UNITED NATIONS ECONOMIC COMMISSION FOR EUROPE

UNITED NATIONS CENTRE FOR TRADE FACILITATION
AND ELECTRONIC BUSINESS (UN/CEFACT)

# BUSINESS REQUIREMENTS SPECIFICATION
# (BRS)

## INTERNATIONAL TRADE PROCEDURES PROGRAMME DEVELOPMENT AREA

## SINGLE WINDOW DOMAIN

## TRADE INFORMATION PORTAL PROJECT

FINAL DRAFT AFTER PUBLIC REVIEW

**Approved: UN/CEFACT Bureau on 20th October 2021**

**Version: 1.0**

# Contents

## Table of Figures

## Document History

| Phase | *Status* | *Date Last Modified* |
|---|---|---|
| Draft for Public Review | draft | 25 May 2021 |
| Final Version 1.0 | v1.0 | 02 Nov 2021 |

**Table 1 – Document History**

## Change Log

The change log is designed to alert users about significant changes that occurred during the development of the BRS instance.

| Date of Change | Version | Paragraph Changed | Summary of Changes |
|---|---|---|---|
| | | | |
| | | | |
| | | | |
| | | | |

**Table 2 – Document Change Log**

# 1 BRS Trade Information Portal

Transparency and predictability are cornerstones of international trade today. In order to trade internationally efficiently and cost effectively, it is necessary to access all of the regulatory requirements prior to the actual sale of merchandise. Having an official, single portal where all of this information can be accessed provides the necessary transparency and predictability. Such a portal also encourages cross-administration cooperation which can carry over to border control requirements or other trade facilitation mechanisms such as a Single Window.

UN/CEFACT Recommendation No. 38 puts forward a base understanding of a Trade Information Portal (TIP) as a trade facilitation mechanism. By nature, it should be an electronic system which is accessible by internet. The main objective is to create a trade facilitation tool which helps the private sector to understand regulations and eventually trade agreements and thus streamline their processes.

The recommendation establishes a base definition of Trade Information Portal, the type of information that should be included, the different types of models that exist as well as the technical requirements.

## 1.1 Purpose and scope

A TIP is a website that aggregates and publishes all trade related regulatory information originating from the government agencies that perform a control function in relation to imports, exports, transits or trans-shipments and that allows importers, exporters or anyone involved in international trade to easily find and understand any legal requirements and procedures pertaining to specific goods that are necessary to comply with national obligations for clearings goods at the border as well as before or after clearance.

A TIP enables the publication and availability of information related to importation, exportation and transit regulatory requirements and procedures.

## 1.2 Introduction

The agency in charge of operating the TIP will rely on agreements to receive information to be published from various regulatory agencies involved in controlling import and exports and the movement of goods across the country's borders in order to keep the website up to date with accurate and timely information.

Equally, the agency in charge of operating the TIP may be required to exchange information published on the TIP with regional or international organizations that maintain a centralized trade information repository for the benefit of all member states.

This document seeks to initiate the process to standardise the data elements and message structure to facilitate implementation of an electronic exchange of the data required to populate a TIP and to exchange information between parties.

The outputs will be the harmonized XML schemas to support the information exchange for the business process.

The structure of this document is based on the structure of the UN/CEFACT Business Requirements Specification (BRS) document reference.

## *1.3 References*

The list of specifications that have substantially influenced the development of the business requirements specification document, including formal standards from UN/CEFACT, OECD and other standards bodies, international treaties or agreements, industry sector and institutional specifications:

- *UN/CEFACT Modelling Methodology User Guide (CEFACT/TMG/N093)*

- *UN/CEFACT Business Requirement Specification Document Template (CEFACT/ICG/005)*

- *UN/CEFACT Cross Border Management Reference Data Model*

## *1.4   Objective*

The objective of this document is to propose a standard for the Business Processes, the Business Transactions and the Business Information Entities used in the process of exchanging data for the purpose of publishing information on a Trade Information Portal. These three terms are taken in the context of the UN/CEFACT Business Requirement Specification template; a Business Transaction therefore refers to the transaction of exchanging information and does not imply any commercial or other transaction.

The Business Process is the detailed description of the way participants intend to play their respective roles, establish business relations and share responsibilities to interact efficiently with the support of their respective information systems. Each Business Transaction is realized by an exchange of messages. The context and sequence in which these messages are used is presented as use cases in the document.

The business documents are composed of Business Information Entities (BIE), which when available, are taken from the library of reusable BIEs and when not found, are proposed as new BIEs. The contents of the business documents and the BIEs are presented using class diagrams.

## *1.5   Scope*

The objective of this project is to standardise the Business Processes, the Business Transactions and the Business Information Entities related to the information to be shared through a Trade Information Portal.

The project will describe the business process for the electronic exchange of:

- Data required to populate the Trade Information Portal

- Date required by regional/international organizations to maintain a centralized trade repository

## 1.6 Context

| Context Category | Description |
|---|---|
| Business Process | Publishing information on a Trade Information Portal<br><br>Exchange information with other parties |
| Product Classification | Trade Information Portal (TIP) |
| Industry Classification | All sectors involved in cross-border trade in goods (import/export/transit/trans-shipment) |
| Geopolitical | Global |
| Official Constraints | None (on the global standard level; may exist in national implementations) |
| Business Process Roles | National regulator, TIP manager, information consumers |
| Supporting Role | None |
| System Capabilities | Database to hold trade related data in structured format<br><br>Query language to allow users to submit queries and respond<br><br>General web design capabilities<br><br>Content management system (CMS)<br><br>Data encryption and other security features to protect system from hacking or intrusion<br><br>Multiple language capabilities<br><br>If possible, integration with NSW environment |

**Table 3 – Context Categories**

# 2 Business Requirements Elaboration

## 2.1 Business Requirements Lists

The Business Requirements and key business information is presented in the list below,

| Number | Business Requirement Statement |
|---|---|
| A1 | Information to be published on TIP must originate from a trusted source empowered to provide the TIP Managing Agency with such data |
| A2 | Information may be organized as a structured entity (as described at Section 2.5 below) or it may be in plain language, as appropriate |
| A3 | Information must be provided to the TIP Managing Agency for upload to the TIP in a timely manner by the originating Regulatory Agency. |
| A5 | The originating Regulatory Agency supplying information to the TIP Managing Agency must be able to review and approve information uploaded prior to it being published |
| A4 | Information may be exchanged selectively on request or as and when required based on agreements with other national or international organizations. |

**Table 4 – Business Requirement List**

| Number | Data Domains |
|---|---|
| B1 | Regulatory Information |

**Table 5 – Data Domains**

## 2.2 Definitions Business Terms

The names and definitions of business terms used in the requirements specification are listed below:

| CMS | Content Management System. CMS is software, often off-the-shelf, used to create, format and maintain data to be published on a website. |
|---|---|
| NSW | National Single Window. A facility providing trade facilitation that allows parties involved in trade and transport to lodge standardized information and documents with a |

| | single entry point to fulfil all import, export, and transit-related regulatory requirements. |
|---|---|
| TIP | Trade Information Portal. A TIP is a website that aggregates and publishes all trade related regulatory information originating from the government agencies that perform a control function in relation to imports, exports, transits or trans-shipments and that allows importers, exporters or anyone involved in international trade to easily find and understand any legal requirements and procedures pertaining to specific goods that are necessary to comply with national obligations for clearings goods at the border as well as before or after clearance |

**Table 6 – Sample Definitions of Terms**

## 2.3 Business Partners View – Participants and Stakeholders
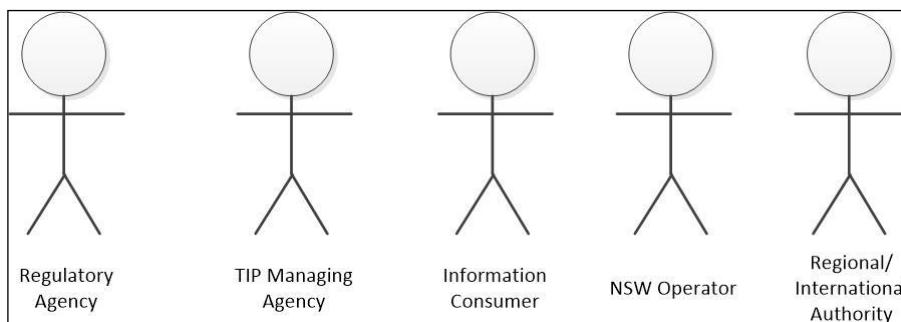


**Figure 1 – Business Partner View Use Case Diagram**

The above diagram shows the actors (participants and stakeholders) involved in the business processes below.

*Regulatory Agency* is the government agency that issues regulations relating to trade and has control responsibility over specific aspects of trade. Information related to trade originates from these agencies.

The *TIP Managing Agency* is the agency responsible for operating and maintaining the TIP so that it is publicly available for viewing and, therefore, for ensuring that information is collected and uploaded.

The *Information Consumers* are traders, academia, other government agencies and, indeed, the public at large who have a need to be provided with the information published on the TIP.

The *National Single Window (NSW) Operator* is the organization responsible for operating the facilities of the NSW, where this exists, and needs to synchronize the business rules that drive the operation of the NSW with the business rules published on the TIP.

The *Regional/International Authority* is the organization responsible for the operation of a trade information repository which may collect and publish information from member states of a regional trade association or trade area.

## 2.4 Business Requirements View

An outline description of the artefacts that form part of the BRS is given below using the UN/CEFACT Modelling Methodology (UMM) terminology.

### 2.4.1 Business Domain View

The business processes that are included in the Business Domain are identified and classified in this view.

The Business Domain view is represented by two use case diagrams.

**a) Publish Information**



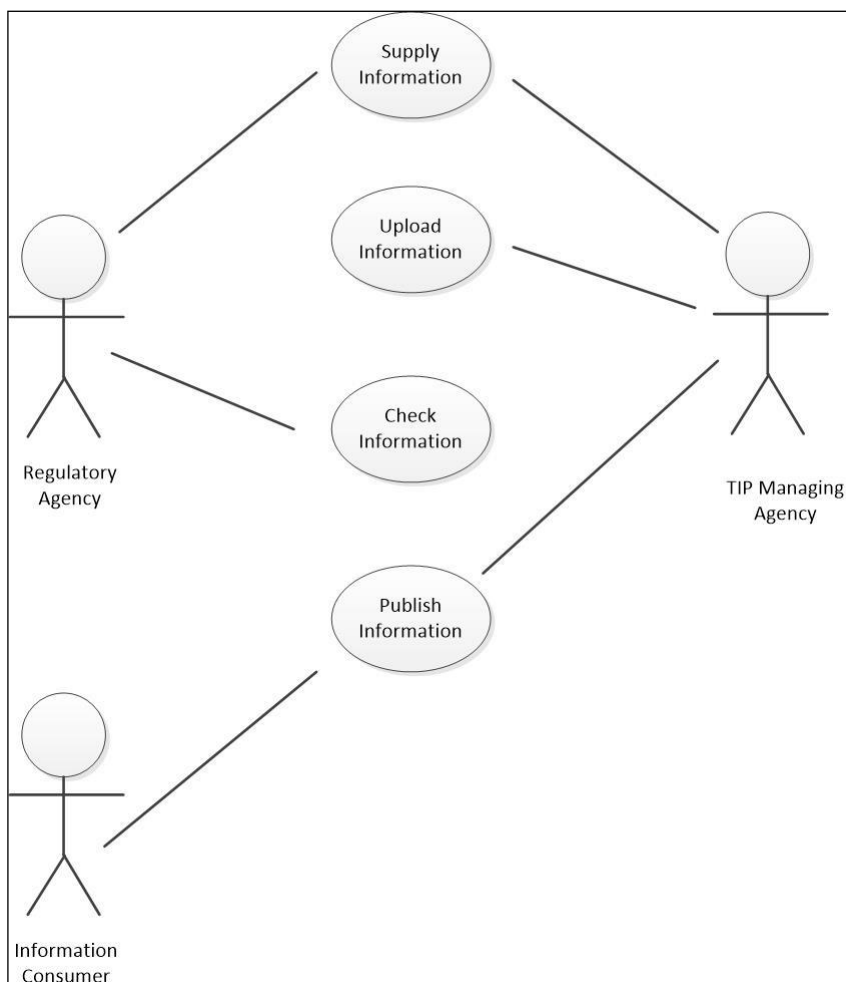**Figure 2 – Business Domain Use Case Diagram 1 – Business Process 'Publish Information'**

The diagram above describes the business domain related to the publishing of information on the TIP. Information is provided by Regulatory Agencies to the TIP Managing Agency.

The TIP Managing Agency formats and uploads the information to the TIP in a temporary environment.

The Regulatory Agency originating the information checks that the information provided has been uploaded correctly.

The TIP Managing Agency publishes the information for public viewing by the Information Consumers.

### b) Exchange Information
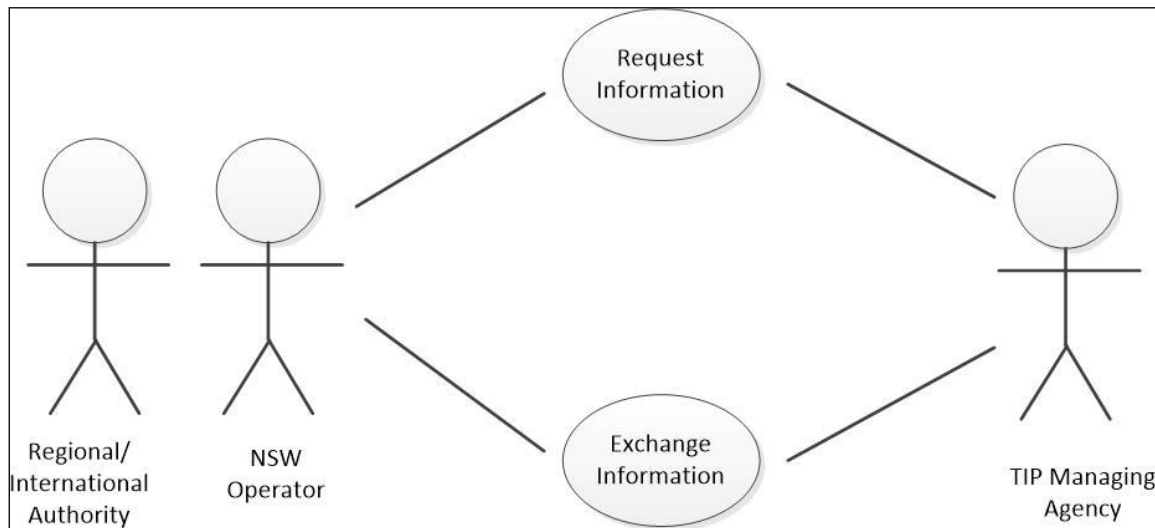


**Figure 3 – Business Domain Use Case Diagram 2 – Business Process 'Exchange Information'**

The diagram above describes the domain relating to the exchange of information published on the TIP.

The TIP Managing Agency is responsible for publishing information on the TIP, ideally before such information comes into force. The organization responsible for operating the NSW needs to ensure that operation of the NSW is in conformance with any rules in force at any one time and that such rules are built into the data processing services provided. There will therefore be a need for information to be synchronized between the two domains and, ideally, the authorities responsible for each should be notified of any new information at the same time.

The TIP Managing Agency may need to comply with international agreements to publish national trade related information on websites typically managed by a multi-national or regional organization representing all member states. The scope, nature and format of the information to be supplied to such a facility may be inscribed in an international agreement. Equally, the TIP Managing Agency may need to publish on the TIP relevant trade related information originating in another country and conveyed via the regional facility.

In either of the cases above, the exchange of information may be triggered by a specific request for information from one party to the other.

## 2.4.2 Business Process Activity Diagram

A Business Process Activity Diagram is used to model the dynamics of each business process, to depict a collaborative process involving the Business Partners and to denote important states of business entities that are manipulated during the execution of a business process.

**a) Publish Information**

The following diagram is a generic model of the activities involved in the Business Domain 'Publish Information' described in Section 2.4.1 above.



**Figure 4 - 'Publish Information' Business Process Activity Diagram**

**List of activities in the business process 'Publish Information'**

| 1   Supply Information | This phase is usually initiated by the Regulatory Agency when new information that needs to be published on the TIP becomes available, e.g. a new regulation, a change in procedures, etc.<br><br>The agency where the information originates notifies the TIP Managing Agency by means of a message containing the information to be published. |
| --- | --- |

| | | |
|---|---|---|
| 2 | Upload Information | On receipt of the information to be published, the TIP Managing Agency proceeds to upload it to an interim environment and formatting in the way required by the system. |
| 3 | Notify | The TIP Managing Agency notifies the originating agency that the information received has been uploaded and they can proceed with checking it. Notification may be by electronic means. |
| 4 | Check Information | The originating Regulatory Agency checks that the information has been uploaded and formatted correctly. |
| 5 | Approve | The originating Regulatory Agency notifies the TIP Managing Agency that the information has been uploaded correctly and indicates its approval to publish it. Notification may be by electronic means. |
| 6 | Change | Alternatively, if changes are required, it will send the information back with the changes re-starting the process from Step 1 above. Notification may be by electronic means. |
| 7 | Publish | On receipt of instructions above, the TIP Managing Agency publishes the information for public viewing. |
| 8 | Use Information | Information is available on the website for use by Information Consumers. |
| 9 | Reject | The Regulatory Agency may decide, for whatever reason, that the information should not be published in which case it will send a message to the TIP Managing Agency requesting the information should be removed. |
| 10 | Remove | If the information is rejected by the Regulatory Agency, the TIP Managing Agency will remove it from the interim environment or ensure that it is not published. |

**Table 7 – Publish Information**

b) **Exchange Information**

The following diagram is a generic model of the activities involved in the Business Domain 'Exchange Information' described at Section 2.4.1 above.
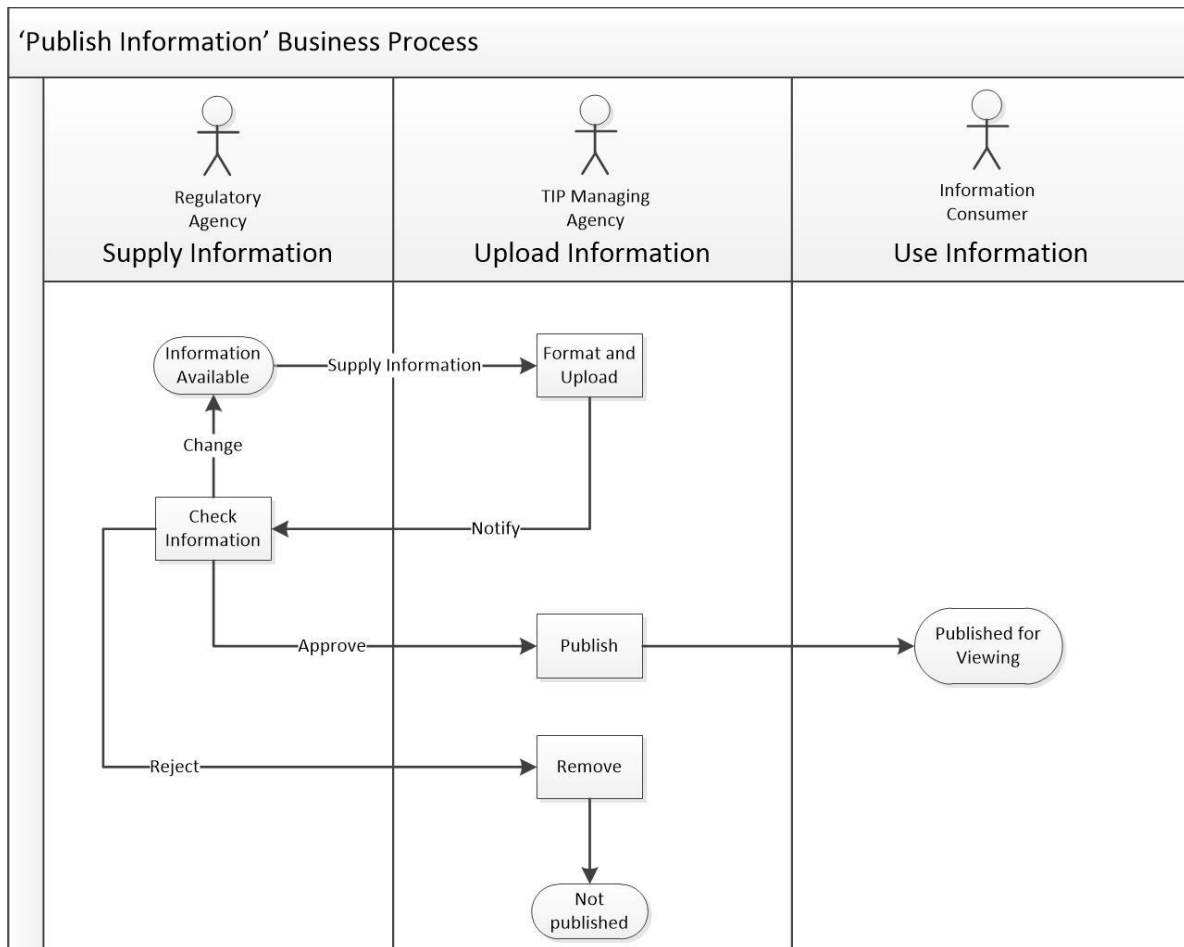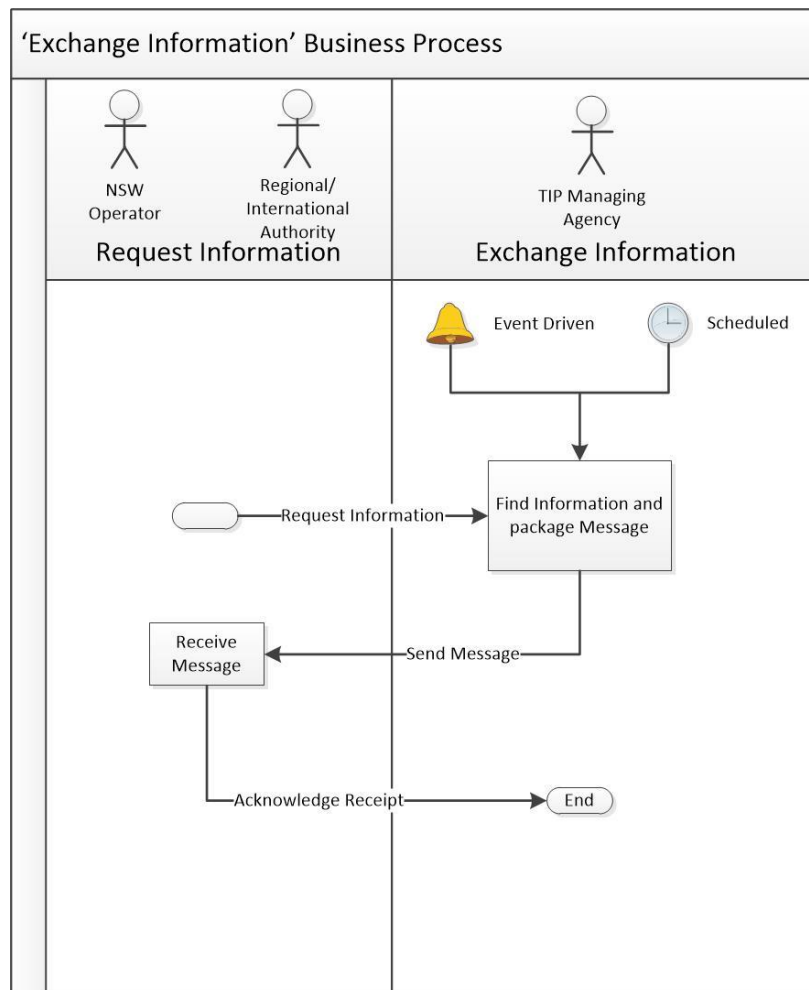


**Figure 5 - 'Exchange Information' Business Process Activity Diagram**

**List of activities in the business process 'Exchange Information'**

| 1 Request Information | A request for an exchange of information may be initiated by the NSW Operator or by the Regional/International Authority in charge of the regional trade repository. |
|---|---|
| | The request for information may be by means of an electronic message. |
| | Alternatively, the exchange of information may be triggered by an agreed schedule of updates (e.g. weekly, daily, etc.) or by specific triggers built into the system, e.g. as and when a new item of information becomes available or a change takes place that modifies existing information. |

| | | |
|---|---|---|
| 2 | Find Information | On receipt of the request or the alert, the TIP system will extract the required information and package a message to be sent to the requesting party in the agreed format. |
| 3 | Send Message | The message containing the requested information is sent to the requesting party by means of the agreed message exchange protocol. |
| 4 | Received Message | The message is received by the requesting party. |
| 5 | Acknowledge Receipt | A message is sent to the TIP Managing Agency's system to acknowledge receipt of the message and that terminates the process. |

**Table 8 – Exchange Information**

## 2.4.3 Class diagram

This model represents the set of data that would typically be represented in a TIP and which could be subject to the exchange between parties as described in this document. Data is exchanged via messages and each message may carry a payload of data derived from the various database entities.

The message being carried may be an individual data entity or it may be a composite query combining different data elements from related entities.
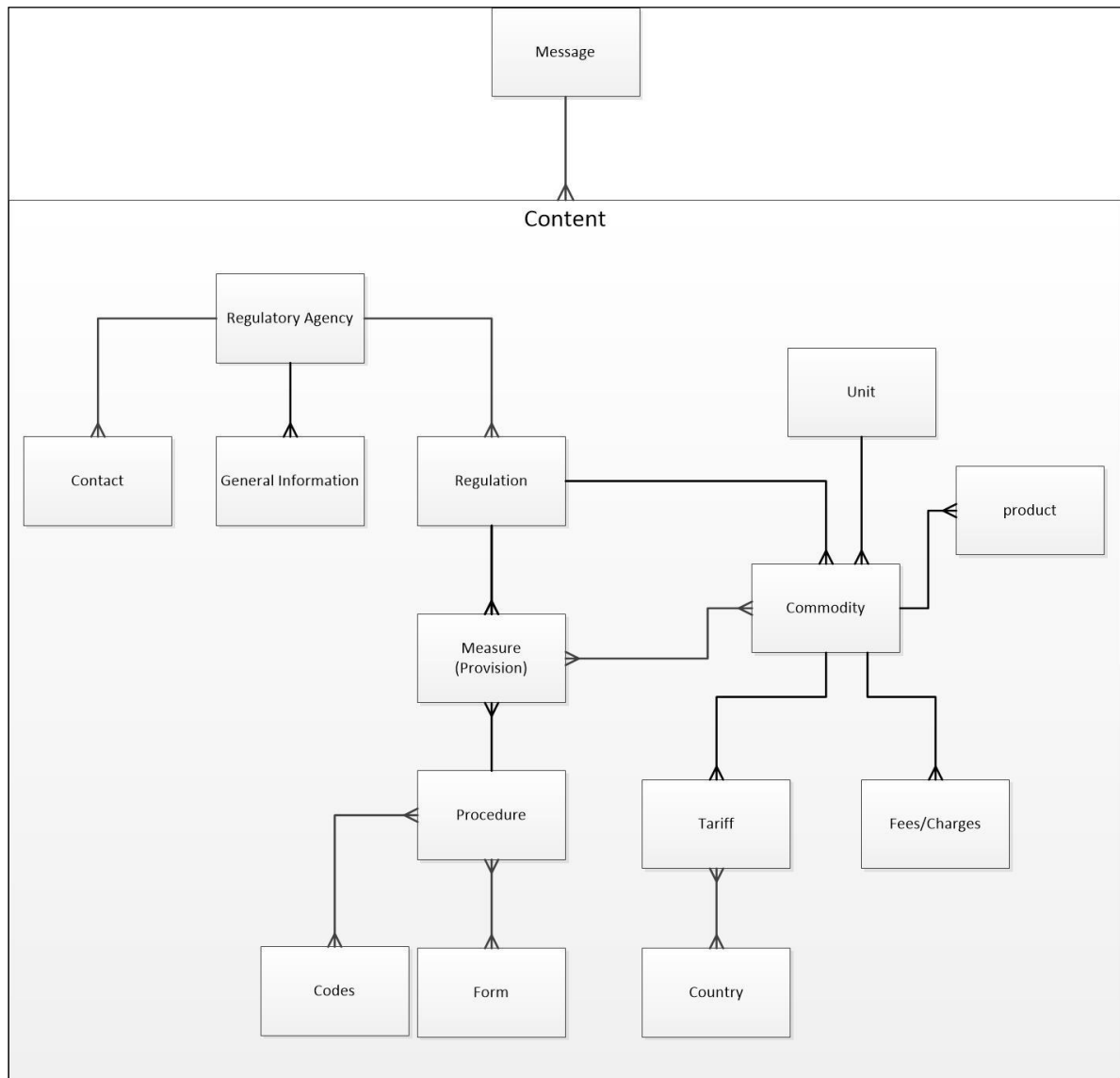


**Figure 6 – Class diagram for Trade Information Portal**

## 2.5 Business Information Entities

This section contains the data (business information entities) which are planned as part of the data sets which will accompany this BRS. Each table has five columns:

- a unique identification number (UID) which is for the purposes only of this BRS

- the business name

- the cardinality (crd) (if the information is obligatory or optional (1 or 0 respectively for the character) and if it can repeat or not (* or 1 respectively as the second character); the cardinality is only provided in the context of the individual tables – and not in terms of an overall standard message.

- the type of data, i.e. if it is an identifier, codified, date/time or text

- a brief description in its business context

### 2.5.1 Message

A Message is the means of exchanging information between parties.

A Message may be stand-alone and self-contained if it is simply used to convey instructions, give an acknowledgement, notify of a rejection, etc.

Alternatively, a Message acts as the accompanying header for sets of data that need to be exchanged between parties. The data sets that could be carried as part of the Message payload or that can be used to extract queries that could be carried as part of the Message are described in Section 0 *Table* 9 – Message Business Information Entity

Content below.

| UID | Business term | crd | Type | Description |
|---|---|---|---|---|
| TIP-001 | Identification | 1..1 | Identifier | The unique identifier of this exchanged Message. |
| TIP-002 | Originator | 1..1 | Code | Code identifying the sender of the Message. |
| TIP-003 | Recipient | 1..1 | Code | Code identifying the intended recipient of the Message. |

| TIP-004 | Type | 0..* | Code | Describes the type of exchange and data set/s being exchanged, e.g. "request to publish", "acknowledgement", etc. |
|---------|------|------|------|------|
| TIP-005 | Action | 0..* | Code | The code specifying the action to be taken, e.g. "upload content", "remove content, "amend content", etc. |
| TIP-006 | Message Date | 1..1 | Date/Time | Date and time of the Message. |
| TIP-007 | Language | 0..1 | Code | Code specifying the language of the content of the Message (the Code may be a composite of country/language). |
| TIP-008 | Message Text | 1..* | Text | Additional descriptive textual information. |

**Table 9 – Message Business Information Entity**

## 2.5.2 Content

This section describes various data sets that are likely to be the constituent parts of a structured database of trade related data where the data entities can be cross-referenced through relational data.

Unstructured data (e.g. regulatory text, news items in plain language, generic website pages with graphics and text, etc.) may also be part of the TIP data set and, therefore, be published on the website or exchanged with other parties.  This data is described in the entities "**0 Table 11** – Contact Business Information Entity

**General Information**" and "**d) Regulatory text**" below.

**a) Regulatory Agency**

This is a government agency that performs a regulatory function in relation to import/export trade in goods and, therefore, is likely to provide information to be published on the TIP. Most data elements and content will be related to a Regulatory Agency either as the agency responsible for issuing the information or the agency responsible for enforcing the provisions being described.

| UID | Business term | crd | Type | Description |
|---|---|---|---|---|
| TIP-009 | Agency Name | 1..1 | Text | The Regulatory Agency's full name, e.g. "Ministry of Finance". |
| TIP-010 | Short Name | 0..1 | Text | Regulatory Agency's usual abbreviation, e.g. "MOF". |
| TIP-011 | Address | 0..1 | Text | Full postal address of the Regulatory Agency. |
| TIP-012 | Department Responsible | 1..1 | Text | Department/division responsible for data collection and operation of TIP. |
| TIP-013 | Person Responsible | 0..* | Text | Name of person responsible for matters relating to TIP (focal point). |
| TIP-014 | Telephone No. | 0..* | Text | |
| TIP-015 | Fax No. | 0..* | Text | |
| TIP-016 | Email Address | 0..* | Text | |
| TIP-017 | Description | 0..1 | Text | Description of the functions of the Regulatory Agency. |

**Table 10 – Regulatory Agency Business Information Entity**

b) **Contact**

| UID | Business term | crd | Type | Description |
|---|---|---|---|---|
| TIP-018 | Regulatory Agency | 1..1 | Identifier | Relates to Regulatory Agency parent key. |

| UID | Business term | crd | Type | Description |
|-----|---------------|-----|------|-------------|
| TIP-019 | Branch/Division | 0..1 | Text | Name of branch, division, department, etc. |
| TIP-020 | Person Responsible | 0..1 | Text | Name of person responsible for matters relating to TIP (focal point). |
| TIP-020 | Telephone No. | 0..* | Text | |
| TIP-022 | Fax No. | 0..* | Text | |
| TIP-023 | Email Address | 0..* | Text | |

**Table 11 – Contact Business Information Entity**

### c) General Information

| UID | Business term | crd | Type | Description |
|-----|---------------|-----|------|-------------|
| TIP-024 | Regulatory Agency | 1..1 | Identifier | Relates to Regulatory Agency parent key.<br><br>Agency issuing this content. |
| TIP-025 | Type | 1..1 | Code | Code defining the type of content, e.g. "news", "announcement", "publication", "general page", etc. |
| TIP-026 | Content | 1..1 | Text | Content to be published in Hypertext Markup Language (HTML) format. |
| TIP-027 | Date of Issue | 1..1 | Date/Time | Date and time content was issued. |
| TIP-028 | Person Issuing | 0..1 | Text | Person responsible for issuing content. |

| UID | Business term | crd | Type | Description |
|-----|---------------|-----|------|-------------|
| TIP-029 | Associated Document | 0..* | PDF/Word/etc. | Downloadable document associated with content item, i.e. additional reading, brochure, or printable version of content. The document could be in various formats. |

**Table 12 – General Information Business Information Entity**

### d) Regulation

Regulations are the legal instruments issued by government and government agencies that provide the basis for the control exercised by them over trade. Regulations comprise primary legislation (e.g. laws or acts of parliament) as well as implementing regulations which may have different names in different countries (e.g. decrees, sub-decrees, etc. or simply "regulation") and that could be issued by ministries, including any instructions of a binding nature as may be issued by specific departments.

Many elements of data in a TIP relate to a specific regulation which gives them force in law.

| UID | Business term | crd | Type | Description |
|-----|---------------|-----|------|-------------|
| TIP-030 | Regulatory Agency | 1..1 | Identifier | Relates to Regulatory Agency parent key. Agency issuing this content. |
| TIP-031 | Type | 1..1 | Identifier | Type of Regulation, e.g. law, decree, instruction, etc. |
| TIP-032 | Title | 1..1 | Text | Title of Regulation. |
| TIP-033 | Issuing Agency | 1..1 | Code | Relates to Regulatory Agency parent key. This is the agency or government entity that issued the regulation. "Issued" in this sense is the legal value of "issue", i.e. the date when the regulation was made public. |

| TIP-034 | Responsible Agency | 0..1 | Code | Relates to Regulatory Agency parent key.<br><br>This is the agency responsible for enforcing the provisions in the Regulations and may be different from above. |
|---------|-------------------|------|------|----------------------------------------------------|
| TIP-035 | Date of Issue | 1..1 | Date | Date when the Regulation was issued, i.e. when it was officially adopted and made public. |
| TIP-036 | Date of Coming into Force | 1..1 | Date | Date when Regulation comes into force. This may be different from Date of Issue above. |
| TIP-037 | Date of Expiry | 1..1 | Date | Date when the Regulation expires, if time bound. NULL if not time bound. |
| TIP-038 | Status | 1..1 | Code | E.g. "in force", "rescinded", "suspended", etc. |
| TIP-039 | Text | 1..1 | Text | Text of the Regulation. |
| TIP-040 | Associated Document | 0..* | PDF/Word/etc. | Downloadable document associated with content item, i.e. the full legal text as published in an official journal. |

**Table 13 – Regulation Business Information Entity**

**e) Measure**

A Measure is a provision described in a regulation (either primary or implementing) that puts an obligation on traders to comply. This could be a prohibition, a restriction of any sort (e.g. having to use a specific transit route or border post), a quota, a requirement to obtain a permit or license, a requirement to submit the goods to inspection, etc. Measures are sometimes referred to as "non-tariff measures" or NTMs. Technical standards, such as chemical composition, labelling requirements, etc. are also measures if they are compulsory according to the law.

A Measure is therefore related to the regulation that stipulates it and a regulation may give rise to several measures.

A Measure is usually associated with specific commodities, though some Measures may apply to all commodities. A commodity may be subject to more than one Measure.

| UID | Business term | crd | Type | Description |
|-----|---------------|-----|------|-------------|
| TIP-041 | Regulation | 1..1 | Identifier | Relates to Regulation parent key.<br><br>The regulation that gives rise to the measure. |
| TIP-042 | Regulatory Agency | 1..1 | Identifier | The Regulatory Agency responsible for enforcing the Measure. |
| TIP-043 | Measure Name | 1..1 | Text | A descriptive name for the Measure |
| TIP-044 | Description | 1..1 | Text | Description of the Measure (derived from text in the regulation) |
| TIP-045 | Valid from | 1..1 | Date | Date when Measure came into force. |
| TIP-046 | Valid to | 0..1 | Date | Date when Measure may expire (some Measures have limited time validity). |
| TIP-047 | Type | 1..1 | Code | Type of Measure, e.g. sanitary/phyto-sanitary (SPS), Quota, etc. |
| TIP-048 | International Code | 0..* | Text | Reference to international standard, if required, especially for technical conformance measures. |
| TIP-049 | UN Code | 0..* | Code | Optional reference to international classification of |

| | | | | Non-Tariff Measures (e.g. UNCTAD). |
|---|---|---|---|---|

**Table 14 – Measure Business Information Entity**

## f) Procedure

A Procedure is a prescribed way of discharging an obligation dictated by a Measure, i.e. if a Measure requires a permit to be obtained for certain products, regulations or instructions will also exist to prescribe how to obtain the permit. A Procedure is typically described as a sequence of steps. Each step may require documents to be handed over or forms to be submitted (either physically or electronically) in order to proceed to the next step.

The same Procedure may apply to different Measures, e.g. in order to obtain a license to import motor vehicles the steps are the same as those to obtain a license for fuel.

A Procedure may involve the handling (submitting or receiving) of physical documents, although a copy of these may be delivered electronically. The physical document may have been replaced by electronic messages which fulfill the same purpose and have the same validity in law.

A Procedure may also describe all the steps required to comply with all Measures related to the import or export of a commodity.

| UID | Business term | crd | Type | Description |
|---|---|---|---|---|
| TIP-050 | Identification | 1..1 | Identifier | The unique identifier of this Procedure. |
| TIP-051 | Name | 0..1 | Text | Procedure Name |
| TIP-052 | Step 1 … NNN | 0..* | Text | Description of Steps 1 through NNN (as required) |
| TIP-053 | Form/… | 0..* | Identifier | Form/or forms required in each corresponding Step |

**Table 15 – Procedure Business information Entity**

## g) Form

Forms may be used in Procedures in order to submit information to the regulatory authority or for the regulatory authority to convey information to a trader (e.g. issuing a license). Forms may be in paper format or electronic facsimiles (PDF).

| UID | Business term | crd | Type | Description |
|-----|--------------|-----|------|-------------|
| TIP-054 | Identification | 1..1 | Identifier | The unique identifier of this Form. |
| TIP-055 | Form Name | 1..1 | Text | Name of the Form. |
| TIP-056 | Regulatory Agency | 1..1 | Identifier | The Regulatory Agency responsible that uses the Form in the Procedure. |
| TIP-057 | Form | 0..* | PDF | Downloadable facsimile of Form. |

**Table 16 – Forms Business Information Entity**

**h) Codes**

Codes are codified information that may be required to complete Forms or to discharge the Procedure (e.g. customs procedure code [CPC] codes).

| UID | Business term | crd | Type | Description |
|-----|--------------|-----|------|-------------|
| TIP-058 | Identification | 1..1 | Identifier | The unique identifier of this Code. |
| TIP-059 | Code Type | 0..1 | Identifier | Identifies the Code set |
| TIP-060 | Code | 1..1 | Code | Code |
| TIP-061 | Description | 1..1 | Text | Description of the Code |

**Table 17 – Codes Business Information Entity**

**i) Unit**

Unit is the table of Codes used to identify the unit of measure for each Commodity (e.g. kilogram, liter, unit, etc.).

| UID | Business term | crd | Type | Description |
|-----|--------------|-----|------|-------------|

| TIP-062 | Code | 1..1 | Code | The unique identifier of this Code. |
|---------|------|------|------|-------------------------------------|
| TIP-063 | Description | 0..1 | Text | Description of the Code |

**Table 18 – Units Business Information Entity**

**j) Country**

Country is the table of Codes used to identify countries.

| UID | Business term | crd | Type | Description |
|-----|---------------|-----|------|-------------|
| TIP-064 | Code | 1..1 | Code | Country Code |
| TIP-065 | Name | 0..1 | Text | Country name |

**Table 19 – Country Business Information Entity**

**k) Language**

Language is the table of Codes used to identify languages.

| UID | Business term | crd | Type | Description |
|-----|---------------|-----|------|-------------|
| TIP-066 | Code | 1..1 | Code | Language Code |
| TIP-067 | Name | 0..1 | Text | Language name |

**Table 20 – Language Business Information Entity**

In order to identify the language/s to be used in a multi-language version of the TIP, it may be necessary to use a combination or Country and Language where national variants exist of the same Language.

**l) Commodity**

Commodity is the entity that describes goods and is organized by the Commodity Code. The Commodity Code is typically the Harmonized System (HS) Code which follows the standard of the World Customs Organization (WCO). The WCO standard prescribes classification of goods at 3 levels: Chapter (2 digit), Sub-Chapter (4 digits) and Sub-Heading (6 digits). Most countries adopt this classification but then, not always, go on to further classify goods with additional digits.

The database should be such that the economy's methods of Commodity classification is adequately represented.

| UID | Business term | crd | Type | Description |
|---|---|---|---|---|
| TIP-068 | Chapter | 1..1 | Text | First two digits of the WCO HS Code. |
| TIP-069 | Sub-Chapter | 1..1 | Text | First four digits (Chapter + 2 additional digits) of the WCO HS Code. |
| TIP-070 | Sub-Heading | 1..1 | Text | First six digits (Sub-Chapter + 2 additional digits) of the WCO HS Code. |
| TIP-071 | Commodity Code | 1..1 | Text | The national unique identifier for a Commodity (first six digits based on the WCO HS Code and additional digits defined for an economy's needs). |
| TIP-072 | Description | 0..1 | Text | Description of the Commodity. This may be a long text field containing special characters. |
| TIP-073 | Unit | 0..1 | Code | Unit of measurement. Relates to Unit above. |

**Table 21 – Commodity Business Information Entity**

**m) Product**

A Commodity description for a 6+ digit code may not be sufficient to identify a Product as it may be identified by attributes beyond the scope of the Commodity description (e.g. colour, additional accessories, trim, etc.). Indeed, many government agencies do not use the HS classification to identify the products they deal with but use brand names or scientific names instead (e.g. for pharmaceuticals). This entity allows creation of a list of Product names to be associated with a Commodity Code so that users can be informed of the Tariff/s or any Measures without necessarily knowing the Commodity Code.

| UID | Business term | crd | Type | Description |
|---|---|---|---|---|

| TIP-074 | Identification | 1..1 | Identifier | The unique identifier of this Product. |
|---------|---------------|------|-----------|----------------------------------------|
| TIP-075 | Product Name | 0..1 | Text | Name of the Product. |
| TIP-076 | Product Family | 0..* | Text | Product family, e.g. "painkillers", "motor vehicles", etc. |
| TIP-077 | Technical Name | 0..* | Text | Technical/Scientific name of Product, if any. |
| TIP-078 | Brand Name | 0..* | Text | Brand name, if any. |
| TIP-079 | Commodity Code | 0..* | | Relates to Commodity. |

**Table 22 – Product Business Information Entity**

**n) Tariff**

A Commodity will be associated with a Tariff, i.e. duty payable on import. The Tariff is the rate of customs duty payable for a specific Commodity and it may vary according to where the Commodity originates (on imports) or other factors.

Some Tariffs reflect a trade agreement made with another country or group of countries.

Different Tariffs may therefore apply to a Commodity.

| UID | Business term | crd | Type | Description |
|-----|---------------|-----|------|-------------|
| TIP-080 | Commodity Code | 1..1 | Identifier | Relates to a Commodity record at the most detailed level describing a commodity. |
| TIP-081 | Tariff Type | 1..* | Code | A Code identifying the tariff, e.g. whether it is Most Favoured Nation (MFN – the base rate defined in a country's accession agreement to the World Trade Organization which must be applied to all other WTO members that do not have a trade agreement or are part of a |

| | | | | Customs union with the country) or specific to a country or to a Trade/Free Trade Agreement. |
|---|---|---|---|---|
| TIP-082 | Rate | 1..* | Text | Rate expressed as ad-valorem percentage (e.g. 20%) or as a unit price (e.g. $10/kg) or any different combination (e.g. 20% + 50c/KG/MIN $10), etc. |
| TIP-083 | Valid from | 1..* | Date | Date when Rate takes effect. |
| TIP-084 | Valid to | 1..* | Date | Date when Rate expires. |
| TIP-085 | Legal Basis | 0..* | Identifier | Relates to Regulation parent key.<br><br>The Regulation that determines the coming into effect of this Tariff. |

**Table 23 – Tariff Business Information Entity**

**o) Fees/Charges**

Various Fees or Charges may be applicable to a Commodity over and above the Tariff duty rates, such as value added tax (VAT), excise (EXC), environmental levy, etc.

| UID | Business term | crd | Type | Description |
|---|---|---|---|---|
| TIP-086 | Commodity Code | 1..1 | Identifier | Relates to a Commodity record at the most detailed level. |
| TIP-087 | Fee Type | 1..* | Code | A Code identifying the fee or charge, e.g. VAT, EXC, etc. |
| TIP-088 | Rate | 1..1 | Text | Rate expressed as ad-valorem percentage (e.g. 20%) or as a unit price (e.g. $10/kg) or any different combination (e.g. 20% + 50c/KG/MIN $10), etc. |

| TIP-089 | Valid from | 1..1 | Date | Date when Rate takes effect. |
|---------|-----------|------|------|------------------------------|
| TIP-090 | Valid to | 1..1 | Date | Date when Rate expires. |
| TIP-091 | Legal Basis | 0..* | Identifier | Relates to Regulation parent key.<br><br>The Regulation that determines the coming into effect of this duty/charge. |

**Table 24 – Fees/Charges Business Information Entity**