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## **Specifications for the Electronic CIM/SMGS Consignment Note**

### Remarks:

- This document includes the functional and legal specifications for the electronic CIM/SMGS consignment note. It was approved at the eleventh meeting of the CIM/SMGS Steering Group on 8 December 2008 and revised by the Editorial Group at its meeting on 28 & 29 January 2009.
- This document is the subject of a recommendation for the benefit of undertakings who wish to use an electronic version of the CIM/SMGS consignment note.

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# 1 General provisions

## 1.1 Abbreviations

EDI	<u>E</u> lectronic <u>D</u> ata <u>I</u> nterchange between IT systems in the form of EDI messages.
GLV-CIM/SMGS	CIM/SMGS Consignment Note Manual see also Appendix 22 SMGS

## 1.2 Definitions

Customer	The consignor or consignee shown on the CIM/SMGS consignment note.
CIM/SMGS consignment note	Paper document or electronic record which records the contract of carriage in accordance with Article 6 CIM or Article 7 SMGS.
Paper CIM/SMGS consignment note	Paper document representing the CIM/SMGS consignment note.
Electronic CIM/SMGS consignment note	Electronic record of the data representing the CIM/SMGS consignment note.
Printout of the electronic CIM/SMGS consignment note	Printout of the data in the electronic CIM/SMGS consignment note record on paper.
EDI message	An EDI message consists of a set of segments, structured using an agreed standard, prepared in a computer readable format and capable of being automatically and unambiguously processed.
Exit summary declaration	Advance information on goods leaving the customs territory of the EU which must be sent to the customs authorities of the EU Member States [Regulation (EC) No 1875/2006].
Entry summary declaration	Advance information on goods to be brought into the customs territory of the EU which must be sent to the customs authorities of EU Member States [Regulation (EC) No 1875/2006].

## 1.3 Multi-phased approach

A multi-phased approach is being adopted for the introduction of the electronic CIM/SMGS consignment note:

- first stage: consignment data sent forward in advance,
- second stage: mixed system, i.e. use of various consecutive data media for any given consignment (paper consignment note, electronic consignment note, printout),
- third stage: electronic CIM/SMGS consignment note.

## **2 First stage: consignment data sent forward electronically in advance**

### **2.1 Purpose**

Supplementing the use of a paper CIM/SMGS consignment note, consignment note data is to be sent forward electronically in advance. This advance consignment data will allow all the participants in the EDI messaging system to make use of the data early on and will allow customs authorities' security requirements to be satisfied.

### **2.2 EDI messages**

The participants are to agree

- the standards and formats for the EDI messages,
- the arrangements for transmission of the data.

The functional specification for the EDI messages to be used is included as *Appendix 1*.

### **2.3 EDI liability**

The participants in the EDI messaging system are to agree provisions for liability for electronic transmission and for processing the CIM/SMGS consignment note data.

Proposed provisions for liability are included as *Appendix 2*.

## **3 Second stage "mixed system"**

The need for the second stage "mixed system" (or "parallel system") as a transitional stage will be studied when the results of studies of the desirability of the "mixed system" for the electronic CIM consignment note are available.

## **4 Third stage "Electronic CIM/SMGS consignment note"**

### **4.1 Purpose**

Exchange of documentation will only be electronic.

Printouts will only be produced if necessary and then only at the location at which they are required.

### **4.2 General provisions**

For relationships between customers and carriers, between customs authorities and carriers and between carriers themselves, the exchange of electronic documentation must provide the same level of legal certainty as the exchange of paper documentation. In particular, that includes

- a) retaining all the functionality of the paper CIM/SMGS consignment note as well as the comprehensiveness, quality and reliability of the data it contains,
- b) archiving the data in accordance with the provisions of the CIM Uniform Rules and of the SMGS on limitation of action, the provisions of national law and the terms of the EDI contract,
- c) keeping the data secure and protecting it,
- d) authenticating the electronic documents,

- e) recognising electronic documents as having equivalent evidential value,
- f) having options to transform these electronic documents into legible written symbols,
- g) recording amendments and additions to an electronic consignment note and retaining earlier data,
- h) recording data exchange between the participants in the EDI,
- i) ensuring that the data is available.

Note: Data on dangerous goods consignments available at all times to carriers for their own internal checks before departure and during transit; likewise in the case of irregularities or accidents, and for checks made by the competent authorities; see also the note to RID section 5.4.0 and Chapter 1.10 of Appendix 2 SMGS.

#### 4.3 EDI messages

The participants are to agree

- the standards and formats for the EDI messages,
- the arrangements for transmission of the data.

The functional specification for the EDI messages to be used is included as *Appendix 3*.

#### 4.4 Printouts

##### 4.4.1 Production, recognition

If necessary, the electronic CIM/SMGS consignment note is to be printed out.

Printouts may only be produced for those functions which are necessary, and then only once with a given title (see point 4.4.2)

The IT system must record the production of every printout together with the following data: type of document, date, time and the initiator of the printout.

Printouts are to comply with the specimen CIM/SMGS consignment note (see Appendix 5 GLV-CIM/SMGS), subject to the following variations:

##### a) Content:

all the data included in the electronic consignment note record at the time of printing out which the person entitled to the printout has a right to read. The following details must also be printed in the header of the document:

- a note “Electronic CIM/SMGS consignment note printout – YYYY-MM-DD (date of printing) – produced by ... (carrier)” or a note “Electronic CIM/SMGS consignment note printout which will be used as a paper consignment note – YYYY-MM-DD (date of printing date) – produced by ... (carrier)”, when a consignment is handed over en route to a carrier who is not linked to the IT system.
- the endorsement “Copy”, when an extra printout has to be produced because of the loss of or damage to the original printout.
- the title of the printout (see point 4.4.2);

- b) paper size and layout: depart as little as possible from the specimen. If space is limited, box numbers need not be printed;
- c) The back of CIM/SMGS consignment notes may be printed on special sheets (supplementary sheets).

Printouts complying with the provisions above are to be recognised by the parties to the contract of carriage as having the same validity as a paper CIM/SMGS consignment note.

Printouts are to be given to persons entitled who are not connected to the IT system. Persons entitled who are linked to the IT system are to receive them on request. Persons entitled are defined in point 4.4.2.

The provisions governing the presentation and processing of the paper consignment note in the case of amendment of the contract, instructions and claims also apply to printouts<sup>1</sup>.

#### 4.4.2 Titles and functions of the printouts and persons entitled to them

<b>Title</b>	<b>Function</b>	<b>Person entitled</b>
Sheet 1 "Original of the consignment note"	<ul style="list-style-type: none"> <li>- Advice of delivery allowing the consignee to take part in the contract of carriage</li> <li>- Document to be produced in support of a claim</li> </ul>	Consignee
Sheet 2 "Invoice"	<ul style="list-style-type: none"> <li>- Internal accounting document for the carrier</li> </ul>	Last carrier / destination railway
Supplementary copy of the invoice	<ul style="list-style-type: none"> <li>- Internal railway document</li> <li>- Customs information document</li> </ul>	<ul style="list-style-type: none"> <li>- SMGS forwarding railway</li> <li>- SMGS transit railway</li> </ul>
Sheet 3 (SMGS) Sheet 5 (CIM) "Duplicate of the consignment note"	<ul style="list-style-type: none"> <li>- CIM area: Confirmation of the acceptance of the goods</li> <li>- SMGS area: Confirmation of the conclusion of the contract of carriage</li> <li>- Document to be produced in support of amendment of the contract, instructions and claims</li> </ul>	Consignor
Sheet 5 (SMGS) Sheet 3 (CIM) "Arrival note/customs"	<ul style="list-style-type: none"> <li>- Customs information document</li> <li>- Internal railway document</li> <li>- Document for the consignee</li> <li>- SMGS area: document which is to be produced by the consignee together with sheet 1 in the case of a claim.</li> </ul>	<ul style="list-style-type: none"> <li>- CIM → SMGS traffic: consignee or customs</li> <li>- SMGS → CIM traffic: last carrier or customs</li> </ul>

<sup>1</sup> Where an electronic CIM/SMGS consignment note is used, a consignor linked to the IT system who intends to use a letter of credit must ask for a printout of the electronic consignment note to pass to his bank. Thus the principle set down in the last paragraph of point 4.4.1 above allows the requirements that follow from Articles 19 §§ 1 and 7 CIM, and Articles 20 §§ 1 and 5 SMGS to be satisfied.

#### 4.4.3 Supplementary sheets

If the length of data held in an electronic CIM/SMGS consignment note record is too long for the space available in the appropriate boxes of the printouts, or if data from the back of the consignment note has to be printed out, the following procedure is to be adopted:

- the "principal" printout is to be produced
- one or more supplementary sheets are to be produced. These supplementary sheets must show the consignment identification number of the CIM/SMGS consignment note to which they belong and show the data from those boxes of the electronic consignment note which could not be printed on the "principal" printout because of a shortage of space. The data is to be printed one field after another identified by the numbers of the corresponding boxes of the paper CIM/SMGS consignment note. On the "principal" printout, the remark "see supplementary sheet" is to be printed instead of the data itself in those boxes for which the data was too long.

#### 4.4.4 Contradictions with the electronic consignment note record

Printouts are authoritative if they reflect the data in the electronic CIM/SMGS consignment note record faithfully and completely.

#### 4.4.5 Block trains, groups of wagons and containers

If a block train or a group of wagons or containers are consigned together with a single CIM/SMGS consignment note (see point 20 GLV-CIM/SMGS), a CIM/SMGS wagon list or a CIM/SMGS container list is to be printed out.

Consignments from states which apply the CIM Uniform Rules: if such consignments pass over the customs territory of the European Community or the territory on which the common transit procedure is applied, separate wagon or container lists must be made out for community goods and non-community goods.

#### 4.5 Rights of access to data

Access to the data in the consignment note is only allowed to those parties who have concluded an EDI contract and who also take part in the contract of carriage in question. Competent administrative authorities acting within the scope of their powers also have a right of access.

Three types of access may be distinguished: read, write (also includes the right to read) and amend (also includes the right to read and write). Access to read is provided by means of an interface or by means of messages exchanged between the parties in accordance with the agreement they have entered into. The carrier's right to write and amend the data is limited to the carrier who has custody of the goods.

The rights of access and the data which each person entitled may access are defined in *Appendix 5*.

#### 4.6 IT system disruptions and failures

Fall back alternatives for IT-system disruptions or failures are to be agreed in EDI contracts (see point 4.7).

4.7 EDI contract

The carrier and the customers are to define the operational, technical and legal conditions for the electronic interchange of data in an EDI contract. *Appendix 4* contains a recommendation for the content of such a contract.

4.8 Documents accompanying the CIM/SMGS consignment note

The EDI contract is to define what to do about documents accompanying the CIM/SMGS in paper or electronic form (see point 4.7).

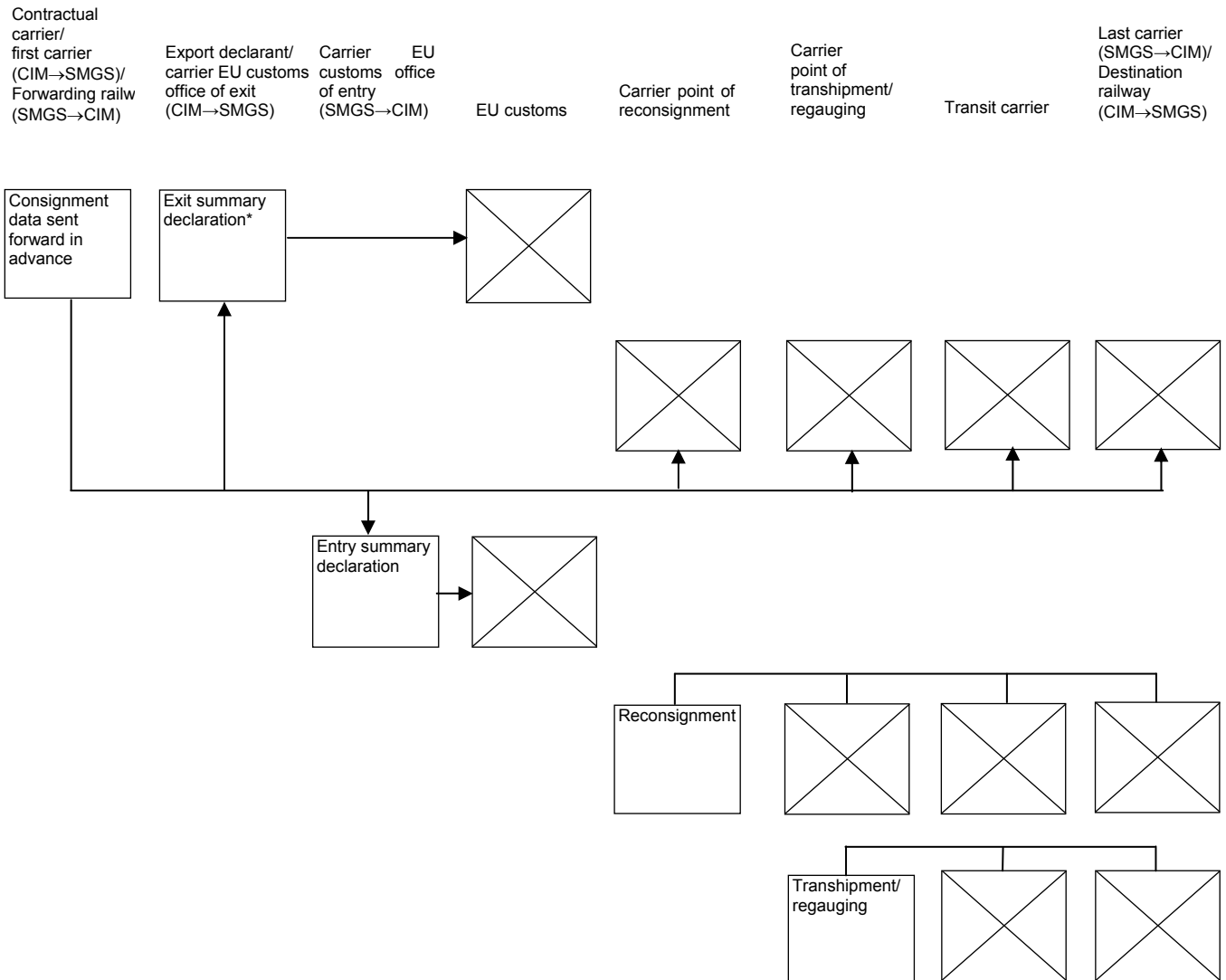


**Appendix 1**  
(refers to point 2.2)

**EDI messages**

**1 Transmission of the messages**

**1.1 Structure**



\* The exit summary declaration message will be developed as part of the export procedure. In consequence, the carrier will become involved with the export procedure.

## 1.2 Table

The table below shows

- the EDI messages to be sent,
- the cases in which they must be sent,
- the time they are to be sent,
- the sender and recipient of the message.

EDI message	In what circumstances	When	- EDI sender - EDI recipient
Consignment data sent forward in advance	When the goods are accepted for carriage	At the latest on train departure	- Contractual carrier / first carrier / forwarding railway - other carriers participating in the movement
Exit summary declaration	For consignments crossing the EU external frontiers	At least 2h before departure at the EU customs office of exit	- Export declarant / carrier EU customs office of exit <sup>2</sup> - EU customs authorities
Entry summary declaration	For consignments crossing the EU external frontiers	At least 2h before arrival at customs office of entry	- Carrier EU customs office of entry <sup>3</sup> - EU customs authorities
Reconsignment	When the consignment is reconsigned	At the latest on train departure	- Carrier at the reconsignment point - Successive carriers taking part in the movement
Transshipment / Regauging	When transshipping or regauging	At the latest on train departure	- Carrier at the transshipment / regauging point - Successive carriers taking part in the movement

In the area in which the CIM applies, the first carrier is also, if possible, to agree with the consignor that the consignor will send the data from the invoice for the goods (see point 15.2 GLV CIM/SMGS) directly to the first carrier outside the customs territory of the European Community electronically in advance. If that is not possible, then within the area in which the CIM applies the first carrier is, if possible, to send this data himself directly to the first carrier outside the customs territory of the European Community electronically in advance after having agreed that procedure.

This appendix does not cover the exchange of data between carriers and customers and customs authorities (with the exception of exit and entry summary declarations).

<sup>2</sup> Other than the carrier, the persons specified in Article 182 (d) para 3 of the Customs Code are obliged or entitled to present an exit summary declaration.

<sup>3</sup> Other than the carrier, the persons specified in Article 36 (b) para 3 and 4 of the Customs Code are obliged or entitled to present an entry summary declaration.

## 2 Content of the messages

### Remarks

Some data items only concern the CIM contract of carriage or the SMGS contract of carriage (see the "Contract of carriage" column in the table in point 1 of Appendix 2 to the CIM/SMGS Consignment Note Manual).

M	=	mandatory information
C	=	conditional information – e.g. the documents attached by the consignor if the consignor did in fact attach documents to the consignment note
O	=	optional information

If the CIM/SMGS wagon or container lists are to be used, the consignor and the carrier are to agree what data from the various boxes of the CIM/SMGS consignment note is to be repeated. Consignments from states which apply the CIM Uniform Rules: if such consignments pass over the customs territory of the European Community or the territory on which the common transit procedure is applied, and if wagons or containers under customs supervision are in the block train or group of wagons or containers together with wagons or containers without customs significance, then the customs status of every wagon/container is to be given.

References to Regulation (EC) No 1875/2006 have been included for the benefit of carriers who have to lodge summary declarations with EU customs authorities in order to help them create a link to the appropriate data in the consignment note.

Box number	Data	Consignment note data <sup>4</sup>	Consignment data sent forward in advance <sup>5</sup>	Exit summary declaration	Entry summary declaration	Re-consignment	Transshipment / regauging
1	Consignor	M	M	M	M		
2	Customer code for the consignor	O	C				
3	Customer code for the payer of pre-paid charges	O	C				
4	Consignee	M	M	M	M		
5	Customer code for the consignee	O	C				
6	Customer code for the payer of non pre-paid charges	O	C				
7	Consignor's declarations	C	C	O <sup>6</sup>	O <sup>6</sup>		
8	Consignor's reference/Contract no.	O	C				
9	Documents attached by the consignor	C	C				

<sup>4</sup> The consignor is to send the "consignment note data" message in the agreed format to the contractual or first carrier.

<sup>5</sup> If optional data is included in the "Consignment note data" message, it is to become conditional data in the "Consignment note data sent forward in advance" message.

<sup>6</sup> Data element "Unique consignment reference number" in accordance with Regulation (EC) 1875/2006.

Box number	Data	Consignment note data <sup>7</sup>	Consignment data sent forward in advance <sup>8</sup>	Exit summary declaration	Entry summary declaration	Re-consignment	Transshipment / regauging
10	Delivery point	M	M		M <sup>9</sup>		
11	Code for the delivery point	O	C				
12	Station code	M	M				
13	Commercial specification	C	C				
14	Number of customer agreement or tariff	C	C				
15	Remarks which do not commit the carrier	O	O				
16	Acceptance point	M	M			M	M
17	Code for the acceptance point	O	C				
18	Sectional invoicing <sup>10</sup>	M/C	M/C				
19	Wagon No <sup>11</sup>	M/C	M/C				M/C
20	Description of the goods <sup>12</sup>	M/C	M/C	M/C	M/C		
21	Exceptional consignment	C	C				
22	RID/SMGS Appendix 2	C	C	C	C		
23	NHM/GNG code	M	M	M/O	M/O		
24	Mass as given by the consignor	M	M	M	M		
25	Type of consignment	M	M				
26	Customs endorsements <sup>13</sup>	O	C	O	O		

<sup>7</sup> The consignor is to send the "Consignment note data" message to the contractual or first carrier in the form agreed.

<sup>8</sup> If optional data is included in the "Consignment note data" message, it is to become conditional data in the "Consignment note data sent forward in advance" message.

<sup>9</sup> Data element "Place of unloading code" in accordance with Regulation (EC) 1875/2006.

<sup>10</sup> CIM = C; SMGS = M.

<sup>11</sup> All data is mandatory (M) with the exception of the "Load limit", the "Number of axles" and the "Tare" which are conditional (C) for the purposes of the CIM contract of carriage.

<sup>12</sup> All data is conditional (C) with the exception of the "Description of the goods" which is mandatory (M) and the "Number of packages in figures and words" which is mandatory (M) for the purposes of the SMGS contract of carriage.

Data element "Kind of packages" (in accordance with UNECE recommendation No 21) and "Equipment identification number if containerised" in accordance with Regulation (EC) 1875/2006.

Data elements "Number of items" (number of commodity codes declared) and "Goods item number" (serial number of the codes declared) do not form part of the consignment note data but must be provided by the system of the carrier who is to lodge the summary declaration.

<sup>13</sup> Data element "Seal number" in accordance with Regulation (EC) No 1875/2006.

Box number	Data	Consignment note data <sup>14</sup>	Consignment data sent forward in advance <sup>15</sup>	Exit summary declaration	Entry summary declaration	Re-consignment	Transshipment / regauging
27	Declaration of value	C	C				
28	Place and date completed	M	M				
29	Reconsignment point	M	M				
30	Point and time of reconsignment					M	
37	CIM/SMGS consignment note	M	M				
38	Mass determined by the railway		C				
39	Examination		C				
48	Mass after transshipment						M
59	Prepayment coding		M				
60	Route		M	M <sup>16</sup>	M <sup>17</sup>		
61	Customs procedures		C				
64	Carrier's declarations <sup>18</sup>		M/C	M/C	M/C		
65	Other carriers		C		M		
66	a) Contractual carrier b) Simplified transit procedure for rail		M C		M		

<sup>14</sup> The consignor is to send the "Consignment note data" message to the contractual or first carrier in the form agreed.

<sup>15</sup> If optional data is included in the "Consignment note data" message, it is to become conditional data in the "Consignment note data sent forward in advance" message.

<sup>16</sup> Data elements "Customs office of exit" and "Countries of routing codes" in accordance with Regulation (EC) 1875/2006.

<sup>17</sup> Data elements "Countries of routing codes" and "First place of arrival code" in accordance with Regulation (EC) 1875/2006.

<sup>18</sup> All data is conditional (C) with the exception of the "Agreement number", which is mandatory (M). Data elements "Location of goods" and "Date and time of arrival at first place of arrival in Customs territory" in accordance with Regulation (EC) 1875/2006 do not form part of the consignment note data but must be provided by the system of the carrier who is to lodge the summary declaration.

Box number	Data	Consignment note data <sup>19</sup>	Consignment data sent forward in advance <sup>20</sup>	Exit summary declaration	Entry summary declaration	Re-consignment	Transshipment / regauging
69	Consignment number		M	M <sup>21</sup>	M <sup>22</sup>	M	M
70	Date stamp of the forwarding station		M			M	M
113	Railway endorsements		C				
119	Stamp of the weighing station		C				

<sup>19</sup> The consignor is to send the "Consignment note data" message to the contractual or first carrier in the form agreed.

<sup>20</sup> If optional data is included in the "Consignment note data" message, it is to become conditional data in the "Consignment note data sent forward in advance" message.

<sup>21</sup> Data elements "Conveyance reference number", "Transport document number", "Customs office of exit" in accordance with Regulation (EC) 1875/2006.

Data elements "Person lodging the summary declaration", "Declaration date", "Signature/Authentication", "Other specific circumstance indicator" (coding for transport mode) in accordance with Regulation (EC) 1875/2006 do not form part of the consignment note data but must be provided by the system of the carrier who is to lodge the summary declaration.

<sup>22</sup> Data elements "Transport document number", "Conveyance reference number", and "Point of loading" in accordance with Regulation (EC) 1875/2006.

Data elements "Person lodging the summary declaration", "Declaration date" and "Other specific circumstance indicator" (coding for the transport mode) in accordance with Regulation (EC) 1875/2006 do not form part of the consignment note data but must be provided by the system of the carrier who is to lodge the summary declaration.



**Appendix 2**  
(refers to point 2.3)

**EDI liability**

EDI messages only have legal effect when they arrive in the recipient's information processing system.

If a carrier disregards his EDI obligations, then he becomes liable to the other carriers for damages up to the amount of the carriage charge due to the carrier suffering the loss (alternatives include a percentage or a multiple of the carriage charge or a fixed sum).

Each individual carrier is to make his own arrangements for agreeing EDI liability provisions with customers.



**Appendix 3**  
(refers to point 4.3)

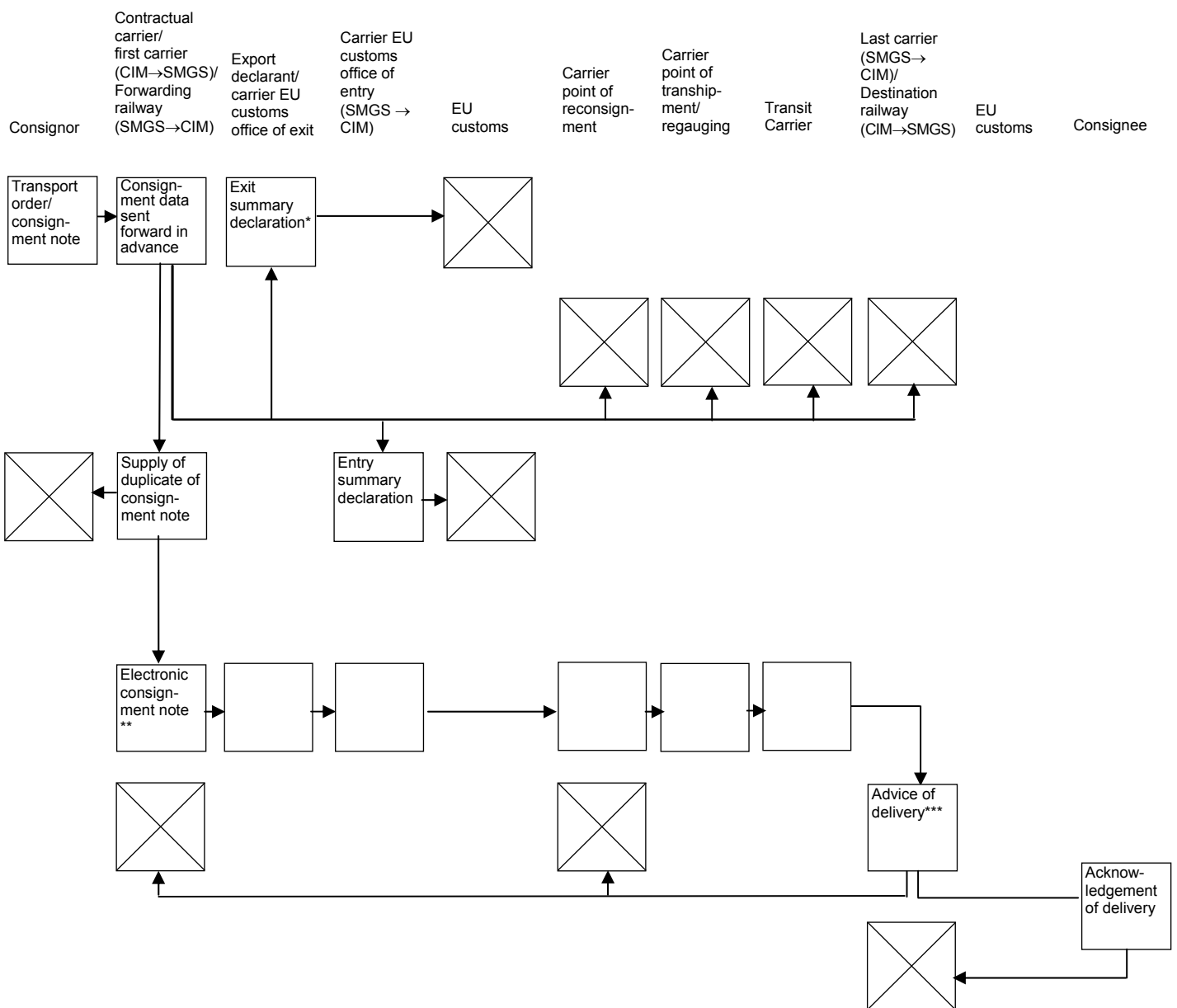
**EDI messages**

**1 Transmission of the messages**

**1.1 Preliminary remark**

Authorisations and agreements in accordance with point 14 GLV CIM/SMGS must be obtained before giving a transport order. This appendix does not cover the exchange of information for authorisations and agreements.

**1.2 Diagram**



- \* The exit summary declaration message will be developed as part of the export procedure. In consequence, the carrier will become involved with the export procedure.
- \*\* The carrier who has custody of the goods has the right to amend the electronic consignment note. As necessary, the consignment note is to be updated by each carrier.
- \*\*\* The "Advice of delivery" will only be sent to the carrier at the reconsignment point and/or the contractual carrier or first carrier if that has been agreed with the last carrier.

### 1.3 Table

The general table below shows

- the EDI messages to be sent,
- the cases in which they must be sent,
- the time they are to be sent,
- the sender and recipient of the message.

This table will be supplemented by a table providing details of the special messages to and from customs authorities (table of customs messages).

General principle: EDI messages only have legal effect when they arrive in the recipient's information processing system.

#### General table

	<b>EDI message</b>	<b>In what circumstances</b>	<b>When</b>	<b>- EDI sender - EDI recipient</b>
1	Transport order/consignment note <sup>23</sup>	When a contract of carriage has been entered into	At the latest when the goods are handed over for carriage	- Consignor - Contractual carrier / First carrier / Forwarding railway
2	Consignment data sent forward in advance	When the goods are accepted for carriage	At the latest on train departure	- Contractual carrier / first carrier / forwarding railway - other carriers participating in the movement
3	Exit summary declaration	For consignments crossing the EU external frontiers	At least 2h before departure at the EU customs office of exit	- Export declarant/ carrier EU customs office of exit <sup>24</sup> - EU customs authorities See table below
4	Entry summary declaration	For consignments crossing the EU external frontiers	At least 2h before arrival at customs office of entry	- Carrier EU customs office of entry <sup>25</sup> - EU customs authorities See table below
5	Supply of the duplicate of the consignment note	- After acceptance of the goods (CIM contract) - After conclusion of the contract of carriage (SMGS contract)	At the latest on train departure	- Contractual carrier / First carrier / forwarding railway - Consignor

<sup>23</sup> For the purposes of the CIM contract of carriage, this message may be replaced by another technique.

<sup>24</sup> Other than the carrier, the persons specified in Article 182 d) para. 3 of the Customs Code are entitled to present an exit summary declaration.

<sup>25</sup> Other than the carrier, the persons specified in Article 36 b) paras. 3 & 4 of the Customs Code are entitled to present an entry summary declaration.

	EDI message	In what circumstances	When	- EDI sender - EDI recipient
6	Electronic consignment note	To accompany the consignment; Is to be updated as necessary: <ul style="list-style-type: none"> <li>- Examination</li> <li>- Handover between carriers</li> <li>- Reconsignment</li> <li>- Transshipment/regauging</li> <li>- Amendment of the contract of carriage</li> <li>- Circumstances preventing carriage</li> <li>- Completion of a formal report</li> <li>- Missing goods</li> <li>- Circumstances preventing delivery</li> <li>- Delivery</li> <li>- Claims</li> <li>- Amendment of the consignment note</li> </ul>	At the latest before handover of the consignment to the next carrier	<ul style="list-style-type: none"> <li>- Carrier</li> <li>- Carrier</li> </ul>
7	Advice of delivery	After arrival at the delivery point	Before handover of the goods to the consignee	<ul style="list-style-type: none"> <li>- Last carrier / destination railway</li> <li>- Consignee carrier, reconsignment point<sup>26</sup></li> <li>- Contractual carrier / first carrier / forwarding railway<sup>27</sup></li> </ul>
8	Acknowledgement of delivery <sup>28</sup>	After making the goods available to the consignee	At the latest on the working day following the day of delivery	<ul style="list-style-type: none"> <li>- Consignee</li> <li>- Last carrier/ destination railway</li> </ul>

In the area in which the CIM applies, the first carrier is also, if possible, to agree with the consignor that the consignor will send the data from the invoice for the goods (see point 15.2 GLV CIM/SMGS) directly to the first carrier outside the customs territory of the European Community electronically in advance. If that is not possible, then within the area in which the CIM applies, the first carrier is, if possible, to send this data himself directly to the first carrier outside the customs territory of the European Community electronically in advance after having agreed that procedure.

Information must be exchanged with the customer during the performance of the contract of carriage, for example, amendment of the contract of carriage, circumstances preventing carriage or delivery. To help improve the quality and recency of data, it should be sent electronically when appropriate.

<sup>26</sup> The "Advice of delivery" will only be sent to the carrier at the reconsignment point if that has been agreed with the last carrier.

<sup>27</sup> The "Advice of delivery" will only be sent to the contractual carrier / first carrier / forwarding railway if that has been agreed with the last carrier.

<sup>28</sup> For the purposes of the CIM contract of carriage, this message may be replaced by another technique.

Table of customs messages

	Scenario	Messages needed	EDI sender*
1	Third countries (except EFTA) – EU – Third countries (except EFTA)	4 3	4): Carrier EU customs office of entry 3): Carrier EU customs office of exit
2	Third countries (EFTA) – EU – Third countries	4 3	4): Carrier EU customs office of entry 3): Carrier EU customs office of exit
3	Third countries (except EFTA) -EU	4	4): Carrier EU customs office of entry
4	Third countries (EFTA) - EU	4	4): Carrier EU customs office of entry
5	Non-Community goods EU – Third countries (except EFTA)	3	3): Export declarant/carrier EU customs office of exit
6	Non-Community goods EU – Third countries (EFTA)	3	3): Export declarant/carrier EU customs office of exit
7	Community goods EU – Third countries (except EFTA) - EU	4 3	4): Carrier EU customs office of entry 3): Export declarant/carrier EU customs office of exit
8	Community goods EU – Third countries (EFTA) - EU	4 3	4): Carrier EU customs office of entry 3): Carrier EU customs office of exit
9	Community goods – EU exports – Third countries (except EFTA)	3	3):Export declarant
10	Community goods – EU exports – Third countries (EFTA)	3	3):Export declarant

## 2 Content of the messages

### Notes

Some data items only concern the CIM contract of carriage or the SMGS contract of carriage (see the "Contract of carriage" column in the table in point 1 of Appendix 2 to the CIM/SMGS Consignment Note Manual).

If optional data is included in a message, it is to become conditional data in subsequent messages.

M = mandatory information

C = conditional information – e.g. the documents attached by the consignor if the consignor did in fact attach documents to the consignment note

O = optional information

\* = Given prior agreement between the consignor and the participating carriers, the data items marked with a \* in the first column may be repeated for block trains, and groups of wagons and containers. Consignments from states which apply the CIM Uniform Rules: if such consignments pass over the customs territory of the European Community or the territory on which the common transit procedure is applied, and if wagons or containers under customs supervision are in the block train or group of wagons or containers together with wagons or containers without customs significance, then the customs status of every wagon/container is to be given.

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\* These messages may also be sent by the contractual carrier.

References to Regulation (EC) No 1875/2006 have been included for the benefit of carriers who have to lodge summary declarations with EU customs authorities in order to help them create a link to the appropriate data in the consignment note.

## 2.1 Consignor's data

Box number	Data	Transport order / consignment note	Advance consignment data	Summary export declaration	Summary import declaration	Duplicate of the consignment note	Electronic consignment note	Delivery message	Acknowledgement of receipt
1	Consignor	M	M	M	M	M	M	M	
2	Customer code for the consignor	O	C			C	C	C	
3	Customer code for the payer of pre-paid charges	O	C			C	C	C	
4	Consignee	M	M	M	M	M	M	M	
5	Customer code for the consignee	O	C			C	C	C	
6	Customer code for the payer of non pre-paid charges	O	C			C	C	C	
7	Consignor's declarations	C	C	O <sup>29</sup>	O <sup>29</sup>	C	C	C	
8	Consignor's reference/Contract no.	O	C			C	C	C	
9*	Documents attached by the consignor	C	C			C	C	C	
10	Delivery point	M	M		M <sup>30</sup>	M	M	M	
11	Code for the delivery point	O	C			C	C	C	
12	Station code	M	M			M	M	M	
13	Commercial specification	C	C			C	C	C	
14	Number of customer agreement or tariff	C	C			C	C	C	
15	Remarks which do not commit the carrier	O	C			C	C	C	
16	Acceptance point	M	M			M	M	M	
17	Code for the acceptance point	O	C			C	C	C	
18	Sectional invoicing <sup>31</sup>	M/C	M/C			M/C	M/C	M/C	
19*	Wagon No <sup>32</sup>	M/C	M/C			M/C	M/C	M/C	

<sup>29</sup> Data element "Unique consignment reference number" in accordance with Regulation (EC) 1875/2006.

<sup>30</sup> Data element "Place of unloading code" in accordance with Regulation (EC) 1875/2006.

<sup>31</sup> CIM = C; SMGS = M.

<sup>32</sup> All data is mandatory (M) with the exception of the "Load limit", the "Number of axles" and the "Tare" which are conditional (C) for the purposes of the CIM contract of carriage

Box number	Data	Transport order / consignment note	Advance consignment data	Summary export declaration	Summary import declaration	Duplicate of the consignment note	Electronic consignment note	Delivery message	Acknowledgement of receipt
20(*)	Description of the goods <sup>33</sup>	M/C	M/C	M/C	M/C	M/C	M/C	M/C	
21	Exceptional consignment	C	C			C	C	C	
22	RID/SMGS Appendix 2	C	C	C	C	C	C	C	
23(*)	NHM/GNG code	M	M	M/O	M/O	M	M	M	
24*	Mass [weight] as given by the consignor	M	M	M	M	M	M	M	
25	Type of consignment	M	M			M	M	M	
27	Declaration of value	C	C			C	C	C	
28	Place and date completed	M	M			M	M	M	
29	Reconsignment point	M	M			M	M	M	

## 2.2 Carrier's data

Box number	Data	Transport order / consignment note	Advance consignment data	Summary export declaration	Summary import declaration	Duplicate of the consignment note	Electronic consignment note	Delivery message	Acknowledgement of receipt
30	Point and time of reconsignment						M	M	
37	CIM/SMGS consignment note	M	M			M	M	M	M
38	Mass [weight] determined by the railway		C			C	C	C	
39	Examination		C			C	C	C	
40	Coding box 1					C	C		
41	Coding box 2						C		
42	Coding box 3						C		
43	Coding box 4						C		
44	Coding box 5						C	O	

<sup>33</sup>All data is conditional (C) with the exception of the "Description of the goods" which is mandatory (M) and the "Number of packages in figures and words" which is mandatory (M) for the purposes of the SMGS contract of carriage.

Data element "Kind of packages" (in accordance with UNECE recommendation No 21) and "Equipment identification number if containerised" in accordance with Regulation (EC) 1875/2006.

Data elements "Number of items" (number of commodity codes declared) and "Goods item number" (serial number of the codes declared) do not form part of the consignment note data but must be provided by the system of the carrier who is to lodge the summary declaration.

Box number	Data	Transport order / consignment note	Advance consignment data	Summary export declaration	Summary import declaration	Duplicate of the consignment note	Electronic consignment note	Delivery message	Acknowledgement of receipt
45	Coding box 6						C		
46	Coding box 7						C		
47	Coding box 8						C		
48*	Mass [weight] after transshipment						C	C	
49	Codes for the charging sections					M	M	M	
50	Route code					C	C	C	
51	NHM code					M	M	M	
52	Currency					C	C	C	
53	Charged mass [weight]					C	C	C	
54	Customer agreement or tariff applied					M	M	M	
55	Km/Zone					C	C	C	
56	Supplements, fees, deductions					C	C	C	
57	Unit charge					C	C	C	
58	Charges					C	C	C	
59	Prepayment coding		M			M	M		
60	Route		M	M <sup>34</sup>	M <sup>35</sup>	M	M		
61	Customs procedures		C			C	C	C	
62	CIM formal report No					C	C	C	
63	CIM extension of transit period					C	C	C	
64	Carrier's declarations <sup>36</sup>		M/C	M/C	M/C	M/C	M/C	M/C	
65	Other carriers		C		M	C	C	C	
66	a) Contractual carrier b) Simplified transit procedure for rail		M C		M	M C	M C	M C	
67	Date of arrival						M	M	
68	Made available						C	C	

<sup>34</sup> Data elements "Customs office of exit" and "Countries of routing codes" in accordance with Regulation (EC) 1875/2006.

<sup>35</sup> Data elements "Countries of routing codes" and "First place of arrival code" in accordance with Regulation (EC) 1875/2006.

<sup>36</sup> All data is conditional (C) with the exception of the "Agreement number", which is mandatory (M). Data elements "Location of goods" and "Date and time of arrival at first place of arrival in Customs territory" in accordance with Regulation (EC) 1875/2006 do not form part of the consignment note data but must be provided by the system of the carrier who is to lodge the summary declaration.

Box number	Data	Transport order/consignment note	Advance consignment data	Summary export declaration	Summary import declaration	Duplicate of the consignment note	Electronic consignment note	Delivery message	Acknowledgement of receipt
69	Consignment number		M	M <sup>37</sup>	M <sup>38</sup>	M	M	M	C
70	Date stamp of the forwarding station		M			M	M	M	
71	Acknowledgement of receipt <sup>39</sup>								C

### 2.3 Customs information

Box number	Data	Transport order/consignment note	Advance consignment data	Summary export declaration	Summary import declaration	Duplicate of the consignment note	Electronic consignment note	Delivery message	Acknowledgement of receipt
26*	Customs endorsements <sup>40</sup>	O	C			C	C	C	

<sup>37</sup> Data elements "Conveyance reference number", "Transport document number", "Customs office of exit" in accordance with Regulation (EC) 1875/2006.

Data elements "Person lodging the summary declaration", "Declaration date", "Signature/Authentication", "Other specific circumstance indicator" (coding for transport mode) in accordance with Regulation (EC) 1875/2006 do not form part of the consignment note data but must be provided by the system of the carrier who is to lodge the summary declaration.

<sup>38</sup> Data elements "Transport document number", "Conveyance reference number", and "Point of loading" in accordance with Regulation (EC) 1875/2006.

Data elements "Person lodging the summary declaration", "Declaration date" and "Other specific circumstance indicator" (coding for the transport mode) in accordance with Regulation (EC) 1875/2006 do not form part of the consignment note data but must be provided by the system of the carrier who is to lodge the summary declaration.

<sup>39</sup> For the purposes of the CIM contract of carriage, the acknowledgement of receipt provided for in this message may be replaced by another technique.

<sup>40</sup> Data element "Seal number" in accordance with Regulation (EC) No 1875/2006.

2.4 Back of sheets 1, 2, 3 and 6

Box number	Data	Transport order/consignment note	Advance consignment data	Summary export declaration	Summary import declaration	Duplicate of the consignment note	Electronic consignment note	Delivery message	Acknowledgement of receipt
73	Traffic					M	M	M	
74-78	Charging sections					M	M	M	
80	Item No					M	M	M	
81	Class					M	M	M	
82	Unit charge					M	M	M	
83	Chargeable mass					M	M	M	
84	Numerical coding box					M	M	M	
85	Numerical coding box					M	M	M	
86	Km					M	M	M	
87	Tariff					M	M	M	
88	Charges to be paid by the consignor					M	M	M	
89	Charges to be paid by the consignee					M	M	M	
90	Amount in					C	C	C	
91	Amount in					C	C	C	
92	Amount in						C	C	
93	Amount in						C	C	
94	Charges					C	C		
95	Charges					C	C		
96	Charges						C	C	
97	Charges						C	C	
98	Total amount					C	C		

Box number	Data	Transport order/consignment note	Advance consignment data	Summary export declaration	Summary import declaration	Duplicate of the consignment note	Electronic consignment note	Delivery message	Acknowledgement of receipt
99	Total amount					C	C		
100	Total amount						C	C	
101	Total amount						C	C	
102	Total					C	C		
103	Total					C	C		
104	Total						C	C	
105	Total						C	C	
106	Total					C	C		
107	Total					C	C		
107'	Total amount					C	C		
108	Total						C	C	
109	Total						C	C	
109'	Total amount						C	C	
110	Exchange rate					C	C	C	
111	Remarks concerning charging					C	C	C	
112	To be raised additionally from the consignor						C		
119	Stamp of the weighing station		C			C	C	C	

2.5 Back of sheets 4 and 5

Box number	Data	Transport order/consignment note	Advance consignment data	Summary export declaration	Summary import declaration	Duplicate of the consignment note	Electronic consignment note	Delivery message	Acknowledgement of receipt
113*	Railway endorsements		C			C	C	C	
114	SMGS formal report					C	C		
115	SMGS extension of transit period					C	C		
116	Frontier station stamps						M		
117	Notification to the consignee of the arrival of the goods						M		
118	Delivery of the goods to the consignee						M	M	M
119	Stamp of the weighing station		C			C	C		



Boilerplate clauses	Comments
<p><b>2. Definitions</b></p> <p>For the purposes of this contract, the definitions below apply:</p> <p><b>2.1. CIM/SMGS consignment note</b></p> <p>Paper document or electronic record which records the contract of carriage in accordance with Article 6 CIM or Article 7 SMGS.</p> <p><b>2.2. Paper CIM/SMGS consignment note</b></p> <p>Paper document representing the CIM/SMGS consignment note.</p> <p><b>2.3. Electronic CIM/SMGS consignment note</b></p> <p>Electronic record of the data representing the CIM/SMGS consignment note.</p> <p><b>2.4. Printout of the electronic CIM/SMGS consignment note</b></p> <p>Printout of the data in the electronic CIM/SMGS consignment note record on paper.</p> <p><b>2.5. EDI</b></p> <p>Electronic Data Interchange means the electronic transfer of data between IT systems in the form of EDI messages.</p> <p><b>2.6. EDI message</b></p> <p>A set of segments, structured using an agreed standard, prepared in a computer readable form and capable of being automatically and unambiguously processed.</p>	<p><i>The parties may provide for further definitions.</i></p>

Boilerplate clauses	Comments
<p><b>3. Objective of the EDI contract</b></p> <p>The EDI contract only defines the conditions in which an electronic CIM/SMGS consignment note is made out and used in a manner which is legally valid. It guarantees</p> <ul style="list-style-type: none"> <li>- that the electronic CIM/SMGS consignment note is equivalent to the paper CIM/SMGS consignment note in accordance with Article 6 § 9 CIM and Article 7 § 14 SMGS;</li> <li>- the quality of the data;</li> <li>- the security of transmissions.</li> </ul> <p>The EDI contract is not intended to cover the rights and obligations arising from the contract of carriage.</p>	<p><i>The objective of the EDI contract is to define the conditions in which the use of an electronic CIM/SMGS consignment note has legal effect within the terms of the CIM Uniform Rules and the Agreement concerning International Freight Traffic by Rail (SMGS).</i></p>
<p><b>4. Equivalence of the electronic and paper versions of the CIM/SMGS consignment note<sup>41</sup></b></p> <p>Electronic CIM/SMGS consignment notes which are used by the parties to the contract of carriage are to be regarded as equivalent to paper CIM/SMGS consignment notes in accordance with Article 6 § 9 CIM and Article 7 § 14 SMGS.</p> <p>The parties may not challenge the evidential value of the electronically transmitted CIM/SMGS consignment note data simply on the grounds that it is electronic.</p>	<p><i>No party may assert before a court or tribunal that the electronic data exchanged is not of itself adequate evidence of the contract of carriage. Nevertheless, a party may assert that the data is incomplete, inaccurate, insecure, etc.</i></p>
<p><b>5. Content of the electronic CIM/SMGS consignment note</b></p> <p><b>5.1. Data</b></p>	<p><i>Electronic CIM/SMGS consignment notes must include all the elements of the paper CIM/SMGS consignment notes, including the “signatures”<sup>42</sup> of the consignor and the carrier who concluded the EDI contract.</i></p> <p><i>The list of data which is necessary is defined in Appendix 2 to the CIM/SMGS Consignment Note Manual.</i></p>

<sup>41</sup> Article 6 § 9 CIM and Article 7 § 14 SMGS.

<sup>42</sup> In accordance with Article 6 § 3 CIM, the consignment note is to be signed by the consignor and the carrier. Within the CIM area, this signature may be replaced by a stamp, by an accounting machine entry or in any other appropriate manner.

Boilerplate clauses	Comments
<p><b>5.2. Electronic signatures</b></p>	<p><i>The “signature”<sup>43</sup> of the consignor and the carrier must allow</i></p> <ol style="list-style-type: none"> <li><i>1. the parties to the contract to be identified;</i></li> <li><i>2. the consent of the parties to the contract of carriage and of their agreement to the content of that contract to be confirmed.</i></li> </ol> <p><i>An electronic signature is to fulfil the same functions as a hand written signature.</i></p> <p><i>Data authenticated by the electronic signatures is then to be transmitted to other persons involved in processing the CIM/SMGS consignment note with the objective of ensuring that those persons may always be able to distinguish clearly between data authenticated by the parties to the contract and that which was amended subsequently.</i></p> <p><i>The type of electronic signature and the level of security for the electronic signature are to be defined by the national law applicable.</i></p>
<p><b>6. Completion of the CIM/SMGS consignment note</b></p> <p><b>6.1. Obligation to check the completeness and accuracy of the data</b></p> <p><b>6.2. Integrity of the data</b></p> <p>The procedure used for completing the electronic CIM/SMGS consignment note is to ensure the data it contains remains unchanged once it has been input by the parties</p>	<p><i>Parties to the contract of carriage who inputs data into the IT system are to undertake to check carefully that the electronic CIM/SMGS consignment notes actually contain all the data required in accordance with point 5 of the EDI Contract Recommendation and that this data is accurate.</i></p> <p><i>The data contained in the electronic CIM/SMGS consignment note record must remain unaltered except for those cases provided for in the EDI Contract Recommendation. The original data must remain (legible) in the system so that it can at least be seen after its amendment and/or deletion inspected at a later juncture.</i></p>

<sup>43</sup> Under Article 6 § 3 CIM, the consignment note is to be signed by the consignor and the carrier. Within the CIM area, this signature may be replaced by a stamp, by an accounting machine entry or in any other appropriate manner.

Boilerplate clauses	Comments
<p><b>7. Transmission of the electronic CIM/SMGS consignment note</b></p> <p><b>7.1. Format of the EDI messages</b></p> <p><b>7.2 Sending and receipt of messages</b></p> <p><b>7.3. Security of transmission</b></p> <p><b>7.4. Amendment of data</b></p>	<p><i>The requirements for the EDI messages (transmission, content, timing, etc.) are shown in Appendix 3</i></p> <p><i>The parties to the EDI contract are to agree the standards and format for EDI messages and the codes for the data elements to be used.</i></p> <p><i>The procedure used for transmitting data transmission must make it possible to check if and when data was sent or received by the persons participating in processing CIM/SMGS consignment notes.</i></p> <p><i>The methods used for transmitting electronic CIM/SMGS consignment note data must be secure. The parties are to take precautions to protect electronic consignment note data from unauthorised access. Rights of access to the data are shown in Appendix 5.</i></p> <p><i>The parties may provide for an obligation to make checks and an obligation to update the processes used to protect the data from unauthorised access, unauthorised amendment, unauthorised deletion, etc.</i></p> <p><i>The Data in the CIM/SMGS consignment note may only be amended by those persons who are authorised in accordance with Appendix 5 (Rights of access to data). Contractual carrier/the forwarding railway and/or the carrier at the reconsignment point are to be notified of the amendments made in so far as that has been agreed by the parties.</i></p> <p><i>Any additions and amendments must be apparent and identifiable. The IT systems must ensure that any amendments made as well as their source and time can be identified, at least subsequently. IT systems must create an audit trail for all additions and alterations made to the electronic consignment note and save old data in accordance with point 9 of the EDI Contract Recommendation. Fraudulent changes are not permitted.</i></p>
<p><b>8. Printouts</b></p>	<p><i>Printouts have a legal value if they reflect the data in the electronic CIM/SMGS consignment note faithfully and completely. The provisions applying to printouts are shown in point 4.4 of the Specifications for the Electronic CIM/SMGS Consignment Note.</i></p>

Boilerplate clauses	Comments
<b>9. Archiving of data</b>	<i>The requirements of the law of carriage, customs law and tax law (amongst others) are to be taken into account when considering archiving electronic CIM/SMGS consignment notes.</i>
<b>10. Confidentiality</b>	<i>All those participants involved in processing electronic consignment notes are subject to the general rules of confidentiality.</i>
<b>11. Organisational requirements</b> <b>11.1. Operational environment</b>  <b>11.2. Costs</b>  <b>11.3. Fall-back measures for system failures</b>	<p><i>The parties are to undertake to create and maintain the operational environment for the use of the electronic CIM/SMGS consignment notes in accordance with the EDI contract.</i></p> <p><i>The parties are to specify how they bear the costs associated with the creation of this operational environment.</i></p> <p><i>The parties are also to agree the organisational procedures required for the use of electronic CIM/SMGS consignment notes (for example: mutual notification of system problems and system errors). This remark is also to apply to fall-back procedures to cover IT-system failures and cases in which paper documents have to accompany the consignment.</i></p>
<b>12. Liability</b> <b>12.1 General provisions</b>	<p><i>The parties are to agree on a liability regime for the electronic exchange of CIM/SMGS consignment note data. The regime chosen must guarantee that the data is complete and correct.</i></p>
	<p><i>Option A:</i></p> <p><i>A party is to be liable for loss or damage caused to another party by disregard or defective performance of obligations arising from the EDI contract except where he was not at fault. This liability is limited to [...].</i></p> <p><i>This limit is not to apply if it is proven that the damage results from an act or omission of the carrier either with the intent to cause such damage or recklessly in the knowledge that such damage would probably result.</i></p> <p><i>The provisions of the CIM and SMGS are to take precedence in the case of liability falling within the scope of the CIM and SMGS.</i></p>

Boilerplate clauses	Comments
	<p><i>Option B:</i></p> <p><i>The liabilities of the parties to the EDI contract are to be determined by the national law applicable to this contract.</i></p> <p><i>The provisions of the CIM or SMGS shall take precedence for issues which fall within the scope of the CIM and SMGS.</i></p>
<p><b>12.2 Persons for whose actions the parties are liable</b></p>	<p><i>The parties are to be liable for the actions of persons on whose services they make use of for the performance of the contract.</i></p>
<p><b>13. Applicable law</b></p>	<p><i>The law applicable to the EDI contract is to be that agreed by the parties.</i></p>
<p><b>14. Forum</b></p>	<p><i>Courts and tribunals are to be those agreed by the parties.</i></p>
<p><b>15. Duration, amendment and termination of the EDI contract</b></p>	<p><i>The rules for the duration and amendment of the EDI contract and the severability of its provisions are to be those agreed between the parties.</i></p>



**Appendix 5**  
(refers to point 4.5)

## Rights of access to data on the electronic CIM/SMGS consignment note

### Principles

- Access to consignment note data is only allowed to participants who have concluded an EDI contract and who are also parties to the contract of carriage in question. Exception: a right to read data from a contract of carriage to which they are not party is also allowed to carriers so that they can pass that data on to the next carrier or, if necessary, produce a printout of the electronic CIM/SMGS consignment note,
- By “consignor” in the “access to data” column of the table below, the consignor entered in box 1 of the consignment note is meant and likewise by “consignee” the consignee in box 4 is meant.
- Competent administrative authorities acting within the scope of their powers have a right of access.
- Three types of access are provided for: read, write (also includes the right to read) and amend (also includes the right to read and write). Access to read is provided by means of an interface or by means of messages exchanged between the parties, in accordance with the agreement they have entered into. The carrier’s right to write and amend the data is limited to the carrier who has custody of the goods.
- If the consignor changes the consignee, the original consignee is to lose his right of access. If the original consignee nominates another consignee, the consignor is not to be allowed access to the amended data.
- No access rights are to be granted to a substitute carrier within the CIM area because he is not a party to the contract of carriage. Data access rights for substitute carriers are to be agreed individually between the carrier and the substitute carrier, depending on the operations which the substitute carrier is to carry out.

### **Notes:**

- Status: M = mandatory information  
C = conditional information (mandatory if the condition is satisfied)  
O = optional information
- Contracts of carriage: CIM/SMGS = data applies to both the CIM and the SMGS contract of carriage  
CIM = data applies only to the CIM contract of carriage  
SMGS = data applies only to the SMGS contract of carriage

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend

## 2.2 Front

1	M	CIM/ SMGS  CIM	<b>Consignor:</b> Name, postal address, signature and if possible the telephone or fax number (with international prefix) or e-mail address of the consignor. The signature may be replaced by a stamp. See point 10 of the GLV-CIM/SMGS. The signature may also be replaced by an accounting machine entry or in any other appropriate manner.	- Consignee - CIM carrier - SMGS railway	- Consignor	
2	O	CIM/ SMGS	<b>Customer code for the consignor.</b> If the customer code is missing, it should be entered in accordance with the carrier's instructions when forwarding.	- Consignee	- Consignor	- CIM carrier - SMGS railway  (Addition of code. Amendment only in the case of subsequent orders or on the instruction of the consignor.)
3	O	CIM  SMGS	<b>Customer code for the payer of pre-paid charges</b> if not the consignor. If the customer code is missing, it may be entered by the carrier if it can be inferred from information entered in boxes 13 or 14. The code may be entered by the forwarding railway in accordance with its internal regulations.	- Consignee	- Consignor	- CIM carrier - SMGS railway  (Addition of code. Amendment only in the case of subsequent orders or on the instruction of the consignor.)
4	M	CIM/ SMGS	<b>Consignee:</b> Name, postal address and if possible the telephone or fax number or e-mail address of the consignee. See point 10 of the GLV-CIM/SMGS.	- Consignee	- Consignor	- CIM carrier - SMGS railway  (Amendment only in the case of subsequent orders or on the instruction of the consignor or consignee.)

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
5	O	CIM/ SMGS	<p><b>Customer code for the consignee.</b> If the customer code is missing, it should be entered in accordance with the carrier's instructions on arrival.</p>	- Consignee	- Consignor	<p>- CIM carrier - SMGS railway (Addition of code. Amendment only in the case of subsequent orders or on the instruction of the consignor or consignee.)</p>
6	O	CIM  SMGS	<p><b>Customer code for the payer of non-pre-paid charges</b> if not the consignee. If the customer code is missing, it may be entered by the carrier if it can be inferred from information entered in boxes 13 or 14. The code may be entered by the receiving railway in accordance with its internal regulations.</p>	- Consignee	- Consignor	<p>- CIM carrier - SMGS railway (Addition of code. Amendment only in the case of subsequent orders or on the instruction of the consignor or consignee.)</p>

Box No	Status	Contract of carriage	Description of box and information	Access to data																																								
				Read	Write	Amend																																						
7			<p><b>Consignor's declarations</b> committing the carrier. If codes 1, 2, 6, 7 or 8 are used, enter the code and its meaning. 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				- SMGS consignee (Codes 3-5,10, 18-23)		(Amendment only in the case of subsequent orders or on the instruction of the consignor or consignee.)																																						

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
8	O	CIM/ SMGS	<b>Consignor's reference/Contract No:</b> - CIM → SMGS traffic: Indicate the consignor's reference. The importer's contract number in accordance with the SMGS contract of carriage is to be entered in box 15. - SMGS → CIM traffic: Indicate the exporter's contract number.	- Consignee	- Consignor	- CIM carrier - SMGS railway  (Amendment only in the case of subsequent orders or on the instruction of the consignor or consignee.)
9	C	CIM/ SMGS	<b>Documents attached by the consignor:</b> Listing of all the accompanying documents needed for carriage which are attached to the consignment note. Details of supplementary sheets. When the consignor uses a dangerous goods declaration in accordance with sub-section 5.4.4 RID or Appendix 2 SMGS, it is to be treated as a supplementary sheet.	- Consignee	- Consignor	- CIM carrier - SMGS railway  (Amendment only in the case of subsequent orders or on the instruction of the consignor or when documents attached are removed in transit.)
10	M	CIM/ SMGS	<b>Delivery point:</b> - CIM → SMGS traffic: details of the destination station and destination railway (abbreviation – see point 3 of Appendix 2 to the GLV-CIM/SMGS). - SMGS → CIM traffic: details of the delivery point, destination station and country.	- Consignee	- Consignor	- CIM carrier - SMGS railway  (Amendment only in the case of subsequent orders or on the instruction of the consignor or consignee.)
11	O	CIM	<b>Code for the delivery point.</b> If the code is missing, it may be entered by the carrier.	- Consignee	- Consignor	- CIM carrier - SMGS railway  (Addition of code. Amendment only in the case of subsequent orders or on the instruction of the consignor or consignee.)

Box No	Status	Contract of carriage	Description of box and information	Access to data																		
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12	M	CIM/SMGS	<p><b>Station code.</b> International code for the station serving the delivery point for the goods (CIM), or international code of the destination station (SMGS). Two characters for the country code (see point 4 of Appendix 2 to the GLV-CIM/SMGS) plus six characters for the station code. If the code is missing, it must be entered by the carrier.</p>	- Consignee	- Consignor	<p>- CIM carrier - SMGS railway</p> <p>(Addition of code. Amendment only in the case of subsequent orders or on the instruction of the consignor or consignee.)</p>																
13	C C C C C  C C	CIM CIM CIM CIM CIM/SMGS  SMGS SMGS	<p><b>Commercial specification</b></p> <table border="0"> <tr> <td>Code</td> <td>Meaning</td> </tr> <tr> <td>1</td> <td>Route ...</td> </tr> <tr> <td>2</td> <td>Traffic flow ...</td> </tr> <tr> <td>3</td> <td>Carriers mandated to perform the carriage, section, status....</td> </tr> <tr> <td>4</td> <td>Defined frontier stations ... (for exceptional consignments).</td> </tr> <tr> <td>5</td> <td>Other conditions requested ... (for example, the number(s) of further customer agreements or tariffs in the CIM area. Note that the number of the customer agreement or tariff that applies to the section performed by the first carrier is to be entered in box 14).</td> </tr> <tr> <td>6</td> <td>Frontier exit stations ... (for a list of frontier exit stations - see Article 7 § 6 SMGS).</td> </tr> <tr> <td>7</td> <td>Forwarding by a diversionary route over transit railways</td> </tr> </table>	Code	Meaning	1	Route ...	2	Traffic flow ...	3	Carriers mandated to perform the carriage, section, status....	4	Defined frontier stations ... (for exceptional consignments).	5	Other conditions requested ... (for example, the number(s) of further customer agreements or tariffs in the CIM area. Note that the number of the customer agreement or tariff that applies to the section performed by the first carrier is to be entered in box 14).	6	Frontier exit stations ... (for a list of frontier exit stations - see Article 7 § 6 SMGS).	7	Forwarding by a diversionary route over transit railways	- Consignee	- Consignor	<p>- CIM carrier - SMGS railway</p> <p>(Amendment only in the case of subsequent orders or on the instruction of the consignor or consignee.)</p>
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14	C	CIM	<p><b>Number of customer agreement or tariff:</b> Number of the customer agreement or tariff which applies to the section performed by the first carrier, preceded by the identifier code 1 for customer agreements and 2 for tariffs.</p>	- Consignee	- Consignor	<p>- CIM carrier - SMGS railway</p> <p>(Amendment only in the case of subsequent orders or on the instruction of the consignor or consignee.)</p>																
15	O	CIM/SMGS	<p><b>Remarks which do not commit the carrier:</b> Information from the consignor to the consignee relating to the consignment. This information is not to commit the carrier. For CIM → SMGS traffic, the importer's contract number may be entered.</p>	<p>- Consignee - CIM carrier - SMGS railway</p>	- Consignor																	

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
16	M	CIM  SMGS	<b>Acceptance point:</b> - Point (including station and country), date and time (month, day and hour) at which the goods were accepted for carriage. Note: When details of the actual acceptance differ from those given by the consignor, the carrier who has accepted the traffic is to note the discrepancy in box 64 (carrier's declarations). - Forwarding station and railway abbreviation (see point 3 of Appendix 2 to the GLV-CIM/SMGS).	- Consignee - CIM carrier - SMGS railway	- Consignor	
17	O	CIM	<b>Code for the acceptance point:</b> The carrier is to provide the consignor with the code in the customer agreement. If the code is missing, it may be entered by the carrier.	- Consignee	- Consignor - CIM carrier - SMGS railway	
18	M  C	SMGS  CIM	<b>Sectional invoicing:</b> a) SMGS: Abbreviation for the SMGS transit railways in the order of carriage (see point 3 of Appendix 2 to the GLV-CIM/SMGS), details of the names and codes of the payers of the charges who will accept the charges for this movement and who have concluded a contract for the payment of charges with every transit railway (see also point 11 GLV-CIM/SMGS). b) CIM: If an intermediate section is to be invoiced separately, enter the code for the carrier or the country code in the left-hand column to indicate the section to be invoiced; enter the code for the carrier who is to invoice the amount in question in the right-hand column	- Consignee	- Consignor	- CIM carrier - SMGS railway  (Amendment only in the case of subsequent orders or on the instruction of the consignor or consignee.)
19	M M M C	CIM/ SMGS SMGS  SMGS CIM	<b>Wagon No:</b> - Wagons with a 12 digit wagon number: enter wagon number. The wagon type can be inferred from the wagon number. - Other wagons: Enter the type, the number and the abbreviation for the owning railway or the home railway of the wagon. If no type is shown on the wagon, enter the type as defined by the regulations of the forwarding SMGS railway. - Enter the load limit, the number of axles and the tare.  Notes: - When transshipping, the original data is to be crossed out and the data for the new wagon(s) entered. - The endorsement "See attached list" is to be entered in this box when consignments are in trainloads or groups of wagons.	- Consignee	- Consignor	- CIM carrier - SMGS railway  (Amendment only in the case of an error or transshipment.)

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
20	C	SMGS	<b>Description of the goods:</b> - Signs and marks shown on the individual packages (see Article 9 § 3 SMGS). - Nature of the packaging of the goods: tally number and painted numbers of UTI together with their types and length. - Description of the goods, for dangerous goods the description required by the RID and SMGS Appendix 2. “Harmonised System” code number for the goods when required by customs law (for example for sensitive goods). - Perishable goods: see point 14.2.2 GLV-CIM/SMGS. - Number of packages in figures and words. - Tally number and description of seals attached to the wagon or UTI by the consignor or carrier. - Affixing a label or stamping with a pictogram for consignments moving under customs supervision. - Consignment which is out of gauge on railways ... (abbreviations for the railways in accordance with point 3 of Appendix 2 to the GLV-CIM/SMGS). - Remarks on technical securing and loading conditions. For CIM → SMGS traffic, this information will be entered by the transshipping/gauge changing station. In the reverse direction this information will be entered by the consignor or forwarding station, depending on who undertakes the loading.	- Consignee	- Consignor	- CIM carrier - SMGS railway  (With the agreement of the consignor)
	C	CIM/SMGS				
	M	CIM/SMGS				
	C	CIM				
	C	SMGS				
	M	SMGS				
	C	CIM/SMGS				
	C	CIM				
21	C	CIM	<b>Exceptional consignment:</b> Insert a cross when the provisions for the international carriage of exceptional consignments within the area in which the CIM applies require that.	- CIM consignee - SMGS railway	- Consignor	- CIM carrier  (With the agreement of the consignor)
22	C	CIM/SMGS	<b>RID/SMGS Appendix 2:</b> Insert a cross when the goods are subject to the RID or Appendix 2 SMGS.	- Consignee	- Consignor	- CIM carrier - SMGS railway  (With the agreement of the consignor)
23	M	CIM/SMGS	<b>6 digit NHM/GNG code</b> for goods in wagons and UTI.	- Consignee	- Consignor	- CIM carrier - SMGS railway  (Amendment in the case of examination)

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
24	M	CIM/SMGS	<b>Mass [weight] as given by the consignor:</b> Indicate <ul style="list-style-type: none"> <li>- the gross mass of the goods (including packaging) separately by NHM/GNG code</li> <li>- the tare of UTI and containers</li> <li>- the total mass of the consignment. For the SMGS contract of carriage, the total mass is also to be indicated in words.</li> </ul>	<ul style="list-style-type: none"> <li>- Consignee</li> <li>- SMGS railway</li> </ul>	- Consignor	<ul style="list-style-type: none"> <li>- CIM carrier</li> </ul> (CIM: Amendment in the case of examination)
25	M	SMGS	<b>Type of consignment:</b> Indicate type of consignment by crossing the appropriate box (see Article 8 § 1 SMGS).	<ul style="list-style-type: none"> <li>- SMGS consignee</li> <li>- CIM carrier</li> <li>- SMGS railway</li> </ul>	- Consignor	
26	O	CIM/SMGS	<b>Customs endorsements:</b> Box reserved for endorsements by customs authorities or a consignor authorised by customs.	<ul style="list-style-type: none"> <li>- Consignee</li> <li>- CIM carrier</li> <li>- SMGS railway</li> </ul>		<ul style="list-style-type: none"> <li>- Customs authorities</li> <li>- Authorised consignor</li> </ul>
27	C	SMGS	<b>Declaration of value:</b> Declaration of the value of the goods in accordance with Article 10 SMGS.	<ul style="list-style-type: none"> <li>- SMGS consignee</li> <li>- CIM carrier</li> <li>- SMGS railway</li> </ul>	- Consignor	
28	M	CIM	<b>Place and date completed:</b> Place and date (year, month, day) at which the consignment note was made out.	<ul style="list-style-type: none"> <li>- Consignee</li> <li>- SMGS railway</li> </ul>	- Consignor	<ul style="list-style-type: none"> <li>- CIM carrier</li> </ul> (With the agreement of the consignor)
29	M	CIM/SMGS	<b>Reconsignment point:</b> Indicate reconsignment point in accordance with <i>Appendix 3</i> GLV-CIM/SMGS.  This reconsignment point is simultaneously <ul style="list-style-type: none"> <li>- For CIM → SMGS traffic: CIM delivery point and SMGS forwarding station,</li> <li>- For SMGS → CIM traffic: SMGS destination station and CIM acceptance point.</li> </ul>	<ul style="list-style-type: none"> <li>- Consignee</li> </ul>	- Consignor	<ul style="list-style-type: none"> <li>- CIM carrier</li> <li>- SMGS railway</li> </ul> (Amendment only in the case of subsequent orders or on the instruction of the consignor or consignee.)

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
30	M	CIM/SMGS	<b>Point and time of reconsignment:</b> Indicate the actual reconsignment point and the time of acceptance of the goods and the CIM/SMGS consignment note by the following carrier at the reconsignment point. (date stamp).	- Consignee	- CIM carrier - SMGS railway	
37	M	CIM/SMGS	<b>CIM/SMGS Consignment Note:</b> Description of the document and reference clause. On the right hand side of this box: Number and description of consignment note sheet. This information is pre-printed on the paper consignment note and stored in the electronic consignment note record.	- Consignor - CIM/SMGS consignee - CIM carrier - SMGS railway		
38	C	SMGS	<b>Mass [weight] determined by the railway:</b> Indicate the mass of the goods as determined by the railway if mass is determined by the SMGS forwarding railway.	- CIM consignee - CIM carrier - SMGS consignor - SMGS consignee	- SMGS railway	
39	C	CIM	<b>Examination:</b> Indicate the results of the examination and the identity of the carrier (abbreviation or code) carrying it out (see CIM Article 11 §§ 2 and 3).	- CIM consignor - CIM consignee - SMGS railway		- CIM carrier
40	O	CIM/SMGS	<b>Coding box 1:</b> 6 character box to be used by the forwarding carrier. If necessary, a train number may be entered (only applies to the CIM contract of carriage).			- CIM carrier - SMGS railway  (Coding by the forwarding carrier)
41	O	CIM/SMGS	<b>Coding box 2:</b> 4 character box to be used by the forwarding carrier.			- CIM carrier - SMGS railway  (Coding by the forwarding carrier)

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
42	O	CIM/ SMGS	<b>Coding box 3:</b> 4 character box to be used by the forwarding carrier.			- CIM carrier - SMGS railway  (Coding by the forwarding carrier)
43	O	CIM/ SMGS	<b>Coding box 4:</b> 4 character box to be used by the forwarding carrier.			- CIM carrier - SMGS railway  (Coding by the forwarding carrier)
44	O	CIM/ SMGS	<b>Coding box 5:</b> 6 character box to be used by the destination carrier. If necessary, a train number may be entered (only applies to the CIM contract of carriage).			- CIM carrier - SMGS railway  (Coding by the destination carrier)
45	O	CIM/ SMGS	<b>Coding box 6:</b> 4 character box to be used by the destination carrier.			- CIM carrier - SMGS railway  (Coding by the destination carrier)
46	O	CIM/ SMGS	<b>Coding box 7:</b> 4 character box to be used by the destination carrier.			- CIM carrier - SMGS railway  (Coding by the destination carrier)
47	O	CIM/ SMGS	<b>Coding box 8:</b> 4 character box to be used by the destination carrier.			- CIM carrier - SMGS railway  (Coding by the destination carrier)

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
48	C	CIM/SMGS	<b>Mass [weight] after transhipment:</b> After transhipment, the mass of the goods as determined by the carrier or transshipping railway is to be entered. Where transhipment is from one into several wagons, the mass for each wagon is to be given separately.	- Consignee	- CIM carrier - SMGS railway  (Input by the carrier on transhipment)	

### CIM charging sections

- a) Charging sections A and B only apply to the CIM contract of carriage. They all have the same format. In order to avoid any ambiguity, in any correspondence, the boxes in the sections must be qualified by the number of the section in question (for example A. 57).
- b) Where a customer agreement providing for centralised charging is applied, only one charging section is to be used for the whole of the journey covered by the agreement no matter whether the charges set out in the agreement are expressed as sectional or inclusive charges.
- c) Every carrier who enters charges to account is to use a distinct charging section. If there are insufficient charging sections, supplementary sheets must be used (only applicable to paper consignment notes).

49	M	CIM	<b>Codes for the charging sections:</b> International codes for the country and station or point at the beginning and end of the charging section or location at which just charges accrue.	- CIM consignor - CIM consignee		- CIM carrier
50	C	CIM	<b>Route code</b> when the customer agreement or the tariff applied provides for it.	- CIM consignor - CIM consignee		- CIM carrier
51	M	CIM	<b>NHM code:</b> NHM code determining the charges (need not necessarily correspond to that entered in box 23).	- CIM consignor - CIM consignee		- CIM carrier
52	C	CIM	<b>Currency:</b> Code for the applicable tariff currency. See point 2 of Appendix 2 to the GLV-CIM/SMGS.	- CIM consignor - CIM consignee		- CIM carrier
53	O	CIM	<b>Charged mass [weight]</b> , separately by tariff and NHM code. As appropriate the area in m <sup>2</sup> or the volume of the wagon or goods in m <sup>3</sup> if used as the basis for charging.	- CIM consignor - CIM consignee		- CIM carrier

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
54	M	CIM	<b>Customer agreement or tariff applied</b>	- CIM consignor - CIM consignee		- CIM carrier
55	O	CIM	<b>Km/Zone:</b> Tariff distance, expressed in km or zones, between the stations or points corresponding to the beginning and end of the charging section.	- CIM consignor - CIM consignee		- CIM carrier
56	O	CIM	<b>Supplements, fees, deductions</b>	- CIM consignor - CIM consignee		- CIM carrier
57	O	CIM	<b>Unit charge</b> , including any supplements and deductions separately by NHM code.	- CIM consignor - CIM consignee		- CIM carrier
58	C	CIM	<b>Charges:</b> Description of the charges in accordance with Appendix 3 of the GLV-CIM with the individual amounts.	- CIM consignor - CIM consignee		- CIM carrier
59	M	CIM	<b>Prepayment coding:</b> Coding of the instructions for the payment of charges (2 characters for the instruction on payment, 5 x 2 characters for the codes of the charges to be paid by the consignor, 2 characters for the country code + 6 characters for the station code ("up to ...").			- CIM carrier
60	M	CIM	<b>Route:</b> Details of the actual route using codes in accordance with UIC leaflet 920-5. It may be complemented by the route in plain text. Where there have been circumstances preventing carriage, indicate the new route as necessary with the endorsement "Diverted because of ...".	- CIM consignor - CIM consignee		- CIM carrier
61	C	CIM	<b>Customs procedures:</b> Name and code for the station in which the formalities required by customs or other administrative authorities are to be undertaken.	- CIM consignor - CIM consignee		- CIM carrier
62	C	CIM	<b>CIM formal report No:</b> Details of the number of the report form, the date it was made out (month, day) and the code of the carrier who made it out.	- CIM consignor - CIM consignee		- CIM carrier

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
63	C	CIM	<p><b>CIM extension of transit period:</b> Where the transit period is extended in accordance with Article 16 § 4 CIM, enter the code for the cause, the beginning and the end (month, day, hour) and the location of the extension:</p> <p>1 Completion of formalities required by customs or other administrative authorities (Article 15 CIM)</p> <p>2 Examination of the consignment (Article 11 CIM)</p> <p>3 Amendment of the contract of carriage (Article 18 CIM)</p> <p>4 Circumstances preventing carriage (Article 20 CIM)</p> <p>5 Circumstances preventing delivery (Article 21 CIM)</p> <p>6 Attention to be given to the consignment</p> <p>7 Rectification of the load following unsatisfactory loading by the consignor</p> <p>8 Transhipment following unsatisfactory loading by the consignor</p> <p>9 Other causes: ...</p>	- CIM consignor - CIM consignee		- CIM carrier
64	C M C C	SMGS CIM CIM CIM	<p><b>Carrier's declarations:</b></p> <p>Authorisation number for consignments to South-East Asia (see point 14.2.3 GLV-CIM/SMGS). Agreement number (see point 14.3.1 GLV-CIM/SMGS). Charges note made out on ... Charges note returned on ... As applicable, carriers declarations such as the number of the authorisation to load, reserve with reasons, point, date and time at which the goods were accepted if they differ from the information given by the consignor in box 16, agreed transit period if the details given by the consignor in box 7 are not correct, name and address of the carrier to whom the goods have been actually handed over if not the contractual carrier.</p>	- Consignor - Consignee		- CIM carrier - SMGS railway

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
64 (follow)	C	CIM	<p>Reservations with reasons are to be entered in code (see the table below), in the following manner "reservation with reason No ...". Where codes 2, 3, 4, 11 and 12, are used, details of the reservation must be given.</p> <p>Code Meaning</p> <p>1 Without packaging – also see point 14.2.3 GLV-CIM/SMGS.</p> <p>2 Packaging damaged: ... (give details) - also see point 14.2.3 GLV-CIM/SMGS.</p> <p>3 Inadequate packaging: ... (give details) - also see point 14.2.3 GLV-CIM/SMGS.</p> <p>Goods</p> <p>4.1 - clearly in poor condition: ... (give details),</p> <p>4.2 - damaged: ... (give details),</p> <p>4.3 - wet: ... (give details),</p> <p>4.4 - frozen: ... (give details).</p> <p>5 Loaded by the consignor.</p> <p>6 Loaded by the carrier in inclement weather at the request of the consignor.</p> <p>7 Unloaded by the consignee.</p> <p>8 Unloaded by the carrier in inclement weather at the request of the consignee.</p> <p>Impossible to make the examination in accordance with Article 11 § 3 CIM because of:</p> <p>9.1 - inclement weather,</p> <p>9.2 - sealing of the wagon or UTI,</p> <p>9.3 - load in the wagon or UTI inaccessible,</p> <p>10 Request for examination in accordance with Article 11 § 3 CIM presented late by the consignor.</p> <p>11 Examination not made because of a shortage of resources: ... (give details).</p> <p>12 Other reservations: ... (give details).</p>	- CIM consignor - CIM consignee  (Code 12 also SMGS consignor/ SMGS consignee)		- CIM carrier  (Code 12 also - SMGS railway)
65	C	CIM/SMGS	<p><b>Other carriers:</b> Undertaking code and optionally name and postal address of carriers other than the contractual carrier; section to be performed in code and optionally in plain text; status of carriers (1 = successive carrier, 2 = substitute carrier).</p> <p>This box is to be filled out by the forwarding carrier but only if carriers other than the contractual carrier participate in the performance of the carriage.</p>	- CIM consignor - CIM consignee		- CIM carrier

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
66	M	CIM	<p><b>a) Contractual carrier:</b> Undertaking code and optionally name and postal address of the contractual carrier plus signature. The signature may be replaced by a stamp, an accounting machine entry or in any other appropriate manner.</p> <p><b>b) Simplified transit procedure for rail (customs):</b> By marking a cross in the box, the contractual carrier, having his registered office in the European Community (EC) or in another contracting party of the EC/EFTA Convention on a Common Transit Procedure, requests that the simplified transit procedure for rail defined by Articles 414 to 425, 441 and 442 of the implementing provisions for the Community Customs Code (Regulation EEC/2454/93) (or the corresponding provisions of the EC/EFTA Convention on a Common Transit Procedure) be applied. He thus certifies that all the carriers taking part in the carriage including, if applicable, substitute carriers, are authorised to apply the simplified transit procedure for rail. The contractual carrier thus becomes the principal to the simplified transit procedure for rail.</p> <p>If the contractual carrier does not have his registered office in the European Community or in another contracting party of the EC/EFTA Convention on a Common Transit Procedure, he is to request that the simplified transit procedure for rail be applied in the name and for the account of the carrier that first takes over the goods in a Member State of the European Union or in another contracting party of the EC/EFTA Convention on a Common Transit Procedure. He thus certifies that that carrier and all the carriers following including, if applicable, substitute carriers, are authorised to apply the simplified transit procedure for rail. That carrier thus becomes the principal to the simplified transit procedure for rail. His code may only be used by the contractual carrier when the contractual carrier is authorised to do so.</p> <p>See point 15.1 of this manual for details of entries to be made in boxes 66 a) and b) for SMGS → CIM traffic.</p>	<ul style="list-style-type: none"> <li>- CIM consignor</li> <li>- CIM consignee</li> <li>- Successive carrier</li> </ul>	<ul style="list-style-type: none"> <li>- SMGS railway</li> </ul> <p>(Input in accordance with information from the CIM carrier at the point of re-consignment.)</p>	<ul style="list-style-type: none"> <li>- Contractual carrier</li> </ul>
	C	CIM				
67	M	CIM	<p><b>Date of arrival:</b> Date of arrival of the consignment at the destination station (year, month, day). The carrier may add an arrival number.</p> <p>Date stamp of the destination station after arrival of the goods.</p>	<ul style="list-style-type: none"> <li>- Consignee</li> </ul>		<ul style="list-style-type: none"> <li>- CIM carrier</li> <li>- SMGS railway</li> </ul>
	M	SMGS				

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
68	C	CIM	<b>Made available:</b> Time that consignment is made available to the consignee (month, day, hour). This information on the consignment note may be replaced by another means.	- CIM consignee		- CIM carrier
69	M	CIM/SMGS	<b>Consignment number:</b> Identification number of the consignment [country and station code, for forwardings from a CIM state, code for the forwarding carrier or substitute carrier in accordance with the list of carrier codes (www.cit-rail.org), and consignment number]. On paper consignment notes, a control label is to be applied at least to sheet 2 (invoice). When identification numbers for consignments are allocated by computer or by another means, control labels need not be used.	- Consignor - Consignee	- CIM carrier - SMGS railway  (CIM: Information from forwarding carrier)	
70	M	SMGS	<b>Date stamp of the forwarding station:</b> Date stamp of the forwarding station after acceptance of the goods and the consignment note. Acts as proof of the completion of the contract of carriage.	- SMGS consignor - SMGS consignee	- SMGS railway	
71	C	CIM	<b>Acknowledgement of receipt:</b> Date and signature of the consignee at the time of delivery. Acknowledging receipt on the consignment note itself may be replaced by another means.	- CIM carrier	- Consignee	

### 2.3 Back of sheets 1, 2, 3 and 6

73	M	SMGS	<b>Traffic:</b> Abbreviations for the forwarding and destination railways in accordance with point 3 of Appendix 2 GLV-CIM/SMGS. The codes for the forwarding and destination railways are to be entered in accordance with point 4 of Appendix 2 GLV-CIM/SMGS.	- SMGS consignor - SMGS consignee		-SMGS railway
74-78	M	SMGS	<b>Charging sections:</b> Charging sections are intended for the calculation of charges i.e. - Section 74 for the forwarding railway's charges - Sections 75 - 77 for transit railways' charges - Section 78 for the destination railway's charges. The stations at the beginning and end of each charging section are to be specified. Ancillary charges and other charges are to be entered with the appropriate code in accordance with Appendix 12.5.2 SMGS.	- SMGS consignor - SMGS consignee		<u>Section 74:</u> - SMGS railway <u>Section 75-77:</u> - SMGS railway <u>Section 78:</u> - SMGS railway

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
80	M	SMGS	<b>Item No:</b> Number of the goods in accordance with the tariff.	- SMGS consignor - SMGS consignee		- SMGS railway
81	M	SMGS	<b>Class:</b> The tariff class to be used is to be given.	- SMGS consignor - SMGS consignee		- SMGS railway
82	M	SMGS	<b>Unit charge:</b> enter the rate shown in the tariff	- SMGS consignor - SMGS consignee		- SMGS railway
83	M	SMGS	<b>Chargeable mass [weight]:</b> Enter the mass used as the basis for charging, split by tariff classes.	- SMGS consignor - SMGS consignee		- SMGS railway
84	M	SMGS	<b>Numerical coding box:</b> Enter the numerical code corresponding to each charging section, - the forwarding railway and forwarding station, or - the transit railway and its frontier station of entry, or - the destination railway and its frontier station of entry.	- SMGS consignor - SMGS consignee		- SMGS railway
85	M	SMGS	<b>Numerical coding box:</b> Enter the numerical code corresponding to each charging section, - the forwarding railway and its frontier station of exit, or - the transit railway and its frontier station of exit, or - the destination railway and destination station.	- SMGS consignor - SMGS consignee		- SMGS railway
86	M	SMGS	<b>Km:</b> The tariff distance is to be entered.	- SMGS consignor - SMGS consignee		- SMGS railway
87	M	SMGS	<b>Tariff:</b> The number of the tariff used.	- SMGS consignor - SMGS consignee		- SMGS railway
88	M	SMGS	<b>Charges to be paid by the consignor:</b> Pre-printed on paper consignment notes and stored in the data record of the electronic consignment note.	- SMGS consignor - SMGS railway		
89	M	SMGS	<b>Charges to be paid by the consignee:</b> Pre-printed on paper consignment notes and stored in the data record of the electronic consignment note.	- SMGS consignee - SMGS railway		
90	C	SMGS	<b>Amount in:</b> Enter the currency of the transit tariff.	- SMGS consignor		- SMGS railway

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
91	C	SMGS	<b>Amount in:</b> Enter the currency in which charges to be paid by the consignor are to be raised. Numerical coding box: to be completed in accordance with the instructions of the forwarding railway.	- SMGS consignor		- SMGS railway
92	C	SMGS	<b>Amount in:</b> Enter the currency of the transit tariff.	- SMGS consignee		- SMGS railway
93	C	SMGS	<b>Amount in:</b> Enter the currency in which charges to be paid by the consignee are to be raised. Numerical coding box: to be completed in accordance with the instructions of the destination railway.	- SMGS consignee		- SMGS railway
94	C	SMGS	<b>Charges</b> to be raised from the consignor in the tariff currency.	- SMGS consignor		- SMGS railway
95	C	SMGS	<b>Charges</b> to be raised from the consignor in the invoicing currency.	- SMGS consignor		- SMGS railway
96	C	SMGS	<b>Charges</b> to be raised from the consignee in the tariff currency.	- SMGS consignee		- SMGS railway
97	C	SMGS	<b>Charges</b> to be raised from the consignee in the invoicing currency.	- SMGS consignee		- SMGS railway
98	C	SMGS	<b>Total amount of ancillary and other charges</b> to be raised from the consignor in the tariff currency.	- SMGS consignor		- SMGS railway
99	C	SMGS	<b>Total amount of ancillary and other charges</b> to be raised from the consignor in the invoicing currency.	- SMGS consignor		- SMGS railway
100	C	SMGS	<b>Total amount of ancillary and other charges</b> to be raised from the consignee in the tariff currency.	- SMGS consignee		- SMGS railway
101	C	SMGS	<b>Total amount of ancillary and other charges</b> to be raised from the consignee in the invoicing currency.	- SMGS consignee		- SMGS railway
102	C	SMGS	<b>Total</b> of boxes 94 and 98.	- SMGS consignor		- SMGS railway
103	C	SMGS	<b>Total</b> of boxes 95 and 99 in charging section 74. In charging sections 75 to 78, amount in box 102 to be paid by the consignor expressed in the invoicing currency.	- SMGS consignor		- SMGS railway
104	C	SMGS	<b>Total</b> of boxes 96 and 100.	- SMGS consignee		- SMGS railway
105	C	SMGS	<b>Total</b> of boxes 97 and 101 in charging section 78. In charging sections 74 to 77, amount in box 104 to be paid by the consignee expressed in the invoicing currency.	- SMGS consignee		- SMGS railway
106	C	SMGS	<b>Total</b> of boxes 102 (Total amount to be raised from the consignor in the tariff currency).	- SMGS consignor		- SMGS railway
107	C	SMGS	<b>Total</b> of boxes 103 (Total amount to be raised from the consignor in the invoicing currency).	- SMGS consignor		- SMGS railway

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend
107	C	SMGS	<b>Total amount to be raised from the consignor (in words):</b> Enter the total charges to be raised from the consignor in accordance with box 107 in the invoicing currency, confirmed by the signature of the railway official.	- SMGS consignor		- SMGS railway
108	C	SMGS	<b>Grand total</b> of boxes 104 (Total amount to be raised from the consignee in the tariff currency).	- SMGS consignee		- SMGS railway
109	C	SMGS	<b>Grand total</b> of boxes 105 (Total amount to be raised from the consignee in the invoicing currency).	- SMGS consignee		- SMGS railway
109'	C	SMGS	<b>Total amount to be raised from the consignee (in words):</b> Enter the total charges to be raised from the consignee in accordance with box 109 in the invoicing currency, confirmed by the signature of the railway official.	- SMGS consignee		- SMGS railway
110	C	SMGS	<b>Exchange rate</b> Rates used by the forwarding and destination railway to convert the amounts shown in boxes 102 and 104.	- SMGS consignee		- SMGS railway
111	C	SMGS	<b>Remarks concerning charging:</b> As appropriate, remarks relating to the calculation and raising of charges, such as - payment of charges, derogating from Article 15 SMGS or point 11 GLV-CIM/SMGS - permitted axle load, derogating from Article 8 SMGS - declared value of the goods in the tariff currency (in words).	- SMGS consignor - SMGS consignee		- SMGS railway
112	C	SMGS	<b>To be raised additionally from the consignor:</b> Amounts calculated by transit railways which are to be raised from the consignor.	- SMGS consignor		- SMGS railway
119	C	SMGS	<b>Stamp of the weighing station:</b> Confirmation of the mass [weight] shown in box 38 by the stamp of the weighing station and the signature of the weighbridge supervisor.	- SMGS consignor - SMGS consignee		- SMGS railway

Box No	Status	Contract of carriage	Description of box and information	Access to data		
				Read	Write	Amend

#### 2.4 Back of sheets 4 and 5

113	C	SMGS	<b>Railway endorsements:</b> As appropriate, remarks concerning carriage of the goods such as - Amendment of the contract by the consignor or consignee. - Notification of circumstances preventing carriage or delivery. - Completion of invoice sheets after consignment.	- SMGS consignee		- SMGS railway
114	C	SMGS	<b>SMGS formal report:</b> This field is to be completed if a formal report in accordance with Article 18 SMGS is made out.	- SMGS consignee		- SMGS railway
115	C	SMGS	<b>SMGS extension of transit period:</b> Where the transit time is extended in accordance with Article 14 § 5 SMGS, the station extending the transit time, the reason and the extent of the extension are to be entered. The following codes are to be used for the cause of delay: Code Meaning 1 Completion of customs and other formalities. 2 Checking the contents of the consignment. 3 Checking the mass. 4 Checking the number of items. 5 Amending the contract. 6 Circumstances preventing carriage. 7 Attention to animals (e.g. exercising, watering, veterinary attention). 8 Reicing of refrigerated wagons. 9 Making good the load or the packaging in so far as the consignor was at fault. 10 Transshipping the goods in so far as the consignor was at fault. 11 Other causes: ... (the cause is to be given in plain text).	- SMGS consignee		- SMGS railway
116	M	SMGS	<b>Frontier station stamps:</b> Frontier station date stamps in journey order.	- SMGS consignee		- SMGS railway
117	M	SMGS	<b>Notification to the consignee of the arrival of the goods:</b> Date and time of the notification to the consignee of the arrival of the goods at the destination station. The internal regulations of the destination railway may specify an alternative procedure for providing the information contained in this box.	- SMGS consignee		- SMGS railway
118	M	SMGS	<b>Delivery of the goods to the consignee:</b> Confirmation of the delivery of the goods to the consignee by the date stamp of the destination station and the receipt of the goods by the signature of the consignee.		- SMGS consignee (Signature)	- SMGS railway
119	C	SMGS	<b>Stamp of the weighing station:</b> Confirmation of the mass [weight] shown in box 38 by the stamp of the weighing station and the signature of the weighbridge supervisor.	- SMGS consignee		- SMGS railway