



# Management of the authorisation

Mauro Giffoni



## Management of the authorisation

### Steps to follow before submitting the application

Before submitting the application the following steps should be followed:

- nomination of a contact person
- preliminary information from the customs authorities
- consolidation of the information of different units/departments
- carry out a self assessment
- finalisation of the relevant documents
- formal submission of the application

# When you have your AEOs certificate, you still have to work!

## Maintenance after obtaining AEO certificate

- Obligation to keep track of changes
- Communicate relevant changes to customs
- Take care to re-use already obtained AEO Self Assessment information in order to avoid double work
- Keep track of collaborators that have attributed to information, review or validation
- Get regular confirmation that reported procedure or internal controls are still valid

### When you are AEO, you still have to work!

- Monitoring
- Re-assessment
- Suspension
- Revocation

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### MONITORING:

- Periodic review by the Customs (based on risk analysis)
- Regular monitoring by economic operator:
  - Changes related to any data of the application form
  - Changes related to the nature and the structure of the business
  - Significant change in financial standing
  - Report of customs errors
  - Report failure to comply with criteria
- Random spot checks by Customs (or designated third party)

### RE-ASSESSMENT:

- Change in legislation:
  - Eg. Change in the criteria
- Indications that criterias are no longer met:
  - Result of the monitoring
  - Information received from other authorities
  - Major changes in the activities of the AEO

**Suspension** (means that a certificate is not valid during a specific period):

- Coming from the holder of the certificate
- Coming from Customs:
  - Consequence of an examination done during monitoring

The suspension can have also an impact on other customs decisions granted based on the AEO status (eg. Simplified procedures)

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### Revocation:

- Coming from the holder of the certificate
- Coming from Customs

The revocation can have also an impact on other customs decisions granted based on the AEO status (eg. Simplified procedures)



### Examples of when authorization may be revoked, withdrawn or suspended :

- If the applicant or AEO does not respect anymore the terms and conditions of the authorization;
- If the company and/or its officers fail to observe criminal or civil laws governing the conduct of such companies, and/or the nature of pending or unresolved legal proceedings involving those parties would preclude direct involvement with Customs administrations;
- If the company fails to make available to the Customs administration the appropriate documentation and/or information access concerning personnel, company premises, equipment and assets

### Right of appeal

National programmes should include means of appeal against decisions regarding the AEO authorization including suspension and revocation or withdrawal



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Thank you!