GLOBAL SCALE

- 7 Global Network Partners
- 18 Strategic Research Partners
- 92 Partner Universities
- 31 CEMS Partners
- 39 Coimbra Group
- 4 Liaison Offices
DID YOU KNOW THAT, … ?

- all imports and exports with non-EU countries have to be cleared through customs,
- all procurements from third countries as well as deliveries to non-EU states have to be authorized by the Customs Unit in Department 64 – Procurements,
- all exports additionally require an export control process,
- all goods need a customs tariff number (HS code) for customs clearance,
- the University of Cologne is responsible and liable for the correct customs clearance of all deliveries from or to third countries,
- compliance with legal frameworks is an integral part of the UoC’s mission statement,
- scientific freedom does not release from compliance with foreign trade regulations,
- customs duty offences can entail fines or even imprisonment,
- inadequate knowledge does not protect against penalty

PLEASE SUPPORT THE UOC IN IMPLEMENTING THE FOLLOWING GOALS!

- compliance
- the efficient allocation of public funds
- transparency
- reputation

“WE ARE NOT ONLY RESPONSIBLE FOR OUR ACTIONS, BUT FOR THE THINGS WE HAVE FAILED TO DO.”

(MOLIÈRE)
PREPARE FOR IMPORTS

WHICH INFORMATION AND DOCUMENTS ARE RELEVANT?

- product information to find out the customs tariff number (HS code)
- country of origin to determine possible tariff preferences and import restrictions
- intended purpose and duration of use (permanent, temporary) to identify the correct customs procedure
- value of the goods for customs valuation as a basis for correct tariff calculation
- commercial or pro forma invoice in German or English
- any other document relevant for import

GOOD TO KNOW

Every delivery of goods from third countries requires a customs declaration. This also applies to purchases on business trips. Your product may be subject to import bans and restrictions. Reasons for this include the protection of human health, animal, plant and environmental protection or the protection of commercial law, for example:

- product safety (e.g. CE marking),
- species conservation,
- radiation protection,
- trademark protection,
- patent protection.

ADVANTAGES AT A GLANCE

- A precise product specification and the timely provision of all documents avoid inquiries and speed up the procurement process as well as customs clearance.
- The correct calculation of tariffs helps to avoid corrections and additional import fees later on.
- Compliance with customs and foreign trade regulations supports flawless results in customs inspections as well as internal audits and boosts the UoC’s image.

The customs authorities verify the prohibitions and restrictions on imports. The institutes and UoC’s units are responsible for compliance with import regulations. Please report all import projects as early as possible to the Customs Unit in Department 64 Procurement.
SAFETY CONCERNS ALL OF US. ACTING RESPONSIBLY IS OUR CONTRIBUTION.
GREEN LIGHT FOR EXPORTS

WHICH INFORMATION AND DOCUMENTS ARE RELEVANT?

- Product information to find out the customs tariff number (HS code)
- Intended use and duration of use (permanent, temporary) to identify the correct customs procedure
- Country of origin and destination to determine possible export restrictions
- Value of goods for the export declaration
- Commercial or pro forma invoice in German or English
- Any other documents relevant for export

GOOD TO KNOW

All deliveries of goods to third countries require an export declaration to customs. The form of the export declaration depends on the value and commodity.

In addition to customs clearance, an export control must be done. The obligation for an export license primarily depends on the commodity, their intended use, the country of destination and the consignee. The export list and so-called “dual use items” have to be checked, i.e. goods that may be used for both civilian and military purposes. Technology transfer as well as technical assistance may also be subject to export control. There are exceptions for technology, if it is basic scientific research no higher than Technology Readiness Level (TRL) 1-3 or already publicly available knowledge. Deliveries of goods to third countries are always subject to export control.

Detailed information can be found in the manual “Export Control and Academia”, published by the Federal Office for Economic Affairs and Export Control.

The institutes and UoC’s units are responsible for compliance with export regulations. Please report all export projects to the Customs Unit in Department 64 Procurement as early as possible.

ADVANTAGES AT A GLANCE

- A precise product specification and the timely provision of all documents avoid inquiries and speed up customs clearance.
- Violations and costs – such as fines – can be prevented.
- Compliance with customs and export control regulations supports flawless results in customs inspections as well as internal audits and boosts the UoC’s image.
- Export control contributes to global security.
CONTACT US!
WE WILL BE HAPPY TO SUPPORT YOU.

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FURTHER INFORMATION IS AVAILABLE ON OUR WEBSITE.
https://verwaltung.uni-koeln.de/wirtschaft_und_finanzen/content/einkauf/zoll/index_ger.html

OUR SERVICE

· information & communication on customs and export control issues

· support in the processing of import and export transactions including support with commodity tariffing, selecting the correct customs procedure, examining possible tariff preferences and import or export restrictions

· finding best practice solutions that are legally compliant

· contact to authorities

· regular exchange between science and administration

IMPORTANT ADDRESSES:

Federal Office for Economic Affairs and Export Control (BAFA): www.bafa.de
→ information on export control

General Directorate of Customs: www.zoll.de
→ information on import and export regulations

Market Access Database: www.madb.europa.eu
→ country-specific information from the European Commission