



CLIENT ROLES IN THE INTEGRATED CARGO SYSTEM - EXPORTS

All individuals and businesses that intend to lodge reports with Customs need to be registered as clients in the Integrated Cargo System (ICS). In addition, any company or person that is referred to in an export declaration as an exporter must be registered as a client in the ICS, even if the client will not communicate directly with Customs.

The specific functions a client can undertake within the ICS will be determined by what 'client roles' are chosen during the registration process. The client role/s chosen will determine the documents a client will be able to lodge or be associated with.

As part of the exports release, Customs registered all clients whose ABN had been used to identify the EXIT client (reporting party) or exporter (owner) on two or more export entries between July 2002 and May 2004.

These clients were assigned the role of 'exporter' or 'exporter agent' depending on whether the entry was lodged as owner or agent.

Direct communicators can add other roles to these client records through the 'Client Role Add' screen (accessed through the 'Client Summary View' screen).

For clients not automatically registered by Customs, an 'Add Roles' screen will be displayed during the full registration process. For more details on this process, refer to the Customs guide: Registration of Clients - a quick guide.

Direct communicators, acting on behalf of clients, will be responsible for registering any unregistered clients. For example, where a freight forwarder reports an export declaration on behalf of an exporter, the freight forwarder will be required to register the client. It will be possible for clients to be assigned more than one role, to reflect their business needs.

The table below may assist you in determining what roles you need to select. Where a client, for example, a freight forwarder, needs to lodge export declarations, depot receipt/release notices, and sub-manifests, then the freight forwarder will need to have at least two roles - that of 'exporter agent' and 'licensed depot'. Where a client holds a current Customs licence, Customs will assign the licensed role on their behalf.

These roles include:

- licensed depot operator (section 77G)
- licensed warehouse operator (section 79)
- licensed brokerage
- air/sea cargo terminal operator (CTO).

Licensed depots, warehouses and CTOs will have an establishment identifier against their client record for each premises. Additional approvals, such as confirming exporter status or accredited client status, may also be added by Customs to your client record.

For further information about completing client registration refer to Customs quick reference guides Supplementing and Amending ICS Client Register details - a quick guide, Registration of Clients - a quick guide, and the relevant chapters of the Industry Exports Manual.

The client roles available in the ICS are described below.

ICS FUNCTION	ICS CLIENT ROLES												
	Exporter	Exporter Agent	Licensed Depot (s77G)	Licensed warehouse (S79)	Air/Sea CTO	Shipping company	Aircraft Operator	Accredited Exporter	Accredited Exporter Agent	Bureau	Licensed Brokerage	Air Cargo Reporter	Sea cargo reporter
Export declaration	X	X			X						X	X	X
Sub-manifest		X				X	X				X	X	X
Main manifest						X	X						
Departure report						X	X						
CTO receival Notice					X								
CTO removal Notice					X								
Warehouse release notice				X									
Warehouse return notice				X									
Depot receival notice			X										
Depot removal notice			X										
ACEAN								X	X				
Export periodic declarations								X	X				

Clients roles for Exports	Description
Exporter	The client nominated on an export declaration

	as being the owner of the exported cargo.
Exporter agent	A client who carries out export interaction (in particular, lodgement of export declarations) with Customs on behalf of other clients.
Licensed depot operator (section 77G)	A client licensed pursuant to section 77G of the Customs Act 1901. A depot licence authorises the packing and/or unpacking of cargo for import or export under Customs control.
Licensed warehouse operator (section 79)	A client licensed pursuant to section 79 of the Customs Act 1901. A warehouse licence authorises the warehousing of goods, and the blending or packaging, processing, trading or other activities specified in the license.
Air/sea CTO	A cargo terminal operator (in the case of air) or container terminal operator (in the case of sea) who controls the area of the airport or wharf in which cargo is loaded and unloaded from aircraft or ships. This role also encompasses cargo handlers such as stevedores, who load international sea cargo.
Shipping company	A carrier who transports cargo on ships.
Aircraft operator	A carrier who transports cargo on aircraft.
Accredited exporter	An exporter who has entered into a contract with Customs, whereby special conditions apply to the provision of information to Customs in relation to exports covered by that contract. Accredited clients are managed in accordance with the relevant legislation, administrative procedures (accompanying business rules) and legally binding contracts.
Accredited exporter agent	An exporter agent who has been nominated in an accredited exporter approval as being authorised to request ACEANs and to lodge periodic declarations in respect of that approval.
Bureau	A client who communicates to Customs on behalf of another.

For more information:

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