|  |  | **Preparation of the Tariff Document: Tasks** | | | | |
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| **Task** | | | **Who?** | **State of play** |  | **Completion by** |
|  |  | General | | | | |
| Agree structure of UK Tariff | | | HMT/DIT/HMRC | Outline structure agreed but detailed structure outstanding | Green | 5 October |
| Circulate issues log | | | David | Done; now to be used for monitoring | Touch base Friday | 1 October |
|  |  | Classification | | | | |
| Draft general classification rules | | | DIT - David | Awaiting feedback/decisions on presentation |  | 12 October |
| Review chapter and section notes | | | HMRC (Southend) | Started; Defra and DIT input required; state of play uncertain | Valerie to share a very early draft next Tuesday | 19 October |
| Take view on additional codes and any other issues beyond 10-digit commodity codes | | | DIT/HMRC | Proposal on additional codes issued for review | Have we got the legal basis in place do we need to have them in the tariff document- NO?  Where do we keep them- they may complicate the tariff document- Darren | 12 October |
| Agree presentation | | | HMRC/HMT/DIT | Started | Annex 2:Keep current format there. How do we get better explanatory detail. Be careful of the explanatory notes  Valerie to come back on this on next Tuesday | 12 October |
| Convert data into agreed format | | | Transform – Matt | Substantial preparatory work complete | Work already in place to construct table from the TAP. What cant be generated automatically is the end date for suspensions.  Table ready for EU data  But any changes to the classification table approx. 1 week TBC | 22 October |
| Legal check | | | HMRC legal | HMRC legal have been approached. | Dependent on the rest of the items. | 29 October |
|  |  | Tariff Table | | | | |
| Agree scope of table | | | DIT/HMT/HMRC | For confirmation at working group |  | 5 October |
| Agree level of presentation | | | DIT/HMT/HMRC | Further discussion required |  | 12 October |
| Address issues relating to specific cases | | | DIT/HMT/HMRC | See issues log |  | 19 October |
| Produce raw data table | | | DIT – David | Initial version circulated |  | 17 October |
| Agree detail of presentation: duty expressions; columns; descriptions | | | DIT/HMT/HMRC | See issues log; DIT proposals on some issues circulated |  | 19 October |
| Set out rules for converting data into Table | | | DIT – David | Dialogue continuing; dependent on preceding lines |  | 19 October |
| Convert data into Tariff Table | | | Transform – Matt | Proof of concept and substantial preparatory work complete |  | 24 October |
| Legal check | | | HMRC legal | HMRC legal have been approached. |  | 29 October |
|  |  | Text supporting Tariff Table (section 8 elements) | | | | |
| Draft explanatory text for table | | | DIT – David | Part draft circulated |  | 5 October |
| Review general rules relating to duties | | | DIT – David | Initial draft circulated |  | 5 October |
| Review UCC provisions relevant to calculation of duties | | | HMRC/DIT | One element identified (UCC articles 85-86) |  | 17 October |
| Draft/review rules supporting complex duty expressions: Meursing; seasonally variable rates; entry price system; cereal sector | | | DIT/Defra  Darren/David | Not yet initiated |  | 22 October |
| Review other Part One Section 2 provisions | | | DIT – David | Sections A & B covered by reliefs instructions subject to HMRC agreement; Sections C & F to be addressed; Sections D & E: circulated for comment |  | 12 October |
| Update review of footnotes | | | HMRC/DIT | Early stages – interaction with issues log |  | 17 October |
| Legal check | | | HMRC legal | HMRC legal have been approached. |  | 29 October |