How to determine the status of a suspense SAD
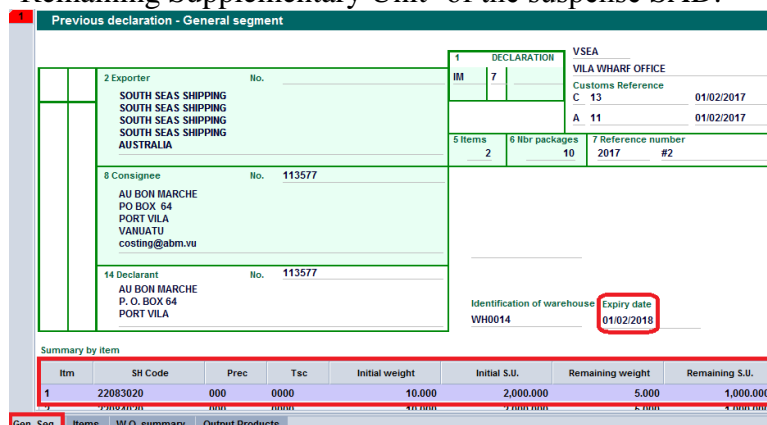
Summary instructions for Brokers

The following summary instructions seeks to assist Brokers in determining the status of suspense SADs (including warehouse entries) in the ASYCUDA World (AW) system.

Note:

i.   Please refer to the relevant Flowcharts, Standard Operating Procedures and the Terms of Reference for guidance on the specific clearance process of concerned.

ii.   Users are encouraged to take note on the system messages and instructions to complete the procedure.

iii.   To access any reference table, press the F3 key.

iv.   To know the name of a field or button, place the mouse over it to see its name.

Process:

1. Go to ASYCUDA→Goods Clearance→Declaration→Previous Declaration→ <*Right click*>Previous Declaration→Find.

2. Enter the relevant any criteria to find the required assessed previous SAD.
   Note: The list of SADs displayed in the Finder are restricted to the Declarant code linked to the user logged into the AW system

3. 'Right Click' on the required SAD and click 'View'.

4. The 'Gen. Seg.' tab displays the 'Expiry date', 'Remaining weight' and the 'Remaining Supplementary Unit' of the suspense SAD.

5. The "W.O.summary" tab at the Bottom tool bar menu displays the write-off summary of the suspense SAD.

■ End