



Government of South Georgia & the South Sandwich Islands

CUSTOMS CLEARANCE, FEES, AND EXEMPTIONS POLICY

Summary

In pursuance of the legislative requirements of the **Customs (Fees) Regulations 2011**, the **Customs Ordinance 2016**, and the **Customs (Declarations & Clearance Order) 2016**, this policy specifies the Customs processes that will be applied to vessels entering the Territories.

Objective

This policy outlines how the Government will:

- Appoint a Collector of Customs;
- Determine which categories of vessel are required to make an entry declaration and pay the specified fees;
- Determine which categories of vessel are required to make an exit clearance and pay the specified fees;
- Administer process and format for submission of entry declarations and exists clearances;
- Set and collect the appropriate fees;
- Determine which categories of vessel are exempt from the requirement to make a declaration and/or pay the specified fee.

Reason for the Policy

This policy clarifies the Customs requirements for visitors to the Territories.

The collection of information relating to cargo aboard vessels is required to prevent the import or export of prohibited items, to ensure the good governance of the Territories.

All vessels are required to submit a customs Entry Declaration and customs Exit Clearance, unless they are of a type specifically exempted by this policy.

A fee is levied to help meet the Government's costs in providing Harbour services within the Territories. Complexities can arise when cargo must be assessed for compliance with GSGSSI domestic legislation. For this reason, the fee levied is proportionate to the size of the vessel and the number of hours required for a Customs Officer to process declarations.

Who is affected by this Policy

All vessels that enter the Territorial waters of SGSSI are affected by this policy.

Procedures

Collector of Customs

In accordance with Notice No. 1 of 20 January 2017, published in the Gazette¹ the Collector of Customs will be the Financial Secretary of the Government of South Georgia & the South Sandwich Islands.

Customs Officers

The Government Officers at King Edward Point are appointed as Customs Officers under the Customs Ordinance 2016.² In accordance with Notice No. 2 of 20 January 2017, Government Officers in South Georgia and the South Sandwich Islands are appointed the Customs Officers for South Georgia and the South Sandwich Islands³.

Customs Officers have the power to require any person in the Territories to:

- (a) answer questions
- (b) make declarations
- (c) provide information or documents

Customs Officers also have the power to:

- (a) to search persons or property (including vessels) for the purposes of ensuring compliance with the Customs legislation⁴.
- (b) seize and dispose of goods if they suspect that there has been a breach of Customs legislation⁵.
- (c) arrest and detain persons suspected of committing offences under the Customs Ordinance 2016.⁶

Entry Declarations:

All vessels entering East Cumberland Bay, which are not specifically exempted under this policy, are required to complete an: "Entry Declaration"⁷ and pay the specified fees.

The entry declaration must include:

¹ South Georgia and South Sandwich Islands Gazette, published 1 March 2017

² Customs Ordinance 2016. Section 5.

³ South Georgia and South Sandwich Islands Gazette, published 1 March 2017

⁴ Customs Ordinance 2016. Section 10.

⁵ Customs Ordinance 2016. Section 9.

⁶ Customs Ordinance 2016. Section 12.

⁷ Customs (Declarations and Clearance) Order 2016, S4

- (a) The name of the person making the declaration;
- (b) The name and IMO identification number of the vessel (if any);
- (c) The previous port of call for the vessel;
- (d) The date of entry of the vessel in the Territory
- (e) The purpose of the visit of the vessel to the Territory;
- (f) The number of passengers and crew
- (g) The description and quantity of any cargo and goods;
- (h) The type and quality of fuel on board the vessel; and
- (i) Any other matters that may be required by a Customs Officer.

An example copy of the proforma to be used for the purposes of an “Entry Declaration” by vessels under this policy is included at Annex A. Editable copies are available on the GSGSSI website at: www.gov.gs

Entry declarations must be emailed in *.pdf* or *.doc* format to the Government Officers at King Edward Point using the email address: go@gov.gs ; no later than 24hours in advance of arrival in East Cumberland Bay.

Forms not submitted in the approved format will be rejected.

Exit Declarations

All vessels, prior to leaving the Territories, which are not specifically exempted under this policy, are required to complete an: “Exit Clearance Declaration⁸” and pay the specified fees.

The exit clearance must include:

- (a) The name of the person making the declaration;
- (b) The name and IMO identification number of the vessel (if any);
- (c) The destination of the vessel;
- (d) The intended date of departure;
- (e) The number of passengers and crew;
- (f) The description and quantity of any cargo and goods; and
- (g) Any other matters that may be required by a Customs Officer

An example copy of the proforma to be used for the purposes of an “Exit Clearance” by vessels under this policy is included at Annex B. Editable copies are available on the GSGSSI website at: www.gov.gs

Exit clearances can be completed at the same time as Entry Declarations or at any other time. In the case of the latter, Entry Declarations must be emailed in *.pdf* or *.doc* format to the Government Officers at King Edward Point using the email address: go@gov.gs no later than 12hours prior to departure from the Territories.

⁸ Customs (Declarations and Clearance) Order 2016, S5

Forms not submitted in the approved format will be rejected.

Fees payable

Fees for Entry Declarations & Exit Clearances⁹:

Vessel Type	Fee Payable for combined entry & exit clearance i.e., <i>in a single visit</i>	Fee Payable for Entry Clearance	Fee Payable for Exit Clearance
Yacht	£10	N/A	N/A
Other Vessels	£35	£35	£35
Exempt Vessels	Nil	Nil	Nil

Fees for Government Officers engaged in Customs services¹⁰:

Hourly Rate for each hour (or part hour) during normal working hours	Hourly Rate for each hour (or part hour) outside normal working hours	Minimum amount payable on each occasion when services are provided
£25	£40	£50

Normal working hours are between 0800 and 1630 hours local time, Monday to Friday (excluding public holidays).

Fees must be paid in the currency of the United Kingdom (GBP).

Exempt Vessels

The following categories of vessel are exempt from the requirement to make an entry declaration; make an exit clearance declaration; and to pay fees in connection with those declarations¹¹:

- (a) Vessels engaged in service for the Government of the United Kingdom;
- (b) Vessels engaged in service for the Government of South Georgia and the South Sandwich Islands;
- (c) Vessels entering the Territory as a result of *force majeure*

⁹ Customs (Fees) Regulations. S6

¹⁰ Customs (Fees) Regulations S7

¹¹ SGSSI Gazette No 4 2019

The following vessels and category of vessel are exempt from the requirement to pay the specified fees¹²:

- (a) Vessels which have entered the Territory solely for the purposes of carrying out research for the Government of a country other than the United Kingdom; and
- (b) Vessels which have entered the Territory only for the purposes of complying with an instruction by a Fishery Protection Officer.

Related Information

Penalties

A person who fails to pay duty, who breaches a provision of a Customs Order (including the requirement to pay declaration fees) commits an offence liable on conviction to a fine not exceeding £10,000, imprisonment for up to 5 years, or both.¹³

Any changes to exemptions or to the specified fee will be made by a Notice published in the SGSSI Gazette. This policy will be updated to reflect any changes.

This policy relates to Customs processes only. The submission, processing and charging for Harbour entry and for the landing of passengers are covered under the Harbour Regulations 2011 and the Visitors Ordinance 1992.

Review and Revocation

This policy can be review at any time but must be reviewed within 5 years of coming into force. Policy No 19 of 16 October 2019 is revoked and replaced by the document.

Responsible Officer

The Chief Executive Officer is responsible for this policy.

Contact

Queries relating to the day to day administration of this policy should be directed to the Government Officers at King Edward Point: GO@gov.gs

Queries relating to the content of this policy should be directed to the Collector of Customs: ceo@gov.gs

¹² SGSSI Gazette No 4 2019

¹³ Customs Ordinance 2016. Section 11.

Annex A – Entry Declaration



South Georgia & the South Sandwich Islands

Visit Number:

CUSTOMS ARRIVAL CLEARANCE AND INWARD MANIFEST

The Customs (Declaration and Clearance) Order 2016

Owner / Charterer (for Invoice):

Stanley (FI) Agent:

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CONTENT

REPORT

Ship's Name	Tonnage	Country of Registry	Master's Name	No. of Crew	No. of Pax/Sups
	Gross				
	Net				
		IMO Number			
Arriving From: (place or port)		Arrival Date	Arrival Time	Arrival Location	
Ship's Sanitation Certificate Expiry		Bulk Fuel on Board. Type and Quantity			
Purpose of Visit					

CARGO

Goods to be Imported.	NIL
<i>Detail here or "as per attached list"</i>	
Goods to be Transhipped (Including Recipient)	NIL
<i>Detail here or "as per attached list"</i>	
Goods to Remain on Board for any Other Port	AS PER MANIFEST
<i>Detail here or "as per attached list"</i>	

I declare that the above content is a just report of my vessel and her lading, and that the particulars therein inserted are true to the best of my knowledge, and that I have not broken bulk or delivered any goods out of my said vessel since her departure from _____, the last foreign place of loading (except if so at _____ stating where)

Signed and declared before me this Master

.... day of 202...Collector

Annex B – Exit Clearance



South Georgia & the South Sandwich Islands

Visit Number:

CUSTOMS CLEARANCE (DEPARTURE) AND MANIFEST

The Customs (Declarations and Clearance) Order 2016

Content

Vessel Name	Tonnage	Country of Registry	Master's Name	No. of Crew	No. of Pax
	Gross				
	Net				
IMO No.	Destination:		Departure Date:		
Cargo on Departure					
AS PER MANIFEST					

I declare that the above content is a true account.

..... Master

Signed and declared before me this

.... day of 202

..... Collector