

Annex E

Business Continuity Procedure for Common Transit Procedure

This Annex stipulates the business continuity procedure for the holders of the procedure, including authorised consignors, in the event of a temporary failure of:

- the electronic transit system;
- the computerised system used by the holders of the procedure for making the declaration for the common transit procedure by means of electronic data-processing techniques; or
- the electronic connection between the computerised system used by the holders of the procedure for making the declaration for the common transit procedure by means of electronic data-processing techniques and the electronic transit system.

In the situations specified above, the documents that may be used as a declaration to a common transit procedure are:

- a Single Administrative Document (SAD);
- a SAD printed out on plain paper by the computerised system of the economic operator, as foreseen in Annex B6 to Appendix III of the Common Transit Convention (CTC)¹; or
- a Transit Accompanying Document (TAD), supplemented, if necessary by List of items (LoI).

Whichever document is used, it must be completed in accordance with Annex B6 to Appendix III of the CTC.

The declaration may be supplemented by one or more continuation sheets using the form set out in Appendix 3 to Annex I to the SAD Convention². The forms shall be an integral part of the declaration. Loading lists complying with Annex B5 to Appendix III of the CTC and provided using the form set out in Annex B4 to Appendix III of the CTC may be used instead of continuation sheets as the descriptive part of a paper based declaration for the common transit procedure, of which they shall be an integral part.

¹ The Convention on a common transit procedure, 1987

² The Convention on the simplification of formalities in trade in goods, signed at Interlaken on 20 May 1987