

# LEARNING ABOUT THE ASEAN CUSTOMS TRANSIT SYSTEM (ACTS)

## By Using the ARISE Distance Learning Package

This paper introduces the ACTS distance-learning package, developed by ARISE.

### PURPOSE OF THE LEARNING PACKAGE

The ASEAN Customs Transit System or 'ACTS' is based on the principles set out in an International Convention on the Simplification and Harmonization of Customs Procedures. The Convention's guideline recommendations on Customs transit have been realised by ASEAN Member States through agreement and in the development of a computerised system suited to the regional environment.

This package has been designed by ARISE (ASEAN Regional Integration Support from the EU) to assist persons new to ACTS, whether those persons are within the transport industry, administering authorities, such as Customs, or other organisations with a particular interest. It is designed to develop their knowledge and understanding of the background and the formal or legal provisions contained within the ASEAN Agreement establishing ACTS as a regional Customs transit system, as well as both the administrative and operational procedures involved in the effective function of ACTS.

### STRUCTURE OF THE LEARNING PACKAGE

A person's learning needs depend on their part or on their organisation's role in ACTS. For example, the detailed knowledge requirements of a transit trader, who will move goods under ACTS procedures, will be different to that of a Customs officer either approving the transit movement or controlling the transit at offices en route.

### MODULES AND UNITS THAT MAKE UP THE PACKAGE

To give the necessary flexibility, this package is structured in a modular way, so that individual modules can be combined to meet specific training needs – according to a trainee's future role.

Modules are made up of a number of units, with each unit being self-contained and covering a particular subject.

Each unit is made up of usually no more than five related topics, and units should take trainees no more than 15 to 45 minutes to successfully complete.

Many of the units include a 'Question and Answer' section, which is used to help the trainee measure how well they understand the content.

### DESIGN OBJECTIVES

This package was designed so that it can either be directly used, or for 'distance learning'. This is also called 'self-paced' or 'open' learning but what it means is that a trainee who has little prior knowledge can work

through the modules relevant to his or herself and reach a satisfactory level of competence in his or her field. Trainees self-assess their own progress, based on the question and answer sessions built into the units of the modules.

The package, or parts of the package, is also intended as the basis for supporting material that can be made available to classroom trainees. Exercises within the modules can be used within the classroom and the material within the modules used to reinforce the teaching points delivered. Supporting material has additional value after the course if it provides a quick and an easy-to-follow reference for trainees and provide links into the formal text or provisions.

Accessibility - That the material is available to all within the current participating ASEAN Member States and likely future participants among the Contracting Parties. The main issues here are language and the media used for distribution.

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## MEANS OF USING THE PACKAGE

The package has been prepared using Microsoft's Word. The package is distributed in electronic form and it can be used directly, by viewing on-screen, or printed out as a paper version.

There are many advantages in viewing and working through the package on screen as the material contains many links to reference material, in addition to cross-references to related topics in other units in the training modules. Other material includes the text of the formal agreement – Protocol 7 and Technical Appendix – the ACTS Customs Procedures Manual, and other instructional material, such as PowerPoint presentations that give an overview.

If you are working from a printed version of the package it is best that you have access to printed copies of the reference material listed at the front of each learning unit.

When working on screen these links (i.e. 'hyperlinks') will take you directly to the quoted reference.

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## CONTENTS OF THE MODULES

The learning package consists of two modules, with the first unit within each module contains a list of the units that make up the module, as well as a brief description of the topics covered by those units.

### [Module 1 'The ASEAN Customs Transit System \(ACTS\)'](#)

The introduction to module 1 provides an explanation of the purpose of ACTS. The other units of module 1 give the detail of how the ASEAN Customs Transit System works including the principles and objectives of the system, the legal basis, the roles and responsibilities of the users, and the features and functions that go together to achieve both facilitation for traders and control for Customs.

### [Module 2 'Using the ASEAN Customs Transit System'](#)

The introduction to module 2 gives an overview of the operational procedures of ACTS. It covers how the system is accessed by qualified transit transport operators and how Customs receive and process the operator's transit declaration, and on approval control the transit movement from release until correct arrival and formal termination at destination.

The units of module 2 go into details on the roles and procedures followed by the various users in initiating ACTS transits and in monitoring and controlling movements through to completion.

## MODIFICATIONS TO MAKE THE BEST USE OF THE MATERIAL

The modules cover the main topics when you are learning about ACTS, however they cannot hope to cover all there is to know on any particular subject. For this reason trainees are encouraged to go to reference material, such as the ACTS Customs Procedures Manual and national instructions. For module 2 in particular, when learning about operational procedures, access to hands-on training on the ACTS application and the ACTS User Manual is also essential.

The module knowledge tests, i.e. the Questions and Answers, are intended to also bring out points that are not directly covered in the texts of the learning units.

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## NATIONAL INPUT

Managers with national training responsibilities are encouraged to build on the existing material by adding questions and answers that cover national procedures or instructions.

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## SUPPORT FOR TRAINEES

Although the package is described as for 'distance' or 'self-paced' learning you cannot treat it as 'give and forget'. If you give the package to trainees you must also give them access to assistance as and when they need it (i.e. a 'help' line) and on-going encouragement as they progress, and also recognition on successful completion.