

MINISTRY OF FINANCE
CUSTOMS AND EXCISE DIVISION
NOTICE TO IMPORTERS NO. 4 OF 2023

**SUBJECT: APPLICATIONS - VOLUNTARY COMPLIANCE
PROGRAMME (VCP)**

Importers are hereby notified that the existing VCP pilot programme shall be concluded on 30th April, 2023.

All Importers presently participating in this pilot programme are required to submit their application to participate in the new Voluntary Compliance Programme as published in Notice to Importers No.14 dated 3rd October, 2022 and Notice to Importers No.15 dated 7th October, 2022, in order to ensure transparency and impartiality in the administration of the Programme.

The deadline for the submission of Applications to participate in the Voluntary Compliance Programme by all qualifying Importers is **31st March, 2023**.

This timeline shall ensure that the Division meets its commitment to implement the new programme by 1st May, 2023.

Applicants are reminded that in order to participate in the VCP, the following is required:

1. Trade CIF that meets the set criteria of \$100,000,000.00 per annum
2. A registered business (VAT/TIN #) in operation no less than three (3) years
3. A minimum of 100 Import Declarations processed per annum (2020-2022)
4. A satisfactory Compliance Ranking with the Customs and Excise Division
5. An absence of criminal offences related to the company's overall activity
6. A High Level of compliance with Customs legislation and other taxation laws
7. Proof of Financial solvency as provided by the last 5 years financial reports
8. The person in charge of the applicant's Customs matters is **an employee** of the Company with a Customs Clerk licence, Grade II or III or **a contracted person** who holds a Customs Brokers Licence
9. Internal policies and procedures that provide adequate safeguards against compromise of the supply chains until cargo is released from Customs control at destination
10. An accounting system which is consistent with generally accepted accounting principles and which provides a full audit trail of your customs activities which facilitate audit-based customs control
11. Cargo and container integrity facilitated by the use of modern technology that conforms, at a minimum, to the current requirements as set forth in the various international agreements, including, but not limited to, the 1972 Customs Container Convention
12. Documented procedures that set forth the internal policy regarding the affixing and processing of cargo and containers that employ high-security seals according to ISO 17712 and/or other devices that are designed to prevent tampering with cargo.

Importers are to be guided accordingly.


.....


Yasmin Harris
Comptroller of Customs & Excise (Ag)
Custom House, Port of Spain
Ref. No: C&E 3/16/1/1/2
Date: 14/02/2023