



**AUSTRALIAN CHAMBER OF COMMERCE AND
INDUSTRY**

**DOCUMENTARY EVIDENCE OF THE ORIGIN OF
GOODS**

INDEX

POLICIES	PART I
Introduction	1
Policies	3
Simplicity Of Procedures	3
Authorisation Of State And Local Chambers To Issue	3
Documentary Evidence Of Origin	4
Language Of Evidence Of Origin	5
Verification Of Documentary Evidence Of Origin	5
Documentary Evidence Of Origin For Goods Forwarded Through Australia	6
Records	6
Confidentiality	6
Publicity	6
Sanctions	7
Training	7
Fees	7
Insurance	7
Audit	8
Review	8
Procedures for Authorising: State and Local Chambers To Issue Documentary Evidence Of The Origin of Goods	Part li

People To Sign Documentary
Evidence Of the Origin of Goods

Part li

Introduction	9
Definitions	9
Chamber Qualifications	10
Personal Qualifications	13
Administration	14
Applications	14
Committee to Consider Applications	14
Committee Consideration of Applications to Issue Documentary Evidence of Origin	15
Committee Consideration of Applications for Persons To Sign Documentary Evidence of Origin	16
Reapplication after Committee Refusal of Authority To Issue or Sign Documentary Evidence of Origin	16
Withdrawal Of Authority To Issue Documentary Evidence Of Origin	17
Appeals	18
Costs Of Appeals	19
Further Applications	19
Miscellaneous	20
Attachment A Training	21
Attachment B Audit	22
Procedures for Issuing Documentary Evidence Of the Origin of Goods Exported From Australia	Part lii
Introduction	23
Procedures	24

Definitions	24
Exporters to Provide Information	24
List Of Exporters	25
Preparing A Certificate of Origin	25
Processing Certificates of Origin	26
Evidence Of Origin	26
Signing Of Certificates	28
Copies Of Certificates	28
Errors in Certificates	28
Duplicate Certificates	28
Certified Declaration of Origin	29
Partial Origin	29
Certification of Non-Australian Goods	29
Special Endorsements	30
If Unable To Be Satisfied as To Origin	30
Return Of Documents to the Applicant	30
Record Of Certificates and Other Documents Relating To Origin	31
Statistical Records	31
Promotions	31
Appeals	31
Miscellaneous	33
Rules of Origin	iv
Introduction	34
Rules Of Origin to Be Used when No Alternative Has	

Been Advised By the Country of Destination

35

Country Requirements

Part V

Index

Requirements of Each Country

1 – 177

**FORMS
VI**

PART

FORM CO 1	APPLICATION / REAPPLICATION / APPEAL FOR AUTHORITY TO ISSUE DOCUMENTARY EVIDENCE OF THE ORIGIN OF GOODS EXPORTED FROM AUSTRALIA.
FORM CO 1 Appendix A	
FORM CO 1 Appendix B	
FORM CO 2	APPLICATION / REAPPLICATION / APPEAL FOR AUTHORITY FOR PERSONS TO SIGN DOCUMENTARY EVIDENCE OF ORIGIN FOR GOODS EXPORTED FROM AUSTRALIA.
FORM CO 2 Appendix A	
FORM CO 3	DECISION BY THE AUTHORISING COMMITTEE REGARDING AN APPLICATION TO ISSUE OR TO SIGN DOCUMENTARY EVIDENCE OF ORIGIN.
FORM CO 4	EXPORTER INFORMATION FORM
FORM CO 4 Appendix A	
FORM CO 5	LIST OF EXPORTERS
FORM CO 6	CERTIFICATE OF ORIGIN
FORM CO 7	DECLARATION OF ORIGIN BY EXPORTERS REPRESENTATIVE
FORM CO 8	REGISTER OF DOCUMENTARY EVIDENCE OF ORIGIN ISSUED
FORM CO 9	CERTIFIED DECLARATION OF AUSTRALIAN ORIGIN
FORM CO 10	STATISTICAL REPORT CERIFICATES OF ORIGIN ISSUED FOR THE THREE MONTH PERION TO:

FORM CO 11

AUDIT CERTIFICATE

STAMPS

CERTIFIED DECLARATION OF ORIGIN

APPENDICES

APPENDIX A THE INTERNATIONAL CONVENTION
RELATIONG TO THE SIMPLIDICAITON OF CUSTOMS
FORMALITIES

ARTICLE XI – GENEVA 3 NOVEMBER 1923

APPENDIX BI INTERNATIONAL CONVENTION ON THE
SIMPLIFICATION AND HARMONIZATION
OF CUSTOMS PROCEDURES
ANNEX DI (CONCERNING RULES OF ORIGIN)

APPENDIX BII INTERNATIONAL CONVENTION ON THE
SIMPLIFICATION AND HARMONIZATION
OF CUSTOMS PROCEDURES
ANNEX DII
(CONCERNING DOCUMENTARY EVIDENCE OF
ORIGIN)

APPENDIX BIII INTERNAITONAL CONVENTION ON THE
SIMPLIFICATION AND HARMONIZATION
OF CUSTIOMS PROCEDURES
ANNEX DIII
(CONCERNING THE CONTROL OF DOCUMENTARY
EVIDENCE OF ORIGIN)

APPENDIX C EUROPEAN ECONOMIC COMMUNITY
REGULATION 802 / 68 ON THE COMMON
DEFINITON OF THE CONCEPT OF THE
ORIGIN OF GOODS
(AS AMENDED AT 30 JUNE 1989)

AUSTRALIAN CHAMBER OF COMMERCE.

DOCUMENTARY EVIDENCE OF THE

ORIGIN OF GOODS.

PART 1

POLICIES

INTRODUCTION

Many customs measures relating to goods being imported into a country, in particular those relating to tariffs and public health, depend for their administration on the origin of the goods. Additionally in some countries goods of a particular origin are, for political reasons, prohibited imports. When importing goods it is often necessary therefore to produce evidence of the origin of goods. Such evidence is usually documentary and may be in three forms.

CERTIFICATE OF ORIGIN: A certificate of origin is a specific form identifying goods and containing an express certification by a government authority or other empowered body that the goods originate in a specific country.

DECLARATION OF ORIGIN: A declaration of origin is a statement as to the origin of goods which is made by the manufacturer, producer, supplier, exporter or other competent person on a commercial invoice or other document relating to the goods.

CERTIFIED DECLARATION OF ORIGIN:

A certified declaration of origin is a declaration of origin, which is certified by a government authority or other empowered body.

Whatever the purpose for, or type of, documentary evidence required by an importing country it is important for exporters to be sure that it is supplied as required and in the appropriate form so that it is readily accepted. To fail to provide a properly completed documentary evidence can result in higher than necessary duties being paid or in some cases in goods being refused entry to a country.

As with the purpose for requiring documentary evidence of origin the type of evidence accepted and the procedures to be followed in issuing it also vary from country to country. Some countries will accept one of the above forms of documentary evidence alone while other countries require documents to also be "legalised" by a government department or by an embassy or consulate of that country.

Two international conventions to which the Australian government is a party deal with the origin of goods. Both of these empower the Australian government to authorise organisations to issue documentary evidence of origin / Additionally the European Economic Community Regulations dealing with the definition of origin provide an implied power to foreign Governments to authorise agencies and organisations to issue documentary evidence which will be accepted by EEC countries. The authority in these conventions and regulations is technically valid only for documents required by countries which are bound by them.

The two international conventions which are relevant to the origin of goods are:

The International Convention relating to the Simplification of Customs Formalities.

Geneva 3 November 1923.

International Convention on the Simplification and Harmonization of Customs Procedures.

Kyoto 18 May 1973

Annexes 1 – 3 (concerning rules of origin)

Brussels 10 June 1974

The relevant EEC Regulation is:

Regulation (EEC) No 802 / 68 of the council of 27 June 1968 on the common definitions of the concept of the origin of goods.

Details of these two conventions and the regulation in so far as they relate to the origin of goods and documentary evidence of origin are set out in Appendices A, B and C of this manual.

In addition, some countries have indicated that they require documentary evidence of origin to be issued by a government authorised organisation. This obviously gives the Australian government a standing to authorize organisations to issue documentary evidence of origin if it wishes although there is no legislation covering the use of such a power. The Australian government does of course have an overriding interest in ensuring that exports claiming to be from Australia do originate in this country.

The Australian Chamber of Commerce and Industry has been authorised by the Australian government under the provisions of each of the conventions and the regulation to issue documentary evidence of origin for goods and products exported from Australia and to authorise other chambers to issue such evidence. This authority imposes obligations upon the Australian Chamber, upon chambers authorised to issue documentary evidence of origin and upon people authorised to sign such evidence.

The purpose of this manual is to set out the policies and procedures adopted by the Australian Chamber of Commerce and Industry to meet its obligations and to ensure that authorised Chambers throughout Australia issue documentary evidence of origin on a common basis.

POLICIES

The format and design of documentary evidence of origin, the procedures for authorising state and local chambers to issue such evidence is as simple and equitable as possible.

In accordance with this principle, and subject to the understanding that the customs administration of an importing country fully has the right to require other procedures to be adopted to satisfy its local laws, the Australian Chamber of Commerce and Industry and state and local chambers authorised by it, until advised of any requirements of an importing country, adopt the following policies and procedures.

AUTHORISATION OF STATE AND LOCAL CHAMBERS TO ISSUE DOCUMENTARY EVIDENCE OF ORIGIN.

The Australian Chamber of Commerce and Industry will ensure that exporters requiring documentary evidence of origin are provided with the best possible service by authorising chambers which offer the necessary guarantees and comply with predetermined criteria to issue such evidence.

The Australian Chamber of Commerce and Industry will only authorise chambers to issue documentary evidence of origin as its agent and not in their own right.

The Australian Chamber of Commerce and Industry shall communicate to the relevant officer of the relevant Australian government department, the name and location of any state or local chamber to which it grants authority to issue documentary evidence of origin.

The Australian Chamber of Commerce and Industry retains the right to withdraw its authorisation from any state or local chamber if it is shown that such organisation has issued documentary evidence of origin in an improper manner or for other specified reasons.

The Australian Chamber acknowledges the right of the Australian Government, or the government of an importing country, to refuse to accept documentary evidence of origin produced by any state or local chamber.

DOCUMENTARY EVIDENCE OF ORIGIN

Documentary evidence of origin issued by the Australian Chamber of Commerce and Industry and by state and local chambers shall:

- (a) contain all particulars necessary for identifying the product to which it relates, in particular
 - the number or packages, their nature, and the marks and numbers they bear,
 - the kind of product, and its gross and net weight
 - the name of the consignor.
- (b) certify that the product to which it relates originates in Australia.
- (c) contain an appropriate certification of the origin of the goods by the exporter or the owner.

Certificates of Origin issued by the Australian Chamber of Commerce and Industry, and by any other chamber authorised by it to issue documentary evidence of origin, shall be in the form set out in the style, wording and measurement of Form CO 6 in Part VI of this manual, or as may be amended by the Australian Chamber of Commerce and Industry from time to time.

Forms CO 6 shall conform to the following requirements:

1. The size of the form should be the international ISO size A\$ (210 * 297mm). The form should be provided with a 10mm top margin and a 13mm left-hand filing margin.
2. The form shall be printed on a paper with a machine-turned background to prevent falsification.
3. For the information of authorities the rules used for the establishment of origin shall be printed on the back of Form CO 6.
4. For the guidance of users, rules for the issue of the certificate of the certificate of origin and rules for the establishment of origin may be printed on the back of Form CO 6.

Any certified declaration of origin issued shall be in the form of the stamp in Part VI being be attached to a document upon which an exporter or other

appropriate person has set out the above information or in the form of Form CO 9 set out in Part VI.

Any variation to these forms or to the stamp shall be notified by the Australian Chamber to the relevant department of the Australian government together with reasons for that variation.

Documentary evidence of origin shall only be issued for goods being exported within one month from the state of issue of the document.

LANGUAGE OF DOCUMENTS PROVIDING DOCUMENTARY EVIDENCE OF ORIGIN.

Documentary evidence of origin shall be issued in the English language.

If the importing country demands a translation of a certificate of origin this may be provided in addition to the English version but not in place of it. To facilitate the issuing of a certificate in such circumstances the Australian Chamber shall hold an official translation of the certificate into Arabic, French, German, Portuguese, Russian and Spanish and copies of these shall be made available to issuing Chambers upon request.

VERIFICATION OF DOCUMENTARY EVIDENCE OF ORIGIN.

The Australian Chamber of Commerce and Industry acknowledges that competent authorities have the right to verify the real origin of goods and consequently the power to demand, in spite of production of documentary evidence of origin, and other proof they may deem necessary.

The Australian Chamber acknowledges that such a request may be made when:

- (a) there are reasonable grounds to doubt the authenticity of documentary evidence produced;
- (b) where there are reasonable grounds to doubt the accuracy of the particulars given documentary evidence produced; or
- (c) on a random basis.

The Australian Chamber and any authorised state of local chamber, shall assist in such verification if the request:

- (a) has been made within one year of the production of the documentary evidence of origin to the Customs authorities of the importing country;

- (b) specifies the reasons for doubts as to the authenticity of the documentary evidence of origin produced or the accuracy of the particulars given;
- (c) specifies the rules of origin applicable to the goods in the country of importation and any additional information requested by that country;
- (d) is accompanied by the documentary evidence of origin to be checked or a copy thereof and where appropriate any other documents such as invoices, correspondence, etc. that might facilitate the verification;
- (e) being a random check, is not in a series of checks which the Australian Chamber considers to be excessive

the Australian Chamber shall include in its procedures provision to assist any competent authority which requests verification under the above terms.

DOCUMENTARY EVIDENCE OF ORIGIN FOR GOODS FORWARDED THROUGH AUSTRALIA.

Subject to the procedures laid down in Part III to this Manual the Australian Chamber and authorised state, territory or local chambers may issue documentary evidence of origin for goods originating in another country but being forwarded through, or being re-exported from Australia.

RECORDS.

The Australian Chamber requires that all information communicated in relation to the issue or verification of a documentary evidence of origin is treated as confidential and only make available to competent authorities.

CONFIDENTIALITY.

The Australian Chamber of Commerce and Industry requires that all information communicated in relation to the issue or verification of a documentary evidence of origin is treated as confidential and only made available to competent authorities.

SANCTIONS.

In the procedures adopted in relation to the issue of documentary evidence of origin the Australian Chamber shall provide for sanctions against any person who prepares, or causes to be prepared, a document containing false information with a view to obtaining documentary evidence of origin.

The Australian Chamber shall also provide for sanctions against any person or state, territory or local chamber who or which knowingly prepares or causes to be prepared a certificate of origin which is false in any particular or which is knowingly based on information which is false.

TRAINING.

The Australian Chamber shall ensure that all people authorised to sign documentary evidence of origin have been properly trained to do so before they are permitted to sign documents.

Appropriate training shall be laid down by the Chief Executive and advised to applicant chambers.

FEES.

The Australian Chamber shall determine the fees to be charged by chambers when issuing documentary evidence of origin.

It shall also determine application and annual administration fees to be charged to chambers seeking and having authority to issue such evidence. Such fees shall however not be greater than required to cover the administration of the procedures adopted.

INSURANCE.

The Australian Chamber shall maintain such insurance policies for protection of both chambers issuing documentary evidence of origin and people signing such evidence as is appropriate. Each chamber with authority to issue documentary evidence of origin shall contribute to the premium by payment of a sum determined by the Australian Chamber.

AUDIT.

The Australian Chamber shall ensure that appropriate quality of service is maintained in issuing documentary evidence of origin by requiring each issuing chamber to be audited on an annual basis.

Details of the requirements of the audit shall be laid down by the Chief Executive and notified to each issuing chamber. Such auditing to be completed and filed with the Australian Chamber of Commerce and Industry

REVIEW.

The Australian Chamber shall review its procedures and the requirements of importing countries for documentary evidence every three years to ensure that procedures are still effective and appropriate and information on requirements is correct.

AUSTRALIAN CHAMBER OF COMMERCE.

DOCUMENTARY EVIDENCE OF

THE ORIGIN OF GOODS

PART II

PROCEDURES FOR AUTHORISING:

- STATE AND LOCAL CHAMBERS TO ISSUE DOCUMENTARY EVIDENCE OF THE ORIGIN OF GOODS
- PEOPLE TO SIGN DOCUMENTARY EVIDENCE OF THE ORIGIN OF GOODS

INTRODUCTION

DEFINITIONS.

“Australian Chamber”	means:	the Australian Chamber of Commerce and Industry.
“chamber”	means:	a State, territory or local Chamber of Commerce applying for or having, authority to issue documentary evidence of origin
“Chief Executive”	means:	the chief Executive of the Australian Chamber of Commerce.
“Council”	means:	the general Council of the Australian Chamber of Commerce and Industry
“evidence of origin”	means:	a certificate of origin or a certified declaration of origin.
“Form CO..”	means:	the Form in Part VI of this manual which has the corresponding number.
“Secretary”	means:	the Secretary of the Australian Chamber of Commerce.
“President”	means:	the President of the Australian Chamber of Commerce and Industry except where the context indicates another meaning.

Under authority granted to it by governments of countries importing goods and products from Australia, either directly through international conventions to which both governments are parties or through other methods, the Australian government has given authority to the Australian Chamber to issue documentary evidence of origin for goods exported from Australia. This evidence of origin for goods exported from Australia. This authority includes authority for the Australian Chamber to authorise state, territory or local chambers to issue such evidence.

The Australian Chamber will authorise state and local chambers to issue documentary evidence of origin where there is sufficient demand for such a service in the area covered by the chamber and provided that the chamber and its personnel have appropriate qualifications and training.

The Australian Chamber will only authorise state, territory and local chambers to issue such evidence as its agent and not in their own right. These agents shall not represent themselves, or allow themselves to be represented, as having a primary authority.

The purpose of this part of the manual on Documentary Evidence of Origin is to set out the qualifications which both a chamber and its personell are required to possess before the Australian Chamber will authorise them to issue documentary evidence of origin.

CHAMBER QUALIFICATIONS.

The Australian Chamber will consider authorising a state or local chamber to issue documentary evidence of origin as its agent subject to the following provisions.

The chamber, when applying for authorisation,

- (a) is incorporated under a federal, state or territory Act or Ordinance which provides for the incorporation of companies, and
- (b) is a member or other member of the Australian Chamber, or
- (c) is associated with the State or Territory Chamber of Commerce in the State or Territory in which it is located in such manner as is provided for by the constitution and rules of that State Chamber.

The chamber has available to it an office which is:

- (a) easily accessible to the general public and open during normal business hours and
- (b) staffed by officers employed by the chamber or
- (c) staffed by employees of a member of the chamber (not being an exporter, a financier or an insurer of an exporter, a shipping company or shipping agent or a customs agent).

The chamber agrees that it will:

- issue documentary evidence of origin only as an agent for the Australian Chamber and not offer or purport to issue it under its own authority;
- issue documentary evidence of origin only in accordance with instructions issued by the Australian Chamber;
- issue documentary evidence of origin only in the forms approved by the Australian Chamber;
- issue documentary evidence of origin only to exporters exporting products from within the area allocated to it by the Australian Chamber;

- apply to the Australian Chamber on the appropriate form for approval for a person to issue documentary evidence of origin;
- not allow any person to issue documentary evidence of origin until approval for them to do so has been received from the Australian Chamber;
- ensure that the authority to sign documentary evidence of origin is not misused not made available to more staff than is necessary to provide a continuous service to satisfy local demand;
- ensure that a person authorised to sign documentary evidence of origin is available to the public during all business hours and for this purpose agrees that it will not have less than two people authorised to sign documentary evidence of origin;
- pay for any training of people issuing documentary evidence of origin which may be required by the Australian Chamber; (The required training is set out in Attachment A to this part.)
- maintain such records relation to the issue of documentary evidence of origin which may be required by the Australian Chamber;
- if issuing documentary evidence of origin from an office not occupied solely by the chamber maintain the records relation to the issuing such evidence separate from the records of any other business carried on in the office;
- maintain all documents relating to the issue of documentary evidence of origin for a period of two years or such longer period as shall be required from time to time by the Australian Chamber;
- provide to the Australian Chamber such returns relating to issuing of documentary evidence of origin as are required by it;
- charge for the issue of documentary evidence of origin at the rate specified by the Australian Chamber, to the extent this is allowed at law;
- pay to the Australian Chamber an amount set by the Council as the chambers contribution to the premium for any relevant insurance;

- pay to the Australian Chamber the annual administration fee set by the Council;
- allow such audits of its records relating to the issuing of documentary evidence of origin to be undertaken as the Australian Chamber requires. (Details of the required audit are set out in Attachment B to this part)

The chamber is willing to undertake that it can and will:

- provide any necessary assistance to a Customs administration to verify the accuracy of documentary evidence of origin as may be required by that administration;
- carry out any enquiries requested by a Customs administration itself and at its own expense;
- inform the Australian Chamber of any requests by a Customs administration for verification of a certificate which it receives within twenty four hours of receipt;
- comply with any instructions given by the Australian Chamber regarding any such request received;
- generally provide any information necessary to verify the accuracy of documentary evidence of origin within three months of receiving such a request;
- if unable to reply within that time, or if directed by the Australian Chamber or any other competent authority not to reply, so inform the requesting Customs administration.

PERSONNEL QUALIFICATIONS

Persons nominated to issue documentary evidence of origin by the chamber:

- A. shall not:
 - a. be an employee of an exporter, a financier or an insurer of an exporter, a shipping company or shipping agent or a customs agent, or
 - b. be in any way recompensated for the issue of a certificate other than by payment of their normal salary entitlement.
- B. shall:
 - a. have attended such training as may from time to time be set down by the Australian Chamber as being necessary;
 - b. be acceptable to an insurance company providing relevant insurance to the Australian Chamber;
 - c. fully comprehend the significance of issuing documentary evidence of origin and the need for accuracy and integrity in issuing such evidence.

ADMINISTRATION

APPLICATIONS.

A Chamber wishing to issue documentary evidence of origin, shall apply to the Australian Chamber, where the chamber is a State, territory Chamber. This shall be done direct to the Australian Chamber of Commerce and Industry. When the applicant is a local Chamber, this shall be done through the State or Territory Chamber at the jurisdiction in which it is located.

A chamber granted an authority to issue documentary evidence of origin shall seek approval from the Australian Chamber for particular people to sign that documentary evidence, through the State or Territory Chamber of the state or Territory in which it is located, in accordance with Form CO 2.

All applications on Form CO 2 for authority for at least two people to sign that documentary evidence shall accompany any application on Form CO 1.

All applications shall be accompanied by any application fee determined by the council.

COMMITTEE TO CONSIDER APPLICATIONS.

All applications received shall be considered by an Authorising Committee (the committee) comprising:

- (a) the Chief Executive as Chairman,
- (b) the President of the State Chamber of which the applicant is a member (or a person delegated by that President) and
- (c) the Secretary.

If a member of the committee is not available to consider an existing application for a period of more than six weeks the President shall nominate a substitute member.

Unless delayed because the applicant has not provided information requested by it the committee shall make a decision on an application within three months of the date of its receipt by the Australian Chamber. If a decision is not made in this period, the chamber may appeal directly to the President under the appeals provisions.

The committee shall make such enquiries into the application as are necessary to verify the detail of the application.

COMMITTEE CONSIDERATION OF APPLICATIONS TO ISSUE DOCUMENTARY EVIDENCE OF ORIGIN.

In the case of an application for authority to issue documentary evidence of origin the Committee shall make such enquiries as it deems necessary to verify the details of the application and the checks and verification provided by the State/Territory Chamber. Where the State/Territory Chamber has recommended that the application be refused the reasons for this recommendation shall be provided to the applicant chamber for comment before any decision is made.

If it is satisfied that the chamber has demonstrated that the person is a proper person to sign documentary evidence of origin the committee will, on behalf of the Australian Chamber, authorise that person to sign such evidence.

The Chief Executive will notify the chamber of the decision of the committee of Form CO 3.

If the chamber has not demonstrated the above requirements to the satisfaction of the committee, the Chief Executive shall notify the chamber of this decision on Form CO 3 together with details of why the committee has not been satisfied and what action the chamber can take to satisfy it.

The chamber may then:

- (a) withdraw its application; or
- (b) take action to rectify the cause of the committee not being satisfied and reapply for authorisation.

REAPPLICATIONS AFTER INITIAL REFUSAL OF AUTHORITY TO ISSUE OR TO SIGN DOCUMENTARY EVIDENCE OF ORIGIN

Reapplication after initial refusal of authority to issue or to sign documentary evidence of origin shall be in the form of, and be dealt with as, a new application but shall be noted as a reapplication.

If the committee is still not satisfied with the application it shall provide the chamber with further details of its reasons for refusal.

- that person has been involved in more than two complaints against the chamber regarding the issuing or signing of evidence of origin during the preceding twelve month period;
- the person leaves the employment in which they were engaged when authority was granted.

Authority shall be withdrawn by the Australian Chamber of Commerce and Industry, notifying the chamber of the decision and of the reasons for that decision. Upon receipt of this notification the chamber shall immediately ensure that the person does not sign any further evidence.

If the chamber considers that the authority of that person should not have been revoked it may immediately appeal to the Australian Chamber to reconsider the decision.

If an appeal is not made within a period of three months from the date of notification by the Chief Executive the chamber will have no right of appeal but may make a new application for authorisation of that person in accordance with the provisions of this manual.

WITHDRAWAL OF AUTHORITY TO SIGN DOCUMENTARY EVIDENCE OF ORIGIN.

The Australian Chamber of Commerce and Industry may at any time withdraw authority for a person to sign documentary evidence if;

- the Australian Chamber has information which indicates that the person has accepted an application for issue, has issued or has caused to be issued any documentary evidence of origin which is false or which has been prepared on the basis of information which that person knew was false;
- in the opinion of the Australian Chamber that person ceases to be a proper person to sign evidence;
- more than three complaints have been received against the chamber, or against a person for whom the chamber has obtained authority to sign documentary evidence of origin, regarding the issuing or signing of such evidence during the preceding twelve month period;
- the chamber ceases to exist

Authority shall be withdrawn by the Australian Chamber notifying the chamber (if it still exists) on the decision and of the reasons for that decision. Upon the receipt of this notification the chamber shall immediately cease issuing documentary evidence of origin.

If the chamber considers that its authority should not have been revoked it may immediately request the Australian Chamber to reconsider its initial decision. This subsequent decision shall be final.

WITHDRAWAL OF AUTHORITY TO SIGN DOCUMENTARY EVIDENCE OF ORIGIN.

The Australian Chamber may at any time withdraw authority for a person to sign documentary evidence if:

- the Australian Chamber has information which indicates that any person associated with the chamber, has accepted an application for issue, has issued or has caused to be issued any documentary evidence of origin which is false or which has been prepared on the basis of information which that person knew was false;
- In the opinion of the Australian Chamber that person ceases to be a proper person to sign evidence;

The Board shall, as soon as practical but in any case within three months:

- (a) obtain a statement from the chamber setting out the reasons for its dissatisfaction;
- (b) obtain a statement from the Australian Chamber in reply to the reasons provided by the chamber;
- (c) obtain a statement from the chamber in reply to the statement by the Australian Chamber
- (d) allow either party to make oral presentations if they so wish to supplement their written statements
- (e) if relevant consider the detail of previous applications
- (f) make such other enquiries as it considers necessary; and
- (g) provide a decision to both the Australian Chamber and the chamber together with reasons for its decision.

The decision of the committee shall be final and binding on both the applicant and the Australian Chamber.

FURTHER APPLICATIONS:

If a chamber has been refused authority to issue documentary evidence of origin it may reapply for authority after a period of two years from the date of the decision by the Australian Chamber. If in the opinion of the chamber the circumstances stated as the basis for the refusal have been overcome in that time.

If a chamber has been refused authority for a person to sign documentary evidence of origin by the Australian Chamber it shall be entitled to reapply for authority for that person after a period of two years from the date of the decision by the Australian Chamber if in the opinion of the chamber the circumstances stated as the basis for the refusal have been overcome in that time.

MISCELLANEOUS:

The Australian Chamber shall keep records relating to all applications for authority to issue or to sign documentary evidence of origin.

If so requested applications, decisions thereon and reasons for decisions shall be made available to any authority or administration concerned with the issuing of documentary evidence of origin but shall otherwise remain confidential.

Any cost involved in supplying access to such an authority or administration shall be borne by them.

ATTACHMENT A

TRAINING

The Australian Chamber has determined that the training which each person for whom authority to sign documentary evidence of origin shall undergo shall be:

- a) Two days dedicated and focused on the job training at the office of a State/Territory Chamber which is issuing documentary evidence of origin

A T T A C H M E N T B

A U D I T

The Australian Chamber has determined that the annual audit of chambers activities in issuing documentary evidence of origin shall be the completion by the auditors of the chamber of a certificate in the form of Form CO 11 set out in part VI of this manual.



AUSTRALIAN CHAMBER OF COMMERCE AND INDUSTRY

DOCUMENTARY EVIDENCE OF THE ORIGIN OF GOODS

PART III

**PROCEDURES FOR ISSUING DOCUMENTARY EVIDENCE
OF THE ORIGIN OF GOODS EXPORTED FROM AUSTRALIA**

INTRODUCTION

The Australian Chamber of Commerce and Industry is empowered by the government of the Commonwealth of Australia Under:

paragraph 2 of Article II of the International Convention relating to the Simplification of Customs Formalities.
Geneva 3 November 1924.

Clause 9 of Annex D2 to the International Convention on the Simplification and Harmonisation of Customs Procedures.
Brussels 10 June 1974.

Article 9 of Regulation (EEC) No 802/68 of the Council of the European Communities on the common definition of the concept of the origin of goods.
Brussels 27 June 1968.

to issue documentary evidence of origin.

The Australian Chamber of Commerce and Industry is also empowered to authorise state/Territory and local chambers to issue documentary evidence of origin. Where such authority is given to a state/territory or local chamber it is desirable that uniform procedures are adopted so that a standard service is provided to exporters throughout Australia.

The purpose of this manual is to set out the minimum procedures which are to be followed by the Australian Chamber of Commerce and by state, Territory and local chambers authorised by it to issue documentary evidence of origin.

Basic checks for origin which state, territory and local chambers are to use when issuing documentary evidence of origin are set out in this manual. A chamber is also entitled to institute any further standard checks which it considers necessary for the products and for the exporters in its area provided that the checks to be undertaken are recorded, are made available to exporters and are not onerous.

Details of any standard checks proposed are to be notified to the Australian Chamber of Commerce and Industry does not agree with the checks they are not to be implemented.

PROCEDURES

DEFINITIONS:

“Australian Chamber”	means:	the Australian Chamber of Commerce and Industry.
“chamber”	means:	a state, territory or local Chamber of Commerce having, authority to issue documentary evidence of origin.
“Chief Executive”	means:	the Chief Executive of the Australian Chamber of Commerce and Industry.
“company”	means:	any person, partnership, firm or corporation requiring documentary evidence of origin for goods being exported.
“Council”	means:	the general Council of the Australian Chamber of Commerce
“evidence of origin”	means:	a certification of origin or a certified declaration of origin
“Form Co ..”	means:	the form in Part VI of this manual with the corresponding number.
“President”	means:	the President of the Australian Chamber of Commerce and Industry except where the context indicates another meaning.

EXPORTERS TO PROVIDE INFORMATION:

To assist in verification of Australian origin and processing applications for documentary evidence of origin expeditiously, it is desirable for each chamber to maintain a list of exporters.

Companies seeking documentary evidence of origin for their products for the first time must submit an exporters information form even if the requirement is a once only event. This is necessary as the information on this form is an integral part of issuing the documentary evidence.

Companies which frequently require documentary evidence of origin to be issued are required to update the information provided as factual information changes.

Chambers are to ensure that the List of Exporters is as accurate as possible and no business is to be listed in it unless an information form has been fully completed.

The exporter information is to be submitted on Form CO 4 set out in Part VI of this manual.

Companies should be advised that maintenance of an up to date list of authorised signatories, production facilities and locations will facilitate prompt issue of evidence.

LIST OF EXPORTERS:

The chamber is to maintain records of all exporters requiring documentary evidence or origin.

These records will be in the form of a List of Exporters which will consist of the Exporters Information Form (Form CO 4) and Appendix A thereto as updated from time to time together with an alphabetical list of companies on the list against which will be recorded the Australian Company Number of the company. The alphabetical list will be in the form of Form CO 5 set out in Part VI of this manual.

Upon receipt, each information form will be stamped with the date of receipt on each page and if not already included on the alphabetical list the name of the company will be added to that list.

The information forms will be filled in Australian Company Number order in a filing system suitable for the number of forms which are expected to exist for exporters in the chamber area.

Forms which amend existing information will be filed with the original information forms and the original form will have the word "amended (Date)" stamped on it.

PREPARING A CERTIFICATE OF ORIGIN:

Where an exporter wishes to complete a certificate of origin in conjunction with other documentation it should be on the form required by the importing country or on a Form CO 6, the design of which is to be approved by the Australian Chamber of Commerce and Industry. If the form used is that prescribed by a particular country it must be accompanied by a completed Form CO 7. All application must be typed and sufficient copies submitted to allow one to be retained for the records of the chamber.

Where an exporter does not complete a certificate of origin but merely provides details of the goods being shipped the chamber shall have a certificate of origin typed in duplicate and returned to the exporter for

signature before any person from the chamber signs the document. Upon return the document shall be placed together with the original application and treated as a certificate typed by the exporter.

PROCESSING CERTIFICATES OF ORIGIN:

The chamber shall maintain a Register of Documentary Evidence of Origin Issued. The Register shall be in the form of Form CO 8 in Part VI of this manual.

Upon receipt of a certificate, or as soon as one is produced by the chamber, details of it are to be entered in the Register of Documentary Evidence of Origin Issued and the next sequential number endorsed on the certificate.

As part of its records the chamber shall keep a copy of all documents requested by it to verify origin and of all documentary evidence of origin issued. If two copies of all required documents have not been submitted a second copy should be photocopied for the Chambers records.

EVIDENCE OF ORIGIN:

Before issuing documentary evidence of origin the person signing the certificate must be satisfied by evidence produced by the exporter with the certificate, or by other enquiries made, that the goods referred to are in fact of Australian origin in accordance with the definition of origin used by the importing country or the definition of origin used by the importing country or the definition adopted by the Australian Chamber.

Evidence required to satisfy a person signing documentary evidence of origin that goods are of Australian Origin will vary depending on the nature of the goods. However, it is appropriate for exporters to be asked to produce any or all of the following documents:

- the commercial invoice;
- a signed copy of the bill of lading or airway bill which has been stamped by the shipping or airline company;
- any letter of credit on which a certificate of origin is sought;
- a bill of exchange;
- A certificate of quality issued by an authorised authority, eg: the Department of Primary Industries.

If there is any doubt as to the origin of the goods further documentary information may be sought, or physical inspection may be required, until the person signing the documentary evidence of origin is satisfied as to the correct origin.

Before signing any documentary evidence of origin the following checks should be made to confirm the origin of the goods.

1. Have all details on the certificate been completed?
If NO return the certificate for completion

2. Does the country of destination require documentary evidence of origin?

If requested the chamber should issue a certificate is not required by a Customs administration. Some countries, e.g. Singapore, have advised that importers may require a certificate although the Customs administration do not. In other cases, eg. New Zealand, certification is required from the manufacturer or exporter and will not be accepted from a third party.

3. Does the certification, and the certificate form, conform to the requirements of the importing country?
If NO, obtain any further information required to substantial origin and have the correct form completed.

4. Is the exporter on the List of Exporters or is a properly completed Exporter Information Form attached to the application?
If No, obtain an Exporter Information Form from the company

5. Is the place of production or manufacture stated on the Certificate listed against the exporter in the List of Exporters?
If NO, enquiries should be made of the applicant to substantiate the location where the goods were produced. If necessary an amending Exporter Information should be sought.

6. Is the signature on the application listed in the List of Exporters as the signature of a person authorised by the exporter to make such an application?
If NO, enquiries should be made of the applicant to substantiate the authority of the person signing the application. If necessary an amending Exporter Information Form should be sought.

7. Are the goods to be exported within one month?
If NO, return the application for resubmission within one month of export.

8. Are there any reasons to suspect that the goods are not of Australian origin?
If YES undertake any further checks necessary to substantiate origin. Details of the enquiries made and results thereof are to be recorded.

SIGNING OF CERTIFICATES:

When the above checks have been made the certificate is to be signed and a stamp identifying the issuing Chamber is to be affixed to the certificate unless the issuing chamber logo or other identifying system has been printed on the form. The register of Documentary Evidence of Origin Issued is then to be completed.

COPIES OF CERTIFICATES:

Where the copies of the certificate of origin are to be required all but the original shall be stamped with the word **COPY** to the left hand side of the number of the certificate.

ERRORS IN CERTIFICATES:

As far as possible all documentary evidence of origin is to be issued without error and/or alternation. If an error is made it must be altered by a line being placed through the incorrect information and initialed by the exporters respective and the person signing the document on behalf of the Chamber. No erasures, obliteration or whiteout are to be made on a certificate.

DUPLICATE CERTIFICATES:

In an exporter requires a duplicate document to replace one which has been lost a chamber may issue one after ensuring that there have been no variations to the information previously submitted to it. In such cases a certificate shall be produced bearing the word **DUPLICATED** to the left hand side of the number of the certificate. The certificate number shall be the number of the certificate lost.

When a duplicate is issued this fact together with the date of issue shall be entered in the Register of Documentary Evidence of Origin Issued.

ELECTRONIC CERTIFICATES.

The Chamber shall have the discretion to accept, and it appropriate and endorse, certificates must be in compliance with the format of Form CO 6 and any other design requirements prescribed by the Australian Chamber.

The State, Territory and local chambers shall keep a list of businesses using electronically generated certificates, and businesses producing software to enable the production of such certificates, within their relevant jurisdictions.

CERTIFIED DECLARATION OF ORIGIN:

Where an exporter requires a Certified Declaration of Origin it should preferably be made by affixing a stamp in the form of the impression in Part VI of this manual to documents supplied by the exporter.

The documents must:

- include a clear identification of the goods to which the declaration relates;
- include a clear declaration of the origin of the goods;
- be on the letterhead of the company

If the company has valid reasons for requiring a separate document the chamber may issue a certification in the form of Form CO 9 in Part VI of this Manual.

PARTIAL ORIGIN:

Origin is normally related to one country and certificates for a percentage of Australian Origin should NOT be issued unless:

- A requirement for such information is listed for the importing country in Part V of this manual.
- The exporter can demonstrate that such a definition is acceptable to the importing country or that some benefit accrues from such a certification.

If a documentation is required for partial origin it should be in the form of a certified declaration of origin and not a certificate of origin and the exporter must provide a declaration stating the basis upon which the partial origin is calculated.

CERTIFICATION OF NON-AUSTRALIAN GOODS:

On some occasions chambers may be requested to certify the origin of goods as being other than Australia. Great care should be taken if such a request is received.

In response to such a request the chamber must seek as much detail as possible regarding the origin of the goods including copies of all documents relating to the import of the goods. Generally such certification should not be issued unless a certificate of origin from an authorised organisation in the country of origin is sighted.

Alternatively a statutory declaration must be sought from the importer stating the reason why a certificate of origin does not exist for the goods and why a certificate cannot now be obtained from the appropriate authority in the country of origin.

In such cases a Certified Declaration of Origin is to be issued and NOT a Certificate of Origin.

SPECIAL ENDORSEMENTS:

Some countries require an endorsement on the certificate of origin regarding dealings with the State of Israel. The endorsement is usually in words to the following effect:

We certify that the above mentioned goods are not of Israeli origin, have not been exported from Israel and do not contain any Israeli materials.

The wording required by each country is set out in Part V of this manual. Where such an endorsement is required it should be stamped in the centre of the certificate.

IF UNABLE TO BE SATISFIED AS TO ORIGIN:

In sufficient information is produced to be able to certify the origin of goods the chamber is to refuse to issue a certificate for the goods from another chamber.

In such cases the Australian Chamber is to be notified at the earliest opportunity of the details of the application so that it can inform other chambers in case the exporter attempts to obtain a certificate for the goods from another chamber.

RETURN OF DOCUMENTS TO THE APPLICANT:

Where an applicant has requested the return of documents by mail they should be posted on the day on which the certificate is issued.

Where an applicant has indicated that the documents will be collected they should be kept in a secure place until collected. If documents have not been collected within four (4) days of issues of the certificate the applicant should be advised by telephone that they are available.

RECORD OF CERTIFICATES AND OTHER DOCUMENTS RELATING TO ORIGIN:

A copy of the certificate and of all documents submitted with it and details of any extra inquiries undertaken will be maintained in the records of the chamber. These documents will be stored in certificate number order in a storage facility which is separate from documents relating to any other business carried on in the office from which documentary evidence are issued.

Records of certificates will be maintained for a period of 2 years or such greater period as may be required by the Australian Chamber.

STATISTICAL RECORDS:

The chamber will submit a report on Form CO 10 to the Australian Chamber within fourteen days of September 30, December 31, March 31 and June each year.

PROMOTION:

Each authorised chamber will promote the availability of its service in issuing documentary evidence to all exporters within its jurisdiction.

It will make known to exporters the requirements of countries for documentary evidence of origin and will provide reasonable assistance to any exporter in obtaining details of import requirements of countries either through appropriate channels.

Where there is any doubt as to the need for a certificate of origin the policy of the chamber should be to encourage the exporter to include one in export documents. It is safer for the exporter to include one in the case of doubt than to risk paying higher duties or have goods refused admission to a country.

APPEALS:

If a chamber refuses to issue documentary evidence of origin for any reason or if any exporter believes that a chamber, or any person working for it, is in any way acting improperly in issuing such documentary evidence the exporter may lodge a complaint with the Australian Chamber.

The complaint will detail:

- the nature of the complaint
- all facts available to identify the basis of the complaint
- all evidence, (including hearsay evidence) available to the exporter to substantiate the complaint

Upon receipt of a complaint the Australian Chamber will consider the matter. To facilitate consideration the Australian Chamber may seek information from any other sources considered necessary and may utilise any assistance considered necessary.

If the Australian Chamber, after inquiry considers that the complaint is justified it will seek an undertaking from the chamber to take specified action to overcome the problem detailed in the complaint. Upon providing the required undertaking the chamber shall carry out the specified action, the decision of the Australian Chamber shall be final.

MISCELLANEOUS:

The Australian Chamber shall keep records relating to all complaints. If so requested details of complaints shall be made available to any authority or administration concerned with the issuing of documentary evidence of origin but shall otherwise remain confidential. Any cost involved in supplying access to such an authority or administration shall be borne by them.



AUSTRALIAN CHAMBER OF COMMERCE AND INDUSTRY

DOCUMENTARY EVIDENCE OF THE ORIGIN OF GOODS

PART IV

RULES OF ORIGIN

INTRODUCTION

The concept of "origin" here being considered is relevant solely to the Customs aspects of rules of origin for the purpose of issuing Certificates of Origin. It does not extend to definitions used for the protection of industrial or commercial property or definitions used to determine misleading or deceptive statements as to origin for purposes of the Commonwealth Trade Practices Act or the Fair Trading Acts of the various States/Territories.

"Country of origin" is defined to mean the country in which goods have been produced or manufactured according to criteria laid down for the purposes of application of the Customs tariff, of any quantitative restrictions on imports or of any other measure related to trade between countries.

The definition of origin varies between countries. Part V of this manual sets out details of the requirements of various countries of the definition of origin (if any) which is used by them. This Part should be referred to when issuing documentary evidence of origin.

The purpose of this document is to set down a definition of origin to be used by chambers of commerce in issuing documentary evidence of origin in cases where a country has not indicated that it requires a specific definition be used.

The common definitions of origin in use are set out in:

- Annex D I to the Kyoto Convention on the simplifications and Harmonisation of Customs Procedures 1974
- European Economic Community Regulation (EEC) No 802/68

Relevant details of these definitions are attached in the Appendices B I and C to this manual.

RULES OF ORIGIN TO BE USED WHEN NO ALTERNATIVE HAS BEEN ADVISED BY THE COUNTRY OF DESTINATION

Where the importing country has not provided rules of origin to be observed in the preparation of a documentary evidence of origin the following rules are to be observed.

Products shall be taken to be of Australian origin if they are:

- (a) mineral products extracted from:
 - soil within Australia
 - within Australian territorial waters
 - the sea-bed of Australian territorial waters
 - within any Australian territory
 - the territorial waters or the sea-bed of the territorial waters of any Australian Territory
- (b) vegetable products harvested or gathered within Australia
- (c) live animals born and raised in Australia
- (d) products obtained or derived from live animals born and raised in Australia
- (e) products obtained or derived from animals born, raised and slaughtered in Australia
- (f) products of hunting or fishing carried on in Australia
- (g) products of sea-fishing by Australian vessels
- (h) products, other than products referred to in (g), which have been taken from the sea by Australian vessels
- (i) products obtained on board an Australian factory ship solely from the products referred in (g) and (h) above
- (j) products taken from the sea-bed outside Australian territorial waters where Australia has exclusive rights to the extraction of the product from that soil or sub-soil
- (k) manufacturing and processing waste and scrap products and used articles collected within Australia provided such products are only fit for recovery of raw materials
- (l) Goods which are produced in Australia solely from the products referred to in paragraphs (a) to (k) or from their derivatives at any state of production.
- (m) Manufactured in Australia from, or include, imported materials or components, if those materials or components undergo or are included in a process or operation:
 - (n) which results in the manufacture of a new product or
 - (o) which substantially transforms the nature of the materials of components or

- (p) which represents an important stage of manufacture in an ultimate product to be produced from the exported product,

PROVIDED THAT:

- (a) the process or operation was economically justified and was not designed to circumvent the correct origin of the product being ascertained
- (b) the operation did not consist of an operation:
 - i. which contributed to only a small extent to the essential character or property of the product;
 - ii. which was necessary for the prevention of the product during transport or storage;
 - iii. to improve the packaging or marketable quality of the products or to prepare them for shipment (such as breaking bulk or repackaging);
 - iv. which was a simple assembly operation; or
 - v. which mixed goods of different origins but resulted in a product whose characteristics of the goods which were mixed.

FORM CO 1 Appendix B



AUSTRALIAN CHAMBER OF COMMERCE & INDUSTRY
A.C.N 008 391 795

The Chief Executive
Australian Chamber of Commerce & Industry
CANBERRA ACT 2600

The above application has been checked and we advise that:

- the applicant Chamber is/is not (1) related to this Chamber in a manner determined under its constitution;
- the area serviced by the Chamber is/is not (1) as stated in the application;
- checks with the exporters supporting the application, with Chambers in surrounding areas which issue documentary evidence of origin and of the records of the Chamber verify/do not verify (1) that demand for issuing certificates exists in that area;
- the Chamber can/can not (1) comply with the requirements for issuing documentary evidence of origin as set out in this application.

Where any of the above have been answered in the negative the following is a statement of the situation revealed by our inquiries:

We recommend that the Australian Chamber of Commerce authorise / does not authorise (1) the applicant to issue documentary evidence of origin.

Signed on behalf of _____ (2)
this _____ day of _____ 19 ____.

(Chief Executive)

(Secretary)

- (1) Delete whichever is inapplicable
(2) Insert the name of the relevant State Chamber
(To be completed by the Chief Executive of the State Chamber of Commerce in which the applicant Chamber is located).



**AUSTRALIAN CHAMBER OF COMMERCE & INDUSTRY
A.C.N 008 391 795**

**APPLICATION / REAPPLICATION / APPEAL (1)
FOR AUTHORITY FOR PERSONS TO SIGN DOCUMENTARY
EVIDENCE OF ORIGIN FOR GOODS EXPORTED FROM
AUSTRALIA**

The Chief Executive
State Chamber of Commerce
_____ (2)

The _____ (3) the chamber
applies to the Australian Chamber of Commerce (the Australian Chamber) for
authority for:

(3) _____ (the applicant) to
sign on behalf of the Australian Chamber documentary evidence of origin
for goods exported from Australia.

The signatories to this application certify that the person proposed:

- Is an employee of the chamber; / is an employee of a member of the chamber which member is not an exporter, an financier or insurer of an exporter, a shipping company or shipping agent or a customs agent: (1)
- has attended/is attending (1) the relevant training courses laid down by the Australian Chamber;
- will not receive any remuneration other than normal salary entitlement for issuing documentary evidence of origin.

The undersigned certify that the following signatures were appended before us and that they are examples of the normal signature used by the person being nominated:

_____ (5)

Signed on behalf of _____ (3)
this _____ day of _____ 19____.

_____ (President) _____ (Secretary)

- (1) Delete which ever is not applicable
- (2) Insert the name of the relevant State or Territory
- (3) Insert the name of the applicant Chamber
- (4) Insert name of person nominated
- (5) Provide three signatures signed before the President and Secretary.

**FORM CO 2
Appendix A**



**AUSTRALIAN CHAMBER OF COMMERCE & INDUSTRY
A.C.N 008 391 795**

The Chief Executive
Australian Chamber of Commerce & Industry
CANBERRA ACT 2600

The above application has been checked and we recommend that the Australian Chamber authorises / not authorise (1) the person nominated to sign documentary evidence of origin on its behalf.

(If the recommendation is to not authorise the nominated person please provide the reasons for this recommendation).

Signed on behalf of _____ (2)
this _____ day of _____ 19 _____

(Chief Executive)

(Secretary)

(1) Delete whichever is inapplicable.

(To be completed by the Chief Executive of the State Chamber of Commerce in which the applicant Chamber is located).



**AUSTRALIAN CHAMBER OF COMMERCE & INDUSTRY
A.C.N 008 391 795**

**DESTINATION BY THE AUTHORISING COMMITTEE
REGARDING AN APPLICATION TO ISSUE OR TO SIGN
DOCUMENTARY EVIDENCE OF ORIGIN**

The President,

(1) _____

The Authorising Committee has considered the application by the

(1) _____ for:

(2) approval to issue evidence of origin as agent for the Australian Chamber of Commerce.

Approval for (3) _____
to sign evidence of origin.

(3) having considered the application the Committee has decided to grant approval and I will contact you/ _____ (2) (3) shortly to provide details of procedures to be followed in issuing/signing evidence of origin (2). This approval relates to issuing evidence for goods originating in the geographic area described as (4) _____

Having considered the application the Committee has decided not to grant approval for the reasons set out in its decision which is attached hereto. If you disagree with this decision you may consider whether the Chamber can or wishes to make a further application or appeal under the procedures of the Australian Chamber of Commerce & Industry for the granting of authority to issue or to sign evidence of origin. If you do not have a copy of those procedures I will be happy to send one to you upon request.

(Chief Executive)
Australian Chamber of Commerce & Industry

- (1) Insert the name of the applicant Chamber
- (2) Insert name of person nominated
- (3) Delete which ever is not applicable
- (4) Insert the geographic area for which authority is issued



**AUSTRALIAN CHAMBER OF COMMERCE & INDUSTRY
A.C.N 008 391 795**

EXPORTER INFORMATION FORM

The Chief Executive

(a)

_____ (b) is
a company incorporated in _____ (c) and
produces/manufactures/stores (d) products for export at the addresses listed
below. Each of these facilities are located in the geographic area serviced by the
(e)
_____.

The company requires documentary evidence of origin for its products when
exporting to particular countries and intends to obtain that evidence from the
above mentioned chamber of commerce.

To assist the Chamber to ensure the integrity of documentary evidence or origin
issued the company provides the attached list of names and signatures of people
whom it has authorised to sign documentary evidence or origin on its behalf.

That company agrees that it will ensure that:

- the chamber is advised
- Of the name and signatures of any additional authorised by the company
to sign applications for documentary evidence of origin.
- Of the withdrawal from any person of the authority to sign such
applications and
- Of the change of address of any production facility, by sending to it a
revised copy of Appendix A hereto.

- the chamber is provided with any documents or information
which it may request to enable it to be satisfied that the goods for
which a documentary evidence of origin is sought do originate from the
country certified as determined by the rules of origin of the destination
country.

The Australian Company Number of the company is: _____ (f)

Signed at _____ this _____ day of
_____ 19 _____ by _____,
secretary of the above mentioned company.

Signature: _____

- (a) Insert address of the chamber with which listing is sought
- (b) Insert the name of the company
- (c) Insert the state of incorporation and attach a copy of the certificate of incorporation
- (d) Delete whichever is inapplicable

FORM CO 6

Certificate of Origin Duplicate form



AUSTRALIAN CHAMBER OF COMMERCE & INDUSTRY
A.C.N 008 391 795

**DECLARATION OF ORIGIN BY EXPORTERS
 REPRESENTATIVE**

I, the undersigned, being duly authorised by _____ (1)
 the company exporting the goods referred to in the attached Certificate of Origin,
 having made the necessary enquiries **HEREBY CERTIFY THAT** based on the rules
 of origin of the country of the destination / printed below (2) all of the goods listed on
 the certificate originate in AUSTRALIA. I further declare that I will finish to the
 Customs authorities of the country of destination or their nominee, for inspection at
 any time such evidence as may be requested for the purposed of verifying the origin
 of the goods.

The goods have been produced at _____ (3)

Signed at _____ this _____ day of _____ 19____

by _____

Signature: _____

Company Stamp

- (1) insert the name of the exporting company
- (2) delete the inapplicable phrase
- (3) insert the location of production or manufacture

RULES OF ORIGIN TO BE USED WHEN NO ALTERNATIVE HAS BEEN ADVISED BY THE COUNTRY OR DESTINATION.

- (a) mineral products extracted from
 - soil within Australia
 - within Australian territorial waters
 - the sea-bed of Australian territorial waters
 - within any Australian territory
 - the territorial waters or the sea-bed of the territorial waters of any Australian Territory
- (b) vegetable products harvested or gathered within Australian
- (c) live animals born and raised in Australia
- (d) products obtained or derived from live animals born and raised in Australia
- (e) products obtained or derived from animals born, raised and slaughtered in Australia
- (f) products of hunting or fishing carried on in Australia
- (g) products of sea-fishing by Australian vessels
- (h) products, other than products referred to in (g), which have been taken from the sea by Australian vessels
- (i) products obtained on board an Australian factory ship solely from the products referred to in (g) an d(h) above
- (j) products taken from the sea-bed outside Australian territorial waters where Australia has exclusive rights to the extraction of the product from that soil or sub-soil
- (k) manufacturing and processing waste and scrap products and used articles collected within Australia provided such products are only fit for recovery of raw materials
- (l) goods which are produced in Australia solely fro the products referred to in paragraphs (a) to (k) or from their derivatives at any state of production
- (m) are manufactured in Australia from or include, imported materials or components, if those materials or components undergo or are included in a process or operation:
 - (n) which results in the manufacture of a new product or
 - (o) which substantially transforms the nature of the materials or components or
 - (p) which represents an important stage of manufacture in an ultimate product produced from the exported product,

PROVIDED THAT

- (a) the process or operation was economically justified and was not designed to circumvent the correct origin of the product being ascertained
- (b) the operation did not consist of an operation:
 - i. which contributed to only a small extent to the essential character or property of the product;
 - ii. which was necessary for the preservation of the product during transport or storage;

- iii. to improve the packaging or marketable quality of the products or to prepare them from shipment (such as breaking bulk or repackaging);
- iv. which was a simply assembly operations; or
- v. which mixed goods of different origins but resulted in a product whose characteristics were not essentially different from the characteristics of the goods which were mixed.

Register for the year.

FORM CO 9

Certificate of Origin Duplicate form



AUSTRALIAN CHAMBER OF COMMERCE & INDUSTRY
A.C.N 008 391 795

STATISTICAL REPORT

CERTIFICATES OR ORIGIN ISSUED

FOR THREE MONTH PERIOD TO:

Number of Certificates of Origin Issued :

Number of Certified Declarations of Origin Issued :

Number of Exporters to whom evidence or origin was issued
and who were not members of the chamber :

The number of Certificates/Certifications indicated was issued
for each of the following countries: :

The number of Certificates/Certifications indicated was issued
for goods in each of the following Export Statistics Classifications :

Fees collected for issuing documentary evidence
Of origin totalled :\$

Issued by: _____
(Insert the name of the authorised Chamber)

Signed: _____
(President) (Date)



AUSTRALIAN CHAMBER OF COMMERCE & INDUSTRY
A.C.N 008 391 795

AUDIT CERTIFICATE

We _____ being the duly appointed
(Insert the name of the auditing firm)

Auditors of the _____
(Insert the name of the Chamber of Commerce)

hereby certify that we have examined the records kept by that Chamber relating to the issue of documentary evidence of the origin of goods and the procedures used by the Chamber for issuing such evidence are in accordance with the instructions issued by the Australian Chamber of Commerce.

We also certify that the returns provided by the Chamber to the Australian Chamber of Commerce are a true and accurate record of its activities.

Signed at _____

on the _____ day of _____ 19 _____

(Name of Auditor)

(Signature)

STAMPS

STAMP A

Certified Declaration of Origin

I, the undersigned, being duly authorised by the Australian Chamber of Commerce, to sign documentary evidence of origin, hereby certify that to the best of my knowledge and belief this document has been signed by an officer of the Company who has been authorised to sign evidence of origin on behalf of the company. The stamp of the company is applied hereto.

(Officer Authorised by ACCI)

Logo or Stamp of the Issuing Chamber of
Commerce

AUSTRALIAN CHAMBER OF COMMERCE.
DOCUMENTARY EVIDENCE OF
THE ORIGIN OF GOODS.
APPENDICES.

AUSTRALIAN CHAMBER OF COMMERCE.

DOCUMENTARY EVIDENCE OF

THE ORIGIN OF GOODS.

APPENDIX A.

THE INTERNATIONAL CONVENTION

RELATING TO THE SIMPLIFICATION

OF CUSTOMS FORMALITIES.

GENEVA 3 NOVEMBER 1923.

ARTICLE II.

The International Convention
relating to the Simplification
of Customs Formalities.
Geneva 3 November 1923.
Article II.

The contracting States shall reduce as far as possible the number of cases in which evidence of origin are required.

In accordance with this principle, and subject to the understanding that the Customs Administration will retain fully the right of verifying the real origin of goods and consequently also the power to demand, in spite of the production of evidence, any other proof they may deem necessary, the Contracting States agree to comply with the following provisions:

1. The Contracting States shall take steps to render as simple and equitable as possible the procedure and formalities connected with the issue and acceptance of evidence of origin, and they shall bring to the notice of the public the cases in which evidence are required and the conditions on which they are issued.
2. Certificates of origin may be issued not only by the official authorities of the Contracting States, but also by any other organisations which possess the necessary authority and offer the necessary guarantees and are previously approved for this purpose by each of the States concerned. Each Contracting State shall communicate as soon as possible to the Secretariat of the League of Nations a list of organisations which it has designated for the purpose of delivering evidence of origin. Each State remains the right of withdrawing its approval from any organisation which has been so notified to it, if it is shown that such organisation has issued evidence in an improper manner.
3. In cases where goods are not imported direct from the country of origin, but are forwarded through the territory of a third contracting country, the Customs administrations shall accept the evidence of origin drawn up by the approved organisations of the third contracting country, retaining, however, the right to satisfy themselves that such evidence are in order in the same manner as in the case of evidence issued by the country of origin.
4. The customs Administrations shall not require the production of a certificate of origin.
 - (a) In cases where the person concerned renounce all claim to the benefit of a regime which depends for application upon the production of a certificate.

(b) When the nature of the goods clearly establishes their origin, and an agreement on this subject has been previously concluded between the States concerned.

(d) When the goods are accompanied by a certificate to the effect that they are entitled to a regional appellation, provided that this certificate has been issued by an organisation designated for this purpose and approved by the importing State.

5. If the law of their respective countries permits, and subject to reciprocity, Customs Administrations shall:

(a) Except in cases where abuse is suspected, dispense with proof of origin in regard to imports which are manifestly not of a commercial nature, or which, although of a commercial nature, are of a small value.

(b) Accept evidence of origin issued in respect of goods which are not exported immediately, provided that such goods are dispatched within a period of either one month or two months, according as the exporting country and the country of destination are or are not contiguous; this period may be extended, provided that the reasons given for the delay in completing the transport of the goods appear satisfactory.

6. When, for any sufficient reason, the importer is unable to produce a certificate of origin when he imports his goods, the Customs Authorities may grant him the period of grace necessary for the production of this document, subject to such conditions as they may judge necessary to guarantee the charges which may eventually be payable. Upon the certificate being subsequently produced, the charges which may have been paid, or the amount paid in excess, shall be refunded at the earliest possible moment.

In applying the above provision, such conditions as may result from the exhaustion of the quantities which may be imported under a rationing system shall be taken into account.

7. Certificates may be in either the language of the importing country or the language of the exporting country, the Customs authorities of the importing country retaining the right to demand a translation in case of doubt as to the effect of the document.

8. Certificates of origin shall not in principle require a consular visa, particularly when they originate from the Customs administrations. If, in exceptional, cases a consular visa is required, the persons concerned may at their discretion submit their evidence of origin either to the consul of their district or to the Consul of a neighbouring district for a visa. The cost of the visa must be as low as possible, and must not exceed the cost of issue, especially in the case of consignments of small value.
9. The provisions of the present Article shall apply to all documents used as evidence of origin.

SIGNATORIES TO THIS CONVENTION ARE:

Germany*#, Austria*, Belgium*#, Brazil, The British Empire*# (with the Commonwealth of Australia*, the Union of South Africa, New Zealand*, India*), Bulgaria, Chile, China, Denmark*#, Egypt, Spain*, Finland, France*#, Greece#, Hungary, Italy*#, Japan*, Lithuania, Luxembourg*#, The Protectorate of the French Republic in Morocco, Norway, Paraguay, The Netherlands*#, Poland, Portugal*#, Roumania, The Kingdom of the Serbs, Croats and Slovenes, Siam, Sweden, Switzerland*, Czechoslovakia, The Regency of Tunis (French Protectorate) and Uruguay.

* Signatories to the Kyoto Convention

Subject to EEC Regulation 802/68.

Signatories to the Kyoto Convention included in the British Empire are:
Ireland, Israel, Kenya.

AUSTRALIAN CHAMBER OF COMMERCE.

DOCUMENTARY EVIDENCE OF

THE ORIGIN OF GOODS.

APPENDIX BI.

INTERNATIONAL CONVENTION ON THE
SIMPLIFICATION AND HARMONIZATION OF
CUSTOMS PROCEDURES

ANNEX DI
(CONCERNING RULES OF ORIGIN)

ANNEX D I

Annex concerning rules of origin

Introduction

The concept of the origin of goods enters into the implementation of many measures whose application is the responsibility of the Customs. The rules applied to determine origin employ two different base criteria: the criterion of goods “wholly produced” in given country, where only one country enters into consideration in attributing origin, and the criterion of “substantial transformation”, where two or more countries have taken part in the production of goods. The “wholly produced” criterion applies mainly to “natural” products and to goods made entirely from them, so that goods containing any parts of materials imported or of undetermined origin are generally excluded from its field of application. The “substantial transformation” criterion can be expressed by a number of different methods of application.

In practise the substantial transformation criterion can be expressed:

- by a rule requiring a change of tariff heading in a specified nomenclature, with lists of exceptions, and/or
- by a list of manufacturing or processing operations which confer, or do not confer, upon the goods the origin of the country in which those operations were carried out, and/or
- by the as valorem percentage rule, where either the percentage value of the materials utilised or the percentage of value added reaches a specified level.

A. A CHANGE OF TARIFF HEADING

The usual method of application is to lay down a general rule whereby the product obtained is considered to have undergone sufficient

ANNEX D I

Annex concerning rules of origin

Introduction

The concept of the origin of goods enters into the implementation of many measures whose application is the responsibility of the Customs. The rules applied to determine origin employ two different base criteria: the criterion of goods "wholly produced" in a given country, where only one country enters into consideration in attributing origin, and the criterion of "substantial transformation", where two or more countries have taken part in the production of goods. The "wholly produced" criterion applies mainly to "natural" products and to goods made entirely from them, so that goods containing any parts of materials imported or of undetermined origin are generally excluded from its field of application. The "substantial transformation" criterion can be expressed by a number of different methods of application.

In practice the substantial transformation criterion can be expressed:

- by a rule requiring a change of tariff heading in a specified nomenclature, with lists of exceptions, and/or
- by a list of manufacturing or processing operations which confer, or do not confer, upon the goods the origin of the country in which those operations were carried out, and/or
- by the ad valorem percentage rule, where either the percentage value of the materials utilized or the percentage of value added reaches a specified level.

A. A CHANGE OF TARIFF HEADING

The usual method of application is to lay down a general rule whereby the product obtained is considered to have undergone sufficient manufacturing or processing if it falls in a heading of a systematic goods nomenclature different from the headings applicable to each of the materials utilized.

This general rule is usually accompanied by lists of exceptions based on the systematic goods nomenclature; these specify the cases in which a change of heading is not decisive or impose further conditions,

B. LISTS OF MANUFACTURING OR PROCESSING OPERATIONS

This method is generally expressed by using general lists describing for each product the technical manufacturing or processing operations regarded as sufficiently important ("qualifying processes").

C. AD VALOREM PERCENTAGE RULE

In order to determine origin by this method, regard is had to the extent of the

manufacturing or processing undergone in a country, by reference to the value thereby added to the goods. When this added value equals or exceeds a specified percentage, the goods acquire origin in the country where the manufacturing or processing was carried out.

The value added may also be calculated by reference to the materials or components of foreign or undetermined origin used in manufacturing or producing the goods. The goods retain origin in a specific country only if the materials or components do not exceed a specified percentage of the value of the finished product.

In practice, therefore, this method involves comparison of the value of the materials imported or of undetermined origin with the value of the finished product.

The value of constituents imported or of undetermined origin is generally established from the import value of the purchase price. The value of the goods as exported is normally calculated using the cost of manufacture, the ex-works price or the price at exportation.

This method may be applied:

- either in combination with the two other methods, by means of the lists of exceptions referred to at A above or the general lists referred to at B, or
- by a general rule prescribing a uniform percentage, without reference to a list of individual products.

While these various rules for determining origin all have, in one degree or another, advantages and disadvantages, it must be stressed that the absence of common rules of origin, at both importation and exportation, not only complicates the task of Customs administrations and of the bodies empowered to issue documentary evidence of origin but also causes difficulties for those involved in international trade. This points to the desirability of moving progressively towards harmonization in this field. Even where different methods have been introduced to reflect economic conditions or negotiating factors in preferential tariff arrangements, it seems very desirable that they should exist within a common or standard framework, for ease of understanding by traders and ease of application by the Customs.

Having regard to the foregoing considerations, the Annex proposes, following the definition of certain technical terms, those rules for the determination of origin which it is felt can be most easily applied and controlled, with least risk of misunderstanding and fraud and the least interference with commercial activities.

The provisions concerning these rules are accompanied by other provisions generally agreed to be essential for the practical application of a system of origin determination.

The Annex deals solely with the Customs rules of origin. It does not, for

example, extend to measures taken to protect industrial or commercial property or to ensure respect for origin indications or other trade descriptions in force.

Definitions

For the purposes of this Annex:

- (a) the term "country of origin of goods" means the country in which the goods have been produced or manufactured according to the criteria laid down for the purposes of application of the Customs tariff, at quantitative restrictions or of any other measure related to trade;

Note

In this definition the word "country" may include a group of countries, a region or a part of a country.

- (b) the term "rules of origin" means the specific provisions, developed from principles established by national legislation or international agreements ("origin criteria"), applied by a country to determine the origin of goods;
- (c) the term "substantial transformation criterion" means the criterion according to which origin is determined by regarding as the country of origin the country in which the last substantial manufacturing or processing, deemed sufficient to give the commodity its essential character, has been carried out;
- (d) the term "Customs control" means the measures applied to ensure compliance with the laws and regulations which the Customs are responsible for enforcing.

Principle

1.

Standard

The rules of origin necessary for the implementation of the measures which the Customs are responsible for applying both at the importation and exportation shall be laid down in accordance with the provisions of this Annex.

Rules of origin

2. Standard

Goods produced wholly in a given country shall be taken as originating in that country. The following only shall be taken to be produced wholly in a given country;

- (a) mineral products extracted from its soil, from its territorial waters or from its sea-bed;
- (b) vegetable products harvested or gathered in that country;
- (c) live animals born and raised in that country;
- (d) products obtained from live animals in that country;
- (e) products obtained from hunting or fishing conducted in that country;
- (f) products obtained by maritime fishing and other products taken from the sea by a vessel of that country;
- (g) products obtained aboard a factory ship of that country solely from products of the kind covered by paragraph (f) above;
- (h) products extracted from marine soil or subsoil outside that country's territorial waters, provided the country has sole rights to work that soil or subsoil;
- (j) scrap and waste from manufacturing and processing operations, and used articles, collected in that country and fit only for the recovery of raw materials;
- (k) goods produced in that country solely from the products referred to in paragraphs (a) to (ij) above.

3.

Standard

Where two or more countries have taken part in the production of the goods, the origin of the goods shall be determined according to the substantial transformation criterion.

Notes

1. In practice the substantial transformation criterion can be expressed:
 - by a rule requiring a change of tariff heading in a specified nomenclature with lists of exceptions, and/or by a list of manufacturing or processing operations which confer, or do not confer, upon the goods the origin of the country in which those operations were carried out, and/or
 - by the ad valorem percentage rule, where either the percentage value of the materials utilized or the percentage of the value added reaches a specified level.
2. In order to determine whether the conditions relating to the substantial transformation are met, use may be made of the structure of a tariff classification system such as the Brussels Nomenclature by laying down a general rule accompanied by a list of exceptions.

Under this general rule the product obtained is considered to have undergone sufficient manufacturing or processing if it falls in a heading of the tariff classification system different from the headings applicable to each of the materials utilized.

The lists of exceptions may cite:

- (a) the manufacturing or processing operations which, although they entail a change in the tariff classification heading, are not regarded as substantial or are regarded as substantial only under certain conditions;
- (b) the manufacture or processing operations which, although they do not entail a change in the tariff classification heading are regarded as substantial under certain conditions.

The conditions referred to in (a) and (b) may relate either to a type of treatment undergone by the goods or to an 'ad valorem' percentage rule.

3. The "ad valorem" percentage requirement may be expressed in the form of a general rule laying down a uniform rate, without a list of individual products.

4. Recommended
Practice

In applying the substantial transformation criterion, use should be made of the Brussels Nomenclature as provided for in Note 2 to Standard 3.

5.
Practice

Recommended

Where the substantial transformation criterion is expressed in terms of the ad valorem percentage rule, the values to be taken into consideration should be:

- for the materials imported, the dutiable value at importation or, in the case of materials of undetermined origin, the first ascertainable price paid for them in the territory of the country in which manufacture took place, and
- for the goods produced, either the ex-works price or the price at exportation, according to the provisions of national legislation.

6.

Standard

Operations which do not contribute or which contribute to only a small extent to the essential characteristics or properties of the goods, and in particular operations confined to one or more of those listed below, shall not be regarded as constituting substantial manufacturing or processing:

- (a) operations necessary for the preservation of goods during transportation or storage;
- (b) operations to improve the packaging or the marketable quality of the goods or to prepare them for shipment, such as breaking bulk, grouping of packages, sorting and grading, repackaging;
- (c) simple assembly operations;
- (d) mixing of goods of different origin, providing that the characteristics of the resulting product are not essentially different from the characteristics of the goods which have been mixed.

Special cases of qualification for origin

7.

Standard

Accessories, spare parts and tools for use with a machine, appliance, apparatus or vehicle shall be deemed to have the same origin as the machine, appliance, apparatus or vehicle, provided that they are imported and normally sold therewith and correspond, in kind and number, to the normal equipment thereof.

S.

Standard

An unassembled or disassembled article which is imported in more than one consignment because it is not feasible, for transport or production reasons, to import it in a single consignment shall, if the importer so requests, be treated as one article for the purpose of determining origin.

9.

Standard

For the purpose of determining origin, packings shall be deemed to have the same origin as the goods they contain unless the national legislation of the country of importation requires them to be declared separately for tariff purposes, in which case their origin shall be determined separately from that of the goods.

10. Recommended
Practice

For the purpose of determining the origin of the goods, where packings are deemed to have the same origin as the goods account should be taken, in particular where a percentage method is applied, only of packings in which the goods are ordinarily sold by retail.

11. Standard

For the purpose of determining the origin of goods, no account shall be taken of the origin of the energy, plant, machinery and tools used in the manufacturing or processing of the goods.

12. Recommended
Practice

Direct transport rule

where provisions requiring the direct transport of goods from the country of origin are laid down, derogations therefrom should be allowed, in particular for geographical reasons (for example, in the case of landlocked countries) and in the case of goods which remain under Customs control in third countries (for example, in the case of goods displayed at fairs or exhibitions or placed in Customs warehouses)

Information concerning rules of origin

13. Standard

The competent authorities shall ensure that the rules of origin, including any charges and interpretative information, are readily available to any person interested.

14. Standard

Changes in the rules of origin or in the procedures for their application shall enter into force only after sufficient notice has been given to enable the interested persons, both in export markets and in supplying countries, to take account of the new provisions.

AUSTRALIAN CHAMBER OF COMMERCE

DOCUMENTARY EVIDENCE OF

THE ORIGIN OF GOODS

APPENDIX BII.

INTERNATIONAL CONVENTION
ON THE SIMPLIFICATION
AND HARMONIZATION OF
CUSTOMS PROCEDURES

ANNEX DII.

(CONCERNING DOCUMENTARY
EVIDENCE OF ORIGIN)

International Convention on the
Simplification and Harmonization of
Customs Procedures.

Annex D.2 (concerning documentary evidence of origin)

Brussels 10 June 1974.

INTRODUCTION

The applicability of many Customs measures, in particular those relating to tariffs, depends on the origin of the goods. Certificates and other documentary evidence of origin produced at importation are intended to facilitate control of origin and thus expedite clearance operations.

Documentary evidence of origin may be provided by a simple statement shown on the commercial invoice or some other document by the manufacturer, producer, supplier, exporter or other competent person.

In some cases, however, these statements must be authenticated or supplemented by means of certification by an authority or body which is empowered for this purpose and is independent of both the exporter and the importer. In other cases provision may be made for special forms ("evidence of origin") on which the body empowered to issue them certifies the origin of the goods and which may also include a statement by the manufacturer, producer, etc.

On the other hand, there are circumstances where it may be possible to dispense with the requirement of any documentary evidence of origin.

This range of possible forms of documentary evidence of origin allows account to be taken of the various degrees of importance of origin determination, having regard to the variety of interests involved.

Precise rules are, however, necessary so that exporters and importers may know exactly what the Customs requirements are in this field and may thus take advantage of the simplification of formalities made possible in some cases. These rules also lay down the conditions of validity to be met by the various forms of documentary evidence.

DEFINITIONS.

For the purposes of this Annex:

- (a) the term "documentary evidence of origin" means a certificate of origin, a certified declaration of origin or a declaration of origin;
- (b) the term "certificate of origin" means a specific form identifying the goods, in which the authority or body empowered to issue it certifies expressly that the goods to which the certificate relates originate in a specific country. This certificate may also include a declaration by the manufacturer, producer, supplier, exporter or other competent person;

Note

In this definition the word "country" may include a group of countries, a region or a part of a country.

- (c) the term "certified declaration of origin" means a "declaration of origin" certified by an authority or body empowered to do so;
- (d) the term "declaration of origin" means an appropriate statement as to the origin of the goods made, in connection with their exportation, by the manufacturer, producer, supplier, exporter or other competent person on the commercial invoice or any other document relating to the goods;

Note

The statement may be worded as follows:

"The country of origin of the goods described herein is...(country of origin)."

- (e) the term "regional appellation certificate" means a certificate drawn up in accordance with the rules laid down by an authority or approved body, certifying that the goods described therein qualify for a designation specific to the given region (e.g. Champagne, Port wine, Parmesan cheese);
- (f) the term "person" means both natural and legal persons, unless the context otherwise requires.

PRINCIPLE

1. Standard

The requirement, establishment and issue of documentary evidence relating to the origin of goods shall be governed by the provisions of this Annex.

Requirement of documentary evidence of origin

2. Standard

Documentary evidence of origin may be required only when it is necessary for the application of preferential Customs duties, of economic or trade measures adopted unilaterally or under bilateral or multilateral agreements or of measures adopted for reasons of health or public order.

3. Recommended Practice

1. Documentary evidence of origin should not be required in the following cases:
 - (a) goods sent in small consignments addressed to private individuals or carried in travellers' baggage, provided that such importations are of a non-commercial nature and the aggregate value of the importation does not exceed an amount which shall not be less than US\$100;
 - (b) commercial consignments the aggregate value of which does not exceed an amount which shall be not less than US\$60;
 - (c) goods granted temporary admission;
 - (d) goods carried in Customs transit;
 - (e) goods accompanied by a regional appellation certificate as well as certain specific goods, where the conditions to be met by the supplying countries under bilateral or multilateral agreements relating to those goods are such that documentary evidence need not be required.
2. Where several consignments of the kind referred to in paragraph 1 (a) or (b) are sent at the same time, by the same means, to the same consignee, by the same consignor, the aggregate value shall be taken to be the total value of those consignments.

4. Recommended Practice

When rules relating to the requirement of documentary evidence of origin have been laid down unilaterally, they should be reviewed at least every three years to ascertain whether they are still appropriate in the light of changes in the economic and commercial conditions under which they were imposed.

5. Standard

Documentary evidence from the competent authorities of the country of origin may be required whenever the Customs authorities of the country of importation have reason to suspect fraud.

APPLICATIONS AND FORM OF THE VARIOUS TYPES OF
DOCUMENTARY
EVIDENCE OF ORIGIN.

(a) Certificate of Origin

Form and content

6. Recommended Practice

1. When revising present forms or preparing new forms of evidence of origin contracting parties should use the model form in Appendix I to this Annex, in accordance with the Notes in Appendix II, and having regard to the rules in Appendix III.
2. Contracting parties which have aligned their forms of certificate of origin on the model form in Appendix I to this Annex should notify the Secretary General of the Council accordingly.

Languages to be used

7. Recommended Practice

Certificate of origin forms should be printed in the language(s) selected by the country of exportation and , if these languages are neither English nor French, also in English or French.

8. Recommended Practice

Where the certificate of origin is made out in a language that is not a language of the country of importation, the Customs authorities should not require, as a matter of course, a translation of the particulars given in the certificate of origin.

Authorities and other bodies
empowered to issue evidence of origin.

9. Standard

Contracting parties accepting this Annex shall indicate, either in their notification *of* acceptance or subsequently, the authorities or bodies empowered to issue evidence of origin.

Note

Certificates of origin may be issued not only by Customs or other authorities, but also by bodies (for example, Chambers of Commerce) previously approved by the competent authorities.

10 Recommended Practice

Where goods are not imported directly from the country of origin but are forwarded through the territory of a third country, evidence of origin should be allowed to be drawn up by the authorities or bodies empowered to issue such evidence in that third country, on the basis of a certificate of origin previously issued in the country of origin of the goods.

11. Recommended Practice

Authorities or bodies empowered to issue evidence of origin should retain for not less than two years the applications for, or control copies of, the evidence of origin issued by them.

(b) Documentary evidence other than evidence of origin

12 Recommended Practice

1. Where documentary evidence of origin is required, a declaration of origin should be accepted in the following cases:
 - (a) goods sent in small consignments addressed to private individuals or carried in travellers' baggage, provided that such importations are of a non-commercial nature and the aggregate value of the importation does not exceed an amount which shall not be less than US\$500
 - (b) commercial consignments the aggregate value of which does not exceed an amount which shall be not less than US\$300;
2. Where several consignments of the kind referred to in paragraph 1 (a) or (b) are sent at the same time, by the same means, to the same consignee, by the same consignor, the aggregate value shall be taken to be the total value of those consignments.

Sanctions

13. Standard

Provision shall be made for sanctions against any person who prepares, or causes to be prepared, a document containing false information with a view to obtaining documentary evidence of origin.

Information concerning requirements with respect to
documentary evidence of origin

14. Standard

The competent authorities shall ensure that all relevant information regarding the requirements with respect to documentary evidence of origin is readily available to any person interested.

AUSTRALIAN
CHAMBER OF COMMERCE.
DOCUMENTARY
EVIDENCE OF
THE ORIGIN OF GOODS.
APPENDIX Bill.
INTERNATIONAL CONVENTION
ON THE SIMPLIFICATION AND HARMONIZATION
OF CUSTOMS PROCEDURES
ANNEX DII.
(CONCERNING THE CONTROL
OF DOCUMENTARY EVIDENCE OF ORIGIN)

NEW ZEALAND.

INFORMATION PROVIDED BY: New Zealand Customs
Representative
25th Floor
State Bank Centre
Sydney NSW 2000

IS A CERTIFICATE OF ORIGIN REQUIRED:

Yes

GOODS FOR WHICH A CERTIFICATE IS REQUIRED:

All goods for which preferential duty rates are claimed.

FORM OF CERTIFICATE REQUIRED:

New Zealand Form 56. Copy attached.

DEFINITION OF ORIGIN TO BE USED:

For goods to qualify as Australian origin for the purposes of preferential rates of duty they must be either; wholly produced, wholly manufactured, or partially manufactured (50 percent or more Australian/New Zealand content), as defined below.

(A) Wholly the Produce of Australia

i.e., Natural products of Australia which have not been subject to any process or manufacture,

or

(B) Wholly Manufactured in Australia

Provided the goods were wholly manufactured in Australia from materials of one or more of the following classes;

- (a) Unmanufactured raw materials;
 - (b) Materials wholly manufactured in Australia or in New Zealand or in Australia and New Zealand; and
 - (a) Imported materials that the Minister has determined for the purposes of this regulation.
- or

DEFINITION OF ORIGIN TO BE USED:

Government Notice 206 of 1989:

5. Goods shall not be deemed to be originating in a scheduled territory unless the final process of manufacture takes place in that territory and the goods have undergone substantial manufacturing process containing at least 50% of labour, material and other manufacturing costs originating in that scheduled territory.
6. Substantial manufacturing process referred to in the foregoing section shall not include the following:
 - (a) operations to ensure the preservation of merchandise in good condition during transport or storage;
 - (b) simple operations consisting of removal of dust, sifting or screening, sorting, classifying, matching (including the making up of sets of articles, washing, painting and cutting-up;
 - (c) (i) changes of packaging and breaking up and assembly of consignments;
 - (ii) simple placing in bottles, flasks, bags, cases, boxes, fixing on cards or boards and all other simple packaging operations;
 - (d) affixing marks, labels and other distinguishing signs on products or their packages;
 - (e) simple mixing of products of the same or different kind;
 - (f) simple assembly of parts of articles to constitute a complete article;
 - (g) a combination of two or more operations specified in sub-section (a) to (f);
 - (h) slaughter of animal.
7. The costs specified in section 5 shall be ex-factory costs and shall include:
 - (i) the cost of materials as received in factory but not including any internal duty or tax paid or payable in respect of such materials in the scheduled territory;
 - (ii) wages;
 - (iii) overhead expenses
 - (iv) cost of immediate packing material.

8. In the calculation of the percentage of cost incurred in the scheduled territory for the manufacture of the goods none of the following shall be included:
- (a) manufacturer's profit or the profit on the remuneration of any trader, agent, broker or other person dealing in the article in its finished condition; or
 - (b) royalties; or
 - (c) the cost of outer packages or any cost of packing the goods thereinto; or
 - (d) the cost of transport and of insuring the goods subsequent to manufacture.

CANADA

DEFINITION OF ORIGIN TO BE USED:

Determination of Origin for the Purposes of Australia Special Tariff Treatment.

Goods originate in Australia if:

- (i) not less than fifty percent of the cost of production of the goods was produced by the industry of Australia or Canada or both, and
- (ii) the goods were finished in Australia in the form in which they were imported into Canada.

In calculating the cost of production for the purpose of section 2, the cost of the following items shall not be included or considered:

- (a) outside packing and Expenses related thereto, required for the transportation of the goods, not including packing in which the goods are ordinarily sold for consumption;
- (b) gross profit of the manufacturer or exporter *and* the profit or remuneration of any trader, broker or other person dealing in the article in its finished condition;
- (c) royalties
- (d) customs or excise duty or tax paid or payable on imported materials;
- (e) carriage, insurance and other charges from the place of production or manufacture in the country of origin to the port of shipment; and
- (f) any other costs or charges incurred subsequent to the completion of the manufacture of the goods.

The goods must be shipped directly from Australia to Canada on a through bill of lading. Transshipment is allowed provided:

- (a) the goods remain under Customs transit control in the intermediate country:
 - (b) the goods do not undergo any operation in the intermediate country other than unloading, reloading, splitting up of loads or operations required to keep the goods in good condition;
 - (a) the goods do not enter into trade or consumption in the intermediate country: or
 - (d) the goods do not remain in temporary storage in the intermediate country for a period exceeding six months. To qualify for the special rates accorded to Australia at least fifty percent of the cost of production of the goods must be incurred in Australia or Canada or both.
- pay to the Australian Chamber the annual administration fee set by the Council,
 - allow such audits of its records relating to the issuing of documentary evidence of origin to be undertaken as the Chief Executive requires.

The Chamber undertakes that it can and will:

- provide any necessary assistance to a Customs administration to verify the accuracy of documentary evidence of origin as may be required by that administration.
- carry out any enquiries requested by a Customs administration itself and at its own expense;
- inform the Australian Chamber of any requests by a Customs administration for verification of a certificate which it receives within twenty four hours of receipt;
- comply with any instructions given by the Australian Chamber regarding any such request received;
- generally provide any information necessary to verify the accuracy of documentary evidence of origin within three months of receiving such a request;
- if unable to reply within that time, or if directed by the Australian Chamber or any other competent authority not to reply, so inform the requesting Customs administration.

Signed on behalf of _____ This

_____ day of _____ 19____ .

(President)

(Secretary)

- (1) Delete whichever is inapplicable.
- (2) Insert the name of the relevant State Chamber.
- (3) Insert the name of the applicant Chamber.
- (4) Describe the area precisely and attach a map.
- (5) Insert the relevant state or territory.
- (6) Attach a photocopy of the certificate of incorporation certified by a Justice of the Peace or an equivalent.
- (7) State the address, attach a map indicating the location of the office and a photograph of the office.

ANNEX D3

Annex concerning the control of documentary evidence of origin

INTRODUCTION

Customs authorities are not bound to accept the documentary evidence of origin produced to them and retain the right to control the origin of the goods when they consider the circumstances warrant it.

This control may be carried out when the goods are cleared, but at this stage such action can only consist in checking the documents presented or in calling for supplementary evidence to support the declaration or certificate given. Any effective control that may be necessary if there is any reason for doubt must take place in the country in which the documentary evidence of origin was drawn up. Generally, this control can be done by the competent authorities or authorised bodies in that country in two ways: firstly¹ by carrying out the necessary control before the goods are shipped and, if satisfied, endorsing as correct the declaration or certificate of origin; or, secondly, by making checks on a selective basis after the goods have gone. These latter checks can be made either on the initiative of the competent authorities or authorized bodies or at the request of the importing country.

In the latter case, which is the subject of the present Annex, it is usually necessary for the country of importation to request the assistance of the authorities or bodies referred to above, by asking them to carry out the investigations required and communicate the results to the requesting country.

Such assistance is a useful adjunct to systems for determining origin. It can safe-guard the economic, revenue or commercial interests of States from the damage which incorrect documentary evidence of origin may cause.

Definitions

For the purposes of this Annex:

- (a) the term "documentary evidence of origin" means a certificate of origin, a certified declaration of origin or a declaration of origin;
- (b) the term "certificate of origin" means a specific form identifying the goods, in which the authority or body empowered to issue it certifies expressly that the goods to which the certificate relates originate in a specific country. This certificate may also include a declaration by the manufacturer, producer, supplier, exporter or other competent person;

Note

In this definition the word "country" may include a group of countries, a region or a part of a country.

- (c) the term "certified declaration of origin" means a "declaration of origin" certified by an authority or body empowered to do so;
- (d) the term "declaration of origin" means an appropriate statement as to the origin of the goods made, in connection with their exportation, by the manufacturer, producer, supplier, exporter or other competent person on the commercial invoice or any other document relating to the goods;

Note

The statement may be worded as follows:

"The country of origin of the goods described herein is...(country of origin)."

- (e) the term "release" means the action by which the Customs permit goods undergoing clearance to be placed at the disposal of the persons concerned.

PRINCIPLE

- 1. Standard

Administrative assistance for the control of documentary evidence of origin shall be governed by the provisions of this Annex.

RECIPROCITY

- 2. Standard

The competent authority of the State which has received a request for control need not comply with it if the competent authority of the requesting State would be unable to furnish that assistance if the positions were reversed.

REQUESTS FOR CONTROL

3. Standard

The Customs administration of a contracting party which has accepted this Annex may request the competent authority of a contracting party which has accepted this Annex and in whose territory documentary evidence of origin has been established to carry out control of such evidence:

- (a) where there are reasonable grounds to doubt the authenticity of the document;
- (b) where there are reasonable grounds to doubt the accuracy of the particulars given therein;
- (c) on a random basis.

4. Standard

Requests for control on a random basis as provided for in Standard 3 (a) above shall be identified as such and be kept to the minimum necessary to ensure adequate control.

5. Standard Requests for control shall:

- (a) specify the reasons for the requesting Customs administration's doubts about the authenticity of the document produced or the accuracy of the particulars given therein, unless the control is requested on a random basis;
- (b) specify, where appropriate, the rules of origin applicable to the goods in the country of importation and any additional information requested by that country;
- (a) be accompanied by the documentary evidence of origin to be checked or a photocopy thereof and where appropriate any other documents such as invoices, correspondence, etc. that might facilitate control.

6. Standard

Any competent authority receiving a request for control from a contracting party having accepted this Annex shall reply to the request after having carried out the necessary controls itself or having had the necessary investigations made by other administrative authorities or by bodies authorised for the purpose.

7. Standard

An authority receiving a request for control shall answer the questions put by the requesting Customs administration and furnish any other information it may consider relevant.

8. Standard

Replies to requests for control shall be furnished within a prescribed period not exceeding six months. If the authority receiving the request cannot reply within six months it shall so inform the requesting Customs administration.

9. Standard

Requests for control shall be made within a prescribed period which, except in special circumstances, should not exceed one year, commencing with the date on which the document was produced to the Customs office of the country making the request.

RELEASE OF THE GOODS

10. Standard

A request for control shall not prevent the release of the goods provided that they are not held to be subject to import prohibitions or restrictions and there is no suspicion of fraud.

MISCELLANEOUS PROVISIONS

11. Standard

Any information communicated in accordance with the provisions of this Annex shall be treated as confidential and used for Customs purposes only.

12. Standard

The documents needed for control of documentary evidence of origin issued by the competent authorities or authorised bodies shall be retained by them for an adequate period which should be not less than two years following the date on which the documentary evidence was issued.

13. Standard

The contracting parties that accept this Annex shall specify the authorities in their countries which are competent to receive requests for control and communicate their address to the Secretary general of the Council who will transmit such information to the other contracting parties having accepted this Annex.

SIGNATORIES TO THIS CONVENTION ARE:

Australia+, Austria*, Belgium*#, Denmark+#, France*4, Germany*#, Hungary*, India+, Ireland+#, Israel+₁ Italy*#, Japan*, Kenya+, Luxembourg*#, Netherlands*#, New Zealand+, Portugal*~₁ Switzerland*, United Kingdom+#, EEC#.

* Direct signatories to the Geneva Convention.

+ Signatories to the Geneva Convention as part of the British Empire.

Subject to EEC Regulation 802/68.

AUSTRALIAN CHAMBER OF COMMERCE.

DOCUMENTARY EVIDENCE OF

THE ORIGIN OF GOODS.

APPENDIX C.

EUROPEAN ECONOMIC COMMUNITY.

REGULATION 802168
ON THE COMMON DEFINITION
OF THE CONCEPT OF THE
ORIGIN OF GOODS.
(as amended at 30 June 1989)

REGULATION (EEC) NO 802/68 OF THE COUNCIL

of 27 June 1968

on the common definition of the concept of the origin of goods

THE COUNCIL OF THE EUROPEAN COMMUNITIES,

HAg ADOPTED THIS REGULATION;

Article 3

This Regulation shall not apply to the petroleum products listed in Annex I. The concept of origin in respect of those products will be defined later.

[Annex 1
CN Code

Description of Product

cx 2707 Oils in which the weight of aromatic constituents exceeds that of the non-aromatic constituents, being oils similar to mineral oils obtained by distillation of high temperature coal tar, of which more than 65% by volume distills at a temperature of up to 250~ (including mixtures of petroleum spirit and benzole), for use as power or heating fuels.

2709 Mineral oils and products of their distillation; to 2715 bituminous substances; mineral waxes

cx 2901 Acyclic hydrocarbons for use as power or heating fuels

cx 2902 Cyclanes and cyclenes (other than azulenes), benzene, toluene, xylenes, for use as power or heating fuels

cx 3403 Lubricating preparations containing petroleum oils or oils obtained from bituminous minerals, provided they represent less than 70% by weight

ex 3404 Artificial waxes and prepared waxes with a basis of paraffin, petroleum waxes, waxes obtained from bituminous minerals, slack wax or scale wax

ex 3811 Prepared additives for lubricating oil, containing petroleum oils or oils obtained from bituminous minerals. J

Article 4

1. Goods wholly obtained or produced in one country shall be considered as originating in that country.

2. The expression 'goods wholly obtained or produced in one country' means:

- (a) mineral products extracted within its territory;
- (b) vegetable products harvested therein;
- (c) live animals born and raised therein;
- (d) products derived from live animals raised therein;
- (e) products of hunting or fishing carried on therein;
- (f) products of sea-fishing and other products taken from the sea by vessels registered or recorded in that country and flying its flag;
- (g) goods obtained on board factory ships from the products referred to in (f) originating in that country, if such factory ships are registered or recorded in that country and flying its flag;
- (h) products taken from the sea-bed or beneath the sea-bed outside territorial waters, if that country has, for the purposes of exploitation, exclusive rights to such coil or subsoil;
- (i) waste and scrap products derived from manufacturing operations and used articles, if they were collected therein and are only fit for the recovery of raw materials;
- (j) goods which are produced therein exclusively from goods referred to in paragraphs (a) to (i) or from their derivatives, at any stage of production.

Article 5

A product in the production of which two or more countries were concerned shall be regarded as originating in the country in which the last substantial process or operation that is economically justified was performed, having been carried out in an undertaking equipped for the purpose, and resulting in the manufacture of a new product or representing an important stage of manufacture.

Article 6

Any process or work in respect of which it is established, or in respect of which the facts as ascertained justify the presumption¹ that its sole object was

to circumvent the provisions applicable in the Community or the Member States to goods from specific countries shall in no case be considered, under Article 5, as conferring on the goods thus produced the origin of the country where it was carried out.

Article 7

Accessories, spare parts or tools delivered with any piece of equipment, machine, apparatus or vehicle which form part of its standard equipment shall be deemed to have the same origin as that piece of equipment, machine, apparatus or vehicle.

The circumstances in which the presumption of origin referred to in the preceding paragraph shall also apply to essential spare parts for use with any piece of equipment, machine, apparatus or vehicle dispatched beforehand shall be determined in accordance with the procedure laid down in Article 14.

REGULATION (EEC) NO 37 / 70 OF THE COMMISSION

of 9 January 1970

On determining the origin of essential spare parts for use with any piece of equipment, machine, apparatus or vehicle dispatched beforehand

THE COMMISSION OF THE EUROPEAN COMMUNITIES, HAS ADOPTED THIS REGULATION:

Article 1

1. Essential spare parts for use with any piece of equipment, machine, apparatus or vehicle dispatched beforehand shall be deemed to have the same origin as that piece of equipment, machine, apparatus or vehicle subject to the conditions prescribed by this Regulation being satisfied.

2. The presumption of origin referred to in the preceding paragraph shall only be accepted:
 - if it is necessary for importation into the country of destination;
and
 - if the use of the said essential spare parts at the production stage of the piece of equipment, machine, apparatus or vehicle concerned would not have prevented the piece of equipment, machine, apparatus, or vehicle from having Community origin or that of the country of manufacture.

Article 2

For the purposes of this regulation

- (a) 'pieces of equipment, machines, apparatus or vehicles' means goods listed as such in Sections XVI, XVII and XVIII of the Common Customs Tariff;
- (b) 'essential spare parts' means parts which at the same time:
 - are components without which the proper operation of the goods referred to in (a) which have been dispatched -beforehand cannot be ensured
 - are characteristic of those goods:
 - are intended for their normal maintenance and to replace parts of the same kind which are damaged or have become unserviceable.

Article 9

1. When the origin of a product has to be proved on importation by the production of a certificate of origin, that certificate shall fulfil the following conditions:

- (a) It must be prepared by a reliable authority or agency duly authorised for that purpose by the country of issue;
- (b) It must contain all particulars necessary for identifying the product to which it relates, in particular
 - the number of packages, their nature, and the marks and numbers they bear,
 - the kind of product, and its gross and net weight,
 - the name of the consignor;

- (c) It must certify unambiguously that the product to which it relates originated in a specific country.

2. Notwithstanding the production of a certificate of origin which fulfils the conditions prescribed by paragraph 1, the competent authorities may, if there is cause for serious doubt, demand any additional proof with the object of ensuring that the indication of origin conforms to the rules laid down in this Regulation and to the provisions adopted for its implementation.

Countries bound by this regulation are:

Belgium*#, Denmark*#, France*#, Germany*#, Greece*, Ireland#, Italy*#, Luxembourg*#, The Netherlands*#, Portugal*#, Spain, United Kingdom*#

- Direct Signatories to the Geneva Convention.
- # Direct signatories to the Kyoto Convention.

AUSTRALIAN CHAMBER OF COMMERCE.

DOCUMENTARY EVIDENCE OF

THE ORIGIN OF GOODS.

PART V.

COUNTRY REQUIREMENTS FOR

DOCUMENTARY EVIDENCE OF ORIGIN.

AUSTRALIAN CHAMBER OF COMMERCE.

DOCUMENTARY EVIDENCE OF

THE ORIGIN OF GOODS.

PART VI

FORMS

AUSTRALIAN CHAMBER OF COMMERCE.
A.C.N. 008 451 170.

6

APPLICATION / REAPPLICATION / APPEAL (1)

FOR AUTHORITY TO ISSUE DOCUMENTARY EVIDENCE OF THE ORIGIN
OF GOODS EXPORTED FROM AUSTRALIA

The Chief Executive
State Chamber of Commerce
_____ (2)

The (3) _____ (the Chamber)
hereby applies for authority to issue documentary evidence of origin or goods
exported from Australia as agent for the Australian Chamber of Commerce
(the Australian Chamber) for goods which originate within the area serviced by
the Chamber or within such greater or lesser area as may be approved by the
Australian Chamber.

The signatories to this application certify that the Chamber:

- is a properly constituted Chamber of Commerce
servicing the geographic area described as (4)

- is a company incorporated in the State/Territory
of _____; (5)(6)
- is related to the State Chamber of Commerce in
_____ (5)
as allowed under the constitution of that Chamber;
- has available to it for the purpose of issuing
documentary evidence of origin an office located at
(7) _____

- will ensure that the office is open to the public during normal office hours;
- will ensure that the office is staffed by:

staff employed full time by it./ (1)

staff employed by _____

_____ which company is a member of the Chamber and is not an exporter, a financier or an insurer of an exporter, a shipping company or shipping agent or a customs agent.

In making this application the Chamber agrees to be bound by the procedures laid down by the Australian Chamber for the granting of authority to issue documentary evidence of origin.