



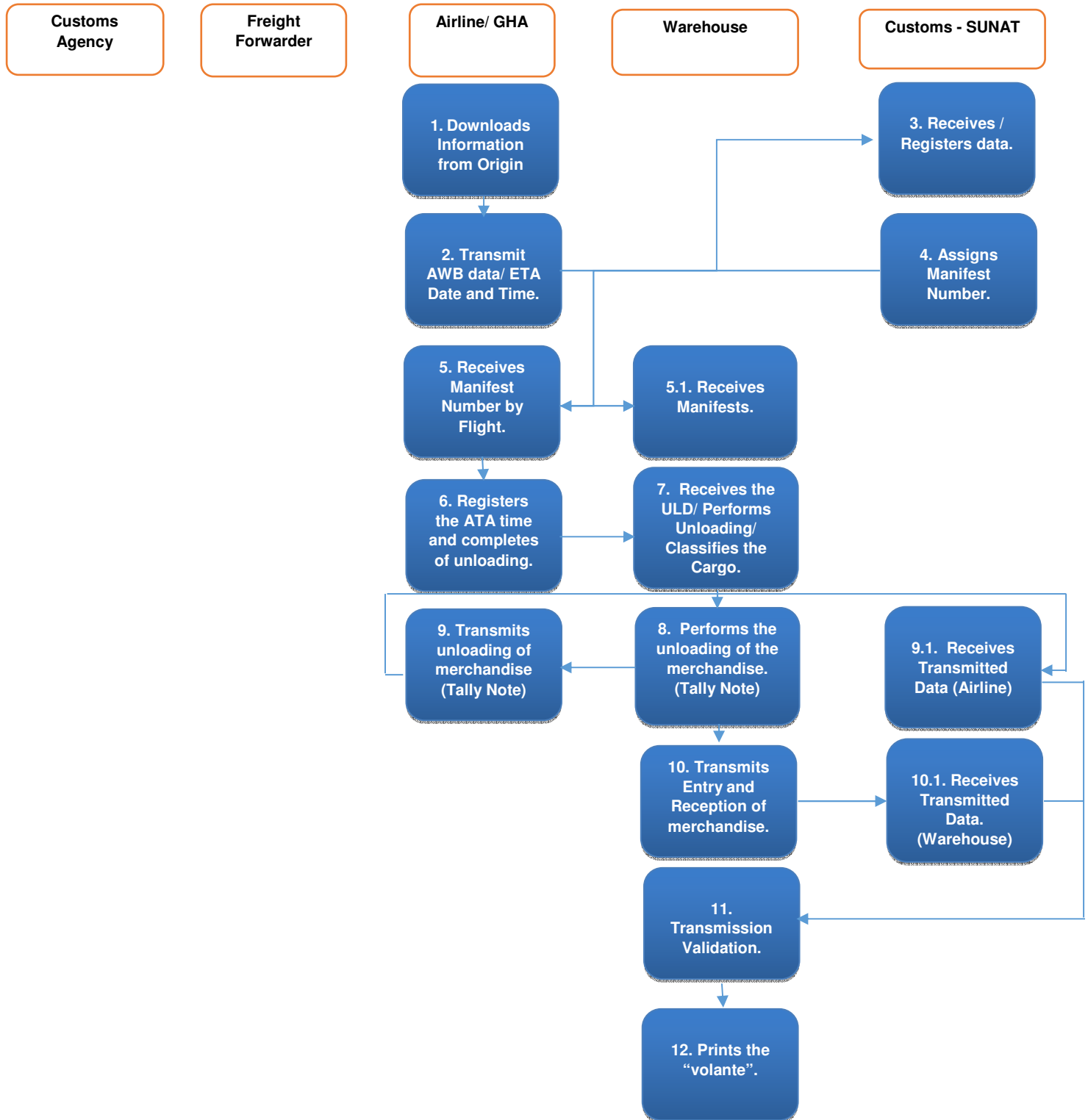
IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 1

Version: 1

Issuance Date: December 30th, 2016

Airline / GHA Import Procedure:



Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.



IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 2

Version: 1

Issuance Date: December 30th, 2016

Airline / GHA Import Procedure:

Process number	Responsible person	Description	Related documents
1	Airline / GHA	<p>Downloads Information from Origin.</p> <p>Downloads the processed information at destination, AWB data, either via system through the printed representation of the e-AWB, or in the case the printed AWB is sent, in a commercial pouch with the cargo.</p>	AWB/ FWB / FZB
2	Airline / GHA	<p>Transmit AWB data/ ETA (Estimated Time of Arrival) Date and Time</p> <p>Transmit AWB data to Customs via local IT providers (Peru Secure or TCI).</p> <p>Estimated date and time of arrival are registered into the SUNAT portal.</p> <p>Note: The Carrier or its representative in the country shall transmit until the arrival of the transportation means, by electronic means, the information of the cargo manifest and other documents, in the way and terms established in the Regulation, except when the Customs Administration has such information.</p> <p>When the flight duration is shorter than the established deadlines, or if the ports, airports and nearby places, determined by the Customs Administration, the information must be transmitted electronically until before the arrival of the means of transport.</p>	n/a
3	SUNAT	<p>Receives / Registers data.</p> <p>Receives and registers AWB data, ETA date and time for assignment of the manifest through the SUNAT portal.</p> <p>Note: As long as the computer system for the transmission of linked documentation (list of passengers and their luggage, list of crew and their personal belongings, list of on-board provisions, list of weapons and ammunitions, list of narcotics and other established by the customs administration) is not implemented, the carrier submits Annex 1 and the linked documents to the electronic inbox manifestos.iaap@sunat.gob.pe, until just before the arrival of the means of transport. The obligation is then considered fulfilled.</p>	FWB / FZB

Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.



IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 3

Version: 1

Issuance Date: December 30th, 2016

Process number	Responsible person	Description	Related documents
4	SUNAT	Assigns Manifest Number Validates transmitted information. If it is approved, it authorizes the unloading and notifies by electronic means to the Carrier (Airline) .	SUNAT Portal
5	Airline / GHA	Receives Manifest Number by Flight. SUNAT notifies the manifest number to the carrier via local IT providers (TCI or Peru Secure). Note: Additionally, the Warehouse may check the manifest number through the SUNAT portal.	SUNAT portal
5.1	Warehouse	Receives Manifests. The carrier (Airline) sends the Manifests by e-mail or other means to Warehouse.	
6	Airline / GHA	Registers the ATA time (Actual Time of Arrival) and Completes of unloading The carrier communicates by electronic means to the Customs Administration via local IT providers (TCI or Peru Secure) or registers at the SUNAT portal the information of the arrival date and time until just before the arrival. Similarly, it transmits or registers the information of end of unloading, within the 6-hour term following the event: The corresponding manifest should be transmitted previously for its acceptance. Note: The end of unloading corresponds to the date and time at which the unloading of the last package of the means of transport ends.	SUNAT portal
7	Warehouse	Receives the ULD/ Performs Unloading/ Classifies the Cargo. Receipt and validation of the cargo on the warehouse designated by the airline, which involves its handling on Unit load device (ULD) from cargo vehicle, custody and conditioning of the cargo for delivery to the customer, including recognition and classification cargo (general, perishable, dangerous, etc.), disassembly or de-palletizing of ULD , and its handling to the transport vehicle.	AWB
8	Warehouse	Performs the unloading of the merchandise. This document is filled jointly by the carrier and the Warehouse keeper, during the reconciliation between what is	

Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.



IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 4

Version: 1

Issuance Date: December 30th, 2016

Process number	Responsible person	Description	Related documents
		<p>stated in the AWB and the actual items received. The relevant observations are registered.</p> <p>The “Unloading of merchandise” (previously Tally Note) updates the weights, packages and contains the cargo specifications (cargo in container, loose packages, in bulk, rolling, etc.), as it is received.</p>	Unloading of merchandise
9	Airline	<p>Transmits “Unloading of merchandise” (formerly Tally Note) Annex 5 / Annex 6</p> <p>The carrier or its representative in the country transmits electronically via local IT providers (TCI or Peru Secure), registers into the SUNAT portal or presents the “unloading of merchandise” (Tally Note) as proof of the transfer of the customs responsibility.</p>	n/a
9.1	SUNAT	<p>Receives Transmitted Data</p> <p>The Customs Administration receives the data transmitted by the Airline via the SUNAT portal.</p>	n/a
10	Warehouse	<p>Transmits “Entry and Reception of merchandise (Ingreso y recepcion de la mercancia)” (former ICA Annex 7)</p> <p>When the goods are transferred to a customs warehouse, this one shall electronically transmit the shipment information via SITRADE (warehouse system), within the 24 hours following the entry of the last package of a same document of transport.</p>	n/a
10.1	SUNAT	<p>Receives Transmitted Data</p> <p>The Customs Administration receives the data transmitted by the Warehouse via the SUNAT portal.</p>	n/a
11	Warehouse	<p>Transmission Validation.</p> <p>The Customs Administration validates the information transmitted and notifies the Warehouse.</p>	n/a
12	Warehouse	<p>Prints the “volante”.</p> <p>It is a proof of entry of the cargo which is issued by the Warehouse. The clearance “volante” is referential and may be requested by the customs authority.</p> <p>The “volante” is one of the documents that serves as a proof of arrival of the unloaded merchandise.</p> <p>At this stage, it is possible to store the unloaded merchandise.</p>	n/a

Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.



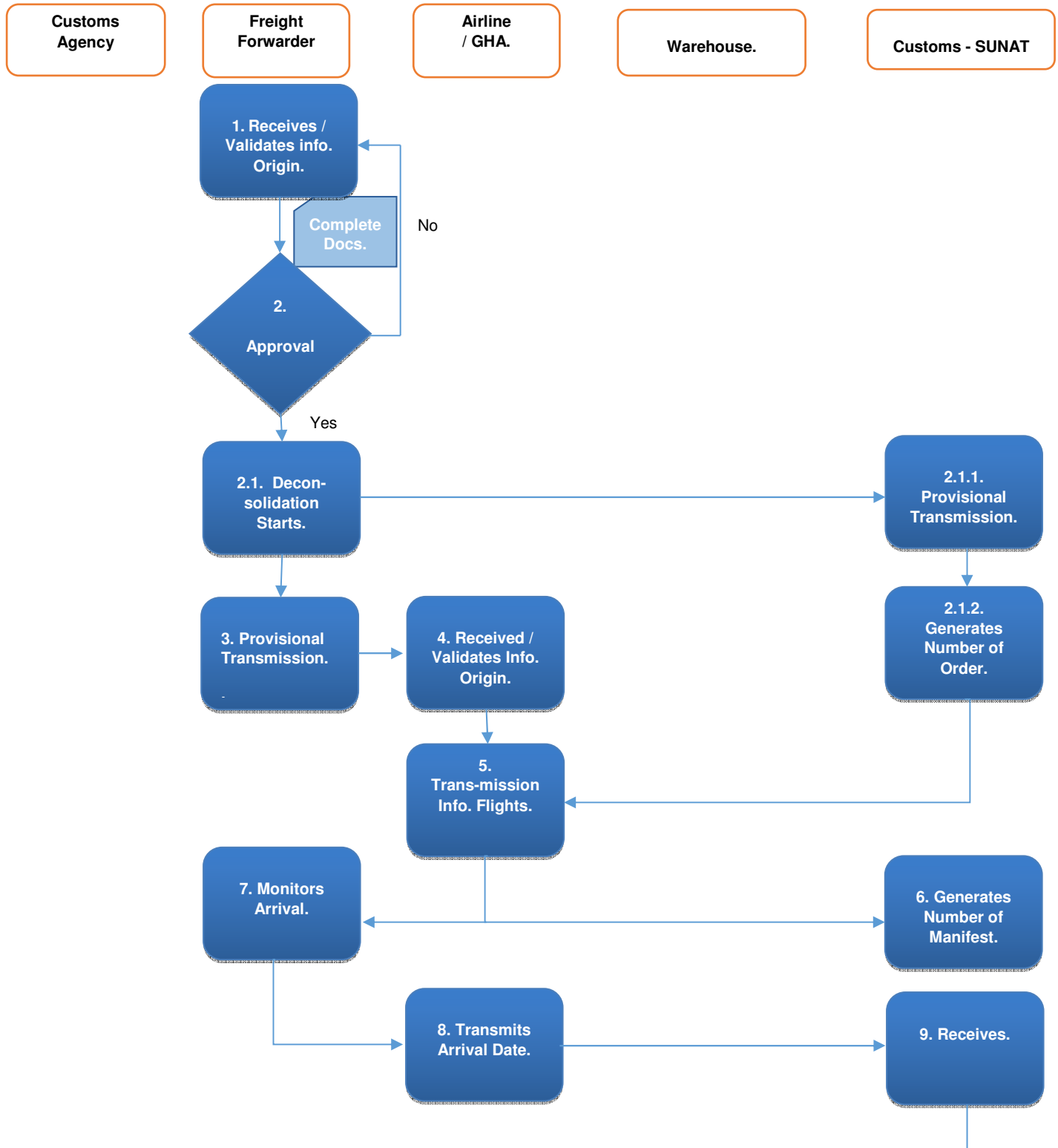
IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 5

Version: 1

Issuance Date: December 30th, 2016

Freight Forwarder Import Procedure:



Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.

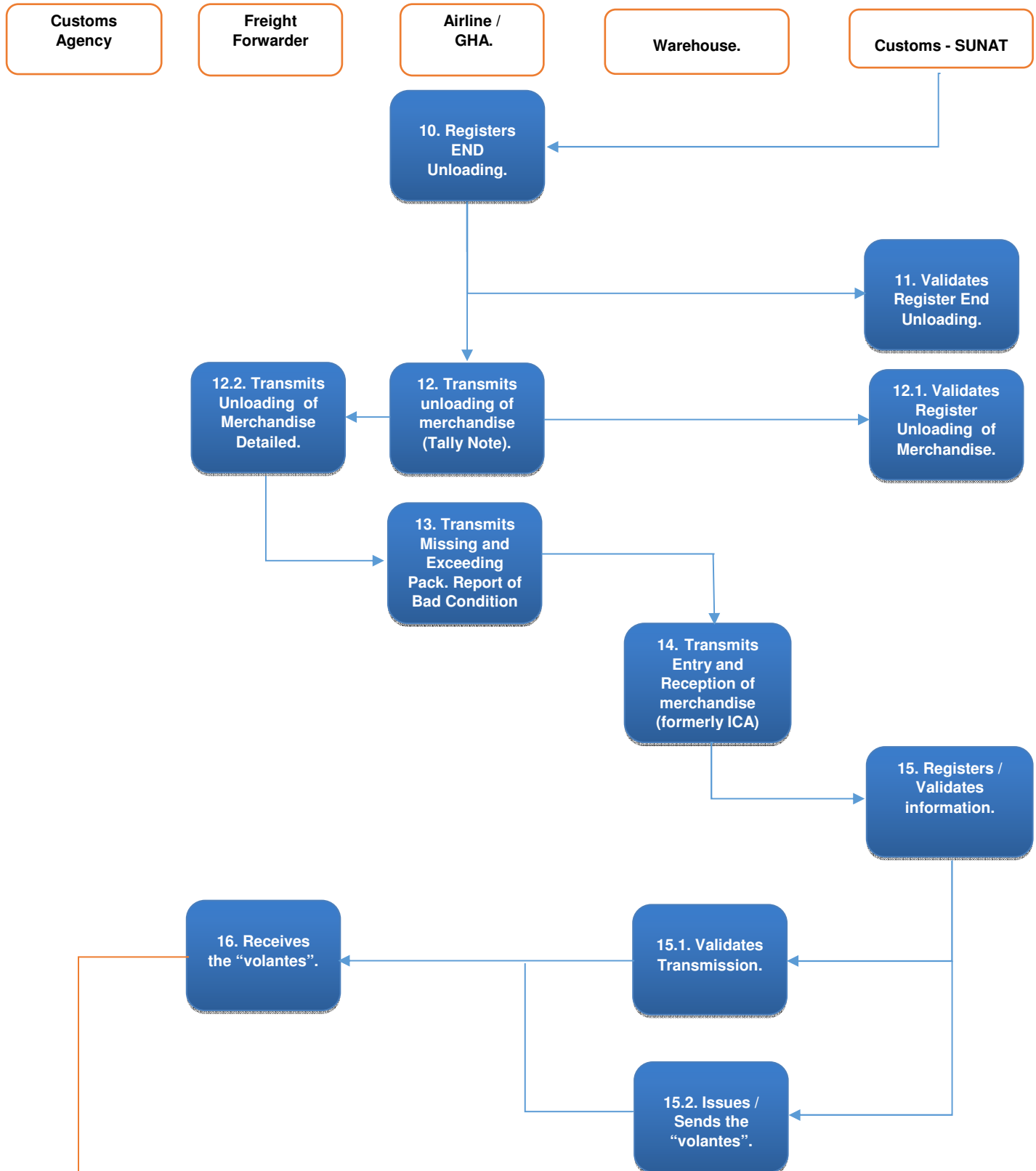


IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 6

Version: 1

Issuance Date: December 30th, 2016



Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.

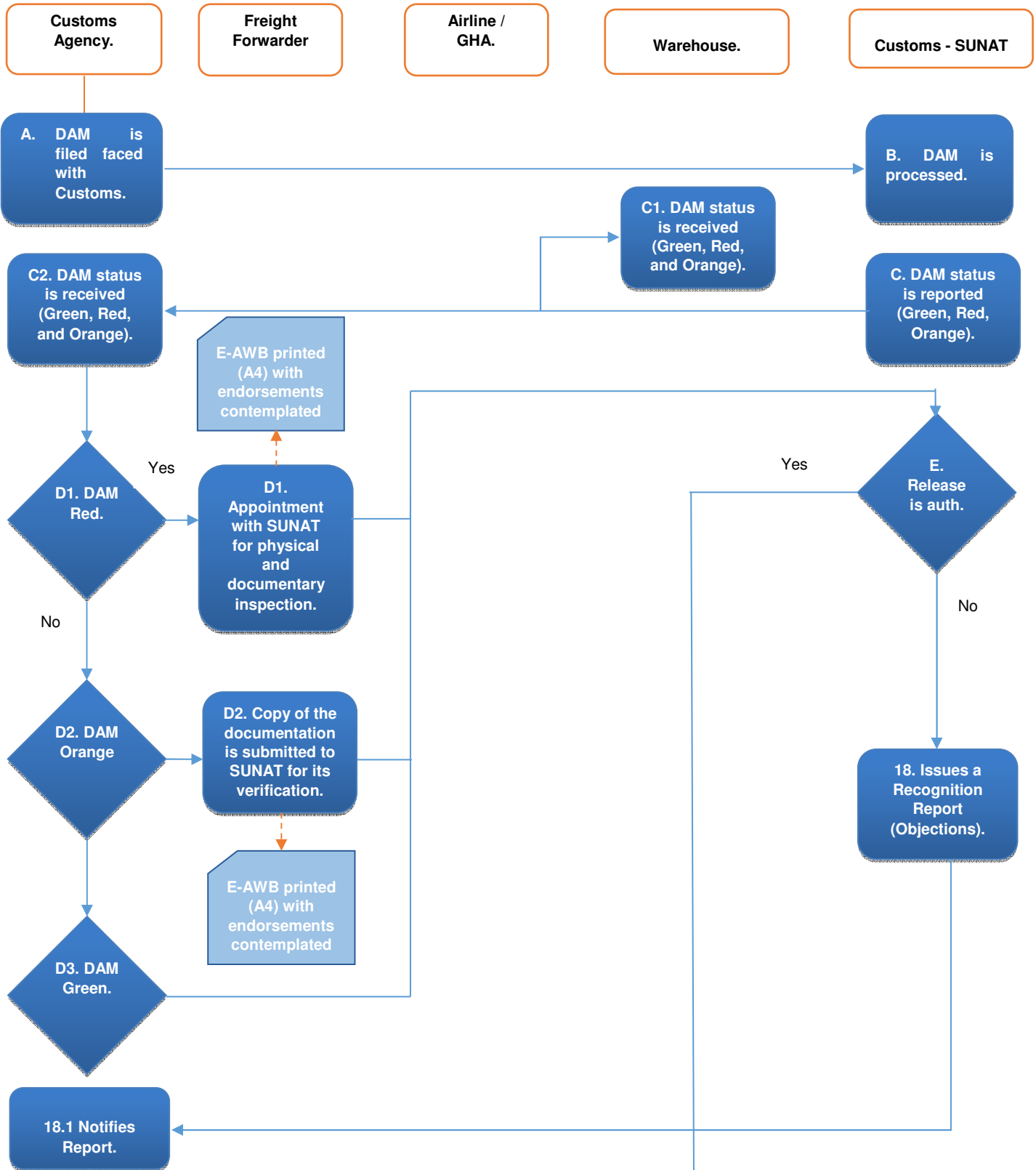


IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 7

Version: 1

Issuance Date: December 30th, 2016



Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.

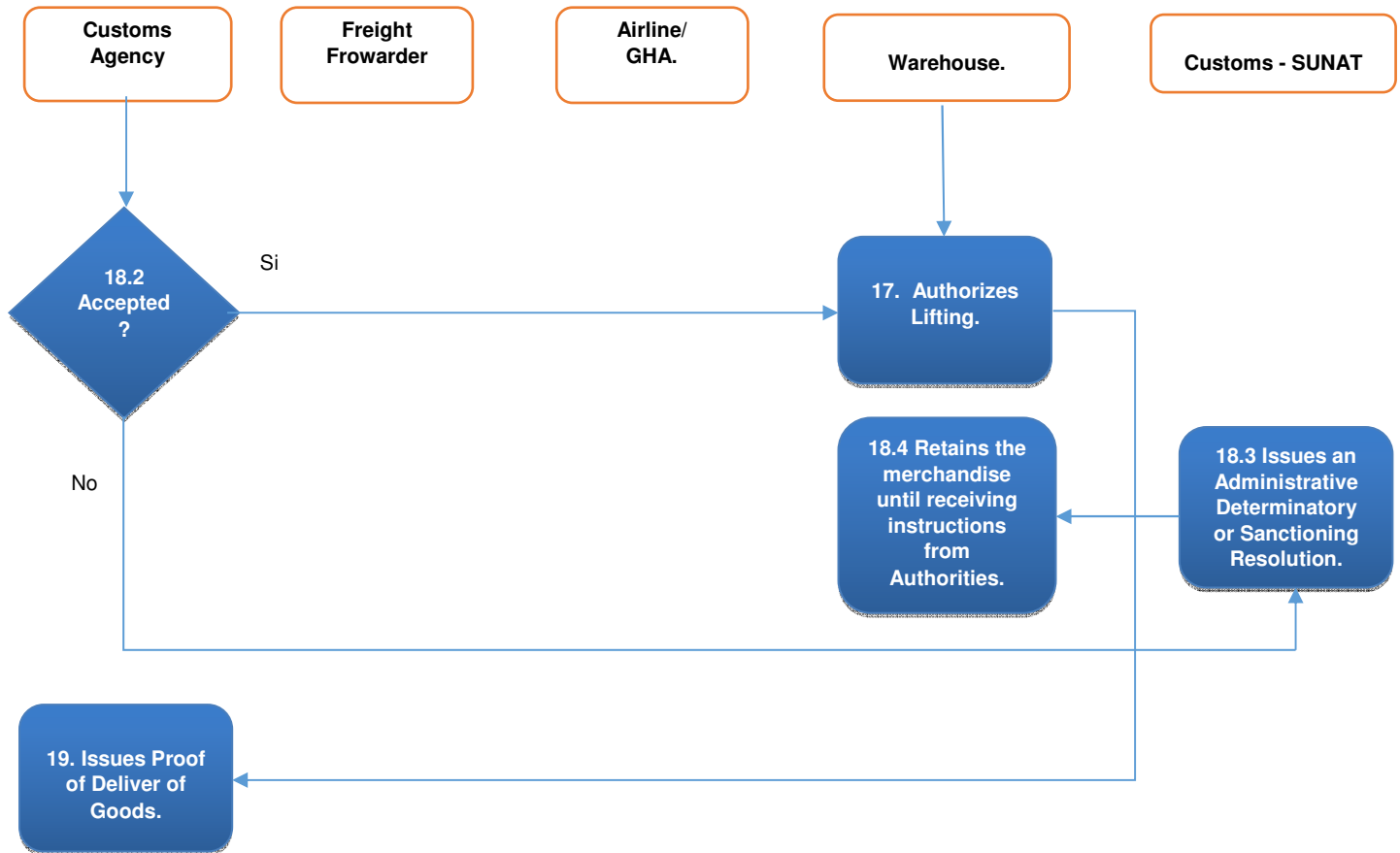


IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 8

Version: 1

Issuance Date: December 30th, 2016



Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.



IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 9

Version: 1

Issuance Date: December 30th, 2016

Freight Forwarder Import Procedure:

Process number	Responsible person	Description	Related documents
1	Freight Forwarder	Receives / Validates info. Origin Downloads the processed information at destination, AWB data (Consolidated Cargo), either via system through the printed representation of the e-AWB, or in case the printed AWB is sent in a commercial pouch with the cargo.	FWB / FZB
2	Freight Forwarder	Approved If the information is approved, the deconsolidation will start; otherwise, inconsistencies are identified and the documentation is completed/amended. Then, the process shall start with Step 1. Receives and Validates info. Origin.	
2.1	Freight Forwarder	Deconsolidation starts: Proceeds with the deconsolidation of HAWB (paper or electronic format)	FZB
2.1.1	SUNAT	Provisional Transmission. The Freight Forwarder transmits to the Customs Administration or registers the Provisional Cargo Manifest information complying with the deadlines determined by customs before the customs officer performs the verification of documents in the local IT providers (TCI or Peru Secure).	
2.1.2	SUNAT	Generates Number of Order. Via the SUNAT portal, the year and the order number assigned by the declarant is indicated to identify the dispatch. This number is unique and shall consist of six (6) characters.	
3	Freight Forwarder	Provisional Transmission. Parallel to section 2.1.1, the same information is transmitted by the freight forwarder to the Airline / GHA.	
4	Airline / GHA	Received / Validates Info. Origin. The Carrier receives the information received from origin and proceeds with the validation of the same.	
5	Airline / GHA	Transmission Info. Flights. The Carrier proceeds with the transmission of the flight	

Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.



IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 10

Version: 1

Issuance Date: December 30th, 2016

Process number	Responsible person	Description	Related documents
		<p>information, indicating the date and time of arrival of the aircraft for assignment of the manifest through the SUNAT portal.</p> <p>Note: The Carrier or its representative in the country shall transmit until the arrival of the transportation means, by electronic means, the information of the cargo manifest and other documents, in the way and terms established in the Regulation, except when the Customs Administration has such information.</p>	
6	SUNAT	<p>Generates Number of Manifest.</p> <p>The cargo manifest are transmitted by the carriers via the SUNAT portal and are numbered correlatively, according to the route of transport, in each Customs agency.</p>	
7	Freight Forwarder	<p>Monitors Arrival.</p> <p>The freight forwarder monitors the arrival of the airplane, for its corresponding process via the SUNAT portal</p>	
8	Airline / GHA	<p>Transmits Arrival Date.</p> <p>The carrier transmits or registers the date and time of arrival of the means of transport and requests an authorization for unloading.</p>	
9	SUNAT	<p>Receives.</p> <p>The SUNAT computer system validates the transmitted information; if approved, authorizes the unloading and notifies the carrier by electronic means.</p>	
10	Airline / GHA	<p>Registers "FIN" (END) Unloading.</p> <p>The carrier transmits or registers the end of the unloading information, within the 6-hour period following its occurrence. To be accepted, the respective cargo manifest shall have been transmitted previously.</p> <p>Note: The end of unloading corresponds to the date and time at which the unloading of the last package of the means of transport ends.</p>	
11	SUNAT	<p>Validates "Registro Fin Descarga" (Register End Unloading.)</p> <p>With the approval of the reception of the transmission or register of the unloading information by the Customs</p>	

Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.



**IMPORT PROCESS &
E-AWB TO IMPORT IN PERU**

Page: 11

Version: 1

Issuance Date: December 30th, 2016

Process number	Responsible person	Description	Related documents
		Administration, the obligation is considered fulfilled.	
12	Airline / GHA	<p>Transmits “Descarga Mercancia” - unloading of merchandise (formerly Tally Note).</p> <p>The carrier or its representative in the country transmits electronically, registers at the SUNAT portal or presents the Tally Note as proof of the transfer of the customs responsibility.</p>	
12.1	SUNAT	<p>Validates “Registro Descarga Mercancia” - “Registry Unloading Merchandise (Annex 5).</p> <p>The Customs Administration receives and validates the data transmitted by the Airline via the SUNAT portal.</p>	
12.2	Freight Forwarder	<p>Transmits Detailed Tally (Annex 8).</p> <p>Document jointly filled by the Freight Forwarder and the Warehouse or the owner or consignee as appropriate, during the verification of the transport documents, registering the pertinent observations.</p>	
13	Warehouse	<p>Transmits “Bultos Faltantes y Sobrantes, Acta de mal estado “- Missing and Exceeding Packages, Report of Bad Condition (Annex 6).</p> <p>The Warehouse transmits to the Customs or registers in the SUNAT Portal the list of missing, exceeding packages or inventory reports of packages that arrived in poor external condition, with violated security measures or different from those put in place by the Customs authority.</p>	
14	Warehouse	<p>Transmits “Ingreso y recepción de la mercancía “ – Entry and Reception of merchandise (formerly ICA)</p> <p>The Warehouse transmits to the Customs Administration via SITRADE system (warehouse system), or registers the information of the Entry and Receipt of the Deconsolidated Merchandise and the Inventory Report (Annex 6) when applicable, as established in the regulations.</p> <p>Note: The information of the “Entry and Receipt of the Deconsolidated Merchandise” contains the identification of packages, quantity, weights and goods received by each transport document of the deconsolidated manifest; the inventory report of the packages in poor condition or with violated security measures; and the conformity of the reception of the manifest of deconsolidated cargo.</p>	AWBs / “Acta de Inventario”

Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.



IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 12

Version: 1

Issuance Date: December 30th, 2016

Process number	Responsible person	Description	Related documents
15	SUNAT	Registers / Validates information. With the approval of the reception of the transmission or registration of the entry and reception information by the Customs Administration via the SUNAT portal, the obligation is considered fulfilled.	
15.1	Warehouse	Validates Transmission. The Warehouse receives the data transmitted by the Customs Administration via the SUNAT portal.	
15.2	Warehouse	Issues / Sends the “volantes”. It is a proof of entry of the cargo, issued by the Warehouse. The clearance “ volante ” is referential and may be requested by the customs authority. It then proceeds to send the “ volante ” to the freight forwarder via email.	
16	Freight Forwarder	Receives the “volantes”. The freight forwarder receives the proof of entry of the cargo (“ volante ”).	
17	SUNAT	Authorizes Lifting. The Customs Administration authorizes the Lifting or Release of the goods to the Warehouse as authorized by the respective validations.	
18	SUNAT	Issues a Recognition Report (Objections). Should there exist any objection, it prepares and issues the Acknowledgment Report/ Report of Variation of Value (physical) and communicates to the interested party the Results of the Capacity.	
18.1	Freight Forwarder	Notifies Report. The customs authority notifies the Freight Forwarder the Acknowledgment Report.	
18.2	SUNAT	Accepts? In the case it accepts the objections detailed in the report, the authorization for lifting is made. Additionally, the payment of reliquidation of customs duties is made, including fines, if any, continuing with the customs clearance and the authorization to	

Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.



IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 13

Version: 1

Issuance Date: December 30th, 2016

Process number	Responsible person	Description	Related documents
		release the merchandise.	
18.3	SUNAT	Issues an Administrative Determinatory or Sanctioning Resolution. In the case that the Customs Agency is not in agreement and after submitting and evaluating the discharges, the observations are ratified, the Customs authority issues the Administrative Determinatory or Sanctioning Resolution, suspending the customs clearance.	
18.4	Warehouse	Retains the merchandise until receiving instructions from Authorities. If the authorities have not authorized the release of the goods, the warehouse holds them until receiving instructions.	
19	Customs Agency	Issues Proof of Deliver of Goods, Proceeds with the issuing of proof of deliver of goods (physical) and the corresponding deliver.	

Proceso Número	Responsable	Descripción	Documentos Asociados
A	Customs Agency	File a digital copy of Customs goods declaration to SUNAT for the export release.	<ul style="list-style-type: none">- Original commercial invoice and invoice number.- SUNAT copy of the Customs Goods Declaration invoice.- AWB (A4) sealed and signed by the authorized personnel.- Other documents
B	SUNAT	Requesting for Export Customs Clearance procedure via the SUNAT portal.	<ul style="list-style-type: none">- Original commercial invoice and invoice number- SUNAT copy of Customs and Goods Declaration Invoice (DAM) to SUNAT- AWB (A4) sealed and signed by the authorized personnel.- Other documents

Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.



IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 14

Version: 1

Issuance Date: December 30th, 2016

C	SUNAT	Notice of the result for Automatic Clearance procedure, both at the Warehouse (C1) and the Customs Agent (C2) via the SUNAT portal.	n/a
D	Customs Agency	Working with one of these 3 situations with SUNAT: D1- Red channel. The Cargo is subject to physical and documentary inspection. D2- Orange channel. The Cargo is subject to documentary review. D3- Green channel. The Cargo is release automatically.	MAWB paper copy (laser print). Commercial documents and others which are not related to the airline.
E	SUNAT	Release Final result of the Customs shipment status (Export is authorized or not) via the SUNAT portal.	n/a

Note: It is noteworthy that the customs entity has authorized the printed representation in A4 format or another of the following documents:

- 1) **The electronic air waybill (e-AWB)**, the printed representation of the international air waybill issued by electronic means is accepted, which shall include the endorsements contemplated (stamp and signature of the Airline) in the Securities Act, Act No. 27287 and in the Law.
- 2) **The “Invoice”** issued by electronic means, scanned and sent by electronic mail or sent by facsimile to the buyer, for use in the customs destination of the goods, the same that shall be considered as original provided that it meets the established requirements by the local tax regulator.
- 3) **The “Packing List”**, document issued by the supplier, which formalities are not regulated by current regulations. There would no impediment for its printed presentation for the customs clearance of goods in the cases where it has been issued by electronic means.
- 4) **The “List of Dangerous Goods, Perishable Items and Live Animals”**, does not constitute documents which presentation are required for purposes of customs clearance, and therefore, there are no formalities to be complied with in relation to the type of physical medium on which it has to be issued.

Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.



IMPORT PROCESS & E-AWB TO IMPORT IN PERU

Page: 15

Version: 1

Issuance Date: December 30th, 2016

Participants of the e-AWB Working Group that validated the Import SOP.

1. AETAI (Local Bar).
2. American Airlines.
3. Avianca Group (Trans American Airlines & Tampa Cargo).
4. Delta Airlines.
5. Iberia Lineas Aereas de España.
6. LAN Cargo.
7. DB Schenker.
8. Hellmann Worldwide Logistics.
9. Panalpina Transportes Mundiales
10. TALMA (Terminal / Warehouse).

Waiver of liability: The information contained in this document is explanatory and is only provided with the sole intention of contributing to the development of e-AWB implementation procedures. Although IATA has done its best efforts to prepare this document in an accurate and easy way, IATA is not responsible for its accuracy, capacity and interest of use, failure to mistakes or omissions and any other type of error implicitly or explicitly. IATA does not make and provide any type of commitment or guarantee on the use and content of this document. Also, IATA is exempted from all responsibility before any person or competent authority regarding any omission, consequence or misuse made in or for the content of this document.