



Ottawa, April 30, 2015

Customs Notice 15-014

Implementation of the Single Window Initiative

1. This notice provides information for commercial importers, custom brokers and software/service providers about the Canada Border Services Agency's (CBSA) Single Window Initiative (SWI).
2. On March 29, 2015, the CBSA launched a new electronic interim accounting release service option, providing clients with an alternative to CBSA's existing Pre-Arrival Review System (PARS) and Release on Minimum Documentation (RMD) release processes.
3. The new Integrated Import Declaration (IID) release service option further expands the ability for importers/brokers to submit and obtain electronic release for goods regulated by Participating Government Departments and Agencies (PGAs):
 - (a) submission of an IID is voluntary;
 - (b) the IID only includes the data required for the CBSA and PGAs to make a border-related decision;
 - (c) the IID can be used for PGA and non-PGA-regulated goods; and
 - (d) an IID can be sent to the CBSA for processing up to 90 days prior to the arrival of the goods at the first point of arrival in Canada or following the arrival of goods.
4. The following PGA programs are available for the IID. For changes to a specific PGA program, refer to the PGA's website:
 - (a) Foreign Affairs, Trade and Development Canada
 - Import Controls of Agricultural, Steel, and Textiles and Clothing Products
 - (b) Health Canada
 - Importation of Consumer Products, Cosmetics, Radiation Emitting Devices and Pest Control Products
 - Importation of Human Drugs, Natural Health Products, and Medical Devices Regulated by the *Food and Drugs Act*
 - Importation of Controlled Substances and Precursors
 - (c) Natural Resources Canada
 - Importation of Energy-using Products
 - Kimberley Process – Import of Rough Diamonds
 - (d) Public Health Agency of Canada
 - Importation of Human and Terrestrial Animal Pathogens and Biological Toxins
 - (e) Transport Canada
 - Importation of Vehicles except the Appendix F Process

5. PGA Licenses, Permits, Certificates and Other (LPCO) information can be provided on an IID, and validated by PGAs, prior to arrival of the goods.
 - (a) LPCO information that cannot be dematerialized into IID fields may be submitted as digital images via a parallel transmission channel called the Document Image Functionality (DIF). A Participants Requirement Document (PRD) is available for the DIF.
 - (b) Note that some PGA program legislation and/or regulations continue to require that a LPCO accompany the shipment into Canada.
6. The SWI IID Electronic Commerce Client Requirements Document (ECCRD) provides technical and system requirements information. Appendix B of the ECCRD includes a list of required data elements and related images for PGA programs.
7. To transmit the IID, importers, customs brokers and service providers must register with the CBSA; including those currently providing release information electronically via PARS, Other Government Department (OGD PARS) and RMD.
8. Applicable D-memoranda in the D19 series, Acts and Regulations of OGDs, are being revised to reflect process changes for the respective PGA program.
9. Applicable D-memoranda in the D17 series, Account and Release Procedures, are being revised to include the IID as an alternative to the PARS or RMD processes for the release of goods.
10. For information about the Electronic Data Interchange (EDI) registration/certification process and to request a copy of SWI IID ECCRD and the DIF PRD, contact the CBSA's Technical Commercial Client Unit by e-mail <tccu-ustcc@cbsa-asfc.gc.ca>.
11. For information about the SWI, contact the CBSA by e-mail <swi-igu@cbsa-asfc.gc.ca>.