

**MINISTRY OF FINANCE
CUSTOMS AND EXCISE DIVISION**

NOTICE TO IMPORTERS NO. 12 OF 2023

SUBJECT: REMINDER OF THE CUSTOMS (FEES) REGULATIONS

The attention of all Importers is drawn to The Customs (Fees) Regulations, which provides as follow:

Regulation 3 provides the normal hours of duty of Officers as follows:-

- (a) Indoor Staff –
Ordinary Week-days – 8.30 a.m. to 4.00 p.m. Provided that a recess for lunch may be taken between noon and 1.00 p.m.

- (b) Outdoor Staff –
 - (i) Officers employed on a wharf or in a transit shed (other than for the storage of air cargo)
Ordinary Week-days – 7.00 a.m. to 4.00 p.m. Provided that a recess for lunch may be taken between 11.00 a.m. and noon.

 - (ii) Officers employed in a Queen’s Warehouse, private warehouse, bonded area, bonded factory, assisted industrial establishment, parcel post office or transit shed for the storage of air cargo –
Ordinary Week-days – 8.00 a.m. to 4.00 p.m. Provided that a recess for lunch may be taken between noon and 1.00 p.m.

Regulation 4 prescribes the rates of overtime fees to be paid to the Comptroller for duties performed by Officers outside or in excess of the hours set out in these Regulations, that is, Regulation 3.

The Legal Notice No. 97 of 2016 – The Customs (Fees) (Amendment) Regulations, 2016 provides the current rates of overtime fees and 4A, notwithstanding Regulation 4 states a person is exempt from paying any increase of the rates of overtime fees set out in the Schedule, if the increase comes into effect as a result of an amendment to the Regulations that is published after the date on which the Officer performed the duties.

Importers are to be guided accordingly.


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Ms. Yasmin Harris
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Custom House, Port of Spain
Ref. No.: C&E 3/16/1/1/2
Dated: 16/06/2023