

Prevent No Match

Aim: ensure that the Automatic Licence Verification System (ALVS) is able to link the customs declaration to the correct CHED import notification and facilitate automatic clearance once any checks that are required have taken place.

CHED import notification (IPAFFS)

Complete and submit correctly so that the documentary check can be completed and the decision recorded.

- approved establishment
- The Submit button is on the Declaration page
- Copy and paste the CHED reference in the required CDS format
- CHED status is not IN DRAFT

Prevent No Match

Customs Declaration (CDS)

Data element 2/3:

- use the correct document code
- use the correct format for the CHED reference **GBCHDYYYY.NNNNNNN**

Data element 5/14

- include the country of dispatch at header level

Data element 6/14 & 6/15

- Check the same commodity code as appears on the CHED

Data element 6/1

- Check net mass exactly matches the weight on the CHED

Do not include the special character “\” (backslash) in goods description and free text fields.

Resolve No Match

Aim: take action if you have a customs declaration under a Sanitary and Phytosanitary (SPS) hold and have received an X00 error of any kind from ALVS.

1. Check Data Elements 2/3, 6/1, 6/14 and 6/15 are showing the correct information.
2. If no error message is received, the CHED status is showing in IPAFFS as “Valid” and inspection status as “Not Required” but your goods are still held:
 - check for the backslash special character in free text fields and
 - check DE 5/14 – country of dispatch – has been completed
3. If there are errors and you can amend your customs declaration, use your software to amend the customs declaration to correct it in the usual way.

Resolve No Match

If you cannot amend your customs declaration:

- Submit a cancellation request to CDS for the original incorrect customs declaration.
- If the customs declaration has been arrived, you must also contact the National Clearance Hub (NCH) to approve this request.
- Once cancellation is confirmed, submit a new entry with the correct details.

If after going through this checklist, you remain unable to clear the SPS hold despite all required CHEDs showing as valid in IPAFFS:

1. Contact the Port Health Authority for animal products or food or feed under additional controls (HRFNAO) Port.Health@scpha.gov.uk or the Animal and Plant Health Agency for plants and plant products (APHA) importsharwich@apha.gov.uk at the point of entry for further assistance.
2. In your email, use 'SPS hold not clearing' in the subject line and provide:
 - the CHED import notification reference number
 - the customs declaration Movement Reference Number (MRN).