

Underbond Movements (Air Cargo) – A Quick Guide

OVERVIEW

A Underbond Movement Request (UBMR) is a request to move goods that are subject to Customs control, and must be made before any movement takes place. A UBMR allows for movement of cargo, once approved, to a licensed Customs depot or warehouse. Section 71E(1) of the Customs Act provides for certain parties to apply to Customs for permission to move to goods that are under Customs control to another place. These requests contain detailed information about the goods that are to be moved, for example:

- the flight number of the aircraft carrying the cargo
- the establishment:
 - where the cargo was/will be discharged,
 - from which the underbond movement will originate
 - for which the underbond movement is destined
- the line or lines of cargo that are to be moved
- the reason the cargo is being moved
- how the cargo will be moved.

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

- delivery to final destination
- deconsolidation (mandatory for consolidated cargo)
- other movement
- movement of 'time-up' goods to a s79 warehouse
- transshipment
- movement for AQIS purposes

A UBMR can be lodged in the ICS at any time after the related cargo report has been lodged, irrespective of where the UBMR is in the sequence of underbond moves. This allows different cargo reporters to lodge UBMRs for different stages in the movement of the same cargo. The ICS uses a 'chaining' process to ensure the cargo can be tracked. UBMRs can be lodged in any order within a 'chain'. Once a UBMR is validated and processed, its state will be reflected in the status of the Cargo Report. Valid UBMR states are:

- Stored— the UBMR is stored awaiting a request to move the cargo to the originating destination for this request
- Chained— the UBMR is linked to a request to move the cargo to the originating destination for this request, however an earlier UBMR in the sequence is missing
- Approved—underbond movement of the goods is approved; this 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- Withdrawn—the UBMR has been withdrawn by the requestor.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 movement condition of a UBMR is established via existing information from the cargo report or as a result of Customs/ AQIS risk assessment of the UBMR.

Movement conditions that can be assigned to a UBMR are:

- No movement allowed
- Single movement allowed
- Movement allowed.

LOGGING AN UNDERBOND MOVEMENT (AIR)

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

The **Underbond Movement Create** screen displays.

The screenshot shows the 'Underbond Movements Create' web form. It includes sections for 'Underbond Header Details' with fields for Flight No, Estimated Arrival Date, Responsible Party ID, and Reported By ID. Below this is the 'Movement Details' section with fields for Discharge Establishment ID, Originating Establishment ID, Request Reason (a dropdown menu), Destination Establishment ID, Mode of Movement (a dropdown menu), and Transshipment Overseas Destination Port Code. At the bottom, there is a 'Line Summary Detail' table with columns for Master Air Waybill, House Air Waybill, No of Packages, and Remove Line. The form has 'Submit' and 'Cancel' buttons at the bottom right.

2. Complete the required details (refer to Table 1 for field descriptions).

Table 1 - Header fields (shaded fields are mandatory)

Field	Action/input required
Flight No	Enter the flight number of the flight carrying the cargo.
Estimated Arrival Date	Enter the estimated arrival date of the aircraft. This is the local port date.
Responsible Party ID	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).
Discharge Establishment ID	Enter the identifier of the establishment at which the cargo is/was discharged. Note: mandatory for the first underbond movement.
Originating Establishment ID	Enter the identifier of the establishment from which the underbond is to originate.
Request Reason	Click on the drop-down button and select the reason the underbond movement has been requested.
Destination Establishment ID	Enter the identifier of the establishment for which the underbond cargo is destined.
Mode of Movement	Click on the drop-down button and select the method by which the cargo is being moved.
Transshipment Overseas Destination Port Code	Enter the United Nations location code (UNLocode) for the port(s) of the overseas destination if the underbond cargo is being transhipped.

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3. Click on the **Add Line** button.

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

4. Complete the line details (refer to Table 2 for field descriptions).

Table 2 - Line fields (shaded fields are mandatory)

Field	Action/input required
Master Air Waybill	Enter the master air waybill number for the consignment.
House Air Waybill	Enter the house air waybill number for the consignment.
Number of Packages	Enter the number of packages in the consignment. This is the number of packages per consignment packed in such a way that they cannot be divided without first undoing the packing.
Unique Consignment Reference No	Enter the unique reference number used to identify the consignment in commercial documents and messages.

5. Click on the **OK** button.

The **Underbond Movement Create** screen displays.

4. Click on the **Submit** button.

The **Underbond Movement View** screen displays.

SEARCHING FOR AN UNDERBOND MOVEMENT (AIR)

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

Note: It is also possible to view an UBMR via a hyperlink on the Air Cargo Report View screen.

The **Underbond Movements Search** screen displays.

2. In the **Select a Search Combination** field, click on the drop-down button and select one of the options on which to base the search.

3. Enter the relevant details in the mandatory fields, based on the search combination selected.

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

If more than one record is found, the **Underbond Movement List** screen displays.

5. Click on a hyperlink in the Flight No column.

If one record is found, or you selected a hyperlink in the Flight No column on the Underbond Movement List screen, the **Underbond Movement View** screen displays.

6. Click on a hyperlink in the State column.

The **Underbond Movement View Line** screen displays.

ADDING A LINE TO AN UNDERBOND MOVEMENT (AIR)

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

The **Underbond Movement Add Lines** screen displays.

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

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

3. Complete the line details (refer to Table 2 for field descriptions).

4. Click on the **OK** button.

The **Underbond Movement Add Lines** screen redisplay.

5. To delete a line, click on the **Remove Line** button.

The **Underbond Movement Remove Lines** screen displays.

6. Select the appropriate checkbox for the line to be removed from the Remove Line column

7. Click on the **Submit** button.

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

AMENDING MOVEMENT DETAILS

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

The **Underbond Movement Details Amend** screen displays.

The following fields can be amended:

- Discharge Establishment ID
- Originating Establishment ID
- Request Reason
- Destination Establishment ID
- Mode of Movement
- Transshipment Overseas Destination Port Code.

2. Make the required changes to the underbond movement.

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

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