



# **WCO-CTS CSV Declaration**

**Comma Separated Values**

**Cargo report message**

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**Introduction**

This document has been developed by WCO to assist interested EDI partners in developing and implementing the declaration message for the Cargo Targeting System in CSV format.

A comma-separated values (CSV) file stores tabular data (numbers and text) in plain-text form. Plain text means that the file is a sequence of characters, with no data that has to be interpreted instead, as binary numbers. A CSV file consists of any number of records, separated by line breaks of some kind; each record consists of fields, separated by some other character or string, most commonly a literal comma or tab. Usually, all records have an identical sequence of fields.

**File Format**

The declaration will contain one entry for each consignment item, more exactly there will be one entry for each unique available pair Container Number – Bill of Lading number.

For a declaration in CSV format to be valid will have to respect the following standards:

- File needs to have the extension CSV;
- A record ends at a line terminator;
- Adjacent fields must be separated by a single comma;
- Any field may be quoted (that is, enclosed within double-quote characters). Some fields must be quoted, as specified in following rules.);
- Fields with embedded commas must be quoted;
- Each of the embedded double-quote characters must be represented by a pair of double-quote characters;
- There will be no header (the first row in the file will be considered the first record);
- All records should have the same number of fields, in the same order. In case the data provider does not have the necessary information to complete all the fields,

the missing information will be replaced with the following string UNKNOWN.  
All the necessary fields with the corresponding index are listed in the section Record Structure;

- The last field in the record must not be followed by a comma;

## Record Structure

Index	Name	Status	Format	Observation
1	Sender Id	M	an..35	This id is provided by CTS to the sender
2	Date and time of preparation	M	an..11	Use the format YYMMDD-HHmm, always send the GMT time.
3	Type of declaration	M	an3	85 – for manifest upon arrival 833 – for manifest upon departure
4	Date and time of sending the declaration	M	an..11	Use the format YYMMDD-HHmm, always send the GMT time.
5	Office where the declaration is being lodged	M	an..35	This is used to identify the office of declaration. Use UN/LOCODE.
6	Ship Stay Reference	M	an..70	
7	Voyage number	M	an..17	
8	Carrier identifier	M	an..17	
9	IMO number of the Vessel	M	an..35	
10	Transport Means Identification Name	M	an..70	Actual vessel name
11	Date and time of arrival/departure	M	an..11	Use the format YYMMDD-HHmm (connected to no3)
12	Container number	M	an..17	
13	Container size and type	M	an..10	use ISO container size and type
14	Full empty indicator	M	an..3	7 for LCL 8 for FCL
15	Seal number	M	an..512	If there are multiple seals will be separated by ;
16	Bill of lading number	M	an..70	Bill of lading number of the actual consignment – always master bill
17	The actual House or Master Bill number	M	an..70	The actual House or Master Bill lading number. If we do not have a house bill we repeat number 14
18	Total number of packages for consignment	M	n..18	
19	Place of origin	M	an..35	Place at which the goods are taken over for carriage (operational term), if different from the transport contract place of acceptance. Synonym: Place of origin of carriage. Bill of lading place of receipt. Use UN/LOCODE.
20	Original port of loading	M	an..35	The port where the goods were first loaded on a vessel. First port where the consignment was

				ever loaded on to a ship. Use UN/LOCODE.
21	Place of loading	M	an..35	Seaport, airport, freight terminal, rail station or other place at which the goods (cargo) are loaded on to the means of transport being used for their carriage. Port where the consignment was loaded on to the current vessel. Use UN/LOCODE.
22	Place of discharge	M	an..35	Seaport, airport, freight terminal, rail station or other place at which goods are unloaded from the means of transport having been used for their carriage. Port where the consignment will be unloaded from the current vessel. Use UN/LOCODE.
23	Place of delivery	M	an..35	Place to which the goods are to be finally delivered under transport contract terms (operational term). Final port where the consignment will ever be unloaded from a ship. Use UN/LOCODE.
24	Place of ultimate destination of goods	M	an..35	Place where goods will ultimately be delivered. Bill of lading place of delivery. Use UN/LOCODE.
25	Consignor Name	M	an..256	
26	Consignor Address	M	an..256	
27	Consignee Name	M	an..256	
28	Consignee Address	M	an..256	
29	Freight Forwarder Name	M	an..256	
30	Freight Forwarder Address	M	an..256	
31	Notify Party Name	M	an..256	
32	Notify party Address	M	an..256	
33	Goods item description	M	an..512	
34	UCR		an..512	
35	Gross Volume	M	an..18	
36	Volume measurement unit code	M	an..3	
37	Gross Weight	M	an..18	
38	Weight measurement unit code	M	an..3	
39	Shipping Marks	M	an..256	Use 'No Marks' in case there are no Marks
40	HS code	M	an..16	

## Record Constrains

A record will be rejected in the following cases:

- there are less than 40 fields;
- 1 - id of the sender is not recognized by CTS;
- 3 – type of declaration has a value different than 85 or 833;
- 4 – date and time of sending the declaration have an invalid format or is missing;

- 5 - office where the declaration is being lodged is missing, has an invalid UNLOCODE or it is a UNLOCODE from a different country;
- 8 - Carrier identifier is missing;
- 9 – IMO number is missing;
- 10 – Vessel name is missing;
- 11 - Date and time of arrival/departure has an invalid value or is missing;
- 12 – Container number is missing;
- 15 – Seal number is missing;
- 16 - Bill of lading number is missing;
- 17 - The actual House or Master Bill number is missing;

By missing it means the field was unknown to the data provider and it has been replaced with the value UNKNOWN.

If a record is rejected it won't be imported in the CTS system.

A file will be completely rejected if it doesn't have at least one valid record.