



CUSTOMS ADVISORY GROUP (CUSAG)

DRAFT TERMS OF REFERENCE

1. Objectives

The objective of the CUSAG is to strive to ensure that Customs requirements will, wherever practicable, be compatible with and take full account of the interests and constraints of the airline industry with a view to alignment with:

- International Customs standards and procedures, e.g., Kyoto Convention, World Customs Organization (WCO) SAFE Framework of Standards.
- Standards and Recommended Practices of ICAO Annex 9 Facilitation (especially Chapter 4. Entry and departure of cargo and other articles).
- IATA standards and initiatives, e.g. IATA Industry Position Paper, IATA e-freight, IATA Secure Freight Programme.
- IATA Security & Facilitation Strategy.

The CUSAG primary focus will be on advanced electronic cargo reporting requirements for risk assessment purposes.

The CUSAG will work to the following key principles:

- Compliance: members shall comply with the CUSAG Position Paper and existing Customs regulatory requirements;
- Simplicity: wherever practicable, new, additional or amended Customs requirements should be designed and implemented in a manner which is based on simplicity of process;
- Cost-efficiency: wherever practicable, new, additional or amended Customs requirements should be designed and implemented in a manner which is based on cost-efficiency of process;
- Quality: in order to optimise its relevance and credibility, CUSAG will embrace and implement quality best practices;
- Transparency: As soon as a new Customs Requirements is identified it should be immediately shared with all the members of the CUSAG

The following specific actions will be undertaken:

- 1.1. Review and endorsement of relevant provisions of the IATA Positions related to Customs.



- 1.2. Identify governmental requirements as early as possible, e.g. through the local airline, regional association or IATA offices
- 1.3. Report relevant details of Customs enforcement activities with a view to sharing lessons learnt and identifying particularly challenging compliance requirements. Feedback will be utilized to assess and identify appropriate responses, which may include lobbying for:
 - Amendment of regulation;
 - Approval of alternative means of compliance; or
 - Mitigation of enforcement action.
- 1.4. Lobby, consult and dialogue with Customs administrations, to promote the CUSAG principles and positions and strive to ensure that the airline industry interests are always considered in full.
- 1.5. Ensure that the requirements and compliance procedures are communicated to the industry so that they can be implemented on time
- 1.6. Coordinate with the IATA FIATA Customs Working Group for the detailed technical work such as creating recommendations.
- 1.7. Communicate with IATA Business Process and Standards (BPS) to ensure that any new requirements are included in the standard electronic messages and initiatives such as IATA e-freight.
- 1.8. Communicate to the air cargo industry on a regular basis the progress CUSAG is making in influencing Customs requirements.

2. Composition

- 2.1 The membership of the CUSAG shall comprise not more than twenty representatives composed of a maximum of seventeen Airlines and three Airline Associations.
- 2.2 Membership of the CUSAG shall reflect a fair representation from the regions of the world in accordance with the following formula:
 - 2.2.1 The Americas: three to six Airlines and one Association;
 - 2.2.2 Europe, Middle East and Africa: three to six Airlines and one Association;
 - 2.2.3 Asia-Pacific: three to six Airlines and one Association .



- 2.3 Every two years, the Cargo Committee will appoint members to the CUSAG based on recommendation from IATA. Should interim vacancies arise, responsibility for appointment will be delegated to the Chairman and IATA.
- 2.4 In the event that a member fails to attend two consecutive meetings of the CUSAG, its membership shall be terminated unless there were exceptional circumstances, the existence of which shall be determined reasonably by IATA in consultation with the CUSAG.
- 2.5 The CUSAG may invite Customs representatives (including the WCO) and industry experts to participate in the meetings.
- 2.6 The CUSAG will elect a Chairman and a Vice-Chairman to preside over the meetings and activities of the CUSAG.
- 2.7 IATA will provide the Secretariat to the CUSAG.

3. Rules and Procedures

- 3.1 There will be one Scheduled Meeting of the CUSAG per year.
- 3.2 At its discretion, or in accordance with a request from the CUSAG Chairman, IATA may call additional interim meetings.
- 3.3 Interim Meetings may be held by telephone, videoconference or face-to-face, if necessary.
- 3.4 The quorum for any meeting shall be established by the participation of at least ten Members of the CUSAG.
- 3.5 Voting rights shall only be exercisable by Members of the CUSAG with each member of the Advisory Group having only one vote.
- 3.6 Subject to section 3.7, decisions at the Scheduled or Interim Meeting of the CUSAG shall be adopted by a majority of Members of the CUSAG present.
- 3.7 Changes to these Terms of Reference shall be adopted by a two-thirds majority of Members of the CUSAG.



4. Roles and Responsibilities

- 4.1 Each member of the CUSAG shall participate in his or her capacity as an industry representative.
- 4.2 CUSAG members will be responsible for identifying resources to support CUSAG objectives.
- 4.3 Such CUSAG supporting resource shall be:
 - Knowledgeable in regional or national Customs affairs;
 - Knowledgeable of IATA industry standards and international Customs Standards;
 - In a position to lobby effectively in the regional or national Customs forum.
- 4.4 IATA shall have the responsibility to coordinate meetings of the CUSAG including the preparation of the agenda, reports of the meetings, and arrange for appropriate support services (for example, Security & Facilitation support).

5. Reporting

- 5.1 The CUSAG reports to the Cargo Committee and will provide regular updates to the Cargo Committee.
- 5.2 Reports of the meetings shall be made available by IATA to the CUSAG.