

**MINISTRY OF FINANCE
CUSTOMS AND EXCISE DIVISION**

NOTICE TO IMPORTERS No. 15 OF 2021

SUBJECT: Payment of Overtime Charges through the CBCS

Importers are advised that the payment of **all** overtime charges, meal/subsistence and travelling allowances, incurred in accordance with Government Notices Nos. 44 and 45 of 1957, **shall** be made through the **Customs Cashiers' Units** with effect from **July 01st, 2021**.

The use of **Miscellaneous Receipts** for the receipt of overtime charges, meal/subsistence and travelling allowances **shall be discontinued** with effect from **July 01st, 2021**.

This measure **shall electronically capture** all payments while effectively maintaining compliance and accountability in the collection, receipt and custody of public moneys as required by the Financial Regulations and Instructions.

The Statement of Overtime Charges **shall be prepared** as per **attached specimen**, detailing the services and charges incurred for delivery to the merchants on a fortnightly basis for the respective month. The Statement shall be accompanied by a **Payment Order**.

The Payment Order shall have the following:

1. Relevant **Section/Station Code** as per attached listing. Payments are **not interchangeable** among the different Sections/Stations.
2. Applicable transaction codes as follows:
 - a) Nos. **110 – 124** which have been implemented to represent and identify the various overtime fees as detailed in Regulation 4 of the Customs (Fees) Regulations as amended by Legal Notice No. 97 of 2016; Code **033** shall be retired.
 - b) Code **032** as amended for **meal/subsistence allowance only**.
 - c) New code **125** for travelling allowance.

Importers are to be guided accordingly.

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Comptroller of Customs & Excise
Custom House, Port of Spain
Date: 22/06/2021



CUSTOMS AND EXCISE DIVISION

STATEMENT OF OVERTIME CHARGES

Station:

Name of Applicant

Overtime for Month Ending

Duties Performed	Name of Vessel	Total Number	P.Ord. Code	Net Amount \$ c.	Gov't Fees \$ c.	Gross Amount \$ c.
As per () attached copies						
C&E Supervisor Lr Rate			110			
		G/Fees	034			
C&E Supervisor Hg Rate			111			
		G/Fees	034			
C&E Officer Lr Rate			112			
		G/Fees	034			
C&E Officer Hg Rate			113			
		G/Fees	034			
C&E Guard Lr Rate			114			
		G/Fees	034			
C&E Guard Hg Rate			115			
		G/Fees	034			
Entering/Clearing of a coasting vessel (Drogher)			116			
		G/Fees	034			
Entering of a vessel other than a coasting vessel			117			
		G/Fees	034			
Clearing of a vessel other than a coasting vessel			118			
		G/Fees	034			
Granting of an application to load ship's stores			119			
		G/Fees	034			
Boarding of a ship other than a coasting vessel			120			
		G/Fees	034			
Issuing of a Loading Licence			121			
		G/Fees	034			
Issuing of a Permit to Discharge Coastwise			122			
		G/Fees	034			
Search of Content			123			
		G/Fees	034			
Granting supp. appl. ext. serv./emp. add. officers			124			
		G/Fees	034			
Travelling Allow.(km)			125			
Meal /Subs. Allowance			032			

TOTAL

DATE

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for Comptroller of Customs and Excise

SECTION/STATION CODES FOR PAYMENT ORDER

SECTION/STATION CODE	SECTION/STATION NAME
ANGOS	Excise - Angostura
AUPOS	Approved Undertakings, POS
AUSFO	Approved Undertakings, San Fernando
BAGPOS	Baggage Officer, P.O.S
C&EVA	CUSTOMS & EXCISE VALUATIONS UNIT
CACAT	Caribbean Airlines Catering
CARIB	Excise - Carib
CESPOS	Container Examination Station P.O.S
CESPTS	CES, Point Lisas
CUSSFO	Custom House, San Fernando
EXBREW	Excise Brewery Officer
EXDIST	Excise Distillery Officer
INBOND	Piarco In Bond
NFZONE	Nestle Free Zone
NPMC	National Petroleum Mktg. Co.
OUTSTN	Outstations North
PLPORT	PLIPDECO Port, Point Lisas
SHED4	Shed 4, Port of Spain
SHPPOS	Shipping Officer, P.O.S
SHPSFO	Shipping Officer, San Fernando
SPECT	Spectrum, Port of Spain
TIDESU	Tide Surveyor
TTABL	Aviation Business Limited
TTAER	Aeromarine
TTAMJ	AMERIJET Bonded Area
TTCAL	Caribbean Airlines Limited
TTCED	Cedros Port
TTCHA	Chaguaramas
TTCHQ	Custom House, Port of Spain

SECTION/STATION CODES FOR PAYMENT ORDER

SECTION/STATION CODE	SECTION/STATION NAME
TTCHV	Charlotteville
TTISL	International Shipping Limited
TTLAB	La Brea (Brighton)
TTMED	Medway
TTNFL	National Fisheries Co. (1995) Ltd.
TTPAS	PIARCO Air Services
TTPIA	Piarco International Airport
TTPOT	TTPOST Postal Office
TTPTF	Point Fortin
TTPTG	Point Galeota
TTPTP	Pointe-a-Pierre
TTPTW	Point Lisas Warehouse
TTQWH	Queen's Wharf
TTS10	Shed 10
TTSCA	Scarborough
TTSVA	Servis Air
TTTAB	Crown Point
WHSPOS	Warehouses, Port of Spain
WHSSFO	Warehouses, San Fernando
WITCO	Excise - WITCO
YARA	Yara Trinidad Limited