

## **# Comprehensive Guide /Standard Operating Procedure to Import/Export**

### **## Introduction**

This guide provides detailed information on Singapore's shipping laws and regulations. It covers importing and exporting procedures, as well as traffic rules for oversized vehicles, such as trailers and 20- and 40-footers. This document will help shipping professionals navigate compliance requirements effectively.

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## **## 1. Importing into Singapore**

### **### Key Regulations**

- All imports must comply with Singapore Customs Act and relevant regulatory requirements.
- Goods must be declared via TradeNet®.

### **### Documentation Requirements**

- Commercial Invoice
- Packing List
- Bill of Lading or Air Waybill
- Import Permit
- Arrival Notice
- Certificate of Origin (if applicable)

### **### Restricted and Prohibited Goods**

- Restricted: Pharmaceuticals, telecommunication equipment, firearms.
- Prohibited: Chewing gum (except therapeutic), certain hazardous chemicals.

### **### PortNet Related Updates**

- Keep track of Vessel ETA
- Container Release status (Yes / No)
- Check free-day and empty return (From PortNet / NOA via email / Email / Carrier's website / Phone Call)

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## **## 2. Exporting from Singapore**

### **### Key Regulations**

- Exports require declaration through TradeNet®.
- Compliance with destination country regulations is mandatory.

### **### Documentation Requirements**

- Commercial Invoice
- Packing List
- Export Permit
- Bill of Lading or Air Waybill
- Carrier / Forwarder Booking Confirmation
- Certificate of Origin (if required)

### **### Restricted and Prohibited Goods**

- Restricted: Strategic goods, certain controlled chemicals.
- Prohibited: Items banned in destination countries.

### **### PortNet Related Updates**

- Check initial Vessel ETA
- Check Depots (Allied / Eng Kong / CDAS / Smart Booking) for empty container collection bookings
- Check free-days period allowed for collection (There will be charges incurred for early collection)
- Create Electronic Shipping Note in PortNet
- Keep track of Vessel ETA

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## **## 3. Traffic Rules and Regulations for Oversized Vehicles**

### **### Licensing Requirements**

- Vehicles must have a valid Vehicle Parking Certificate (VPC) and Class 5 license.
- Oversized vehicle permits are required for loads exceeding legal dimensions.

### **### Safety Measures**

- Clearly marked vehicles with appropriate warning lights and signs.
- Escort vehicles may be required for exceptionally large loads.

### **### Movement Restrictions**

- Oversized vehicles may operate only during specified hours.
- Route planning and approval from the Land Transport Authority (LTA) are required.

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## **## 4. Frequently Asked Questions (FAQs)**

### **### Importing into Singapore**

#### **1. \*\*What goods require an import permit?\*\***

- All goods entering Singapore require an import permit unless exempted by Singapore Customs.

#### **2. \*\*How do I check if my goods are restricted or prohibited?\*\***

- Refer to the Singapore Customs website or consult the HS Classification system.

#### **3. \*\*Can I import personal goods without an import permit?\*\***

- Personal items may be exempt, but confirm with Customs.

### **### Exporting from Singapore**

4. **\*\*Is an export permit always required?\*\***

- Yes, except for exempted goods as outlined by Singapore Customs.

5. **\*\*Are there penalties for incorrect declarations?\*\***

- Yes, including fines and seizure of goods.

6. **\*\*How do I verify export restrictions in the destination country?\*\***

- Check with the respective country's customs authority.

### **### Oversized Vehicles**

7. **\*\*What is considered an oversized vehicle?\*\***

- Vehicles exceeding 2.6m width, 4.5m height, or 18m length.

8. **\*\*Do oversized vehicles need escorts?\*\***

- Yes, for loads exceeding certain dimensions, as specified by the LTA.

9. **\*\*Are there fines for violating oversized vehicle rules?\*\***

- Yes, violations can result in fines and permit suspension.

### **### General Shipping Questions**

10. **\*\*What is TradeNet®?\*\***

- An electronic platform for trade declaration in Singapore.

11. **\*\*How do I apply for a Certificate of Origin?\*\***

- Through designated issuing bodies like the Singapore Customs or Chambers of Commerce.

12. **\*\*What is the penalty for smuggling prohibited goods?\*\***

- Severe penalties, including fines, imprisonment, and confiscation.

13. **\*\*How do I report illegal goods?\*\***

- Contact Singapore Customs or the appropriate law enforcement agency.

14. **\*\*Can foreign vehicles operate in Singapore?\*\***

- Yes, but they must comply with Singapore's vehicle regulations.

15. **\*\*Are there resources for learning about customs regulations?\*\***

- Yes, refer to Singapore Customs' training programs and publications.

16. **\*\*What is PortNet?**

- An electronic platform for checking of container and vessel details.

17. **\*\*What is Smart Booking / Allied / Eng Kong / CDAS?**

- An electronic platform for checking and booking of empty containers for collection and return.

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**\*\*Disclaimer:\*\*** This guide is for informational purposes only. For legal advice, consult a licensed professional or relevant authority.