

Controlled Goods Generic Email

Dear TSS user,

The changes to the TSS processes that affect the movements of controlled goods that we communicated to you last week have moved to **8 March** to give you more time to prepare. These changes relate to the data submitted to TSS to create a Simplified Frontier Declaration (SFD), which is then submitted to HMRC's Customs Declaration Service.

Most controlled goods require a form of licence, certificate or authorisation and these are obtained by the government department who governs control of these goods. The information will need to be included in the data you provide to TSS and declared in the correct format. If there is missing information the declaration will be rejected by the system. Details on these requirements are outlined in our data guide ([here](#))

This is important; without the right data, TSS will be unable to process your declaration, you will not be provided with a movement reference number (MRN) and you may be unable to move your goods into Northern Ireland.

Take action today to ensure you are able to comply with the requirements and controls that apply to your goods

To find out the controls that apply to the goods you move please check the NI Online Tariff ([see here](#) for help on how to use the tool). If you move agricultural goods, we have developed [guidance](#) that you can refer to. If you need further details on controls and associated licences, certificates and documentation, you should refer to the appropriate authority.

TSS has guides on what additional information you need to provide and how to enter it into the TSS portal when submitting declarations. Please refer to the [data guide](#) and the [user guide](#).

TSS will only be able to provide an MRN once your SFD has been successfully submitted. This is essential in order to hold a valid Goods Movement Record (GMR) which is required to board a ferry. Please consult our [guide](#) on how to create a GMR on GVMS if you need further guidance on creating GMRs.

The first time you are going to submit a declaration on/after the 8 March for a controlled goods movement, please factor in some contingency time in case there are any data challenges. We recommend that you submit declaration data 24-48 hours before you desired departure time. Contact TSS if you face issues, we understand the urgency and will prioritise the response.

We also recommend that you upload the required documentation and certification on the TSS portal when submitting your declaration. This is not mandatory, but will minimise delays if your movement is selected for additional checks.

For authorised traders subject to grace periods, you will be contacted separately to discuss how these changes apply to you.

You can find more education materials ([here](#))

Do contact us if you are having any problems or indeed if you would like any more support. You can contact us on the TSS portal ([here](#)) or call us on 0800 060 8888. Our opening hours are 7:30 am – 10:30pm.

We're here to support you.

Regards

Trader Support Service