

CARGO CUSTOMS WORKING GROUP (CCWG)

1. General Objectives

- 1.1 The Cargo Customs Working Group (CCWG) is established as a Cargo Border Management Board (CBMB) subgroup. The scope and deliverables of the tasks assigned to the Working Group shall be endorsed by the CBMB.
- 1.2 The objectives of the CCWG are to review all matters related to cargo customs and provide recommendations to the CBMB on the customs aspects of IATA Resolution 656 on Automated Data Interchange with Customs and IATA Recommended Practice 1675 on Cargo-XML Message Standards.
- 1.3 To reach this main objective, the CCWG will 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. the Revised Kyoto Convention on the simplification and harmonization of Customs procedures, the World Customs Organization SAFE Framework of Standards to secure and facilitate global trade)
 - ICAO Annex 9 Facilitation Standards and Recommended Practices
 - IATA initiatives (e.g. IATA e-freight) and position papers on Cargo Customs matters
 - IATA Cargo Border Management Strategy.
- 1.4 The CCWG will review all matters pertaining to Customs requirements impacting the flow of air cargo over borders and will provide recommendations to the CBMB.

2. Specific Objectives

- 2.1 The CCWG primary focus will be on advanced electronic cargo reporting requirements for risk assessment purposes. The following specific actions will be undertaken:
 - Identify governmental requirements as early as possible, e.g. through the local airline, regional association or IATA offices.
 - 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.
 - Ensure that the requirements and compliance procedures are communicated to the industry so that they can be implemented on time

3. Composition

- 3.1 The membership of the CCWG shall comprise not more than 12 members, each being familiar with regional or national Customs affairs, relevant IATA industry standards and international Customs Standards. The membership shall be composed of a maximum of 10 Airlines and 2 Airline Associations.
- 3.2 The CBMB shall appoint the members of the Working Group based upon nominations received from the Cargo Services Conference (CSC) and the Airline Associations mentioned in 3.1.
- 3.3 Membership of the CCWG shall reflect as much as possible a fair geographical representation.
- 3.4 The CBMB shall review, from time to time, the membership and term of office of this Working Group to ensure its suitability for the assigned task(s).
- 3.5 Where appropriate, the CCWG may invite Customs representatives (including the WCO) and industry experts to participate at the meetings from time to time.
- 3.6 Observers from IATA Members and industry stakeholders may attend the CCWG meetings upon concurrence of the CCWG Secretary and the Chair.
- 3.7 The CCWG will elect a Chair and a Vice-Chair to preside over the meetings and activities of the CCWG.

4. Rules and Procedures

- 4.1 Meetings of the CCWG shall be conducted by regular teleconferences or, when required face to face meetings may be organized with the approval of the CBMB. One half of the appointed CCWG members shall constitute a quorum for CCWG teleconferences and meetings.
- 4.2 The CCWG shall limit its activity to providing recommendations to the CBMB on the assigned tasks and relevant IATA Industry Standards, Resolutions and Recommended Practices. Importantly, the CCWG will not vote on an IATA Industry Standards, Resolutions or Recommended Practices.
- 4.3 Decisions on the recommendations will be made by the CBMB.
- 4.4 All meetings shall be conducted in accordance with IATA's Competition Law Guidelines for CSC meetings.
- 4.5 Members of the CCWG shall not address the public on behalf of IATA at any conferences or events unless agreed with IATA Secretariat and the CBMB.
- 4.6 Any Member failing to attend two consecutive meetings shall be deemed to have terminated his/her membership unless there were exceptional circumstances, the existence of which shall be determined reasonably by IATA in consultation with the CCWG.
- 4.7 Each Member shall serve on the CCWG for a period of two years.

- 4.8 The Chair and Vice-Chair will be elected by the CCWG members and serve in these roles for a term of two years unless vacated. At the end of their term, the Chair and Vice-chair can re-nominate themselves for election for subsequent terms if they so wish.

5. Roles and Responsibilities

- 5.1 The CCWG shall report to the CBMB.
- 5.2 Each member of the CCWG shall participate in his or her capacity as a representative of the industry with the required knowledge.
- 5.3 Members of the CCWG shall identify the required and/or necessary business information needed to propose recommendations.
- 5.4 As soon as a new Customs Requirements not aligned with item 1.3 of these Terms of Reference is identified by a CCWG member, it should be immediately shared with all the members of the CCWG.
- 5.5 IATA shall provide the Secretary, who will support and facilitate the meetings of the CCWG.
- 5.6 The Secretary of the CCWG shall liaise with other IATA groups such as the Cargo Security Working Group (CSWG) and the Cargo Operations and Technology Board (COTB), to ensure alignment and synergy.
- 5.7 From time to time IATA may appoint a Member of the CCWG as facilitator for the teleconferences or the face-to-face meetings.

6. Deliverables

- 6.1 The CCWG will be responsible to handle the tasks and produce the recommendations as assigned by the CBMB or as initiated by the CCWG and endorsed by the CBMB.
- 6.2 Agenda and minutes of the CCWG meetings shall be made available to all CCWG Members on the standards setting collaboration workspace.

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