EUROPEAN COMMISSION
DIRECTORATE-GENERAL
TAXATION AND CUSTOMS UNION
Customs
Risk Management and Security

ICS2 Release 3 Go-Live procedure for Economic Operators

ICS2-R3-GLP-EO

Date:	02/02/2024
Status:	Final
Version:	1.00 EN
Author:	DG TAXUD Unit A3
Approved by:	DG TAXUD
Public:	DG TAXUD external
Confidentiality:	Publicly available (PA)

Document control information

Property	Value
Title	ICS2 Release 3 Go-Live procedure for Economic Operators
Subtitle	ICS2-R3-GLP-EO
Author	DG TAXUD Unit A3
Project owner	DG TAXUD Unit A3
Version	1.00 EN
Confidentiality	Publicly available (PA)
Date	02/02/2024

Document history

The document author is authorised to make the following types of changes to the document without requiring that the document be re-approved:

- Editorial, formatting, and spelling;
- Clarification.

To request a change to this document, contact the document author or project owner.

Changes to this document are summarised in the table in reverse chronological order (latest version first).

Version	Date	Created by	Description
1.00	02/02/2024	DG TAXUD	Document prepared for publication.
0.30	02/02/2024	DG TAXUD	Implementation of comments received on author's position provided to reviewers.
0.20	26/01/2024	DG TAXUD	Implementation of comments received during the external review.
0.10	22/12/2023	DG TAXUD	Initial draft sent out for internal and external review

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO   Page 2 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

Table of contents

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO   Page 3 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

List of tables

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO   Page 4 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

1. INTRODUCTION

1.1. DOCUMENT PURPOSE

This document (GLP) defines the Go-Live procedure that economic operators have to apply prior to launch of the Release 3 of ICS2 system.

The main purpose of this GLP is to set up all practical arrangements in preparation of the official launch of ICS2 Release 3.

1.2. TARGET AUDIENCE

The GLP is intended to be used by EOs involved in the planning, organisation, and co-ordination of go-live of ICS2 system for Release 3.

1.3. SCOPE

This GLP covers all the necessary organisational steps related to ICS2 Release 3 Go-Live procedure, which need to be taken by the Economic Operators to prepare for the launch of the system. This document is owned and controlled by DG TAXUD.

Technical steps to be taken by DG TAXUD contractors related to ICS2 Release 3 Go-live procedure are not in the scope of this document.

1.4. STRUCTURE OF THIS DOCUMENT

This document is structured as follows:

- Chapter 1: An introduction, presenting the content of the document, the references (glossary of terms, acronyms, reference and applicable documents) and the terminology;

- Chapter 2: List of legal provisions;

- Chapter 3: Pre-requisites to go-live with ICS2 Release 3, tasks (checklist) to be performed by economic operators to prepare for go-live with ICS2 Release 3 as well as sets go-live date and time;

- Chapter 4: Practical aspects of go-live with ICS2 Release 3;

- Chapter 5: Practical aspects of lodgement of ENS filings and arrival notifications.

- Chapter 6: Useful information on different aspects of go-live with ICS2 Release 3.

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO   Page 5 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

1.5. ABBREVIATIONS AND ACRONYMS

A list of acronyms and abbreviations used in this document follows in the table below.

Abbreviation or Acronym	Description
DG TAXUD	Directorate General of Taxation and Customs Union
ENS	Entry Summary Declaration
EO	Economic Operator
EORI	Economic Operator Registration and Identification number
GLP	ICS2 Release 2 Go-Live Procedure
ICS	Import Control System
ICS2	Import Control System 2
ITSP	Information Technology Service Provider
MS	Member State
NES	National Entry System
NSD	National Service Desk
OMS	Other Member State
RA	Risk analysis
STI	Shared Trader Interface
STP	Shared Trader Portal
UCC	Union Customs Code
UCC DA	Commission Delegated Regulation (EU) 2015/2446 of 28 July 2015 supplementing Regulation (EU) No 952/2013 of the European Parliament and of the Council as regards detailed rules concerning certain provisions of the Union Customs Code
UCC IA	Commission Implementing Regulation (EU) 2015/2447 of 24 November 2015 laying down detailed rules for implementing certain provisions of Regulation (EU) No 952/2013 of the European Parliament and of the Council laying down the Union Customs Code

Table 1: List of acronyms and abbreviations

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO | Page 6 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

1.6. DEFINITIONS

Term	Description
EO system	System developed by EO, on behalf of EO or by ITSP for ICS2 purposes.
Maritime	In the scope of this document with the "maritime" it is understood both maritime and inland waterways traffic.
Member State	All European Union Member States and other countries and territories applying European Union customs legislation.
MS of registration	Member State of the European Union that has registered economic operator for customs purposes and has issued EORI number.
Information Technology Service Provider (ITSP)	IT service provider is entity acting as a technical sender of the messages and assuming only technical responsibility.

Table 2: List of definitions

1.7. REFERENCE AND APPLICABLE DOCUMENTS

1.7.1. Reference Documents

This section provides a list of references that were used for the creation of this document. Reference documents are those providing non-binding and supplementary information.

Id	Title	Version
[R01]	COMMISSION IMPLEMENTING REGULATION (EU) 2015/2447 of 24 November 2015 laying down detailed rules for implementing certain provisions of Regulation (EU) No 952/2013 of the European Parliament and of the Council laying down the Union Customs Code	
[R02]	COMMISSION DELEGATED REGULATION (EU) 2015/2446 of 28 July 2015 supplementing Regulation (EU) No 952/2013 of the European Parliament and of the Council as regards detailed rules concerning certain provisions of the Union Customs Code	
[R03]	UCC Work programme - COMMISSION IMPLEMENTING DECISION (EU) 2023/2879 of 15 December 2023 establishing the Work Programme relating to the development and deployment for the electronic systems provided for in the Union Customs Code	
[R04]	ICS2 Transition from R2 to R3 strategy	v1.20
[R05]	REGULATION (EU) No 952/2013 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 9 October 2013 laying down the Union Customs Code	
[R06]	ICS2 Business Continuity Plan for Economic operators	v.1.20

Table 3: Reference Documents

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO   Page 7 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

2. APPLICABLE LEGAL PROVISIONS WITH THE DEPLOYMENT OF ICS2 RELEASE 3

With the go-live of ICS2 Release 3 all the provisions of the UCC [R05], UCC IA [R01] and UCC DA [R02] become applicable. Within this scope they are applicable for all Member States and economic operators as from 3 June 2024, except where a deployment window in accordance with the UCC Work Programme [R03] and ICS2 Transition from R2 to R3 strategy [R04] was granted to an economic operator. In the latter case the provisions become applicable for the economic operator when the granted deployment window ends.

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO   Page 8 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

3. PROCEDURE TO GO-LIVE WITH ICS2 RELEASE 3

3.1. PRE-CONDITIONS TO GO-LIVE WITH ICS2 RELEASE 3

EOs:

- EO system compatible with the ICS2 Release 3 specifications (EO has successfully completed self-conformance testing), or
- use of the ITSP system compatible with the ICS2 Release 3 specifications (ITSP has successfully completed self-conformance testing), or
- use of the STI STP (interface developed by DG TAXUD) to lodge the ENS filings and/or arrival notifications;
- confirmation of the MS of registration about successful self-conformance for the roles and messages that the EO will be using to submit their ENSs and other notifications, where EO or ITSP system is used.

3.2. PREPARATIONS TO BE CARRIED OUT BY DG TAXUD

The following activities will be taken by DG TAXUD:

Activities	Time line	Completed?

• Distribute contact details of the National Service Desks to all ([1]):
   ○ EOs;
   ○ NSDs;
	Continuously as of October 2022	✓

• Update ICS2 code lists	30 May 2024	
• Publish centrally developed guidance to the Member States and EOs ([2]);	4 December 2024	
○ ICS2 Operational guidance for express consignments	4 December 2024	
○ ICS2 Operational guidance for maritime	30 May 2024	
○ ICS2 Pre-arrival referral guidance;	30 May 2024	
○ ICS2 Business continuity plan for Economic operators [R06];	Completed	✓

Table 4: DG TAXUD tasks

---

[1] Contact details are published on CIRCA BC under "ICS2 Release 3: maritime, road, rail and postal and express goods transported via those modes" interest group in library (direct link: https://circabc.europa.eu/ui/group/617eb8f3-5946-4fe5-a01f-42974a83b29c/library/db858a2c-da91-4189-834a-d8308d7a08fa/details);

[2] Guidance's will be published on CIRCA BC under "ICS2 Release 3: maritime, road, rail and postal and express goods transported via those modes" interest group in library (https://circabc.europa.eu/ui/group/617eb8f3-5946-4fe5-a01f-42974a83b29c/library/26bd373e-44b7-41bd-9af0-96aec7227f74?p=1&n=10&sort=modified_DESC).

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO   Page 9 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

3.3. PREPARATIONS TO BE CARRIED OUT BY EOS

The following activities should be taken by EOs in preparation to their go-live:

Activities	Time line	Completed?
• EOs not being ready to go-live with ICS2 Release 3 on 3 June 2024 or required to go-live later than on 3 June 2024 (due to EO role for the purpose of fulfilling ENS obligations and deployment window that has to be granted for that role) should request MS of registration to grant them with deployment window;	1 March 2025	
• EOs should inform MS of registration on planned go-live date (for more details please see section 4.4);	At least 2 weeks before planned go-live date	

Table 5: EO preparations

EOs should follow instructions provided by MS of registration. In case the EO is established in Norway or Switzerland, they should follow instructions provided by the country of their establishment.

3.4. GO-LIVE WITH ICS2 RELEASE 3

ICS2 Release 3 go-live on 3 June 2024 at 12:00 pm (CET).

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO   Page 10 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

4. TRANSITION FROM ICS2 RELEASE 2 TO RELEASE 3

This section describes the transition from ICS2 Release 2 to Release 3 by the MSs and EOs. The transition is impacted by the deployment windows granted to the economic operators in line with the UCC Work Programme [R03].

4.1. TRANSITION OF THE MEMBER STATES

All MSs being already in ICS2 Release 2 are ready for operations of ICS2 Release 3 on 3 June 2024.

Processing of the ENSs:

- all ENSs lodged into ICS must be finalised in ICS by lodging the arrival (only for maritime) and presentation notifications, if applicable, to that system. As soon as EO has started filing into ICS2, they can no longer continue filing new ENSs into ICS;
- until all EOs connect to ICS2, the MS will have to support the processing of ICS and ICS2 of the ENSs. The cut-off date for processing of the ICS for([3]):
  - o maritime carriers is 4 December 2024;
  - o maritime house filers is 1 April 2025;
  - o road carriers is 1 September 2025;
  - o rail carriers is 1 September 2025.

Processing of the arrival notifications:

- arrival notifications for ENSs lodged into ICS, must be lodged into the same system;
- arrival notification lodged to ICS2 must be lodged either via STI (STP) or national arrival system if such system exists and is compatible with ICS2 requirements;
- EOs can choose any interface to lodge their arrival notifications that is available to them.

Processing of the presentation:

- presentation notification will be submitted into the Member State system for AN/PN/TS (arrival notification/ presentation notification/ temporary storage) declarations for all ENSs irrespective if they were lodged into ICS or ICS2. Presentation information that must be submitted from NES to ICS2 CR can be obtained from the new MS AN/PN/TS system.

4.2. PROCEDURE TO GRANT THE DEPLOYMENT WINDOW FOR EOS

Deployment window can be granted to the EOs with different role in overall ICS2 business process (maritime carrier, maritime house filer, road carrier, rail carrier) within the following timeframe:

- maritime carriers – from 3 June 2024 till 4 December 2024;
- EO lodging ENS house level filings for maritime consignments – from 4 December 2024 till 1 April 2025;
- rail and road carriers – from 1 April 2025 till 1 September 2025.

In case the EOs operate several modes of transport, e.g., maritime house filer and road carrier, they may choose one go-live date for all their ENS filings. However, this date should not be later than the earliest end date of the deployment windows for their modes of transport. For example, if EO operates as maritime house filer and road carrier, their go-live date should be at the latest at the end of the maritime house filer deployment window.

([3]) As of indicated date ICS should not accept new ENSs lodged by economic operators with different roles. Processing of already lodged ENSs in ICS should be finalised in ICS.

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO   Page 11 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

The MS of registration must provide national procedure/guidance to the EOs registered or established (in case of Switzerland and Norway) in that country on the granting of the deployment window. This procedure/guidance should contain at least the following information:

- how should the EO submit formal request to the customs authority to be granted with the deployment window;
- what communication means can be used by the EO to submit the application – via e-mail or electronic system of customs authority, via official letter etc.;
- if application in free text format or template should be used to apply for the deployment window;
- what language(s) can be used in the application (please consider that ENS filers located in the 3rd countries will request deployment window);
- how MS of registration will ensure that the EO and/or the ITSP comply with the pre-conditions (see section 3.1) to go-live with ICS2 Release 3;
- any other useful information.

The MS must grant the deployment window to the EOs if they request it. In case the MS does not grant a deployment window for the EO, this will mean that this EO will have to start filing ENSs in ICS2 at the first day of the deployment window for particular EO role in overall ICS2 business process (maritime carrier, maritime house filer, road carrier, rail carrier).

4.3. REQUEST FOR DEPLOYMENT WINDOW

EO that has a legal obligation to file an ENS and is not ready to go-live with ICS2 Release 3 can request a deployment window from the customs authority of the country of registration/establishment. At least the following information should be provided in the application by the EO:

- company name and EORI number;
- role in ICS2 business process (maritime carrier, maritime house filer, road carrier, rail carrier);
- requested duration of the deployment window – "from date" and "to date";
- provisional date when EO is planning to go-live with ICS2 Release 3.

MS of registration/establishment should check whether duration of requested deployment window and provisional go-live date is in line with UCC Work Programme [R03] and chapter 5 of GLP.

4.4. EO NOTIFICATION ON PLANNED GO-LIVE DATE

EO willing to go-live with ICS2 Release 3:

- before the end of the granted deployment window;
- before the first day of the deployment window for the particular EO role in overall ICS2 business process (maritime carrier, maritime house filer, road carrier, rail carrier);

should inform MS of registration (and Norway or Switzerland in case EO is established in these countries) at least two weeks before planned go-live date of that. MS of registration (and Norway or Switzerland, if applicable) should verify and ensure, that the planned go-live date is in line with UCC Work Programme [R03] and chapter 5 of GLP.

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO   Page 12 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

5. LODGEMENT OF ENS FILINGS AND ARRIVAL NOTIFICATIONS

5.1. MARITIME CARRIERS

To ensure orderly transition from ICS2 Release 2 to Release 3, maritime carriers are the first ones to lodge ICS2 Release 3 ENS filings and arrival notifications.

Some MSs have developed National arrival systems allowing carriers to lodge arrival notifications. Maritime carriers are free to choose which component (central or national) to use to lodge arrival notification.

Please note that newly (after 3 June 2024) registered maritime carriers being ready to lodge ENS filings in ICS2 Release 3 should not be granted with deployment window and they should start lodgement of ENSs. Nevertheless, if deployment window is granted to newly registered maritime carrier it should comply with requirement to lodge ENSs in ICS.

5.2. MARITIME HOUSE FILERS

Maritime house filers should start lodging ICS2 Release 3 ENS filings not earlier than 4 December 2024 or at the end of deployment window granted to the maritime carriers (see section 5.1).

MS should grant maritime house filers with the deployment window until 1 April 2025 if they are not ready to go-live on 4 December 2024.

Please note that newly (after 4 December 2024) registered maritime house filers being ready to lodge ENS filings in ICS2 Release 3 should not be granted with the deployment window and should start lodgement of ENSs.

5.3. ROAD CARRIERS

To ensure orderly transition from ICS2 Release 2 to Release 3, road carriers are expected to lodge ICS2 Release 3 ENS filings as of 1 April 2025.

EOs, acting as road carriers, that are willing to go-live with ICS2 Release 3 before 1 April 2025 should be allowed to do so if they also operate in other modes of transport, e.g., act as maritime house filers. In case MS agrees that road carrier go-live before the legally defined date, MS should inform DG TAXUD and other MS on this at least two weeks in advance.

5.4. RAIL CARRIER

To ensure orderly transition from ICS2 Release 2 to Release 3, rail carriers are expected to lodge ICS2 Release 3 ENS filings as of 1 April 2025.

EOs, acting as rail carriers, that are willing to go-live with ICS2 Release 3 before 1 April 2025 should be allowed to do so if they also operate in other modes of transport, e.g., act as maritime house filers. In case MS agrees that rail carrier go-live before the legally defined date, MS should inform DG TAXUD and other MS on this at least two weeks in advance.

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO   Page 13 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

6. USEFUL INFORMATION

6.1. HOW TO OBTAIN EORI NUMBER IN DIFFERENT MS

Information on how to obtain EORI number in different Member States can be found in an official website of the European Union (direct link: https://taxation-customs.ec.europa.eu/customs-4/customs-procedures-import-and-export-0/customs-procedures/economic-operators-registration-and-identification-number-eori_en).

In the embedded files you can find additional information that can be useful to request EORI number in different Member States.

(2024-01-26)_EORI_v
1.00.xlsx

6.1.1. Bulgaria

BG_EORI.pdf

6.1.2. Czech Republic

CZ_EORI.pdf

6.2. HOW TO REQUEST DEPLOYMENT WINDOW IN DIFFERENT MS

(2024-01-26)_Deploy
mentWindow_v1.00.xl

6.3. CONTACT DETAILS FOR REFERRAL PURPOSES

(2024-01-26)_Contac
tDetailsReferrals_v1.0

6.4. NSD CONTACT DETAILS

(2024-01-26)_Contac
t details of ICS2 NSDa

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO Page 14 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)

The latest version of contact details of NSDs are published in CIRCABC interest group "ICS2 Release 3: maritime, road, rail and postal and express goods transported via those modes" interest group under library tab (direct link: https://circabc.europa.eu/ui/group/617eb8f3-5946-4fe5-a01f-42974a83b29c/library/db858a2c-da91-4189-834a-d8308d7a08fa/details).

End of document

ICS2 Release 3 Go-Live procedure for Economic Operators – ICS2-R3-GLP-EO   Page 15 / 15
Document version 1.00 EN dated 02/02/2024
Confidentiality: Publicly Available (PA)