

## **Syllabus for Test of Customs Clearing Agents License (Rule 93 of the Customs Rules, 2001)**

### **1. Customs Act, 1969: -**

- (a) Filing of Customs documents;
- (b) Types of Goods Declaration;
- (c) Suspensive regime of duty and taxes;
- (d) Adjudication;
- (e) Valuation and classification;
- (f) Offenses and penalties; and
- (g) Concessions and exemptions.

### **2. Customs Rules: -**

- (a) Baggage Rules;
- (b) Recovery of government dues;
- (c) Warehousing Rules;
- (d) Transshipment and Transit; and
- (e) Responsibilities of clearing agents.

**3. Procedures: -**

- (a) Examination and assessment;
- (b) Reviews and appeals;
- (c) Filing of Rebate claims;
- (d) Import by privileged persons; and
- (e) Amendment of documents.

**4. Basic Knowledge of Harmonized Tariff Classification System.**

**5. Allied Trade Laws: -**

- (a) Import Policy Order — Prohibitions and restrictions;
- (b) Export Policy Order - Prohibitions and restrictions;
- (c) Foreign Exchange Manual of State Bank of Pakistan (chapter 12 and 13); and
- (d) Anti-dumping and countervailing duty.

**6. Border procedures of neighboring countries and major trade partners: -**

- a. Preferential Trade Agreements; and
- b. Free Trade Agreements.

**7. Computer Proficiency: -**

- (a) MS Office (intermediate level);
- (b) Email; and
- (c) Web browsing and use of Internet.

**8. Customs Computerized System: -**

Fair level of familiarization with Web Based One Customs (WeBOC) and Pakistan Single Window (PSW); and

**9. Ethical business practices: -**

**10. Suggested Resources: -**

- i. Customs Act, 1969;
- ii. First Schedule to the Customs Act, 1969;
- iii. Customs Rules, 2001 — Pakistan Customs Laws Vol II (relevant chapters);
- iv. Import Policy Order, 2022 (or in vogue);
- v. Export Policy Order, 2022 (or in vogue);
- vi. Foreign Exchange Manual of State Bank of Pakistan (as amended up to 2020);
- vii. FBRI Federal Board of Revenue - Government of Pakistan(fbr.gov.pk);
- viii. Pakistan Single Window (psw.gov.pk);
- ix. One-Customs (Paperless Goods Declaration Processing System) (weboc.gov.pk); and
- x. Ministry of Commerce Government of Pakistan (commerce.gov.pk).]