



Canada Border  
Services Agency

Agence des services  
frontaliers du Canada



# Electronic Commerce Client Requirements Document

## Chapter 25: CERS Portal Version 1.1



PROTECTION • SERVICE • INTEGRITY

Canada

**Disclaimer:**

**Please note that this document may change up to full delivery of the CERS Project. If you need to reach CBSA for CERS related matters or this document please send an email to:**

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## Revision History

Date Changes Made	Version	Changes Made	Changes Made By
June 2019	1.0	First Draft	CBSA – The CERS Portal Team
September 2019	1.1	Feedback incorporated from Pilot Working Group and BCCC Export Working Group	CBSA – The CERS Portal Team

## 1.0 Introduction

The primary information system collecting information for the CBSA's export program, is the Canadian Export Reporting System (CERS).

With respect to data requirements and business rules; the CERS Portal requirements and associated rules are explained in this Electronic Commerce Client Requirements Document (ECCRD) – Chapter 25: CERS Portal (and in documentation referred to herein).

The CBSA recommends that CERS Portal clients review all narrative sections of this document, in conjunction with the [Appendix A](#) – Data Elements, for a full understanding of CERS Portal technical requirements.

Additional resources about the CERS Portal are listed in [Section 13.0](#) of this document. These include contact information and additional documentation related to the CERS Portal. The CERS Portal Help and Support Web page also provides instructional information and can be accessed at (This will be available in the subsequent version of the ECCRD).

Clients are advised that the content of this document is subject to revision and amendment in the event of system upgrades and/or changing operational requirements. The CBSA will endeavour to provide as much advance notice as possible of major system changes and will notify clients of upcoming changes through Messages in the CERS Portal. Clients are encouraged to read Messages on a regular basis.

## 2.0 Purpose and Scope

This ECCRD is provided as part of the documentation for the CERS Portal, the new CBSA export reporting system replacing the Statistics Canada's CAED system. The CERS Portal does not support any import activity.

The purpose of this document is to provide Exporters and Customs Service Providers (CSP) with information about how to provide electronic export documentation information to the Canada Border Services Agency submitted through the CERS Portal. It also provides information about how to view the status of Submitted Export Declarations as well as Messages sent by CBSA.

Policy guidelines will be outlined in the [Reporting of Exported Goods Regulations](#) and related [D-Memoranda](#).

The data element requirements for providing export information through the CERS Portal are listed in [Appendix A](#) – Export Declaration of Data Elements (at the end of this document).

### 3.0 Registering for the CERS Portal

1. This section summarizes how to get started using the CERS Portal. Before creating a CERS Portal Business Account, the exporter must have a CBSA-assigned Authorization ID, CBSA-assigned Shared Secret and use a computer that meets the technical requirements documented in [Section 8.0](#).

Creating a CERS Portal Business Account is a three-step process for the authorized representative of the exporter company who will become the Account Owner:

1. Logging in with a credential
  2. Creating a CERS Portal User Account – [Section 3.2](#)
  3. Creating a CERS Portal Business Account – [Section 3.3](#)
2. Obtaining a Credential: In order to use the CERS Portal, all users must begin by logging in with a credential, either through a commercial credential service (Sign-In Partner), which enables users to access the CERS Portal using the same credentials they use to do business with some financial institutions or a government-issued credential service (GCKey). For more information on the credential options currently available, please refer to the [Cyber Authentication Renewal Initiative Frequently Asked Questions](#).
  3. Once the CERS Portal Business Account has been created, the Account Owner may add additional CERS Portal users to the Business Account so they may submit trade data and/or view Export Declaration statuses and related information. Additional users must follow steps 1 and 2 mentioned above to create their own log in credential and CERS Portal User Account.
  4. There are four (4) user roles in the CERS Portal:
    1. Account Owner – An Account Owner is a user role in the CERS Portal that has the unique ability to register, update and delete their Business Account. They have the ability to:
      - View, create and edit Export Declarations;
      - View, create and edit Lookups;
      - View Messages; and
      - Assign user roles to all other users in their CERS Portal Business Account.
    2. Proxy Account Owner – A Proxy Account Owner is a user role in the CERS Portal that has the ability to:
      - View, create and edit Export Declarations;
      - View, create and edit Lookups;
      - View Messages; and
      - Assign user roles to Account Users and Account Browsers in their CERS Portal Business Account.



3. Account User – An Account User is a user role in the CERS Portal that has the ability to:
  - View, create and edit Export Declarations;
  - View, create and edit Lookups; and
  - View Messages.
4. Account Browser – An Account Browser is a user role in the CERS Portal that has read-only access to:
  - Export Declarations;
  - Lookups; and
  - Messages.

### **3.1 Creating a CERS Portal User Account**

1. Once users are logged in to the CERS Portal with their credential and have accepted the CERS Portal Terms and Conditions, they may create a CERS Portal User Account. Users will be asked to provide their name, e-mail address and phone number, as well as language preference.
2. Once they have supplied this information, their User Account will be created and they will be provided with a User Reference Number (URN).
3. A URN is:
  - a system-generated number, uniquely associated with a CERS Portal User Account;
  - used by CERS Portal Business Account Owners to assign users a role in a Business Account; and
  - used to help identify legitimate CERS Portal users if they contact the Technical Commercial Client Unit (TCCU) for assistance. Please refer to page one for the TCCU's contact information.

### **3.2 Creating a CERS Portal Business Account**

1. Exporter authorized representatives (Account Owners) may create a CERS Portal Business Account immediately after they have created their CERS Portal User Account.
2. The CERS Portal prompts the Account Owner to enter the Shared Secret and provide required information about the Account Owner.

3. The Account Owner may add users to the CERS Portal Business Account so they may view and/or submit export declarations and related information (as required).

### 3.3 CERS Portal Help and Support

To view further information about registering for and using the CERS Portal or to obtain technical support, see the CERS Portal Help and Support page at (This will be available in the subsequent version of the ECCRD).

## 4.0 Business Rules

Exporters are responsible for electronically submitting all applicable data to the CBSA for processing within the time frames specified in the *Reporting of Exported Goods Regulations*. This is in accordance with the technical requirements, specifications and procedures that are set out in this ECCRD - Chapter 25 CERS Portal. The CBSA will then validate the data and provide applicable status notifications to exporters and CSPs.

The following section outlines the business rules and process flows involved when providing export declarations to the CBSA using CERS Export Declarations and Summary Reports submitted through the CERS Portal.

### 4.1 CERS Export Declaration and Summary Report Business Rules

#### 4.1.1 CERS Export Declaration

The exporter or CSP is required to provide CERS Export Declarations to the CBSA within the time frames specified in the *Reporting of Exported Goods Regulations*. The CERS Export Declarations must be accepted by the CBSA within the prescribed time frames as shown in the chart below:

	Mail	Vessel	Air	Rail	Other
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<b>Time frames for providing Export Declarations (based on mode of transportation)</b>	2 hours prior to delivery to the post office where the goods are mailed	48 hours prior to loading onto the vessel	2 hours prior to loading on board the aircraft	2 hours prior to the rail car on which the goods have been loaded is assembled to form part of a train for export	Immediately prior to exportation
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1. Electronic declarations submitted to the CBSA through the CERS Portal must include all mandatory data elements – and conditional elements, where applicable – identified on the appropriate CERS Portal Export Document screen and in [Appendix A](#) of this document.
2. Canada Revenue Agency issued Business Number RM account must be **valid and designated** for exporting. For more information on Business Numbers, please visit the [Canada Revenue Agency](#) website.
3. As noted, CERS Portal declarations must be received and validated by the CBSA within the time frames specified in the *Reporting of Exported Goods Regulations*. **It is solely the exporter's responsibility to ensure the submission of declarations is in compliance with regulations.**
4. All information must be submitted to the CBSA in either English or French.

Please see [Appendix A](#) at the end of this document for required export data elements.

#### 4.1.2 One-Time Submission

A one-time submission is a feature available in the CERS Portal to exporters who do not have an existing Business Number (BN). **This one-time submission can only be used by a CSP on behalf of an exporter that does not have an existing BN or business account with CBSA, by allowing them to submit a one-time declaration.** The BN of the exporter will be replaced with the CSPs BN and the Authorization ID of the exporter will be the Authorization ID of the CSP with a second letter as a 'Z'. The CSP uses their own BN as well as their own Authorization ID (not with letter 'Z'). Please refer to [Appendix A](#) for more details on these data elements.

#### 4.1.3 Summary Reporting Program

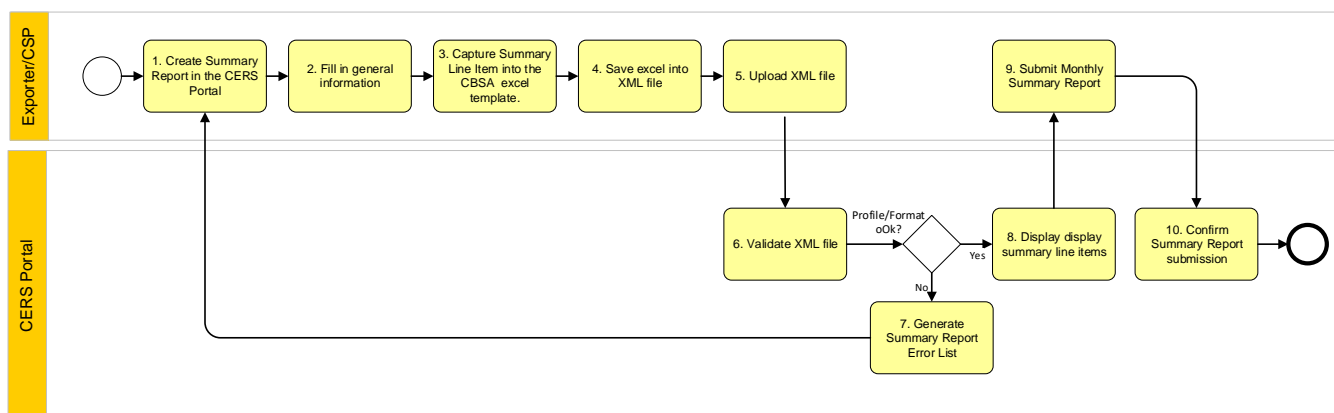
The Summary Reporting Program (SRP) enables approved exporters of bulk or homogeneous goods (if such goods meet the eligibility criteria) to submit a monthly summary of their exports after the goods have been exported.

SRP participants are required to submit a report, which covers the previous calendar month, within five business days following the end of the month in which the goods were exported. To avoid potential penalties from the CBSA, exporters must submit their reports using the prescribed format and within the specified time frame.

Summary Reports can be uploaded in the CERS Portal at the end of each month. To ensure the information in the summary report upload is captured correctly, Exporters and/or CSP will need to save the document in the prescribed “.xml” format. For more information on the Summary Report Upload, please see [Appendix C](#).

If there is nothing to report for a particular month, a NIL report is required to be submitted within five business days after the end of the month indicating that no exports have taken place for that month.

**Note:** Businesses can report their exports using a combination of other available methods. Also, a company could report non-restricted goods by one method and restricted goods by another.

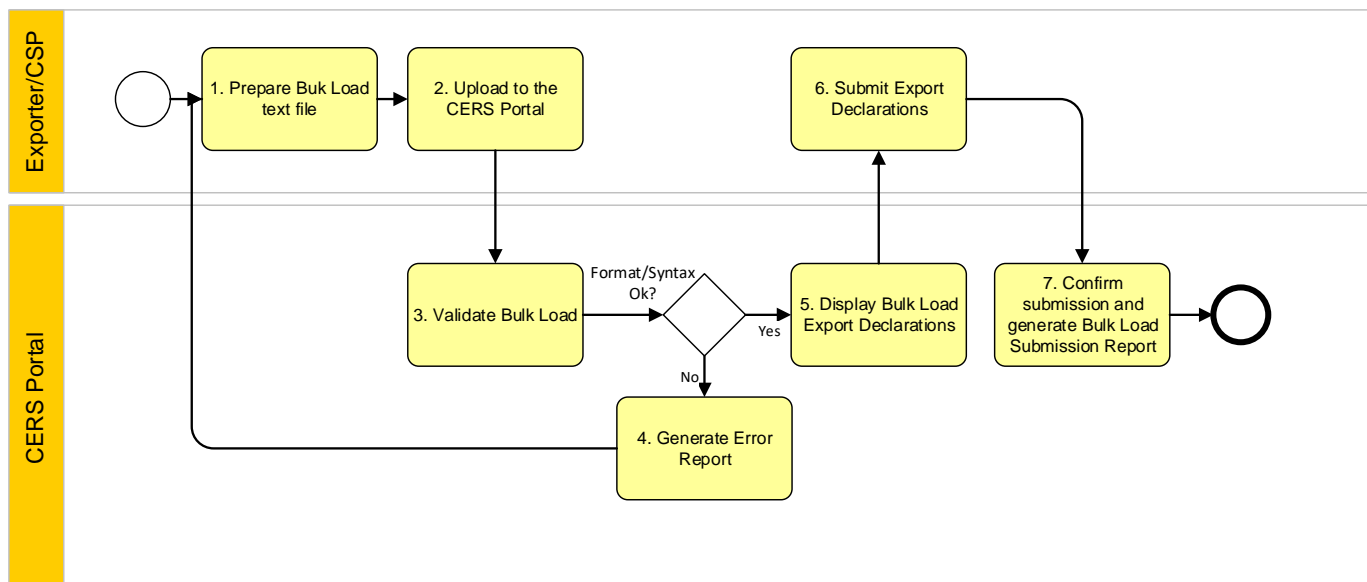


For more information and the eligibility criteria on the SRP, please visit Appendix B in the [Exporter Reporting D-Memo](#).

To apply for this Program, please visit the [Summary Reporting Program Application Form](#).

#### 4.1.4 Bulk Load

Bulk Load functionality enables an Exporter or CSP to submit one or more declarations simultaneously from a locally stored input file. When using the "Bulk Load" method, an Exporter or CSP can have the CERS application extract data records from a source text file and automatically create one or more Export Declaration forms at a time.



**Note:** A CSP must submit using their own account, not using an Exporter’s account.

For more information on file structure, please refer to [Appendix E](#).

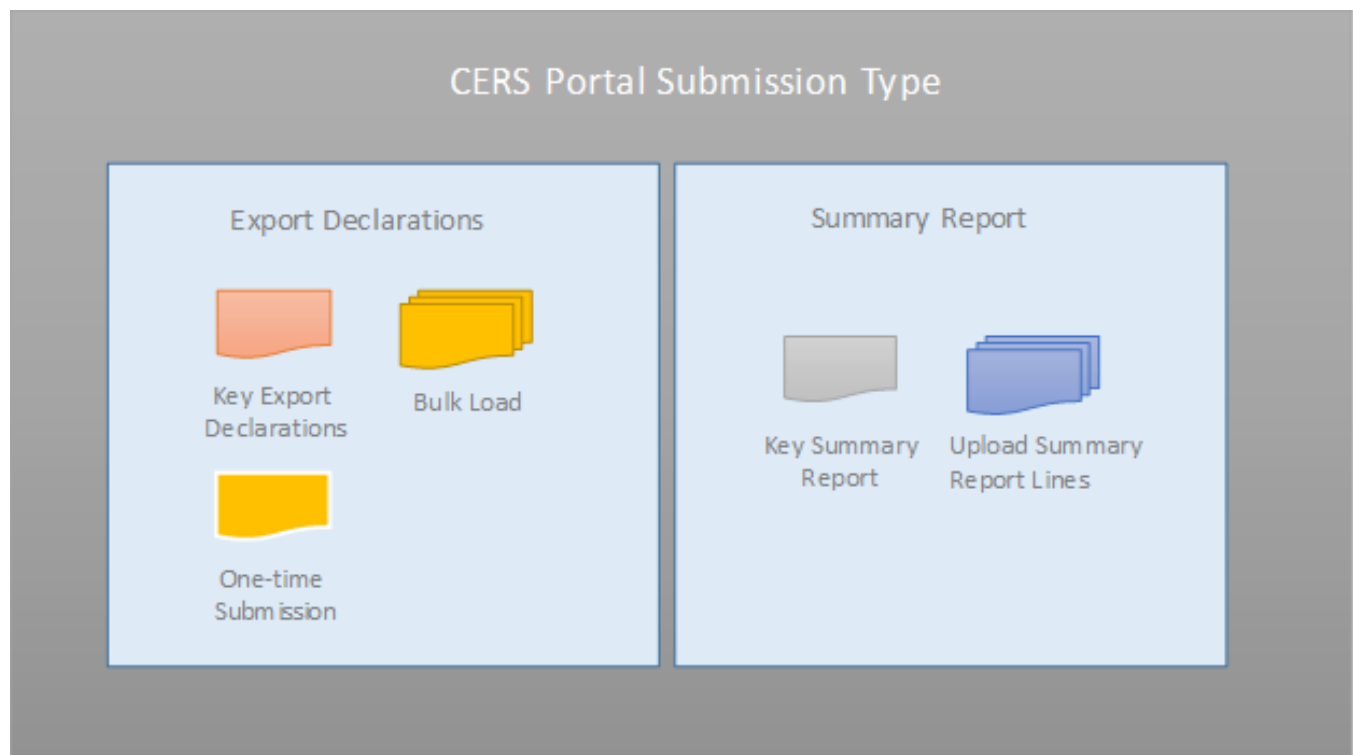
For a sample of the Bulk Load Text File, please refer to [Appendix F](#).

## 4.2 A Special Note for Exporters and CSP Who Also Transmit Trade Data Using EDI

1. For more information on the G7 process, please see the [G7 EDI Export Reporting page](#).
2. Export data transmitted by an Exporter or CSP through EDI cannot be viewed or modified through the CERS Portal.

## 5.0 Create, Amend and Void Rules for Export Documents

1. The **“Create Export Document”** function is used for the initial submission of an Export Document.
2. An amendment involves the submission of a replacement Export Document (with all applicable data elements), which will then overwrite the previous Export Document on file in the CBSA system. In the CERS Portal, this is accomplished by locating and opening the Submitted Document and selecting **“Amend”**.
3. When an Export Document is **“Voided”**, it cannot be amended. A new Export Document will need to be created.



### 5.1 Export Declarations Rules

As a rule, the Exporter or CSP will be required to submit an Amend to update the Export Declaration when any of the data elements on the original or amended Export Declaration, on file in the CBSA system, have changed. Amendments can be made up to 90 days after the original submission. To view which data elements can be amended, please refer to [Appendix A](#).

An amendment reason must be selected when the user attempts to resubmit the export document as an amendment.

The following are valid reasons for a declaration amendment:

- Addition of or change in export permit/licence/certificate number
- Change in carrier code and/or unique carrier-assigned number
- Change in country of final destination and/or ultimate consignee information
- Change in date of export
- Change in description of goods (including quantity, country of origin, value, HS code)
- Change in line items within the declaration (addition or removal of line items)
- Change in place of export
- Reason not listed above
- Goods no longer being exported from Canada

When submitting an amendment, you must select only one reason for the amendment. The amendment reasons are listed in order of priority. When more than one reason applies to a single amendment, use only the reason that is closest to the top of the list.

An amendment to a declaration should be submitted as soon as it is apparent that a declaration must be amended or voided. After 90 days, voids are required to be made using the Voluntary Disclosure process. For more information on this process, please refer to the [Voluntary Disclosure D-Memo](#).

Transport Document Number (TDN) Validation rules:

- a. Ensure TDN is not related to another declaration
- b. Verify TDN is not on file
- c. Air transportation mode TDN cannot be reused within 1 year
- d. Non-air transportation mode TDN cannot be reused within 3 years

## 5.2 Summary Reporting Program Rules

When an amendment is required, you must select the specific summary report you would like to amend. As a rule, the Exporter or CSP will be required to submit an Amend to update the Summary Report when any of the data elements on the original or amended Summary Report, on file in the CBSA system, have changed.

An amendment reason must be selected when the user attempts to resubmit the export document as an amendment.

The following are valid reasons for a declaration amendment:

- Addition of or change in export permit/licence/certificate number
- Change in carrier code and/or unique carrier-assigned number
- Change in country of final destination and/or ultimate consignee information
- Change in date of export
- Change in description of goods (including quantity, country of origin, value, HS code)
- Change in line items within the declaration (addition or removal of line items)
- Change in place of export
- Reason not listed above
- Goods no longer being exported from Canada

When submitting an amendment, you must select only one reason for the amendment. The amendment reasons are listed in order of priority. When more than one reason applies to a single amendment, use only the reason that is closest to the top of the list.



## 6.0 CERS Portal Statuses

“**Status**” refers to the latest version of an Export Document at the time of submission to the CBSA. The following statuses are displayed in the CERS Portal for Export Document:

- **Original**  
Indicates this is the first version of this Export Document.
- **Amended**  
Indicates the previous Export Document has been resubmitted.
- **Voided**  
Indicates the Export Document has been cancelled and is no longer valid.

## 7.0 Status History

A chronology of Export Document statuses is available to CERS Portal users, allowing them to see all the events that have taken place with a submitted Export Document. Every time an Export Document's status changes, it is recorded in the Export Document's status history.

## 8.0 CERS Portal Technical Requirements

CERS Portal users must use a computer that meets the following technical requirements:

1. Internet Access
2. One of the following supported Web browsers:
  - Internet Explorer 8 and above
  - Firefox 34 and above (recommended).
3. For uninterrupted access to the CERS Portal, the browser should:
  - support TLS 1.2 (recommended) or TLS 1.0;
  - have Cookies enabled; and
  - have JavaScript enabled (required) – please refer to your web browser's help section for information on enabling JavaScript.

**Important:** When clients are finished using the CERS Portal on a shared computer, they must log out by selecting the log out link and close the browser before leaving the computer unattended. This will prevent unauthorized access to personal and/or commercial information by others.

## 9.0 Availability of the CERS Portal and the CBSA System

Under normal conditions, the CERS Portal will receive and process submitted Export Declarations 24 hours a day, 7 days a week. (For information on contingency planning regarding potential system outages, see [Section 11.2.](#))

Under normal conditions the CERS Portal will provide status information to the Exporter or CSP within minutes of the submission of an Export Document. However, circumstances beyond the CBSA's control may cause delays.

## **10.0 Reliability of the CERS Portal and the CBSA System**

### **10.1 Security**

The CBSA's systems are designed to provide clients with a safe and secure environment in which to submit data. Please see the CERS Portal Terms and Conditions (This will be available in the subsequent version of the ECCRD) and Terms and Conditions (Important Notices) (This will be available in the subsequent version of the ECCRD) for more information.

### **10.2 Incomplete, Inaccurate or Corrupted Documents**

The risk of an undetectable error occurring when submitting Export Documents through the CERS Portal lies with the sender. The Exporter or CSP is responsible for the cost and submission of their data. The CBSA is not responsible for lost data or the cost of the re-submission of lost data.

## 11.0 Problem Reporting and Resolution

In the event the Exporter or CSP discovers a system and/or procedural problem, the Exporter or CSP should contact the TCCU. Contact information can be accessed through the (This will be available in the subsequent version of the ECCRD) of the CBSA Website, as well as page one of this document. The TCCU will perform a preliminary assessment and if necessary will log the information in a problem file.

1. After an initial analysis, the CBSA may forward a clarification request to the Exporter or CSP should additional information be required.
2. If the problem is determined to be within the CBSA system, all relevant data will be compiled and analyzed after which a solution will be determined, tested and implemented.
3. If the problem is determined to be within the Exporter's or CSP's environment, it will be the responsibility of the Exporter or CSP to identify the problem area and implement a solution.

### 11.1 Back-Up Provisions

The CBSA will keep a backup of all submissions received through the CERS Portal. Similarly, exporters must keep a copy of all documents submitted to the CBSA.

**Note:** As stipulated in the *Customs Act*, exporters are legally responsible for maintaining their books and records, including electronic Export Document submissions, for a period of six years following the exportation of the commercial goods. The CERS Portal is not a record-keeping system.

### 11.2 Contingency Plan in the Event of System Failure

In the event of an outage in either the CBSA's or the exporter's systems, or the public Internet, each party must make all efforts to continue normal communications and to restore their systems to normal operating condition as soon as is reasonably possible.

## 12.0 Program Monitoring

The following points reflect the processes involved in monitoring client compliance and the quality of data being submitted.

1. The CBSA will monitor the compliance of the external client.
2. The CBSA will monitor that the client is submitting quality data within the established standards.
3. The CBSA officer monitoring the data may contact the client to discuss corrective action in terms of improving the data quality of the submissions or any other compliance issues.

## **13.0 Additional Resources**

A list of additional resources will be made available at a later version of this document.

Additional resources may include but not limited to; CERS web page, GC Key web page, CERS Portal Log-on page, etc.



## Appendix A – Export Declaration Data Elements – CERS Portal

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
0	Proof of Report	AANNN NYYYYM MN(NN NNNNN NNN)	15	25	M	N	ExporterAuthID(AA1234)+ YYYYMMDD + sequential Number (sequential number starts from 1 up to a max of 11 digits).
1	Exporter				M		
1.1	Business Number	999999 999RM9 999	CERS Portal Populated		M	N	System populated from Portal database – Exporter data. In case of 1-time submission – BN of the submitting CSP is used
1.2	Authorization ID	AA9999	CERS Portal Populated		M	N	System populated from Portal database – Exporter data (first two chars are alpha with an exception of the second char NOT a 'Z'. 'Z' is used for one time Authorization ID (AZ9999) when CSP creates a 1-time submission

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
1.3	Exporter Name	AlphaNum70	1	70	M	Y	
1.4	Street Address	AlphaNum70	1	70	M	Y	
1.5	City	AlphaNum35	1	35	M	Y	
1.6	Province /State	Drop-down list Or AlphaNum35	1	35	C	Y	Mandatory – Drop down list of Canadian provinces/territories if country selected is CA and US states if country selected is US. Optional – If country is NOT CA or US, display a text box of max of 35 chars for user to enter. Exception: for US VI or Puerto Rico – disable both the drop-down and the text box
1.7	Country	Code Table			M	Y	See Appendix J
1.8	Postal/Zip Code	Canada: ANANA N	Exact Format		C	Y	Mandatory if country is US or Canada
		US: NNNNN (N)	Exact Format			Y	
		Other: AlphaNum9	1	9		Y	

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
1.9	Telephone	(999)999-9999	Exact Format		O	Y	
1.10	Telephone Extension	9999	1	5	M	Y	
1.11	Fax	(999)999-9999	Exact Format		O	Y	
1.12	Related Party Indicator	Radio button Yes/No	Select		M	Y	
<b>1.13</b>	<b>Exporter Reference Numbers Group</b>				O [0..999]		
1.13.1	Exporter Reference Number (s)	AlphaNum35	1	35	M	Y	Separate with commas or select the Enter key after each Reference Number
<b>2</b>	<b>Consignee</b>				M		
2.1	Consignee Name	AlphaNum70	1	70	M	Y	
2.2	Street Address	AlphaNum70	1	70	M	Y	
2.3	City	AlphaNum35	1	35	M	Y	
2.4	Province /State	AlphaNum35	1	35	O	Y	

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
2.5	Country	Code Table			M	Y	See Appendix J
3	Service Provider				C [0..1]		Mandatory section – if document is entered by CSP. Cannot be entered or amended by Exporter. If data entered by CSP in previous version(s) – Exporter can only view the data
3.1	Service Provider Name	AlphaNum70	1	70	M	Y	
3.2	Service Provider Authorization ID	AA9999	CERS Portal Populated		M	Y	
3.3	Street Address	AlphaNum70	1	70	M	Y	
3.4	City	AlphaNum35	1	35	M	Y	

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
3.5	Province /State	Drop-down list Or AlphaNum35	Exact Match  1 - 35		C	Y	Mandatory – Drop down list of Canadian provinces/territories if country selected is CA and US states if country selected is US. Optional – If country is NOT CA or US, display a text box of max of 35 chars for user to enter. Exception: for US VI or Puerto Rico – disable both the drop-down and the text box
3.6	Country	Code Table			M	Y	See Appendix J
3.7	Postal/Zip Code	Canada: ANANA N	Exact Match		C	Y	Mandatory if country is US or Canada
		US: NNNNN (N)	Exact Match			Y	
		Other: AlphaNum9	1	9	C	Y	
3.8	Telephone	(999)999-9999	Exact Match		O	Y	

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
3.9	Telephone Extension	99999	1	5	M	Y	
<b>4</b>	<b>Certifier</b>				M		Mandatory
4.1	Certifier Name	AlphaNum70	1	70	M	Y	
4.2	Company Name	AlphaNum70	1	70	M	Y	
4.3	Street Address	AlphaNum70	1	70	M	Y	
4.4	City	AlphaNum35	1	35	M	Y	
4.5	Province /State	Drop-down list Or AlphaNum35	Exact Match  1          35		C	Y	Mandatory – Drop down list of Canadian provinces/territories if country selected is CA and US states if country selected is US. Optional: If country is NOT CA or US, display a text box of max of 35 chars for user to enter. Exception: for US VI or Puerto Rico – disable both the drop-down and the text box
4.6	Country	Code Table			M	Y	See Appendix J

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
4.7	Postal/Zip Code	Canada: ANANAN US: NNNNN (N) Other: AlphaNum9	Exact Match  Exact Match  1            9		C	Y	Mandatory if country is US or Canada
4.8	Telephone	(999)999-9999	Exact Match		C	Y	Mandatory if country is US or Canada
4.9	Telephone Extension	99999	1	5	M	Y	
4.10	Fax	(999)999-9999	Exact Match		O	Y	
4.11	Email	Z@Z.Z AlphaNum50	5	50	M	Y	
5	Commodity				M		

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
5.1	Freight Charges of entire shipment	Decimal (16,2)	1	16	M	Y	<p>Numeric</p> <p>Decimal (16,2) means this field is up to 16 characters in length, including decimal separator and decimal part, if used.</p> <p>Decimal part is optional.</p> <p>Examples of valid formats:</p> <p>1234567890123456</p> <p>12345678901234.6</p> <p>1234567890123.56</p>
5.2	Gross Weight of entire shipment	Decimal (10,3)	1	10	M	Y	<p>Numeric</p> <p>Decimal (10,3) means this field is up to 10 characters in length, including decimal separator and decimal part, if used.</p> <p>Decimal part is optional.</p> <p>Examples of valid formats:</p> <p>1234567890</p> <p>12345678.1</p> <p>1234567.12</p> <p>123456.123</p>



Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
5.3	Gross Weight Unit of Measure of entire shipment	Drop-drop	Exact Match		M	Y	See Appendix J
5.4	Currency of Declared Value	Drop-down Canadian Dollar U.S Dollar	Exact Match		M	N	See Appendix J
5.6	Add Commodity Line				M [1..999]		
5.6.1 .1	HS Commodity Code	Code Table	Exact Match		M	Y	Prepopulated from HS Code Search
5.6.1 .3	Goods Description	AlphaNum255	1	255	M	Y	255 Max text box
5.6.1 .4	Conveyance ID Number	AlphaNum30	1	30	C	Y	

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
5.6.2 .1	Quantity (individual)	Decimal (14,3)	1	14	M	Y	<p>Numeric</p> <p>Decimal (14,3) means this field is up to 14 characters in length, including decimal separator and decimal part, if used.</p> <p>Decimal part is optional.</p> <p>Examples of valid formats:</p> <p>12345678901234</p> <p>123456789012.4</p> <p>12345678901.34</p> <p>1234567890.345</p>
5.6.2 .2	Unit Of Measure	Single value from HS Code search Drop-down	Reference Table		M	Y	<p>Prepopulated by the system, based on HS Code Search, if mapping available. In case mapped to "N/A"</p>

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
5.6.2 .3	Value FOB Point of Exit	Decimal (16,2)	1	16	M	Y	Numeric Decimal (16,2) means this field is up to 16 characters in length, including decimal separator and decimal part, if used. Decimal part is optional. Examples of valid formats: 1234567890123456 12345678901234.6 1234567890123.56
5.6.3 .1	Country of Origin	Drop-down list	Code Table		M	Y	If US is selected – a pop-up message should be displayed to use GEP 12) See Appendix J
5.6.3 .2	Province of Origin	Drop-down list	Code Table		M	Y	Only applicable to Canadian provinces/territories See Appendix J
<b>6</b>	<b>Other Export Details</b>				<b>M</b>		
6.1	Modes of Transport	Drop-down list	Code Table		M	Y	

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
6.2.1	Province	Drop-down list	Code Table		M	Y	
6.2.2	Customs Office	Drop-down list	Code Table		M	Y	
6.3.1	Carrier Name	AlphaNum35	1	35	M	Y	
<b>6.4</b>	<b>Transportation document #</b>	<b>Subtitle – static text</b>					
6.4.1	Carrier Code	AlphaNum4	Exact Match		M	Y	Can have ‘-’ in it
6.4.2	Unique Carrier-assign Sequence Number	AlphaNum21	1	21	M	Y	The second part of CCN number – appended to Carrier Code
6.5	Vessel Name if Marine	AlphaNum30	1	30	C	Y	Mandatory if Mode of Transport is Marine. Cannot be entered for other modes.

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
6.6	Are the goods containerized? (If yes, enter Container Number(s) or select a Container type)	Radio Button Yes/No	Select		M	Y	Default is 'No' and disable both text box and dropdown list. If Yes, enable a text box for container number(s) and the drop down list for container type. User must enter either Container Number(s) or select a type.
<b>6.7</b>	<b>Containers Group</b>				<b>C [0..999]</b>		<b>Mandatory if Goods are containerized.</b>
6.7.1	Container Number(s): (If entering Container Numbers, separate with commas or select the Enter key after each Container Number)	AlphaNum17	1	17	C	Y	Mandatory if 6.6="yes" and Optional if type was selected in 6.8.

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
6.8	Select a type	Drop-down list	Code Table		C	Y	Mandatory if the answer to “Are the goods containerized?” is ‘Yes’. Not-applicable if Container Number is entered. “To be Determined” is not applicable for Highway mode. See Appendix J
<b>7.</b>	<b>Custom Details</b>						
7.1	Are the goods restricted?	Radio Button Yes/No	Select		M	Y	If Yes, enable the Export Permit Number(s); Default selection is ‘No’
<b>7.2</b>	<b>Permits Group</b>				C [0..999]		Mandatory if Goods are controlled

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
7.2.1	Export Permit Number (s): (If entering Permit Numbers, separate with commas or select the Enter key after each Permit Number )	AlphaNum35	1	35	M	Y	Mandatory
7.3	Are the goods sold?	Radio Button Yes/No	Select		M	Y	If No, enable the dropdown list for Reason for export; Default selection is 'Yes'
7.4	If no, reason for Export	Code Table	Reference Table		C	Y	Mandatory if No selected for 7.3 See Appendix J
7.5.1	Number of packages	Num4Num4	1	4	M	Y	
7.5.2	Kind of package (s)	AlphaNum20	1	20	M	Y	

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Validation Rules
7.6.1	Country of final destination	Code Table	Reference Table		M	Y	See Appendix J
7.6.2	Date of Exportation	YYYYM MDD	Exact Format		M	Y	
7.6.3	Amendment Reason	Code Table	Reference Table		C	Y	Mandatory when submitting an Amendment; Not available for Original submission. See Appendix J



## Appendix B – Summary Report Data Elements – CERS Portal

Level and seq. #	Field Name	Format	Min Length	Max Length	Optional/ Mandatory/ Conditional	Amendable Y/N	Notes
0	Proof of Report	SUMNN NNAANN NNYYYY MM	Exact Format Pattern, system populated		M	N	SUMID(SUMNNNN ) + Submitter AuthID AANNNN) + YYYYMM for a total of 19 characters.
1	Exporter				M		
1.1	Exporter Company Name	AlphaNum70	1	70	M	Y	
1.2	Exporter BN	9999999 99RM99 99	Exact Format		M	N	
1.3	Summary ID	SUM9999	Exact Format		M	N	
1.4	Certifier Name	AlphaNum70	1	70	M	Y	
1.5	Street Addresses	AlphaNum70	1	70	M	Y	
1.6	City	AlphaNum35	1	35	M	Y	
1.7	Province/State	Drop-down lists Or AlphaNum35	Exact Match		C	Y	Mandatory – Drop down list of Canadian provinces/territories if country selected is CA and US states if country selected is US. Optional – If country is NOT CA or US, display a text box of max of 35 chars for user to enter
			1	35			

1.8	Country	Code Table	Reference Table		M	Y	See Appendix J
1.9	Postal/Zip Code	Canada: ANANAN US: NNNNN(N) Other: AlphaNum9	Exact format		C	Y	Mandatory if country is US or Canada
			1	9			
1.10	Telephone	(999)999-9999	Exact Format		M	Y	
1.11	Telephone Extension	9999	1	5	O	Y	
1.12	Fax	(999)999-9999	Exact Format		O	Y	
1.13	Email	Z@Z.Z AlphaNum50	5	50	M	Y	
<b>2.</b>	<b>Reporting Period</b>				M		
2.1	Reporting Period Year and Month	YYYY MM	Exact Format (6)		M	Y	
2.3	Amendment Reason	Code Table	Reference Table		C	Y	Mandatory when submitting an Amendment; Not available for Original submission. See Appendix J
2.4	NIL Report Indicator	Check box Yes/No	Check box		M	Y	
<b>3.</b>	<b>Add Commodity Line (Loop)</b>				M [0..9999]		Not available if "NIL Report Indicator" = Yes

3.1	Canadian Place Of Exit	Code Table	Reference Table		M	Y	See Appendix J
3.2	Country of Final Destination	Code Table	Reference Table		M	Y	Do not display US or CAN or Puerto and Virgin Island. See Appendix J
3.3	Description of Goods	AlphaNum255	1	255	Y	Y	User entered 255 Max text box
3.4	HS Code	Code Table	Reference Table		M	Y	See Appendix J
3.5	Unit of Measure	Code Table	Reference Table		M	Y	See Appendix J
3.6	Quantity	Decimal(14,3)	1	14	M	Y	<p>Numeric Decimal (14,3) means this field is up to 14 characters in length, including decimal separator and decimal part, if used.</p> <p>Decimal part is optional.</p> <p>Examples of valid formats:</p> <p>12345678901234  123456789012.4  12345678901.34  1234567890.345</p>

3.7	Domestic Freight Charges	Decimal (16,2)	1	16	M	Y	<p>Decimal (16,2) means this field is up to 16 characters in length, including decimal separator and decimal part, if used.</p> <p>Decimal part is optional.</p> <p>Examples of valid formats:</p> <p>1234567890123456</p> <p>12345678901234.6</p> <p>1234567890123.56</p>
3.8	Value FOB	Decimal (16,2)	1	16	M	Y	<p>Decimal (16, 2) means this field is up to 16 characters in length, including decimal separator and decimal part, if used.</p> <p>Decimal part is optional.</p> <p>Examples of valid formats:</p> <p>1234567890123456</p> <p>12345678901234.6</p> <p>1234567890123.56</p>
3.9	Currency of Declared Value	Drop-down list: Canadian Dollar U.S Dollar	Reference Table		M	Y	
3.10	Country of Origin	Code Table	Reference Table		M	Y	See Appendix J

3.11	Province of Origin	Code Table	Reference Table		M	Y	See Appendix J
3.12	Gross Weight	Decimal (10,3)	1	10	Y	y	Numeric Decimal (10,3) means this field is up to 10 characters in length, including decimal separator and decimal part, if used. Decimal part is optional. Examples of valid formats: 1234567890 12345678.1 1234567.12 123456.123
3.12 a	Gross Weight Unit of Measure of entire shipment	Drop-down	Reference Table		M	Y	
3.13	Mode of Transportation (MOT)	Drop-down	Reference Table		M	Y	
3.14	Vessel Name	AlphaNum30	1	30	Y	Y	Mandatory if Mode of Transportation is Marine.
3.15	Containerized	Radio Button Yes/No	Select		M	Y	

3.16	Permit Number (if required)	AlphaNumeric35 Permit number entered in a text box, comma separated or separated by space	1	35	O	Y	Alpha Numeric each permit number 1-35  A max of 255 per line item
3.17	Related Party Indicator	Radio Button Yes/No	Select		M	Y	

## Appendix C – Summary Report Upload

The following data elements in the prescribed excel template are required for Summary Report Upload:

Place of Exit	Country of Final Destination	Export HS Code	Description	Quantity	Unit of Measure Code	
Freight Charge	Value	Currency Code	Country of Origin	Province of Origin	Gross Weight	Gross Weight Unit of Measure
Transportation Mode Code	Vessel Name	Related Party Indicator	Permit Numbers	Containerized Goods Indicator		

Once completed, this Excel document will need to be saved as a “.xml” document prior to upload.

Please refer to [Appendix B](#) for validation rules and description of data elements.



## Appendix D – Sample Summary Report Error Report

Summary Report Error List/ List d'erreur de déclaration sommaire

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Line Number/ Le numéro de ligne	Field Name/Nom du champ	Error Message / Message d'erreur	Data/Données
1	Unit of measure	This field is invalid.	ZZZ
1	Currency of Declared Value	This field is invalid.	ZZZ
1	Commodity gross weight unit of measure	This field is invalid.	ZZZ
1	Country of Origin	This field is invalid.	ZZ
1	Province of Origin	This field is invalid.	ZZ

## Appendix E – Bulk Load – File Structure and Record Layout

### File Structure:

The source text file for “Bulk Load” can be assigned between **1 to 200** Export Declarations (Maximum file size = 4 Megabytes (Mb)). This text file must be assigned file extension “.txt”. Please see [Appendix F](#) for sample Text File. Within the text file, each Export Declaration must be represented by a set of data records consisting of fixed-length data fields. There are five unique types of data records, each of which is assigned a unique prefix character in the first position of the record.

Prefix Value	Record Type	Minimum Occurrence (Per Export Declaration)	Maximum Occurrence (Per Export Declaration)	Inclusion Criteria
<b>H</b>	Header	1	1	(Mandatory) Include one Header record for each Export Declaration.
<b>D</b>	Detail	1	999	(Mandatory) Include at least one Detail record for each Export Declaration. Position the Detail record(s) underneath the Header record.
<b>P</b>	Permit	0	999	(Conditional) Include one or more of these records in order to supply any permit number(s), container number(s), and/or exporter reference number(s) that are applicable to the Export Declaration. Position these records underneath the Detail record(s). Keep records of the same type grouped together.
<b>C</b>	Container	0	999	
<b>R</b>	Reference	0	999	

- Each Export Declaration needs to be assigned one **Header** record, which provides essential information regarding the export transaction (e.g. exporter name and address; consignee name and address; etc).
- Each Export Declaration needs to be assigned at least one **Detail** record, which provides information regarding the identity and properties of the goods being exported from Canada (e.g. product description; HS code; country of origin; quantity; etc).
- Each Exporter Declaration can be assigned between one to 999 **Permit** records in order to supply information regarding any applicable export permit number(s).

- Each Exporter Declaration can be assigned between one to 999 **Container** records in order to supply information regarding any applicable container number(s).
- Each Exporter Declaration can be assigned between one to 999 **Reference** records in order to supply information regarding any applicable exporter reference number(s).

At a minimum, the text file needs to be assigned one **Header** record and at least one **Detail** record for each Export Declaration:

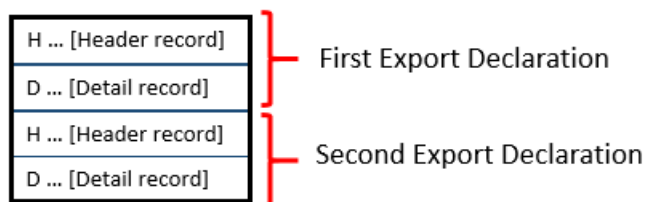
- The Header record needs to be positioned before the Detail record(s).
- The text file needs to be assigned one or more **Carriage Return / Line Feed** characters in order to separate the end of the Header record from the beginning of the Detail record(s).
- The prefix values for the Header record (**H**) and the Detail record (**D**) need to be supplied in the first position of a line in the text file. (Do not include any blank/white spaces in front of the prefix value.)

If required, an Export Declaration can be assigned one or more **Permit, Container, and/or Reference** records to supply applicable commercial information:

- These three types of records can be positioned in any order, provided that records of the same type are kept together, and all three types of records are positioned underneath the Export Declaration's Detail record.
- The text file needs to be assigned one or more **Carriage Return / Line Feed** characters in order to separate the end of the Detail record from the beginning of a Permit/Container/Reference record.
- The text file needs to be assigned one or more **Carriage Return / Line Feed** characters in order to separate the end of one Permit/Container/Reference record from the beginning of a separate Permit/Container/Reference record.

Example 1:

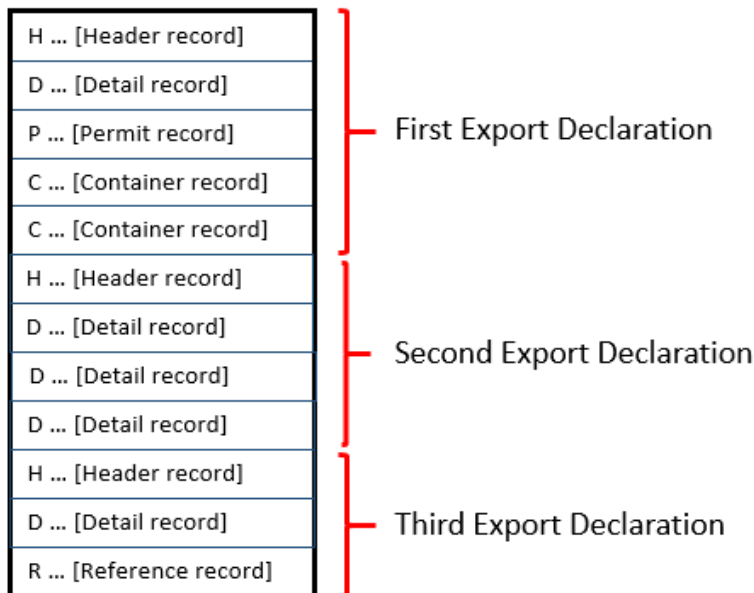
The following text file contains two Export Declarations.



Example 2:

The following text file contains three Export Declarations. The first Export Declaration is

assigned one Detail record, one Permit record, and two Container records. The second Export Declaration is assigned three Detail records. The third Export Declaration is assigned one Detail record and one Reference record.



### Record Layout Specifications:

The following material provides technical specifications regarding the format and positions of business data elements within the various record layouts. (Refer to [Appendix A](#) for additional information regarding the business data elements.) Note that the positions of the record layouts and their business data elements need to be respected in order for the CERS Portal application to be able to interpret the contents of a source text file.

- When using the "Bulk Load" method, if the CERS Portal application detects one or more syntax errors present within a source text file, then the application will not proceed with transferring any of the enclosed Export Declarations into CERS. Instead, CERS will respond by displaying an Error Report to provide guidance regarding the detected syntax errors. The user is expected to correct all syntax errors present in the source text file and then retry the "Bulk Load" operation.



#### ***1.1.1.1 Header record layout***

Field Number	Starting Position	End Position	Fieldname	Entry Length	Data Type	Reporting Condition	Formatting Requirements
1	1	1	Record type	1	Code	Mandatory	(H)
2	2	7	<Not used>	6		N/A	<Pad field with blank spaces>
3	8	13	Exporter authorization ID	6	ID	Mandatory	Specify the Authorization ID of the associated exporter (Format: ZZ9999)
4-5-6	14	17	Related party Indicator	4	Code	Mandatory	Y or N
7	18	28	Form key <Not used>	11		N/A	<Pad field with blank spaces>
8	29	98	Exporter name	70	Text	Mandatory	
9	99	113	Exporter business number	15	ID	Mandatory	Specify the Exporter Business Number of the associated exporter (Format: 999999999RM9999)
10	114	183	Exporter street	70	Text	Mandatory	
11	184	218	Exporter city	35	Text	Mandatory	
12	219	221	Exporter province/state Code	3	Code	Conditional : Must be supplied when Exporter country is Canada or the United States	Refer to Appendix J

13	222	251	Exporter province/state	30	Text	Conditional : A free-text entry can be supplied when Exporter country refers to a country other than Canada, the United States, Puerto Rico, or the US Virgin Islands	
14	252	253	Exporter country code	2	Code	Mandatory	Refer to Appendix J
15	254	273	<Not used>	20		N/A	<Pad field with blank spaces>
16	274	288	Exporter postal/zip code	15	Text	Conditional : Must be supplied when Exporter country is Canada or the United States	Canadian Postal Code Format: Z9Z9Z9  US Postal Code Format: 99999
17	289	298	Exporter telephone	10	Numeric	Optional	Format: 9999999999
18	299	302	Exporter telephone extension	4	Numeric	Optional	Format: 9999
19	303	312	Exporter fax	10	Numeric	Optional	Format: 9999999999
20	313	382	Consignee name	70	Text	Mandatory	
21	383	452	Consignee street	70	Text	Mandatory	
22	453	487	Consignee city	35	Text	Mandatory	



23	488	517	Consignee province state	30	Text	Optional	
24	518	519	Consignee country code	2	Code	Mandatory	Refer to Appendix J  Note: The Consignee country cannot refer one of the following: Canada, the United States, Puerto Rico, or the US Virgin Islands
25	520	539	<Not used>	20		N/A	<Pad field with blank spaces>
26	540	545	Service provider authorization ID	6	ID	Conditional	If applicable, specify the Authorization ID of the associated customs service provider (Format: ZZ9999)
27	546	615	Service provider name	70	Text	Conditional	If applicable, specify the name of the customs service provider who is completing the Export Declaration submission
28	616	685	Service provider street	70	Text	Optional	
29	686	720	Service provider city	35	Text	Optional	

30	721	723	Service provider province/state code	3	Code	Conditional : Must be supplied when Service Provider country is Canada or the United States	Refer to Appendix J
31	724	753	Service provider province/state	30	Text	Conditional : A free-text entry can be supplied when Service Provider country refers to a country other than Canada, the United States, Puerto Rico, or the US Virgin Islands	
32	754	755	Service provider country code	2	Code	Conditional : Must be supplied if the Export Declaration submission is being completed by a customs service provider	Refer to Appendix J
33	756	775	<Not used>	20		N/A	<Pad field with blank spaces>

34	776	790	Service provider postal/ZIP code	15	Text	Conditional : Must be supplied when Service provider country is Canada or the United States	Canadian Postal Code Format: Z9Z9Z9  US Postal Code Format: 99999
35	791	800	Service provider telephone	10	Numeric	Conditional : Must be supplied if the Export Declaration submission is being completed by a customs service provider	Format: 9999999999
36	801	804	Service provider telephone extension	4	Numeric	Optional	Format: 9999
37	805	874	Certifier name	70	Text	Mandatory	
38	875	944	Certifier street	70	Text	Mandatory	
39	945	979	Certifier city	35	Text	Mandatory	
40	980	982	Certifier province/state code	3	Code	Conditional : Must be supplied when Certifier country is Canada or the United States	Refer to Appendix J

41	983	1012	Certifier province/state	30	Text	Conditional : A free-text entry can be supplied when Certifier country refers to a country other than Canada, the United States, Puerto Rico, or the US Virgin Islands	
42	1013	1014	Certifier country code	2		Mandatory	Refer to Appendix J
43	1015	1034	<Not used>	20		N/A	<Pad field with blank spaces>
44	1035	1049	Certifier postal/zip code	15		Conditional : Must be supplied when Certifier country is Canada or the United States	Canadian Postal Code Format: Z9Z9Z9  US Postal Code Format: 99999
45	1050	1059	Certifier telephone	10	Numeric	Conditional : Must be supplied when Certifier country is Canada or the United States	Format: 9999999999
46	1060	1063	Certifier telephone extension	4	Numeric	Optional	Format: 9999
47	1064	1073	Certifier fax	10	Numeric	Optional	Format: 9999999999

48	1074	1143	Certifier company name	70	Text	Mandatory	
49	1144	1144	Certifier status	1	Code	Mandatory	Supply <b>1</b> if the Export Declaration submission is being completed by a member of the exporter company. Otherwise, supply <b>2</b> for “Other”.
50	1145	1154	Commodity gross weight	10	Numeric (Maximum decimals: 3)	Mandatory	Examples: 9 9999999999 9.999 999999.999
51	1155	1157	<Not used>	3		N/A	<Pad field with blank spaces>
52	1158	1207	Commodity gross weight unit of measure code	50	Code	Mandatory	Refer to Appendix J
53	1208	1223	<Not used>	16		N/A	<Pad field with blank spaces>
54	1224	1239	Freight charges	16	Numeric (Maximum decimals: 2)	Mandatory	
55	1240	1242	Commodity currency of declared value code	3	Code	Mandatory	Only CAD or USD is applicable
56	1243	1292	<Not used>	50		N/A	<Pad field with blank spaces>
57	1293	1293	Mode of transport code	1	Code	Mandatory	Refer to Appendix J
58	1294	1313	<Not used>	20		N/A	<Pad field with blank spaces>
59	1314	1315	Reason for export code	2	Code	Conditional : Must be supplied if goods are not sold	Refer to Appendix J

60	1316	1365	<Not used>	50		N/A	<Pad field with blank spaces>
61	1366	1395	Vessel name	30	Text	Conditional : Must be supplied if mode of transport is marine	
62	1396	1397	Country of final destination code	2	Code	Mandatory	Refer to Appendix J
63	1398	1417	<Not used>	20		N/A	<Pad field with blank spaces>
64	1418	1425	Date of exportation	8		Mandatory	Format: YYYYMMDD
65	1426	1429	Place of exit	4		Mandatory	Refer to Appendix J
66	1430	1479	<Not used>	50		N/A	<Pad field with blank spaces>
67	1480	1483	<Not used>	4		N/A	<Pad field with blank spaces>
68	1484	1533	Certifier e-mail address	50		Mandatory	Format: Z@Z.ZZ
69	1534	1537	Number of packages	4	Numeric	Mandatory	
70	1538	1540	<Not used>	3		N/A	<Pad field with blank spaces>
71	1541	1560	Kind of packages	20	Text	Mandatory	
72	1561	1595	Name of exporting carrier, freight forwarder or consolidator	35	Text	Mandatory	
73	1596	1620	Transportation document number	25	Text	Mandatory	
74	1621	1630	<Not used>	10		N/A	<Pad field with blank spaces>
75	1631	1649	<Not used>	19		N/A	<Pad field with blank spaces>
76	1650	1652	<Not used>	3		N/A	<Pad field with blank spaces>

### 1.1.1.2 Detail record layout

Field No.	Start Pos.	End Pos.	Field	Max length	Format	Mandatory	Validation Rules
1	1	1	Record Type	1	Must be "D"	Yes	Must be "D"
2	2	3	Country of origin Code	2		Yes	Code table – if present
3	4	23	Not used	20			
4	24	25	Province of origin	2		Yes	Code table – if present
5	26	55	Not used	30		Yes	
6	56	65	HS code	10	99999999	Yes	Format – if present.
7	66	320	Goods description	255		Yes	
8	321	350	Conveyance Identification Number	30		Yes, for certain HS codes	
9	351	364	Not used	14		N/A	
10	365	367	Not used	3		N/A	
11	368	417	Not used	50		N/A	
12	418	431	Quantity	14	Decimal(14,3)	Yes and cannot be zero.	Format, if present  Decimal(14,3) means this field is up to 14 characters in length, including decimal separator and

							decimal part, if used. Decimal part is optional. Examples of valid formats: 12345678901234 123456789012.4 12345678901.34  1234567890.345
13	432	434	Unit of measure Code	3		Yes	Code table – if present
14	435	484	Not used	50			
15	485	500	Value FOB point of exit	16	Decimal(16,2)		Format – if present  Decimal(16,2) means this field is up to 16 characters in length, including decimal separator and decimal part, if used. Decimal part is optional. Examples of valid formats: 1234567890123456 12345678901234.6 1234567890123.56

Note: The "Province of Origin" field must be mapped to a Canadian province/territory, even if the country of origin is not Canada. If the goods were originally imported into Canada and are being exported in the same condition, indicate the province the goods were shipped from

#### 1.1.1.3 Permit record layout

Field No.	Start Pos.	End Pos.	Field	Max length	Format	Mandatory	Validation Rules
1	1	1	Record type	1	Must be "P"	Yes	Must be "P"
2	2	36	Permit number	35		Yes	

Note : This type of record is not mandatory. If record is provided, the remaining data elements are mandatory.

#### 1.1.1.4 Container record layout



Field No.	Start Pos.	End Pos.	Field	Max length	Format	Mandatory	Validation Rules
1	1	1	Record type	1	Must be "C"	Yes	Must be "C"
2	2	26	Container number	25		Yes	First 17 characters are processed as Container Number and the rest is ignored.

Note: This type of record is not mandatory. If record is provided, the remaining data elements are mandatory.

#### 1.1.1.5 Reference record layout

Field No.	Start Pos.	End Pos.	Field	Max length	Format	Mandatory	Validation Rules
1	1	1	Record type	1	Must be "R"	Yes	Must be "R"
2	2	36	Reference number	35		Yes	

Note: This type of record is not mandatory. If record is provided, the remaining data elements are mandatory.

## Appendix F – Sample Bulk Load Text File

H VB1234N FORMKEY1 EXPORTER NAME  
XX70123456789RM0001E  
EXPORTER STREET  
XX70EXPORTER CITY  
XXXXXXXXXXXXXXXXXXXX35ON CA  
K1A0L8 613608897212346136089876CONSIGNEE NAME  
XX70CONSIGNEE STREET  
XX70CONSIGNEE CITY  
XXXXXXXXXXXXXXXXXXXX35LEHAVRE FR  
CERTIFIER NAME  
XX70CERTIFIER STREET  
XX70CERTIFIER CITY  
XXXXXXXXXXXXXXXXXXXX35ON CA CA  
K2P0X5 613952036956786139529876CERTIFIER COMPANY NAME  
XX701100.50 KGM  
350 CAD 1  
26 MARINE VESSEL NAME  
XXXXXXXXXX30FR 201908260009  
CERTIFIER\_EMAIL@HOTMAIL.COM 1000 BOX  
EXPORTING CARRIER NAME XXXXXXXXXXXX359050TDN11  
DCA ON 44031110 PRODUCT  
DESCRIPTION  
XX  
XX  
XX  
XXXXXXXXXXXXXXXXXXXX2559050MARINECRN1  
100 MTR 1000  
PPERMITNUMBER1  
CTESX1  
RREFERENCENUMBER1



## Appendix G – Sample Bulk Load Submission Report

### Bulk Load Documents Submission Report / Rapport de soumission du chargement en vrac

Your Bulk Upload has been submitted to the CBSA. / Votre téléchargement en vrac a été soumis à l'ASFC.

Form Key / Clé de formulaire

Proof of Report / Preuve de déclaration

20100100789	VB1940201906111003
20100100789	VB1940201906111004

## Appendix H – Sample Bulk Load Error Report

Error Report/ Rapport d'erreur

2019-08-26

Page 1 of/de 1

Form Key / Clé de formulaire	Line No No de ligne	Field No No du champ	Field Name/Nom du champ	Rec Type /Type d'enregist rement	Error Message / Message d'erreur	Data/Données	Data size /Taille des données	Max size /Taille Maximale
FORMKEY1		12	Exporter Province/State Code	H	Code value not valid	ZZ	2	3
FORMKEY1		24	Consignee Country Code	H	Code value not valid	ZZ	2	2
FORMKEY1		51	Commodity gross weight unit of measure Code	H	Code value not valid	ZZZ	3	3
FORMKEY1		55	Commodity currency of declared value code	H	Code value not valid	ZZZ	3	3

## **Appendix I – Error Messages**

This will be available in the subsequent version of the ECCRD.

## Appendix J – Code Tables

The following is a list of various tables used for the CERS PORTAL.

- TABLE # 1 CBSA OFFICE CODES (Place of Exit / Place of Report)
- TABLE # 2 COUNTRY & CURRENCY CODES
- TABLE # 3 UNIT OF MEASURE CODES
- TABLE # 4 ERROR CODES
- TABLE # 5-A CANADIAN PROVINCE CODES
- TABLE # 5-B US STATE CODES
- TABLE # 6 NATURE OF TRANSACTION/REASON FOR EXPORT CODES
- TABLE # 7 MODE OF TRANSPORT CODES
- TABLE # 8 TYPE OF PACKAGES
- TABLE # 9 ISO CONTAINER SIZE/TYPE CODE STRUCTURE
  - 9A – FIRST SIZE CODE
  - 9B – SECOND SIZE CODE
  - 9C – THIRD AND FOURTH CHARACTER OF SIZE CODE
- TABLE # 10 – HS CODES REQUIRING A VEHICLE IDENTIFICATION NUMBER (VIN)

### 1. Table Descriptions and Format

This Appendix contains a listing of the code tables to be used for Export Declarations. These code lists are distributed in electronic format. These files can be used by application developers to load, or update their internal code tables.

**TABLE 1 CBSA OFFICE CODES**  
**(Place of Exit / Place of Report)**

Column #	Content of Column
1	Office Name English
2	Office Name French
3	Port Code

**TABLE 2 CURRENCY CODES**

Column #	Content of Column
1	Country
2	Pays
3	Currency Code

4	Currency
5	Devise

**TABLE 3 UNIT OF MEASURE CODES**

Column #	Content of Column
1	Code
2	Abbreviated English Text
3	Abbreviated French Text
4	English Text
5	French Text

**TABLE 4 – Error Codes**

This will be available in the subsequent version of the ECCRD.

**TABLE 5 A – Canadian Provinces Codes**

Column #	Content of Column
1	Province Code
2	Province Name
3	Province Name

**TABLE 5 B – United States Codes**

Column #	Content of Column
1	Code
2	State Name
3	State Name

**TABLE 6 - Reason for Export Codes**

Column #	Content of Column
1	Code
2	Reason for Export English
3	Reason for Export French

**TABLE 7– Mode of Transport Codes**

Column #	Content of Column
1	Code
2	English



3	French
---	--------

**TABLE 8–Container Type**

Column #	Content of Column
1	Code
2	Type

**TABLE 9 – COUNTRY CODES**

Column #	Content of Column
1	ID
2	Code
3	English Description
4	French Description

**TABLE 10 – HS CODE**

This will be available in the subsequent version of the ECCRD.

**TABLE 11 – UNIT OF MEASURE BY WEIGHT**

Column #	Content of Column
1	ID
2	Code
3	English Description
4	French Description

**TABLE 12 – AMEND REASONS**

Column #	Content of Column
1	Code
2	English Description

## 2. Code Table Details

**TABLE # 1 CBSA OFFICE CODES  
(Place of Exit / Place of Report)**

English Description	French Description	Port Code
AB-Calgary - Air Commercial	AB-Calgary-Secteur commercial dans le mode aérien	0701
AB-Coutts	AB-Coutts	0705
AB-Edmonton - International Airport	AB-Edmonton - Aéroport international	0702
BC-Abbotsford-Huntington	BC-Abbotsford-Huntington	0817
BC-Aldergrove	BC-Aldergrove	0841
BC-Boundary Bay	BC-Boundary Bay	0815
BC-Carson	BC-Carson	0834
BC-Cascade	BC-Cascade	0816
BC-Chopaka	BC-Chopaka	0836
BC-Comox Valley Airport	BC-Comox Valley - Aéroport	0838
BC-Cranbrook Airport	BC-Cranbrook - Aéroport	0801
BC-Fraser	BC-Fraser	0893
BC-Kamloops - Airport	BC-Kamloops - Aéroport	0814
BC-Kelowna - International Airport	BC-Kelowna - Aéroport international	0831
BC-Kingsgate	BC-Kingsgate	0818
BC-Midway	BC-Midway	0835
BC-Nanaimo	BC-Nanaimo	0804
BC-Nelway	BC-Nelway	0828
BC-Osoyoos	BC-Osoyoos	0819
BC-Pacific Highway	BC-Pacific Highway	0813
BC-Paterson	BC-Paterson	0832
BC-Penticton - Airport	BC-Penticton - Aéroport	0807
BC-Pleasant Camp	BC-Pleasant Camp	0891
BC-Prince George - Airport	BC-Prince George - Aéroport	0820
BC-Prince Rupert	BC-Prince Rupert	0808
BC-Rossville	BC-Rossville	0824
BC-Rykerts	BC-Rykerts	0822
BC-Sidney - Victoria International Airport	BC-Sidney - Aéroport international de Victoria	0837
BC-Vancouver - Waterfront and Warehouse Operations	BC-Vancouver - Waterfront and Warehouse Operations	0806
BC-Vancouver International Airport Commercial Op	BC-Vancouver-Aéroport international-Opérations com	0821
BC-Victoria	BC-Victoria	0811
BC-Waneta	BC-Waneta	0833
MB-Boissevain	MB-Boissevain	0507
MB-Churchill	MB-Churchill	0511
MB-Emerson	MB-Emerson	0502
MB-Sprague	MB-Sprague	0505

MB-Winnipeg	MB-Winnipeg	0504
MB-Winnipeg-Int Airport James Armstrong Richardson	MB-Winnipeg-Aér int James Armstrong Richardson	0510
NB-Andover	NB-Andover	0214
NB-Bathurst	NB-Bathurst	0201
NB-Bloomfield	NB-Bloomfield	0200
NB-Campobello	NB-Campobello	0225
NB-Centreville	NB-Centreville	0215
NB-Clair	NB-Clair	0216
NB-Edmundston	NB-Edmundston	0213
NB-Forest City	NB-Forest City	0222
NB-Fosterville	NB-Fosterville	0220
NB-Fredericton	NB-Frédéricton	0204
NB-Gillespie Portage	NB-Gillespie Portage	0219
NB-Grand Falls	NB-Grand Falls	0217
NB-Moncton	NB-Moncton	0206
NB-River de Chute	NB-River de Chute	0226
NB-Saint John	NB-Saint John	0210
NB-St. Croix	NB-St. Croix	0205
NB-St. Leonard	NB-St. Leonard	0218
NB-St. Stephen 3rd Bridge	NB-St. Stephen 3e pont	0231
NB-Woodstock Road	NB-Woodstock Road	0212
NL-Cornerbrook	NL-Cornerbrook	0911
NL-Fortune - Transport Canada Wharf	NL-Fortune - Transport Canada Wharf	0919
NL-Gander International Airport	NL-Gander - Aéroport international	0912
NL-Goose Bay	NL-Goose Bay	0913
NL-St. John's	NL-St. John's	0914
NS-Halifax	NS-Halifax	0009
NS-Halifax - Stanfield International Airport	NS-Halifax - Aéroport international Stanfield	0026
NS-Sydney	NS-Sydney	0021
NS-Yarmouth Ferry Terminal	NS-Yarmouth - Gare de traversier	0025
NT-Inuvik	NT-Inuvik	0512
NT-Yellowknife	NT-Yellowknife	0515
NU-Iqaluit Airport	NU-Iqaluit - Aéroport	0403
ON-Cornwall Traffic Office	ON-Cornwall - Bureau du trafic voyageur	0409
ON-Fort Erie - Peace Bridge	ON-Fort Érié - Peace Bridge	0410
ON-Fort Frances Bridge	ON-Fort Frances - Pont	0478
ON-Hamilton - John C. Munro International Airport	ON-Hamilton-Aéroport international John C. Munro	0417

ON-Kitchener-Waterloo Int Airport (Region of)	ON-Kitchener-Waterloo Aéroport int (Région de)	0401
ON-Lansdowne - Thousand Islands Bridge	ON-Lansdowne - Pont des Mille-îles	0456
ON-London International Airport	ON-London - Aéroport international	0423
ON-Niagara Falls - Queenston Lewiston Bridge	ON-Niagara Falls - Queenston Lewiston Bridge	0427
ON-Ottawa-Ottawa Cargo Services (OCS)	ON-Ottawa-Services de fret d'Ottawa (SFO)	0485
ON-Pigeon River	ON-Rivière Pigeon	0475
ON-Prescott	ON-Prescott	0439
ON-Rainy River	ON-Rivière Rainy	0488
ON-Sarnia	ON-Sarnia	0440
ON-Sault Ste. Marie Bridge	ON-Sault Ste. Marie - Pont	0441
ON-Thunder Bay	ON-Thunder Bay	0461
ON-Toronto-Lester B. Pearson International Airport	ON-Toronto-Aéroport international Lester B. Pearson	0497
ON-Windsor - Ambassador Bridge	ON-Windsor - Pont Ambassador	0453
ON-Windsor International Airport	ON-Windsor - Aéroport international	0450
ON-Windsor - Main Long Room	ON-Windsor - Salle des comptoirs principale	0454
ON-Windsor-Detroit Tunnel	ON-Windsor-Détroit - Tunnel	0452
PE-Charlottetown	PE-Charlottetown	0101
QC-Armstrong	QC-Armstrong	0329
QC-Baie Comeau	QC-Baie Comeau	0355
QC-Cap aux Meules	QC-Cap aux Meules	0363
QC-Chicoutimi	QC-Chicoutimi	0301
QC-Gaspé	QC-Gaspé	0304
QC-Herdman	QC-Herdman	0302
QC-Montréal	QC-Montréal	0395
QC-Montréal - Mirabel International Airport	QC-Montréal - Mirabel Aéroport international	0399
QC-Montréal - P.E. Trudeau International Airport	QC-Montréal - P.E. Trudeau Aéroport international	0396
QC-Port-Cartier	QC-Port-Cartier	0338
QC-Québec	QC-Québec	0312
QC-Sept-Îles	QC-Sept-Îles	0361
QC-Sorel	QC-Sorel	0317
QC-St-Armand/Philipsburg	QC-St-Armand/Philipsburg	0328
QC-St-Bernard-de-Lacolle - Highway 15	QC-St-Bernard-de-Lacolle - Autoroute 15	0351

QC-Stanhope	QC-Stanhope	0354
QC-Stanstead - Highway 55	QC-Stanstead - Autoroute 55	0314
QC-Trois-Rivières	QC-Trois-Rivières	0322
QC-Valleyfield	QC-Valleyfield	0323
SK-North Portal	SK-North Portal	0602
SK-Regina	SK-Regina	0604
SK-Saskatoon - Commercial	SK-Saskatoon - Secteur commercial	0605
YT-Beaver Creek	YT-Beaver Creek	0892
YT-Little Gold Creek	YT-Little Gold Creek	0895
YT-Whitehorse	YT-Whitehorse	0890

**TABLE 2 CURRENCY CODES**

Country	Pays	Currency Code	Currency	Devise
Canada	Canada	CAD	Canadian Dollar	Dollars Canadiens
United States	États-Unis	USD	US Dollar	Dollar des États-Unis

**TABLE 3 – Unit of Measure Codes**

Code	Abbreviated English Text	Abbreviated French Text	English Text	French Text
CTM	CTM	CTM	Carat	Poids en carat
DZN	DZN	DZN	Dozen	Douzaine
GRM	GRM	GRM	Gram	Gramme
GRO	GRO	GRO	Gross	Grosse
KGM	KGM	KGM	Kilogram	Kilogramme
KNS	KNS	KNS	Kilogram of Named Substance	Kilogramme de la matière mentionnée
LPA	LPA	LPA	Litre of Pure Alcohol	Litre d'alcool pur
LTR	LTR	LTR	Litre	Litre
MIL	MIL	MIL	Thousand	Mille
MTK	MTK	MTK	Square Metre	Mètre carré
MTQ	MTQ	MTQ	Cubic Metre	Mètre cube
MTR	MTR	MTR	Metre	Mètre
MWH	MWH	MWH	Megawatt	Mégawatt
NMB	NMB	NMB	Number	Nombre

PAR	PAR	PAR	Pair	Nombre d'ensembles
TMQ	TMQ	TMQ	1000 Cubic Metre	Nombre
TNE	TNE	TNE	Metric Tonne	Paire
TSD	TSD	TSD	Metric Tonne Air Dry	Tonne métrique séché à l'air
GBQ	GBQ	GBQ	Gigabecquerel	Gigabecquerel
MBQ	MBQ	MBQ	Megabecquerel	Megabecquerel
NAP	NAP	NAP	Pack	Paquet
DPR	DPR	DPR	Dozen Pair	Douzaine de paire
N/A	N/A	N/A	Not Applicable	Sans objet
SFA	SFA	SFA	Square Foot of 3/4"	Pied Carré de 3/4"
SFE	SFE	SFE	Square Foot of 1/8"	Pied Carré de 1/8"
SFF	SFF	SFF	Square Foot of 5/8"	Pied Carré de 5/8"
SFH	SFH	SFH	Square Foot of 1/2"	Pied Carré de 1/2"
SFP	SFP	SFP	Square Foot of 1"	Pied Carré de 1"
SFQ	SFQ	SFQ	Square Foot of 1/4"	Pied Carré de 1/4"
SFT	SFT	SFT	Square Foot of 3/8"	Pied Carré de 3/8"

#### TABLE 4 – Error Codes

This will be available in the subsequent version of the ECCRD.

#### TABLE 5a– Canadian Province Codes

CODE	ENGLISH	FRENCH
AB	ALBERTA	ALBERTA
BC	BRITISH COLUMBIA	COLOMBIE-BRITANNIQUE
MB	MANITOBA	MANITOBA
NB	NEW BRUNSWICK	NOUVEAU-BRUNSWICK
NL	NEWFOUNDLAND AND LABRADOR	TERRE-NEUVE-ET-LABRADOR
NS	NOVA SCOTIA	NOUVELLE-ÉCOSSE
NT	NORTHWEST TERRITORIES	TERRITOIRE DU NORD-OUEST
NU	NUNAVUT	NUNAVUT
ON	ONTARIO	ONTARIO
PE	PRINCE EDWARD ISLAND	ÎLE-DU-PRINCE-ÉDOUARD
QC	QUEBEC	QUÉBEC
SK	SASKATCHEWAN	SASKATCHEWAN
YT	YUKON TERRITORY	TERRITOIRE DU YUKON

**TABLE 5b– United States Codes**

Code	English	French
AK	Alaska	Alaska
AL	Alabama	Alabama
AR	Arkansas	Arkansas
AZ	Arizona	Arizona
CA	California	Californie
CO	Colorado	Colorado
CT	Connecticut	Connecticut
DC	Columbia (District of)	Columbia (District de)
DE	Delaware	Delaware
FL	Florida	Floride
GA	Georgia	Georgie
HI	Hawaii	Hawaï
IA	Iowa	Iowa
ID	Idaho	Idaho
IL	Illinois	Illinois
IN	Indiana	Indiana
KS	Kansas	Kansas
KY	Kentucky	Kentucky
LA	Louisiana	Louisiane
MA	Massachusetts	Massachusetts
MD	Maryland	Maryland
ME	Maine	Maine
MI	Michigan	Michigan
MN	Minnesota	Minnesota
MO	Missouri	Missouri
MS	Mississippi	Mississippi
MT	Montana	Montana
NC	North Carolina	Caroline du Nord
ND	North Dakota	Dakota du Nord
NE	Nebraska	Nebraska
NH	New Hampshire	New Hampshire
NJ	New Jersey	New Jersey
NM	New Mexico	Nouveau-Mexique
NV	Nevada	Nevada
NY	New York	New York

OH	Ohio	Ohio
OK	Oklahoma	Oklahoma
OR	Oregon	Orégon
PA	Pennsylvania	Pennsylvanie
RI	Rhode Island	Rhode Island
SC	South Carolina	Caroline du Sud
SD	South Dakota	Dakota du Sud
TN	Tennessee	Tennessee
TX	Texas	Texas
UT	Utah	Utah
VA	Virginia	Virginie
VT	Vermont	Vermont
WA	Washington	Washington
WI	Wisconsin	Wisconsin
WV	West Virginia	Virginie-Occidentale
WY	Wyoming	Wyoming

**TABLE 6– Reason for Export Codes**

Code	English	French
01	Contractors equipment, less than one year	Équipement des entrepreneurs, moins d'un an
02	Contractors equipment, one year or more	Équipement des entrepreneurs, d'un an ou plus
03	Carrier goods, international	Transporteur de marchandises international
04	Credit, returned for	Crédit retourné
05	Diplomatic Goods	Marchandises diplomatiques
06	Gifts and Donations, personal	Cadeaux et dons personnels
07	Gifts and Donations, not personal	Cadeaux et dons non personnels
08	In-transit goods, for return to Canada	Marchandises en-transit, retour au Canada
09	In-transit goods, through Canada	Marchandises en-transit, à travers le Canada
10	Lease, less than one year	Bail moins d'un an
11	Lease, one year or more	Bail d'un an ou plus
12	Personal and personal household effects of migrant	Effets personnels ou domestiques d'immigrants
13	Processing	En traitement
14	Repairs, goods repaired in Canada	Réparations, marchandises réparées au Canada
15	Repairs, goods sent out of Canada for repair	Réparations, marchandises réparées hors du Canada



16	Repairs, warranty	Garantie de réparations
17	Samples, commercial	Échantillons commerciaux
18	Ships Stores, foreign carrier	Approvisionnements de navire, transporteur étranger
19	Ships Stores, national carrier	Approvisionnements de navire, transporteur national
20	Shuttle Service	Service de navette
21	Temporary exports, less than one year	Exportations temporaires moins d'un an
22	Transfer, inter company	Transferts entre entreprises
23	Warehouse, customs bonded, exports from	Exportations de l'entrepôt de stockage des douanes
24	Warehouse, excise bonded, exports from	Exportations de l'entrepôt de stockage d'accise
25	Warehouse, sufferance, exports from	Exportations de l'entrepôt d'attente
26	Other	Autre
27	Goods Sold	Produit Vendu

**TABLE 7– Mode of Transport Codes**

Code	English	French
01	Marine	Maritime
02	Rail	Ferroviaire
03	Road	Routier
04	Air	Aérien
05	Mail	Poste
07	Pipeline	Oléoduc
09	Other	Autre

**TABLE 8 Container Type**

Code	Type
1	Bulk
2	Break Bulk
3	RORO
4	Oversize Cargo
5	LCL
6	Heavy Lift
7	To be determined

**TABLE 9 COUNTRY TYPE**

ID	Code Value	English	French
1	AD	Andorra	Andorre
2	AE	United Arab Emirates	Émirats arabes unis
3	AF	Afghanistan	Afghanistan
4	AG	Antigua and Barbuda	Antigua-et-Barbuda
5	AI	Anguilla	Anguilla
6	AL	Albania	Albanie
7	AM	Armenia	Arménie
9	AO	Angola	Angola
10	AQ	Antarctica	Antarctique
11	AR	Argentina	Argentine
12	AS	American Samoa	Samoa américaines
13	AT	Austria	Autriche
14	AU	Australia	Australie
15	AW	Aruba	Aruba
16	AZ	Azerbaijan	Azerbaïdjan
17	BA	Bosnia Herzegovina	Bosnie-Herzégovine
18	BB	Barbados	Barbade
19	BD	Bangladesh	Bangladesh
20	BE	Belgium	Belgique
21	BF	Burkina Faso	Burkina Faso
22	BG	Bulgaria	Bulgarie
23	BH	Bahrain	Bahreïn
24	BI	Burundi	Burundi
25	BJ	Benin	Bénin

26	BM	Bermuda	Bermudes
27	BN	Brunei Darussalam	Brunéi Darussalam
28	BO	Bolivia	Bolivie
29	BR	Brazil	Brésil
30	BS	Bahamas	Bahamas
31	BT	Bhutan	Bhoutan
32	BV	Bouvet Island	Bouvet, île
33	BW	Botswana	Botswana
34	BY	Belarus	Bélarus
35	BZ	Belize	Belize
36	CA	Canada	Canada
37	CC	Cocos (Keeling) Islands	Cocos (Keeling), îles des
38	CD	Democratic Republic of the Congo	République démocratique du Congo
39	CF	Central African Republic	Centrafricaine, République
40	CG	Congo	Congo
41	CH	Switzerland	Suisse
42	CI	Ivory Coast	Côte d'Ivoire
43	CK	Cook Islands	Cook, îles
44	CL	Chile	Chili
45	CM	Cameroon	Cameroun
46	CN	China	Chine
47	CO	Colombia	Colombie
48	CR	Costa Rica	Costa Rica
49	CU	Cuba	Cuba
50	CV	Cape Verde	Cap-Vert
51	CX	Christmas Island	Christmas, île
52	CY	Cyprus	Chypre
53	CZ	Czech Republic	République tchèque
54	DE	Germany	Allemagne
55	DJ	Djibouti	Djibouti
56	DK	Denmark	Danemark
57	DM	Dominica	Dominique
58	DO	Dominican Republic	Dominicaine, République
59	DZ	Algeria	Algérie
60	EC	Ecuador	Équateur
61	EE	Estonia	Estonie
62	EG	Egypt	Égypte
63	EH	Western Sahara	Sahara occidental
64	ER	Eritrea	Érythrée
65	ES	Spain	Espagne
66	ET	Ethiopia	Éthiopie

67	FI	Finland	Finlande
68	FJ	Fiji	Fidji
69	FK	Falkland Islands (Malvinas)	Malouines, Îles
70	FM	Federated States of Micronesia	Etats fédérés de Micronésie
71	FO	Faroe Islands	Îles Féroé
72	FR	France	France
73	GA	Gabon	Gabon
74	GB	United Kingdom	Royaume-Uni
75	GD	Grenada	Grenade
76	GE	Georgia	Géorgie
77	GF	French Guiana	Guyane française
78	GH	Ghana	Ghana
79	GI	Gibraltar	Gibraltar
80	GL	Greenland	Groenland
81	GM	Gambia	Gambie
82	GN	Guinea	Guinée
83	GP	Guadeloupe	Guadeloupe
84	GQ	Equatorial Guinea	Guinée équatoriale
85	GR	Greece	Grèce
86	GT	Guatemala	Guatemala
87	GU	Guam	Guam
88	GW	Guinea Bissau	Guinée-Bissau
89	GY	Guyana	Guyane
90	HK	Hong Kong	Hong-Kong
91	HM	Heard and McDonald Islands	Heard et McDonald, Îles
92	HN	Honduras	Honduras
93	HR	Croatia	Croatie
94	HT	Haiti	Haïti
95	HU	Hungary	Hongrie
96	ID	Indonesia	Indonésie
97	IE	Ireland	Irlande
98	IL	Israel	Israël
99	IN	India	Inde
100	IO	British Indian Ocean Territory	Territoire britannique de l'océan indien
101	IQ	Iraq	Iraq
102	IR	Iran (Islamic Republic of)	Iran (République islamique d')
103	IS	Iceland	Islande
104	IT	Italy	Italie
105	JM	Jamaica	Jamaïque
106	JO	Jordan	Jordanie
107	JP	Japan	Japon

108	KE	Kenya	Kenya
109	KG	Kyrgyzstan	Kirghizistan
110	KH	Cambodia	Cambodge
111	KI	Kiribati	Kiribati
112	KM	Comoros	Comores
113	KN	Saint Kitts and Nevis	Saint-Kitts-et-Nevis
114	KP	Korea, Democratic People's Republic of	Corée, République populaire démocratique de
115	KR	Korea, Republic of	Corée, République de
116	KW	Kuwait	Koweït
117	KY	Cayman Islands	Caïmanes, îles
118	KZ	Kazakhstan	Kazakhstan
119	LA	Lao People's Democratic Republic	République démocratique populaire Lao
120	LB	Lebanon	Liban
121	LC	Saint Lucia	Sainte-Lucie
122	LI	Liechtenstein	Liechtenstein
123	LK	Sri Lanka	Sri Lanka
124	LR	Liberia	Libéria
125	LS	Lesotho	Lesotho
126	LT	Lithuania	Lituanie
127	LU	Luxembourg	Luxembourg
128	LV	Latvia	Lettonie
129	LY	Libya	Libye
130	MA	Morocco	Maroc
131	MC	Monaco	Monaco
132	MD	Moldova, Republic of	Moldavie, République de
133	MG	Madagascar	Madagascar
134	MH	Marshall Islands	Marshall, îles
135	MK	Macedonia	Macédoine
136	ML	Mali	Mali
137	MM	Myanmar	Myanmar
138	MN	Mongolia	Mongolie
139	MO	Macao	Macao
140	MP	Northern Marianas Islands	Mariannes du Nord, îles
141	MQ	Martinique	Martinique
142	MR	Mauritania	Mauritanie
143	MS	Montserrat	Montserrat
144	MT	Malta	Malte
145	MU	Mauritius	Maurice
146	MV	Maldives	Maldives
147	MW	Malawi	Malawi
148	MX	Mexico	Mexique

149	MY	Malaysia	Malaisie
150	MZ	Mozambique	Mozambique
151	NA	Namibia	Namibie
152	NC	New Caledonia	Nouvelle-Calédonie
153	NE	Niger	Niger
154	NF	Norfolk Island	Norfolk, île
155	NG	Nigeria	Nigéria
156	NI	Nicaragua	Nicaragua
157	NL	Netherlands	Pays-Bas
158	NO	Norway	Norvège
159	NP	Nepal	Népal
160	NR	Nauru	Nauru
161	NU	Niue	Nioué
162	NZ	New Zealand	Nouvelle-Zélande
163	OM	Oman	Oman
164	PA	Panama	Panama
165	PE	Peru	Pérou
166	PF	French Polynesia	Polynésie française
167	PG	Papua New Guinea	Papouasie - Nouvelle-Guinée
168	PH	Philippines	Philippines
169	PK	Pakistan	Pakistan
170	PL	Poland	Pologne
171	PM	St. Pierre and Miquelon	Saint-Pierre-et-Miquelon
172	PN	Pitcairn	Pitcairn
173	PR	Puerto Rico	Porto Rico
174	PS	Occupied Palestinian Territory	Territoire palestinien occupé
175	PT	Portugal	Portugal
176	PW	Palau	Palau
177	PY	Paraguay	Paraguay
178	QA	Qatar	Qatar
179	RE	Reunion	Réunion
180	RO	Romania	Roumanie
181	RU	Russian Federation	Fédération de Russie
182	RW	Rwanda	Rwanda
183	SA	Saudi Arabia	Arabie saoudite
184	SB	Solomon Islands	Salomon, îles
185	SC	Seychelles	Seychelles
186	SD	Sudan	Soudan
187	SE	Sweden	Suède
188	SG	Singapore	Singapour
189	SH	St. Helena	Sainte-Hélène

190	SI	Slovenia	Slovénie
191	SJ	Svalbard and Jan Mayen	Svalbard et l'Île Jan Mayen
192	SK	Slovakia	Slovaquie
193	SL	Sierra Leone	Sierra Leone
194	SM	San Marino	Saint-Marin
195	SN	Senegal	Sénégal
196	SO	Somalia	Somalie
197	SR	Surinam	Surinam
198	ST	Sao Tome and Principe	São Tomé-et-Principe
199	SV	El Salvador	El Salvador
200	SY	Syrian Arab Republic	République arabe syrienne
201	SZ	Swaziland	Swaziland
202	TC	Turks and Caicos Islands	Turks et Caïques, Îles
203	TD	Chad	Tchad
204	TF	French Southern Territories	Terres australes françaises
205	TG	Togo	Togo
206	TH	Thailand	Thaïlande
207	TJ	Tajikistan	Tadjikistan
208	TK	Tokelau	Tokélau
209	TM	Turkmenistan	Turkménistan
210	TN	Tunisia	Tunisie
211	TO	Tonga	Tonga
213	TR	Turkey	Turquie
214	TT	Trinidad and Tobago	Trinité-et-Tobago
215	TV	Tuvalu	Tuvalu
216	TW	Taiwan	Taiwan
217	TZ	Tanzania, United Republic	Tanzanie, République unie de
218	UA	Ukraine	Ukraine
219	UG	Uganda	Ouganda
220	UM	United States Minor Outlying Islands	Îles mineures éloignées des États-Unis
221	US	United States of America	États-Unis d'Amérique
222	UY	Uruguay	Uruguay
223	UZ	Uzbekistan	Ouzbékistan
224	VA	Vatican City State (Holy See)	Vatican, État de la Cité du (Saint-Siège)
225	VC	St. Vincent and the Grenadines	Saint-Vincent-et-Grenadines
226	VE	Venezuela	Venezuela
227	VG	Virgin Islands, British	Vierges britanniques, Îles
228	VI	Virgin Islands, U.S.	Vierges américaines, Îles
229	VN	Viet Nam	Viet Nam
230	VU	Vanuatu	Vanuatu
231	WF	Wallis and Futuna Islands	Wallis et Futuna, Îles

232	WS	Samoa	Samoa
233	YE	Yemen	Yémen
234	YU	Yugoslavia	Yougoslavie
235	ZA	South Africa	Afrique du Sud
236	ZM	Zambia	Zambie
237	ZW	Zimbabwe	Zimbabwe
241	GS	South Georgia and the South Sandwich Islands	Géorgie du Sud et les îles Sandwich du Sud
242	YT	Mayotte	Mayotte
244	RS	Serbia	Serbie
245	ME	Montenegro	Monténégro
247	GG	Guernsey	Guernesey
248	IM	Isle Of Man	Île De Man
249	JE	Jersey	Jersey
252	TL	Timor-Leste	Timor-Leste
253	CW	Curaçao	Curaçao
254	BQ	Bonaire, Sint Eustatius and Saba	Bonaire, Saint-Eustache et Saba
255	SX	Sint Maarten (Dutch part)	Saint-Martin (partie néerlandaise)
256	SS	South Sudan	Soudan Du Sud
258	XK	Kosovo	Kosovo
276	EA	Ceuta and Melilla	Ceuta et Melilla

## TABLE 10– HS Code

This will be available in the subsequent version of the ECCRD.

## TABLE 11– UNIT OF MEASURE BY WEIGHT

Cd	English Text	French Text
CTM	Metric Carat	Carat métrique
DTN	Deciton	Décitonne



E	Metric Ton	Tonne métrique
G	Gross Weight	Poids brut
GBQ	Gigabecquerel	Gigabecquerel
GRM	Gram	Gramme
HGM	Hectogram	Hectogramme
K	Kilogram	Kilogramme
KGM	Kilogram	Kilogramme
KNS	Kilogram Of Named Substance	Kilogramme substance dénommée
KSD	Kilogram - 90% Air Dry	Kilogramme - 90% séché à l'air
KTN	Kiloton	Kilotonne
L	Pounds	Livre
LBR	Pounds	Livres
MBQ	Megabecquerel	Megabecquerel
MGM	Milligram	Milligramme
TNE	Metric Ton	Tonne métrique
TSD	Ton - 90% Air Dry	Tonne - 90% séché à l'air

**TABLE 12– Amend Reasons**

Code	English Text
1	Change in date of export
2	Change in place of export
3	Change in carrier and/or unique carrier assigned number
4	Change in description of goods (including quantity, country of origin, value, HS code)
5	Change in line items within the declaration (addition or removal of line items)
6	Change in country of final destination and/or ultimate consignee information
7	Addition of or change in export permit/licence/certificate number
8	Goods no longer being exported from Canada
9	Reason not listed above