

SRI LANKA TEA BOARD

TC/E/VI/8

Tea Exports Section  
654, Galle Road  
Colombo 3

20<sup>th</sup> December 2001

TO : ALL REGISTERED EXPORTERS OF TEA

Sirs,

**PROCEDURES RELATED TO EXPORT OF TEA  
AT THE TEA EXPORT SECTION OF THE SRI LANKA TEA BOARD**

All exporters of tea who are registered under the Tea (Tax & Control of Exports) Act No : 16 of 1959 are required to adhere to the following procedures, which have been extracted from the circulars addressed to registered exporters of tea from time to time and still in force.

1. **Registration of Customs Goods Declaration - CUSDEC Form at the Tea Export Section (Circular No : OR/3/14 of 20<sup>th</sup> April 1995)**

(i) The Export Section of the Sri Lanka Tea Board registers the Customs Goods Declaration - CUSDEC Form in duplicate at the time of lodgement.

(ii) An endorsement - "SUBJECT TO PRE-SHIPMENT SAMPLING" is made on both copies (Tea Board copy and the Security copy) of the CUSDEC Form indicating that the relevant consignment will be subjected to pre-shipment sampling. In case where the consignment will not be subjected to pre-shipment sampling, the endorsement "NOT SELECTED FOR SAMPLING" will be made on the both copies of the CUSDEC Form. If any consignment is selected for sampling, the respective security copy of the CUSDEC Form will not be accepted by the Customs for processing until the stipulated period of two working days (48 hours) from the time of lodgement of the CUSDEC Form at the Tea Export Section has lapsed.

In instances where the consignments are not selected for sampling, the relevant security copy of the CUSDEC Form will be accepted by the Customs for processing documents.

(iii) Tea Export Section of the Sri Lanka Tea Board, will carry out sampling of export consignments where necessary within the stipulated 48 hour period mentioned above. After the expiry of the 48 hour period, the security copy of the CUSDEC Form will be accepted by the Customs for processing documents even if the sampling of the consignment had not been carried out by the Tea Export Section.

**Subsequent Modification to the procedure for registration of CUSDEC Form**

The modified procedure for registration of the CUSDEC Form in respect of consignments which are selected for pre-shipment sampling but are not packed and available for sampling within the stipulated 48 hour period is detailed below.