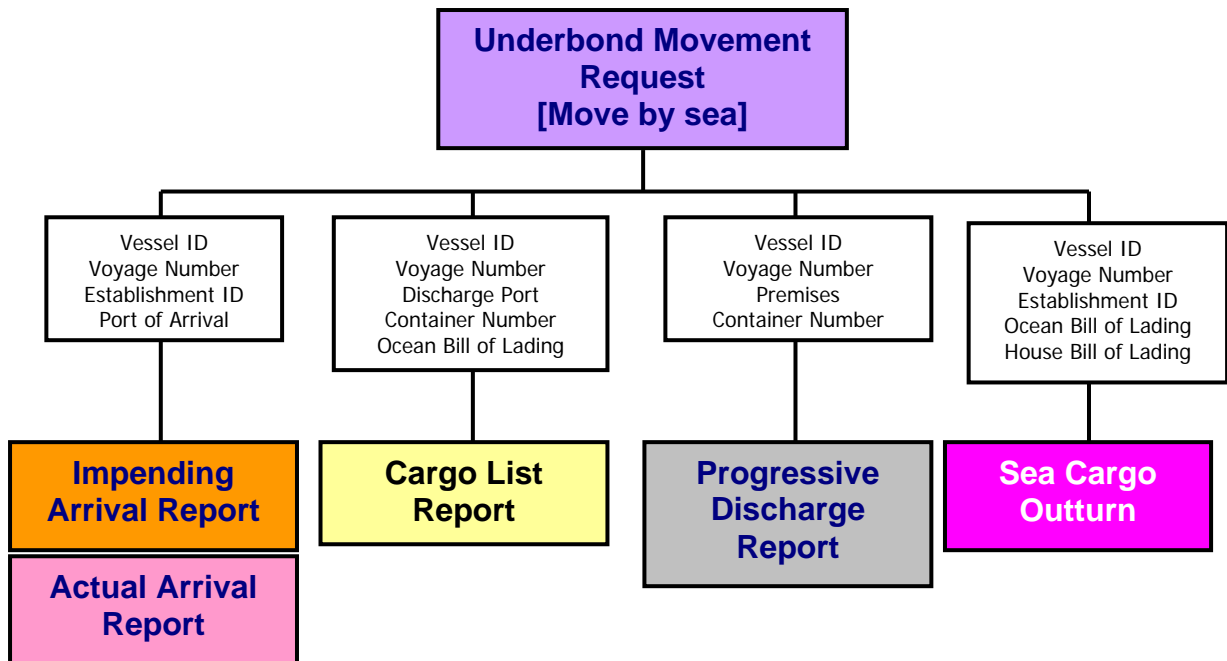
Links between UMR and other documents in the sea environment depend on the mode of transport being used for the underbond movement.

The relationship of the UMBR to other reports in the sea cargo environment where the mode of transport is air, road or rail is illustrated below.



**Diagram One – UBMR links in sea cargo environment  
(mode of transport air, road or rail)**

The relationship of the UMBR to other reports in the sea cargo environment where the mode of transport is sea is illustrated below.



**Diagram Two – UMBR links in sea cargo environment**  
**(mode of transport sea)**

### UNSOLICITED MESSAGES

When a UMBR has been approved cargo status messages will be sent to relevant parties. These parties include:

- the requesting party
- the release premise (no message will be sent if this was also the requesting party)
- the receiving premise (no message will be sent if this was also the requesting party)
- a Customs Broker (if an Import Declaration has been lodged and the consignment has a 'clear' status).

### STATES AND STATUS

Once a UMBR is validated and processed, its state (and that of related UMBRs) will be reflected in the status of the Cargo Report. Valid UMBR states are:

- **Stored** - the UMBR is stored awaiting a request to move the cargo to the originating destination as quoted in the request (see 'stacking' below)
- **Chained** - the UMBR is linked to a request to move the cargo to the originating destination as quoted in the request

- **Approved** - underbond movement of the goods may be subject to certain conditions
- **Acquitted** - the goods have been reported as having arrived at the destination establishment
- **Withdrawn** - the UBMR has been withdrawn by the requestor.

The 'condition' of a UBMR is established via existing information from the cargo report or as a result of risk assessment of the UBMR. The 'condition' of a UBMR can only be checked/viewed in the ICS.

### Underbond Movement Conditions

Underbond conditions on the Import Document Status screens indicate whether cargo that is subject to an underbond movement request is clear to be moved. This is in addition to any underbond movement 'state'.

The following table lists the possible underbond conditions:

Status	Meaning
MOVEMENT ALLOWED	The cargo may be moved in accordance with an approved underbond movement request.
SINGLE MOVEMENT ALLOWED	The cargo may be moved in accordance with the first underbond movement request in the approved underbond movement request chain.
NO MOVEMENT ALLOWED	The cargo may not be moved underbond at this time. Any underbond movement requests in relation to this cargo have not been approved at this time.
<blank>	If this field is blank then there are no underbond movement requests associated with this cargo at this time.

Certain conditions, such as destination premises type, may be attached to an approval. For example, goods requiring quarantine inspection may only be moved to a Customs approved premise that is also an AQIS approved establishment.

### CHAINING AND STACKING

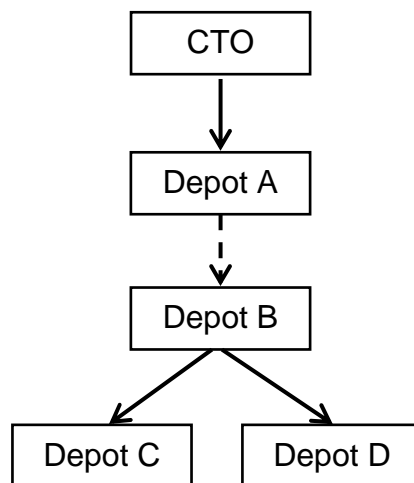
The ICS will allow multiple UBMRs to be reported and approved concurrently for a cargo shipment. This means that an UBMR can be lodged in the ICS at anytime after the related cargo report has been lodged, irrespective of where the UBMR is in the sequence of underbond moves. Different cargo reporters may lodge UBMRs for different stages in the movement of the same cargo. The ICS uses a 'chaining' process to allocate a sequential number to each underbond cargo movement. This ensures the cargo can be tracked. UBMRs may be lodged in any order within a 'chain'.

UBMRs may also be 'stacked' in the ICS. 'Stacking' occurs where some of the UBMRs in a 'chain' are not yet lodged in the ICS.

Diagram Three shows a simplified example of stacking. In this example goods are unloaded at a CTO. They are then to be moved to depot A. This movement may be approved on the lodgement of either, a separate cargo report and an UBMR or the lodgement of an Integrated Cargo Report (ICR).

From depot A the goods are further planned to move to depot B and then depots C and D. The diagram shows that the UBMR for this movement has not yet been lodged.

Depot B has lodged UBMRs to move the goods to depot C and D. The ICS will accept these UBMRs and 'stack' them awaiting the earlier link in the chain – the UBMR from depot A to depot B. The UBMR for the moves from depot B to will have a status of 'stored'. Once the UBMR for the move from depot A is lodged all UBMR in the sequence will become 'chained'.



**Diagram Three – Simplified example of UBMR stacking.**

### **TRANSHIPMENT**

Where the request reason on a UBMR is 'transshipment', the ICS will check the cargo report to see if there is a transshipment number attached. A transshipment number is a valid Customs Authority Number (CAN) for export. If a transshipment number does not exist, the ICS will generate the transshipment number for the UBMR. This process enables individual lines of cargo to be transhipped separately if necessary. It also allows for transshipment of cargo in situations where the cargo is "on-sold" to an entity outside Australia after the lodgement of the original cargo report.

A licensed Customs broker may only submit a UBMR for the purpose of transshipping cargo.

### **OUTTURN REPORTS**

When the goods specified in a UBMR have arrived at the destination establishment, the operator of the establishment must submit an outturn report to

Customs. A receipt outturn report verifies that the goods have arrived at the destination premises; this 'acquits' the movement. An unpack outturn does not acquit an under bond movement. A PDR acquits an underbond movement by sea on an international vessel.

## LEGISLATION

### **Customs Act 1901**

**Section 71E** requires an application for permission to move goods that are subject to Customs control to a place specified in the application.

### **Offences**

**Section 71E(3A)** An offence against subsection 71E(3A) – a person to whom permission to move goods underbond has been given moves those goods other than in accordance with the permission. This is an offence of strict liability with a maximum penalty of \$50,000.

Goods that are being moved underbond are subject to the control of Customs.

**Section 33** contains both strict liability and fault based offences that may apply to the unauthorised movement, alteration, or interference with goods subject to the control of Customs. Penalties not exceeding 500 penalty units may apply. A penalty unit is defined by subsection 4AA(1) of the *Crimes Act 1914*.

For strict liability offences it is not necessary for Customs to prove it was committed intentionally. Some of the strict liability offences in Section 33 are subject to the Infringement Notice Scheme (INS).

## CREATING AN UNDERBOND MOVEMENT (SEA)

The Underbond Movements Create screen enables users with the appropriate access to lodge underbond movement requests. These requests contain detailed information pertaining to goods that are to be moved underbond between Customs controlled premises, for example:

- the name of the vessel that the cargo is on
- who is the responsible party
- the cargo's discharge/originating and destination details
- the line or lines of cargo that are to be moved
- the reason the cargo is underbond
- how the cargo will be moved.

When an underbond movement is created, the Integrated Cargo System (ICS) will attempt to link the underbond movement to other reports (eg, an actual arrival report) received by the ICS. The ICS does this by looking at various fields such as the Vessel ID and Voyage No fields.



**Tip:** before attempting to create an underbond movement, ensure that you have all required information and codes. It is NOT possible to use the reference search function (eg, for a UNLocode) and lodge an underbond movement simultaneously.

The following table lists the codes that may be required in lodging a sea underbond movement and the fields to which they apply.

Field name	Type of code/identifier
Vessel ID	Lloyds' Number / Customs Ship Register
Responsible Party ID	Australian Business Number (ABN) or Customs Client Identifier (CCID)
Discharge Establishment ID	Establishment Identifier
Originating Establishment ID	
Destination Establishment ID	
Transshipment Overseas Destination Port Code	United Nations location code (UNLocode)



**Tip:** an underbond movement can contain a maximum of 999 lines. A maximum of 50 lines can be added to an underbond movement before it must be submitted. To add additional lines, refer to Amending an Underbond Movement on page **14.23**.

To create an underbond movement (sea):

**Step 1.** From the main menu, click on **Imports**, click on **Underbond** and then click on **Create Sea**.

The **Underbond Movements Create** (sea) screen displays.

The Underbond Movements Create screen enables users to create an underbond movement request. The screen is divided into three sections:

- Underbond Header Details
- Movement Details
- Line Summary Details.

The Line Summary Details shown contains fields relating to sea cargo. Cargo is identified by the cargo type. The cargo type will determine whether container numbers and/or ocean and/or house bills are required.



**Note:** the Reported By ID field will default to the ABN/CCID (Australian Business Number/Customs Client Identifier) of the reporting party and is read-only.

**Step 2.** In the **Vessel ID** field, enter the identifier of the arriving vessel. This may be either a Lloyds' number (an internationally recognised register of unique number issued primarily to commercial vessels) or a Customs ship number (a unique alpha-numeric identifier assigned by Customs for vessels that do not have a Lloyds' number).

**Step 3.** In the **Voyage No** field, enter the voyage number. The voyage number is the number that identifies a particular voyage for a vessel as assigned by the vessel operator.

**Step 4.** In the **Responsible Party ID** field, enter the identifier of the party for whom the cargo is being reported. The identifier is either an Australian Business Number (ABN) or Customs Client Identifier (CCID). To be a valid identifier, an ABN must be registered in the ICS.



---

**Note:** An ABN must be registered in the ICS to be a valid identifier.

---

**Step 5.** In the **Discharge Establishment ID** field, enter the stevedore establishment identifier of where the underbond cargo has been or will be discharged.



---

**Note:** this is required for a primary or 'first' underbond move.

---

**Step 6.** In the **Originating Establishment ID** field, enter the identifier of the establishment where the underbond is to originate from.

**Step 7.** In the **Request Reason** field, click on the drop down button and select one of the following:

- AQS + QUARANTINE
- DCL + DECONSOLIDATION
- DEL + DELIVERY
- MOV + OTHER
- TSH + TRANSHIPMENT
- TUW + TIME UP CARGO.

**Step 8.** In the **Destination Establishment Id** field, enter the identifier of the premise to which the underbond cargo is going.



---

**Note:** the Destination ID cannot be amended if an Outturn for the underbond movement request exists.

If Request Reason code used is TSH (for transhipment cargo), then Transhipment Overseas Destination Port Code is mandatory.

If Request Reason code used is any code other than TSH, the Transhipment Overseas Destination Port Code is disallowed.

---

**Step 9.** In the **Mode of Movement** field, click on the drop down button and select one of the following:

- AIR - Goods being moved by AIR
- DVS - Goods being moved by SEA on a DOMESTIC VESSEL
- IVS - Goods being moved by SEA on an INTERNATIONAL VOYAGE
- RAI - Goods being moved by RAIL
- ROA - Goods being moved by ROAD.

**Step 10.** (Optional) In the **Transhipment Overseas Destination Port Code(s)** fields, enter the UNLocode of the port(s) of the overseas destination if the underbond cargo is being transhipped.

**Step 11.** (Conditional) In the **Movement Vessel ID** field, enter the identifier of the vessel that the underbond cargo is moving on.

This field is mandatory if the value for the Mode of Movement field is IVS.

**Step 12.** (Conditional) In the **Movement Voyage No**, enter the voyage number of the underbond cargo.

This field is mandatory if the Mode of Movement field is set to IVS.

If the Mode of Movement field is set to IVS, refer to **Step 13**, otherwise refer to **Step 14**.

**Step 13.** (Optional) In the **Overseas Routing Port Code(s)** field, enter the UNLocode of the ports of call visited by the cargo on its journey to Australia. The port code must be a valid UNLocode. Overseas routing ports only apply to underbond by sea.

The following table lists the options available on the Underbond Movements Create screen.

Option	Action	Result
To view further details about a cargo line.	Click on a hyperlink in the Cargo Type column.	The Underbond Movement Request Line Create screen displays.

**Step 14.** Click on the **Add Line** button.

The **Underbond Movements Add Line** screen displays.

The Underbond Movements Add Line screen enables users to enter details about cargo to be included in the underbond movement request.

**Step 15.** In the **Cargo Type** field, click on the drop down button and select one of the following:

- B/B – Break Bulk - cargo that is transported in a non-containerised manner. Most break bulk consignments are comprised of self contained units/packages for example, cars or timber packs
- BLK – Bulk - goods that conform to the shape of the vessel holds in which the cargo is being transported, and do not have any external packaging, for example, gas, grain or petroleum.
- FCL – Full Container Load - containers where all the contents are consigned to one entity. There is only one consignment in the container
- FCX – Full Container Multiple House Bill - sea cargo containers where a container has all the contents consigned to one entity in Australia and where there are two or more consignments within the container

- LCL – Less than Container Load - a consignment that does not occupy the full space available in a container. The consignment has been consolidated, i.e., packed into a single container, with one or multiple other LCL consignments. These consignments must have at least two different consignees in Australia.

**Step 16.** In the **Container No** field, enter the container number.

**Step 17.** (Optional) In the **Unique Consignment Reference No** field, enter the unique consignment reference number, consistent with the World Customs Organisation (WCO) guidelines. A unique consignment reference number is a unique reference of a consignment used for identification purposes in documents and messages exchanged between parties in international trade.

**Step 18.** In the **Ocean Bill of Lading** field, enter the ocean bill of lading. The ocean bill of lading is a unique text identifier of the document detailing the goods received for shipment by sea issued by the shipping company.

**Step 19.** In the **House Bill of Lading** field, enter the house bill of lading. The house bill of lading is a unique text identifier of the international document for the carriage of sea cargo. Always linked to an ocean bill of lading.

**Step 20.** In the **Number of Packages** field, enter the number of packages for this line of cargo.

**Step 21.** In the **Package Type** field, enter the type of the package. The package type identifies the specific packaging used to transport the goods. The package type will be recorded as a two character alphanumeric code.



---

**Note:** the Package Type field is populated using a search. Click on the book icon and select the relevant package type from the list. On return to the Underbond Movements Add line screen, the field is populated with the selected value.

---



---

**Note:** a maximum of 50 lines can be added to a page before the underbond movement must be submitted. An underbond movement can contain a maximum of 999 lines per header.

---



---

**Note:** to add a line, click on the Add More Line(s) button.

---



---

**Note:** to exit this screen without saving, click on the Cancel button.

---

**Step 22.** Click on the **OK** button.

The **Underbond Movement Create** screen displays.



---

**Note:** to exit this screen without saving, click on the Cancel button.

---

**Step 23.** Click on the **Submit** button.

The **Underbond Movement View** screen displays.

## SEARCHING FOR AN UNDERBOND MOVEMENT

The Underbond Movement Search screen enables users with the appropriate access to search for an underbond movement request that has been lodged on import cargo that arrived in Australia by sea.

An import cargo underbond movement request is a request to move import cargo from one licensed establishment to another licensed establishment, whilst the cargo is still under Customs control.

To search for an underbond movement request for sea cargo:

**Step 1.** From the main menu, click on **Imports**, click on **Underbond**, and then click on **Search Sea**.

The **Underbond Movements Search** screen displays.

The screenshot shows the 'Underbond Movements Search' web application running in Microsoft Internet Explorer. The page title is 'Underbond Movements Search - Microsoft Internet Explorer'. The application header includes the Australian Government logo and 'EXT TEST' status. The main title is 'Underbond Movements Search'. On the left is a navigation menu with options like Reference, Client, Exports, Imports, Sea Arrivals, Sea Cargo Report, Cargo List, Progressive Discharge, Vessel Summary, Search, Sea Cargo Outturn, Underbond, Search Air, Search Sea, Create Air, Create Sea, Air Arrivals, Air Cargo Report, Air Waybill Outturn, Import Document Search, and Import Document Retrieve. The main content area has a 'Select Combination' dropdown menu set to 'Vessel ID & Voyage No & Container No'. Below this is a 'Search Criteria' section with several input fields: Vessel ID (mandatory), Voyage No (mandatory), Discharge Establishment, Originating Establishment, Destination Establishment, Container No (mandatory), Ocean Bill of Lading, and House Bill of Lading. There are also fields for Vessel Name, ID, and Name, each with a 'USE FIND OPTION-->' button. A 'find' button is next to the Vessel Name field. At the bottom of the search criteria section are 'Search' and 'Clear' buttons.

The Underbond Movements Search screen enables users to search for underbond movements that have been requested for sea cargo that has arrived in Australia by way of sea.

The default search criteria in the Select Combination field will be Vessel ID & Voyage No & Container No. Fields for this search combination are displayed as mandatory fields. All other fields are disabled.

**Step 2.** In the **Select Combination** field, click on the drop down button and select one of the following options:

- Vessel ID & Voyage No & Container No (default)
- Vessel ID & Voyage No & Ocean Bill

- Vessel ID & Voyage No & Ocean Bill and House Bill
- Vessel ID & Voyage No & Originating Establishment ID
- Vessel ID & Voyage No & Destination Establishment ID
- Vessel ID & Voyage No & Discharge Establishment ID.



**Tip:** choosing an appropriate search option will make searching more efficient.

When a broad search option is used, a list will usually be returned. From this screen, a specific document can be chosen. The broadest search options available are the options involving an Establishment ID.

If searching using the first three options from this list all underbond movements where one or more lines contain these values will be returned.

If searching on the second three options, all underbond movements that match on the supplied values in the header will be returned.

**Step 3.** Enter the relevant values in the mandatory fields.



---

**Note:** to clear the search criteria entered, click on the Clear button.

---

**Step 4.** Click on the **Search** button.

If one record is returned from the search, the **Underbond Movement View** screen displays. Refer to page **14.19**.

If multiple records are returned from the search, the **Underbond Movement List** screen displays.

Search Criteria  
Vessel: 7800588; Voyage No: 8A; Container No: C8A

Establishment ID						
Vessel ID	Voyage No	Discharge	Originating	Destination	Request Reason	Mode of Movement
7800588	8A	8012D	8012D	8111H	DCL	ROA W
7800588	8A	8012D	8012D	8111H	DCL	ROA W
7800588	8A (*)	8012D	8012D	8111H	DCL	ROA W
7800588	8A	8012D	8012D	8111H	DCL	ROA
7800588	8A (*)		8111H	8112B	MOV	ROA W
7800588	8A (*)		8111H	8112B	MOV	ROA

\*Voyage No is derived. The reported Voyage No is 8C

Records 1 to 6 of 6  
Prev Page Next Back New Search

The Underbond Movements List screen enables users to display a list of underbond movements.

For sea, the Underbond Movement List screen is sorted by the vessel identifier and voyage number, originating establishment identifier and then destination establishment identifier.

**Note:** The Voyage No field displays the derived voyage number.



If the reported Voyage No is different to the derived Voyage No then an asterisk (\*) will be displayed after the number. For voyages with the asterisk only, if the mouse pointer is moved over the Voyage No or the asterisk, a note will pop up with the text '\* Voyage No is derived. The reported Voyage No is [xxx]'.

The following table lists the options available on the Underbond Movement List screen.

Option	Action	Result
To view a previous or next page of results. <b>Note:</b> only available if more than one page exists.	Click on the Page <b>Prev</b> or <b>Next</b> button.	The previous or next page of results displays.

Option	Action	Result
To perform another search (with existing search criteria retained).	Click on the <b>Back</b> hyperlink.	The Underbond Movements Search screen displays with the previously entered search criteria retained
To perform another search (with default search criteria).	Click on the <b>New Search</b> hyperlink.	The Underbond Movements Search screen displays with the default search criteria.

**Step 5.** Click on a hyperlink in the Vessel ID column.

The **Underbond Movement View** screen displays.

**Underbond Movements View**

**Withdrawn** Version 3

**Underbond Header Details**  
 Vessel 7374400 FALCON ARROW Voyage No 999A Original Date/Time 22 MAY 2006 16:08  
 Reported Voyage No 999C Version Date/Time 04 SEP 2006 10:17  
 Responsible Party 16007286160 CENTRAL CITY SIGNS PTY. Reported By 16007286160 CENTRAL CITY SIGNS PTY.

**Movement Details**  
 Discharge Establishment Request Reason MOV OTHER Originating Establishment D101S DIC INTERNATIONAL F/F SYD  
 Mode of Movement AIR AIR Destination Establishment D101M DIC INTERNATIONAL F/F MEL  
 Movement Vessel Transhipment Overseas Destination Port Code  
 Overseas Routing Movement Voyage No  
 Port Code(s)

**Line Summary Details**  
 Line 1 to 3 of 3 Go To Container No [ ] [Prev] Page [ ] [Next]

State	Cargo Type	Container No	Ocean Bill of Lading	House Bill of Lading	Show Hyperlink
Stored	LCL	CONTNH999	NH0001	NH HB 0001	C
Stored	LCL	CONTNH999	NH0001 (*)	NH HB 0001 - B	C
Stored	LCL	CONTNH999 B	NH0002 (*)	HB NH 0002	C

\*Ocean Bill number is derived. The reported Ocean Bill number is NH0002Z2

Event History Evaluation Log Outbound Msg Impending Arrival Evaluation Line Cargo Report Outturn  
 [Prev] [Report] [Next] [Amend Movement Details] [Withdraw] [Remove Lines] [Add Lines]

The Underbond Movement View screen enables users to display various details about an underbond movement.

**Note:** The Ocean Bill of Lading field displays the derived Ocean Bill number. If the reported Ocean Bill is different to the derived Ocean Bill then ‘(\*)’ will be displayed after the number. For bills with the asterisk only, if the mouse pointer is moved over the Ocean Bill number or the asterisk a note will pop up with the text ‘\* Ocean Bill number is derived. The reported Ocean Bill number is [xxx].’



The following table lists the options available on the Underbond View screen.

Option	Action	Result
<p>To view Electronic Data Interchange (EDI) site details.</p> <p><b>Note:</b> the hyperlink only exists if EDI details exist.</p>	<p>Click on the <b>View EDI Details</b> hyperlink.</p>	<p>The View EDI Details screen displays.</p>
<p>To view the previous or next version of the underbond movement request.</p> <p><b>Note:</b> only available if more than one version exists.</p>	<p>Click on the Version &lt; or &gt; button.</p>	<p>The previous or next version of the underbond movement request displays.</p> <p><b>Note:</b> fields on the version are highlighted if they are different from the fields on the previous version.</p>
<p>To view the previous or next page of line details.</p> <p><b>Note:</b> only available if more than one page exists.</p>	<p>Click on the Page <b>Prev</b> or <b>Next</b> button.</p>	<p>The previous or next page of line details displays.</p>
<p>To view hyperlinks for documents/reports associated with a particular line.</p>	<p>Select the appropriate option in the Show Hyperlink column.</p>	<p>Hyperlinks for documents/reports associated with the selected line display, where available. For further details on this function, refer to volume 1 module 1.</p>
<p>To view a linked air/sea impending arrival report.</p> <p><b>Note:</b> the hyperlink only displays if an impending arrival report exists.</p>	<p>Click on the <b>Impending Arrival</b> hyperlink.</p>	<p>The Sea Impending Arrival List/View screen displays.</p>
<p>To view a linked air/sea cargo report.</p> <p><b>Note:</b> the hyperlink only displays if an air/sea cargo report exists.</p>	<p>Click on the <b>Cargo Report</b> hyperlink.</p>	<p>The Sea Cargo Report List or Sea Cargo Report View screen displays.</p>
<p>To view a linked air/sea cargo outturn.</p> <p><b>Note:</b> the hyperlink only displays if an air/sea cargo outturn exists.</p>	<p>Click on the <b>Outturn</b> hyperlink.</p>	<p>The Sea Waybill Outturn View screen displays.</p>

Option	Action	Result
To amend the underbond movement.	Click on the <b>Amend Movement Details</b> button.	The Underbond Movement Details Amend screen displays.
To remove individual lines from the underbond movement.	Click on the <b>Remove Lines</b> button.	The Underbond Movements Remove Lines screen displays.
To navigate to a particular container number.  <b>Note:</b> if the container number entered does not exist, the next available container number displays.	In the <b>Go To Container No</b> field, type the container number or the beginning of the container number and press the 'Enter' key on the keyboard.	The details for the container number entered displays.
To add additional lines.	Click on the <b>Add Lines</b> button.	The Underbond Movements Add Lines screen displays.
To view the previous or next report.  <b>Note:</b> only available if more than one report exists.	Click on the Report <b>Prev</b> or <b>Next</b> button.	The previous or next report displays.

**Step 6.** Click on a hyperlink in the State column.

The **Underbond Movements View Line** (sea) screen displays.

Underbond Movements View Line - Microsoft Internet Explorer

ICS TRN HELP Underbond Movements View Line

Prev Line Next

Cargo Type B/B BREAK BULK State Chained  
 Container No Unique Consignment Reference No  
 Ocean Bill of Lading OBL123456 Parent Bill of Lading  
 House Bill of Lading  
 Transhipment No Chained Sequence No 02  
 Number of Packages 10 Package Type CT CARTON

The Underbond Movements View Line screen enables users to display details about the individual lines of cargo on the underbond movement request.

The following table lists the option available on the Underbond Movements View Line screen.

Option	Action	Result
To view the previous or next line.  <b>Note:</b> only available if more than one line exists.	Click on the Line <b>Prev</b> or <b>Next</b> button.	The previous or next line displays.

## AMENDING AN UNDERBOND MOVEMENT

The Underbond Movement Details Amend screen enables users with the appropriate access to amend the movement details of an underbond movement request that already exists in the Integrated Cargo System (ICS).

No details can be changed to the Underbond Header Details section of an underbond movement request as the following fields are read-only:

- Vessel ID
- Voyage No
- Responsible Party ID
- Reported By ID.

If changes are required to fields in the Underbond Header Details section, the underbond movement request will have to be withdrawn and re entered in the ICS.



**Tip:** before attempting to amend an underbond movement, ensure that you have all required information and codes required. It is NOT possible to use the reference search function (i.e., for a UNLocode) and amend an underbond movement simultaneously.

To amend an Underbond Movement (sea):

**Step 1.** From the Underbond Movement Details View screen, click on the **Amend** button.

The **Underbond Movement Details Amend** screen (sea) displays.

The Underbond Movement Details Amend screen enables users to make changes to the movement details section of the underbond movement request.

The following fields are read-only:

- Vessel ID
- Voyage No
- Responsible Party ID
- Reported by ID.

The following fields can be amended if required:

- Discharge Establishment ID
- Originating Establishment ID
- Request Reason
- Destination Establishment ID
- Mode of Movement
- Transhipment Overseas Destination Port Code
- Movement Vessel ID
- Movement Voyage No
- Overseas Routing Port Code(s).

**Step 2.** Make the required changes to the underbond movement.



---

**Note:** the Destination ID field cannot be amended if an outturn for the underbond movement request exists.

If Mode of Movement is IVS, then the Movement Vessel ID and Movement Voyage fields are mandatory.

If Mode of Movement is not IVS, then the Movement Vessel ID, Movement Voyage and Overseas Routing Port Code(s) fields are disallowed.

---



---

**Note:** to exit this screen without saving, click on the Cancel button.

---

**Step 3.** Click on the **Submit** button.

The **Underbond Movement Request View** screen displays with the details updated.

## ADDING A LINE TO AN UNDERBOND MOVEMENT

The Underbond Movements Add Lines screen enables users with the appropriate access to add a line to an underbond movement. It also allows authorised users to remove a line from an underbond movement.

To add a line to an underbond movement:

**Step 1.** From the Underbond Movements View screen, click on the **Add Lines** button.

The **Underbond Movements Add Lines** screen (sea) displays.

The screenshot shows the 'Underbond Movements Add Lines' screen. The title bar indicates it is running in Microsoft Internet Explorer. The page has a dark blue header with 'ICS TRN' on the left, 'HELP' in the middle, and 'Underbond Movements Add Lines' on the right. Below the header, there are three main sections:

- Underbond Header Details:** A table with fields for Vessel ID (1021410), Voyage No (100), Original Date/Time (13 JUL 2005 15:17), Responsible Party ID (52000049301), and Reported By ID (52000049301).
- Movement Details:** A table with fields for Discharge Establishment ID, Request Reason (DEL), Mode of Movement (ROA), Movement Vessel ID (1021410), Overseas Routing Port Code(s), Originating Establishment ID (FL04K), Destination Establishment ID (FL02E), Transhipment Overseas Destination Port Code, and Movement Voyage No.
- Line Summary Details:** A table with columns for Cargo Type, Container No, Ocean Bill of Lading, House Bill of Lading, and Remove Line. An 'Add Line' button is located at the top right of this section. Below the table are 'Submit' and 'Cancel' buttons.

The Underbond Movements Add Lines screen enables users to select lines to be removed and add/or add lines to the underbond movement request.

**Step 2.** Click on the **Add Line** button.

The **Underbond Movements Add Line** screen displays.

The Underbond Movements Add Lines screen enables users to add a line to an underbond movement. It also allows authorised users to remove a line from an underbond movement.

**Step 3.** In the **Cargo Type** field, click on the drop down button and select one of the following:

- B/B – Break Bulk - cargo that is transported in a non-containerised manner. Most break bulk consignments are comprised of self contained units/packages for example, cars or timber packs
- BLK – Bulk - goods that conform to the shape of the vessel holds in which the cargo is being transported, and do not have any external packaging, for example, gas, grain or petroleum.
- FCL – Full Container Load - containers where all the contents are consigned to one entity. There is only one consignment in the container
- FCX – Full Container Multiple House Bill - sea cargo containers where a container has all the contents consigned to one entity in Australia and where there are two or more consignments within the container
- LCL – Less than Container Load - a consignment that does not occupy the full space available in a container. The consignment has been consolidated, i.e., packed into a single container, with one or multiple other LCL consignments. These consignments must have at least two different consignees in Australia.

**Step 4.** In the **Container No** field, enter the container number.

**Step 5.** (Optional) In the **Unique Consignment Reference No** field, enter the unique consignment reference number. A unique consignment reference number is a unique reference of a consignment used for identification purposes in documents and messages exchanged between parties in international trade.

**Step 6.** In the **Ocean Bill of Lading** field, enter the ocean bill of lading. The ocean bill of lading is a unique text identifier of the document detailing the goods received for shipment by sea issued by the shipping company.

**Step 7.** In the **House Bill of Lading** field, enter the house bill of lading. The house bill of lading is a unique text identifier of the international document for the carriage of sea cargo. Always linked to an ocean bill of lading.

**Step 8.** In the **Number of Packages** field, enter the number of packages for this line of cargo.

**Step 9.** In the **Package Type** field, enter the package type.



---

**Note:** the Package Type field can be populated using a search. Click on the book icon and select the relevant package type from the list. On return to the Underbond Movements Add line screen, the field is populated with the selected value.

---



---

**Note:** a maximum of 50 lines can be added to a page before the underbond movement must be submitted. An underbond movement can contain a maximum of 999 lines per header.

---



---

**Note:** to add a line, click on the Add More Line(s) button.

---



---

**Note:** to exit this screen without saving, click on the Cancel button.

---

**Step 10.** Click on the **OK** button.

When a new line has been successfully created, the Underbond Movements Add Lines screen will redisplay.

Multiple lines can be added, but they must each be added individually.



---

**Note:** to exit this screen without saving, click on the Cancel button.

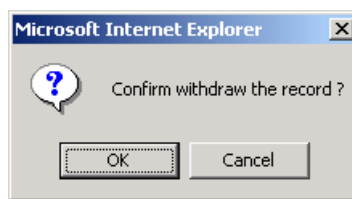
---

To remove a line:

**Step 11.** On the line(s) you wish to delete, select the appropriate checkbox(es) in the Remove Line column.

**Step 12.** Click on the **Submit** button.

A confirmation box displays.



**Step 13.** Click on the **OK** button.

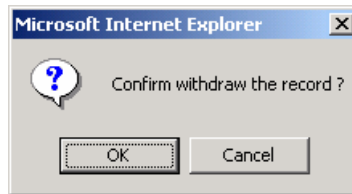
The **Underbond Movements View** screen displays with the created lines in the Line Summary Details section.

## WITHDRAWING AN UNDERBOND MOVEMENT

The Underbond Movements view screen enables users with the appropriate access to withdraw an underbond movement request, if required.

**Step 1.** From the Underbond Movements View screen, click on the **Withdraw** button.

A confirmation box displays.



**Step 2.** Click on the **OK** button.

The Underbond Movement Request View screen displays with a Withdrawn indicator in red text at the top of the screen.

**RELATED TOPICS**

For more information on Cargo Reporting, refer to Module 1.

For more information on Sea Impending Arrival Reports, refer to Module 7.

For more information on Sea Cargo Reports, refer to Module 8.

For more information on Cargo List Reports, refer to Module 9.

For more information on Sea Actual Arrival Reports, refer to Module 10.

For more information on Progressive Discharge Reports, refer to Module 11.

For more information on Outturn Reports, refer to Module 12.

For more information on Vessel Summary, refer to Module 13.

For more information about the Reference Functionality that relates to Cargo reporting, refer to Volume 1 Module 5.3.

**FURTHER ASSISTANCE**

Email [cargosupport@customs.gov.au](mailto:cargosupport@customs.gov.au) or phone 1300 558 099.