Commercial Customs Cargo Clearance (Non-Motor Vehicle)
Manual Process (when AW is offline)

CIO or designate declares "System down" - Manual Process activated

Start

Importer/Agent
Submit *Bill of Lading and Other Supporting Documents*

Declaration Assessed? — No → Letter Clearance Process

Yes ↓

JCA Proper Officer
Checks Declaration in **Tableau** against bill of lading and other supporting documents

Declaration Paid? — No → Letter Clearance Process

Yes →

JCA Proper Officer
Verify Lane Assignment is Blue/Green

Is Blue/Green? — No → **JCA Proper Officer** Advise other Customs Unit based on Declaration Selectivity (EPU/VAL)

Is Blue/Green? — Yes →

OGA Selectivity Required? — Yes → **JCA Proper Officer** Contacts OGA representative and await feed back before proceeding

OGA Selectivity Required? — No →

JCA Proper Officer
Examine Shipment if necessary

1 →

Goods OK to be Released? — No → Detention Procedures/ Request Additional Information → 1

Goods OK to be Released? — Yes →

JCA Proper Officer
Prepares and Issues Manual Release

Importer/Agent
Presents documents to Warehouse Officer

JCA Proper Officer
Prepares and Issues Manual Exit Note

End

AW – ASYCUDA WORLD