

# **CUSTOMS ACT**

## **(CHAPTER 70)**

### **CUSTOMS REGULATIONS**

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**CUSTOMS ACT  
(CHAPTER 70, SECTION 143)**

**CUSTOMS  
REGULATIONS**

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[14th December 1979]

## PART I

## PRELIMINARY

**Citation**

1. These Regulations may be cited as the Customs Regulations.

**Definitions**

2. In these Regulations, unless the context otherwise requires —

“alcoholic strength” —

- (a) in relation to a mixture of alcohol and some other substances, means the ratio, expressed as a percentage, of the mass of alcohol present in the mixture to the total mass of the mixture; and
- (b) in relation to a mixture of alcohol and water, means the ratio, expressed as a percentage, of the volume of alcohol present in the mixture at a temperature of 20°C to the total volume of the mixture;

“certificate of registration” means a certificate issued by the Registrar under section 9 of the Business Registration Act (Cap. 32);

“licensed premises” means premises in respect of which a licence has been issued under section 50, 51, 63 or 66 of the Act;

“locally grown tobacco” means tobacco grown in Singapore.



## PART II

## GOVERNMENT WAREHOUSES

**Permission to enter Government warehouses**

3. No person shall enter any Government warehouse except with the permission of a proper officer of customs.

**Hours of opening of offices and warehouses**

4.—(1) The hours during which customs offices and Government warehouses shall ordinarily be open for business shall be as follows:

- (a) Mondays to Fridays — 8 a.m. to 5 p.m.; and
- (b) Saturdays — 8 a.m. to 12.30 p.m.

(2) Notwithstanding paragraph (1), Government warehouses for the storage of dutiable goods in transit and the Government warehouse at the Changi International Airport shall remain open during such hours as the Director-General may from time to time direct.

**Extension of opening hours of offices and warehouses**

5.—(1) The hours specified in regulation 4 (1) may be extended in respect of customs offices and Government warehouses, subject to the following conditions:

- (a) that notice shall be given in writing to a proper officer of customs not less than one hour before the ordinary closing hour immediately preceding the time when it is desired to have the customs office or Government warehouse opened; and
- (b) that the person giving the notice required under paragraph (a) shall pay on demand, after overtime has been worked, such overtime fee as the Director-General may charge under section 98 of the Act for the attendance of an officer of customs.

(2) A proper officer of customs may, in his discretion, approve or refuse any application not presented in due time as specified in paragraph (1) (a).

**Cancellation fee**

6. When overtime is requested and where a request is not cancelled before the close of the ordinary office hours immediately preceding the time it was requested that overtime be worked, the person who made the request shall pay on demand such minimum overtime fee as the Director-General may charge under section 98 of the Act.

**Scale of warehouse rent for Government warehouses**

7.—(1) Warehouse rent on goods deposited in Government warehouses, other than those which are situated within the boundary limits of an airport and in the transit warehouses operated by the Director-General, shall be as set out in the First Schedule.

(2) Warehouse rent shall be charged monthly, at the close of business on the last day of each month, on the quantity of goods deposited in the warehouse at any time during the month.

(3) No warehouse rent shall be charged for more than one month in any case where the period of storage of the whole or part of the goods does not exceed 30 days.

(4) Goods deposited in Government warehouses situated within the boundary limits of an airport and in the transit warehouses operated by the Director-General shall be charged warehouse rent at the rate of 30 cents per kilogramme gross weight pro rata for each period of 7 days or part thereof subject to a minimum charge of \$4 for each period of 7 days or part thereof for each consignment.

(5) Subject to item 5 in the First Schedule, in computing the total amount of warehouse rent payable, any fraction of a dollar shall be ignored.

**PART III****IMPORTATION AND REMOVAL OF  
DUTIABLE GOODS****Importation of dutiable goods**

8.—(1) Every person importing dutiable goods shall apply to a proper officer of customs, in such form as the Director-General may require, for permission to move the dutiable goods from the ship,

aircraft or vehicle by which they were imported or, in the case of dutiable goods imported by rail, from the Woodlands Train Checkpoint.

(2) An importer of dutiable goods may be required to furnish security to the Director-General for the amount of duty payable on such goods imported.

(3) The security may be furnished by a cash deposit or a bank guarantee or both.

### **Import and export of goods by rail**

**8A.**—(1) The master or charterer of a train shall, on arrival of the train at the Woodlands Train Checkpoint produce on demand to the proper officer of customs at that Checkpoint —

- (a) the inward or outward manifest of goods brought into or exported from Singapore on the train; and
- (b) all invoices, waybills and any other document which the officer may require to test the accuracy of any declaration made by an importer or exporter of goods on that train to any officer of customs in connection with the issue of a customs permit for those goods.

(2) The Director-General may allow dutiable goods on board a train to be removed from the customs station along the railway without a customs permit pending payment of the customs duty or excise duty payable thereon and any composition of any offence.

(3) Before doing so, the Director-General may, in his discretion, require that security be lodged by the railway administration to his satisfaction to guarantee the safe custody of the goods pending payment of the customs duty or excise duty and composition sum within such time as he may allow.

### **Receipt of dutiable goods into Government warehouses**

**9.** Dutiable goods will be received into a Government warehouse on presentation of the form referred to in regulation 8 duly endorsed by a proper officer of customs.

### **Removal of dutiable goods for local consumption**

**10.**—(1) Whenever the owner of dutiable goods is desirous of removing the whole or part of such goods from a Government

warehouse, licensed factory warehouse or licensed warehouse or from the ship, aircraft, train or vehicle by which they were imported for local consumption, he shall personally or by his agent —

- (a) submit to the proper officer of customs a declaration in such form as the Director-General may require and pay the duty assessed upon the goods to be removed; and in the case of dutiable goods delivered in accordance with the Customs (Duties) (Exemption) Order (O 5), submit the relevant exemption certificate in accordance with the provisions of that Order; and
- (b) in the case of dutiable goods deposited in a Government warehouse, produce to the proper officer of customs the warehouse deposit receipt issued under section 53 (1) of the Act, or a delivery order issued under section 53 (4) of the Act and pay all charges due on the goods to be removed.

(2) The proper officer of customs shall thereupon authorise the removal of the dutiable goods.

**Removal of dutiable goods to another Government warehouse, licensed factory warehouse or licensed warehouse**

**11.**—(1) Whenever the owner of dutiable goods is desirous of removing the whole or part of such goods from a Government warehouse, licensed factory warehouse or licensed warehouse to another Government warehouse, licensed factory warehouse or licensed warehouse, he shall personally or by his agent —

- (a) submit to the proper officer of customs at the warehouse in which the goods are deposited a declaration, in such form as the Director-General may require, of the goods to be removed;
- (b) in the case of dutiable goods deposited in a Government warehouse, produce to the proper officer of customs the warehouse deposit receipt issued under section 53 (1) of the Act, or a delivery order issued under section 53 (4) of the Act and pay all charges due on the goods to be removed; and
- (c) furnish security, if so required, to the satisfaction of the Director-General, to guarantee payment of duty for which he may become liable under paragraph (2).

(2) The proper officer of customs shall thereupon issue an order authorising the removal of the goods, provided that, in issuing such

order, the proper officer of customs may impose such conditions as he may think necessary for the safeguarding of the revenue.

(3) The owner of any goods removed under this regulation or his agent shall pay the duty leviable on any such goods not accounted for by deposit in another Government warehouse, licensed factory warehouse or licensed warehouse.

### **Removal of dutiable goods for export or re-export**

**12.**—(1) The Director-General may, in his discretion, impose a limit on the quantity of dutiable goods which are to be exported or re-exported by any vessel of 300 net registered tonnes or below for the safeguarding of the revenue.

(2) Where dutiable goods are to be conveyed for export or re-export in any vessel of 300 net registered tonnes or below, a senior officer of customs may require the master or person in charge of the vessel to keep or store such goods in a locked hold for as long as the vessel is within the territorial waters of Singapore and the senior officer of customs may seal such hold.

(3) No person shall, without lawful authority, open, alter, break or remove any seal placed by a senior officer of customs under paragraph (2) while the vessel is still within the territorial waters of Singapore.

(4) If any dutiable goods which are kept in the vessel under paragraph (2) are found to be missing or re-landed in Singapore, the goods shall be presumed, until the contrary is proved, to have been illegally removed from such vessel with the consent of the master or the person in charge of the vessel.

(5) Whenever the owner of any dutiable goods is desirous of removing the whole or part of such goods from a Government warehouse, licensed factory warehouse or licensed warehouse for export or re-export, as the case may be, he shall personally or by his agent —

- (a) submit to the proper officer of customs at the warehouse in which the goods are deposited a declaration, in such form as the Director-General may require, of the goods to be removed;
- (b) in the case of goods deposited in a Government warehouse, produce to the proper officer of customs the warehouse

deposit receipt issued under section 53 (1) of the Act, or a delivery order issued under section 53 (4) of the Act and pay all charges due on the goods to be removed; and

- (c) furnish security, if so required, to the satisfaction of the Director-General to guarantee payment of customs duty or excise duty for which he may become liable under paragraph (7).

(6) The proper officer of customs shall thereupon issue an order authorising the removal of the goods, provided that, in issuing the order, the proper officer of customs may impose such conditions as he may consider necessary for the safeguarding of the revenue.

(7) The owner of any goods removed under this regulation or his agent shall, if so required by the proper officer of customs, produce evidence that the goods have been exported or re-exported and shall pay the customs duty or excise duty leviable on any part of the goods —

- (a) not accounted for to the satisfaction of the proper officer of customs; or
- (b) if they are found to have been illegally re-landed in Singapore.

(8) If any goods removed for export or re-export under this regulation are found to have been illegally re-landed in any place in Singapore, the owner and the exporter of the goods and the owner's agent shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000.

(9) The Director-General may, in his discretion, require the owner of any vessel carrying dutiable goods for export or re-export or his agent —

- (a) to furnish security to guarantee payment of customs duty or excise duty in the event the goods are re-landed in Singapore; and
- (b) to secure the good conduct of the crew of the vessel.

### **Transhipment of dutiable goods**

**13.—**(1) The consignor of goods intended for transhipment or his agent shall submit to the proper officer of customs a declaration, in such form as the Director-General may require, of the goods to be transhipped.

(2) The consignor of goods intended for transshipment or his agent shall, if so required by the proper officer of customs, produce evidence that the goods have been transhipped and shall pay the customs duty or excise duty leviable on any part of such goods not accounted for to the satisfaction of the proper officer of customs.

(3) The consignor of such goods or his agent shall furnish security, if so required, to the satisfaction of the Director-General, to guarantee payment of duty for which he may become liable under paragraph (2).

### **Customs declarations**

**13A.**—(1) The types of Customs declarations required for the movement of dutiable goods in Singapore shall be as follows:

- (a) an Inward/Transshipment/Removal/Payment Declaration;
- (b) an Outward Declaration; and
- (c) a Duty Exemption Certificate.

(2) The purposes of the Customs declarations referred to in paragraph (1) shall be as follows:

- (a) an Inward Declaration shall be required for the removal of dutiable goods from any arrival point (whether by sea, air, rail or road from West Malaysia via Woodlands or Tuas, or from the free trade zones) to any licensed premises or other approved place of storage;
- (b) a Transshipment Declaration shall be required for the removal of dutiable goods —
  - (i) imported by sea from vessels at anchorage to the free trade zone for storage;
  - (ii) from the free trade zone for re-export to foreign destinations;
  - (iii) from one free trade zone to another; and
  - (iv) from the point at which they arrive on import to another point at which they are to be re-exported (such as from West Malaysia via Woodlands or Tuas to Changi International Airport);
- (c) a Removal Declaration shall be required to cover the movement of dutiable goods between any licensed or approved premises within customs territory (such as from one licensed warehouse to another);

- (d) a Payment Declaration shall be required for the payment of customs duty or excise duty or tax on goods;
- (e) an Outward Declaration shall be required to cover the movement of dutiable goods from customs territory for export or storage in the free trade zone; and
- (f) a Duty Exemption Certificate shall be required for dutiable goods which are exempted from payment of duty in Singapore.

**Director-General may require dutiable goods to be conveyed in vehicles or wagons capable of being locked, sealed, etc.**

**14.**—(1) The Director-General, if he considers it necessary, may require dutiable goods imported, exported, re-exported or in transit by road to be conveyed in completely covered vehicles or wagons which are capable of being locked, sealed or otherwise secured.

(2) No locks, seals or other safeguards placed on such vehicles or wagons by the proper officer of customs shall be tampered with, opened, broken, altered or removed without the consent of the proper officer of customs.

(3) The Director-General may refuse to permit the carriage of dutiable goods by motor vehicles as provided for in paragraph (1), unless the construction of the bodies of such vehicles is in accordance with requirements approved by him.

## PART IV

### APPLICATIONS FOR LICENCES UNDER SECTION 50 OF ACT

#### **Applications for factory warehouse licences**

**15.** Every application for a factory warehouse licence shall be made in writing to the Director-General specifying —

- (a) the name, identity card number and address of the applicant;
- (b) the style under which he trades;
- (c) the number of the certificate of registration;
- (d) the name of the street or exact locality and the number of the premises, or the lot number of the ground upon which it is intended to build the premises, where it is desired to



warehouse dutiable goods intended for manufacture and to carry on the manufacture;

- (e) the storage area of the premises;
- (f) the nature of the goods to be produced, the output proposed and whether for local consumption or for export or both;
- (g) the class and quantity of goods to be stored; and
- (h) the estimated annual duty which will be paid on the raw materials removed for the purpose of manufacture or on the finished or semi-finished product, as the case may be.

### **Inspection of premises or site and submission of plans**

**16.** If the Director-General is satisfied that the applicant is a fit and proper person to receive a licence, he shall —

- (a) cause to be inspected the premises to be licensed or the site upon which it is intended to erect the premises; and
- (b) call for such plans and drawings, as may be necessary, setting out in detail the proposed layout and construction thereof.

### **Nature of plans**

**17.** Provision shall be made in the plans required under regulation 16 for the following:

- (a) separate storage space for raw materials, finished or semi-finished products and the waste products of the factory;
- (b) separate factory space to be used solely for manufacture and not for any other purpose;
- (c) accommodation in the form of married quarters free of cost for such number of officers of customs as the Director-General may require to be stationed on the premises;
- (d) a separate office for the officers of customs; and
- (e) any other requirement considered necessary by the Director-General in order to ensure adequate protection of the revenue.

### **Director-General may order alterations**

**18.** The Director-General may call for such alterations in the plans submitted to him as are necessary to make them conform with regulation 17.

**Fire and health safeguards**

19. The applicant shall make such provisions against fire and for safeguarding health as the fire and health authorities may require.

**Security may be required**

20. The Director-General shall, upon being satisfied that the proposed premises are suitable to be licensed as a factory warehouse, sign the plans and inform the applicant of the amount, if any, which he is required to furnish as security for the proper conduct of his business.

**Plan of plant to be submitted**

21. Before the installation of plant intended to be used on the licensed premises, the applicant shall submit a plan of the plant for the approval of the Director-General.

**Director-General may require alterations**

22. The Director-General may, at any time, require the applicant to make such additions or alterations to the plan of such plant or to such plant after installation, as he may consider necessary for the adequate protection of the revenue.

**Plan when approved to be signed**

23. The Director-General, when satisfied with the details of the plant submitted in accordance with regulation 21, shall signify his approval by signing a plan thereof.

**No deviation from approved plan**

24. The applicant shall not deviate from an approved plan except with the written approval of the Director-General.

**Plan to be available for inspection**

25. A copy of each plan approved by the Director-General under regulations 20 and 23 shall be produced for inspection by the proper officer of customs when required.

**Approval of plans or otherwise**

26. The Director-General shall, as soon as a decision has been reached with respect to the plans submitted under regulations 16 and

21, inform the applicant of the decision but shall not be required to give any reason for the decision.

### **Issue of licence**

**27.** The Director-General shall, when satisfied that the premises and plant therein are complete and ready for operation and on receipt of the security required under regulation 20 and on payment of the prescribed fee, issue a licence to the applicant, subject to such conditions as he may consider necessary to impose.

## **PART V**

### **PREMISES LICENSED UNDER SECTION 50 OF ACT**

#### **Alterations to premises**

**28.** No structural alteration or installation of plant or machinery to be used for the purpose of manufacture may be made in any licensed premises without the written approval of the Director-General having first been obtained.

#### **Unless permission obtained, only watchman may dwell on premises**

**29.** Except with the permission of the Director-General, no person other than a watchman may dwell on the licensed premises.

#### **Premises to be clean**

**30.** The licensee shall at all times keep his premises in a clean and sanitary condition.

#### **Closing hours**

**31.—(1)** All licensed factory warehouses shall be closed —

- (a) on Sundays and public holidays; and
- (b) between the hours of 5 p.m. and 7 a.m. on other days.

(2) No operations shall be conducted within the licensed premises during these periods except —

- (a) with the prior written approval of the proper officer of customs; and

- (b) on the licensee undertaking to pay such overtime fee as the Director-General may charge under section 98 of the Act if the Director-General considers the attendance of an officer of customs necessary.

### **Duty-paid goods not to be stored in licensed premises**

**32.**—(1) No goods upon which customs duty or excise duty has been paid shall be stored in any licensed premises, except with the permission of the proper officer of customs.

(2) No dutiable goods, including finished or semi-finished products, shall be removed for export or otherwise from a licensed factory warehouse, nor shall the goods be returned to any such warehouse, without the prior written permission of the proper officer of customs.

### **Proper officer of customs may place locks, seals and require other safeguards**

**33.**—(1) The proper officer of customs may place such locks or seals upon any part of the licensed premises or portion of the plant therein, and may require other safeguards as he may consider necessary for the protection of the revenue.

(2) Such safeguards shall be provided at the expense of the licensee.

(3) Where locks, seals or other safeguards are placed upon the outer door or doors of any licensed premises, any senior officer of customs shall have access at all times to such door or doors for the inspection of the locks, seals or other safeguards placed thereon.

(4) No locks, seals or other safeguards placed in accordance with paragraph (1) shall be tampered with, opened, broken, altered or removed without the consent of the proper officer of customs.

### **Books of account to be kept by licensee**

**34.**—(1) Every licensee shall maintain —

- (a) a stock book for recording the quantity, description and country of origin of all raw materials received into the licensed premises, and the number of the relative removal permit or other document authorising removal;

- (b) a register in which shall be entered the quantity and description of all raw materials removed into the factory for the purpose of manufacture, the quantity and description of the product resulting from manufacture and the manner of disposal thereof; and
- (c) a waste stock book.

(2) All such books and register shall be in the form approved by the Director-General and shall be entered daily and balanced at the close of business on the last day of each month.

(3) Every licensee shall —

- (a) at all times keep at the licensed premises the stock book, register and waste stock book, books of account, invoices and other documents connected with his manufacturing operations;
- (b) produce on demand at any time for the inspection of the proper officer of customs the said books and documents, and allow that officer to make such abstracts therefrom as he may think fit;
- (c) allow at any time any senior officer of customs to examine, inspect, weigh or check the stocks of dutiable raw materials and of finished or semi-finished products held on the licensed premises and, for this purpose, that officer may require to see every package containing dutiable goods and the contents thereof, and also to draw samples of the finished or semi-finished products for purpose of analysis;
- (d) pay on demand to the Director-General the customs duty or excise duty on any dutiable goods which cannot be satisfactorily accounted for; and
- (e) permit any senior officer of customs to inspect all labels, wrappers or containers used or attached, or intended to be used or attached, in connection with the products manufactured by him.

### **Submission of weekly statement and monthly stock return**

**35.** Every licensee shall —

- (a) submit weekly to the Director-General a statement, in such form as the Director-General may require, showing details of all dutiable goods received into the licensed premises or

removed from the factory for the purpose of manufacture during the preceding week; and

- (b) furnish not later than the tenth day of each month to the Director-General a return, in such form as the Director-General may prescribe, giving details of the balances of all dutiable raw materials and of the finished or semi-finished products stored in his licensed premises as at the close of business on the last day of the previous month.

### **Nature of goods to be kept in licensed premises**

**36.** No goods other than those specified in the licence issued under and in accordance with section 50 of the Act shall be stored in any licensed premises, except with the prior written permission of the proper officer of customs.

### **Stacking of packages**

**37.** Any senior officer of customs may require that all packages entering the licensed premises shall be stacked in such manner that every package may be accounted for and inspected.

### **Lots or stacks to be labelled**

**38.—(1)** Any senior officer of customs may require a licensee to affix to every lot or stack of dutiable raw materials or of the finished or semi-finished products stored in the licensed premises a stock-card or other label in such form as he may specify.

(2) Such stock-card or label shall show the quantity and description of the contents of the lot or stack.

### **Licensed premises only to be used according to approved plans**

**39.—(1)** The storage space required to be provided for under regulation 17 shall not be used for purposes other than those specified on the plans approved by the Director-General under regulation 20.

(2) No raw materials shall be stored or kept in the factory except those required for use in the process of manufacture.

(3) The finished or semi-finished products shall be stored separately from the waste products of the factory and in accordance with the directions of the proper officer of customs.

**Removal for local consumption, export or destruction**

**40.**—(1) Whenever the licensee wishes to remove any finished or semi-finished product or waste product from his licensed premises for local consumption, export or destruction, he shall personally or by his agent submit to the proper officer of customs a declaration, in such form as the Director-General may require, of the goods to be removed.

(2) In the case of goods intended for local consumption, the licensee shall pay the duty assessed on the dutiable components used in the manufacture of such goods.

(3) The proper officer of customs shall thereupon authorise in writing the removal of the goods.

**PART VI****LICENSED WAREHOUSES****Applications for warehouse licences**

**41.** Every application for a licence to warehouse goods liable to duty shall be made in writing to the Director-General specifying —

- (a) the name, identity card number and address of the applicant;
- (b) the style under which he trades;
- (c) the class and quantity of goods to be stored;
- (d) the estimated annual duty which will be paid on goods cleared from the warehouse;
- (e) the location and storage area of the warehouse; and
- (f) a detailed plan of the layout and construction of the proposed warehouse.

**Security may be required**

**42.** The Director-General may require any applicant to give references and to furnish security for the due payment of all duties and fees for which he may become liable.

**Security of buildings**

**43.** Buildings licensed as warehouses for the storage of goods liable to duty shall be secured to the satisfaction of the Director-General.

**Alterations of buildings**

**44.** No structural alteration may be made in any licensed warehouse without the written approval of the Director-General having first been obtained.

**Director-General may order safeguards**

**45.** The Director-General may, at any time, in writing, direct the licensee to provide any additional means for keeping and securing the safety of the dutiable goods stored which may, in the opinion of the Director-General, be necessary.

**Nature of goods to be stored**

**46.—(1)** A licensed warehouse shall be used exclusively for the storage of dutiable goods.

(2) No merchandise other than dutiable goods shall be kept in the warehouse except with the permission in writing of the Director-General and subject to such conditions as the Director-General may impose.

**Closing hours**

**47.—(1)** All licensed warehouses shall be closed —

- (a) on Sundays and public holidays;
- (b) between 4.30 p.m. and 8 a.m. daily on weekdays; and
- (c) between 12.30 p.m. and 8 a.m. on Saturdays.

(2) During such periods, no dutiable goods shall be received in or delivered from any such warehouse except —

- (a) upon the written approval of a proper officer of customs; and
- (b) on the licensee undertaking to pay such overtime fee as the Director-General may charge under section 98 of the Act if the Director-General considers the attendance of an officer of customs necessary.

**Payment of duty**

**48.—(1)** No dutiable petroleum shall be removed from a licensed warehouse except after payment of the duty payable thereon.



(2) The licensee of a warehouse, licensed to store dutiable petroleum, shall submit a statement, in such form as the Director-General may require, setting out the quantities of dutiable petroleum removed from his licensed warehouse for local consumption during the preceding month not later than the tenth day of the month following that in which the removal took place.

(3) The licensee shall also submit, not later than the tenth day of the month following that in which the removal took place, exemption certificates in respect of goods delivered in accordance with the Customs (Duties) (Exemption) Order (O 5).

(4) The Director-General may, in respect of petroleum exempted from duty under the provisions of Part I of the Schedule to the Customs (Duties) (Exemption) Order, allow such reasonable extension of time as may be necessary for the submission of exemption certificates in respect of deliveries in accordance with that Order.

### **Submission of daily return**

**49.** Every licensee other than the licensee of a warehouse licensed to store dutiable petroleum shall, not later than 11 a.m. on each working day or such period as the Director-General may allow, submit to the Director-General a return, in such form as the Director-General may require, showing details of all dutiable goods received into or removed from his licensed warehouse during the preceding day.

### **Stock book to be kept**

**50.** Every licensee shall —

- (a) maintain in his licensed warehouse a stock book, in a form approved by the Director-General; and
- (b) enter daily in the stock book details of all dutiable goods received into or removed from his licensed warehouse.

### **Monthly stock return required**

**51.** Every licensee shall, not later than the fifth day of each month, furnish to the Director-General a return, in such form as the Director-General may require, showing details of —

- (a) the opening and closing balances of all dutiable goods stored in his licensed warehouse on the first day and at the close of

business on the last day of the previous month, respectively;  
and

- (b) all dutiable goods received into or removed from his licensed warehouse during the previous month.

### **Marking of packages**

**52.**—(1) Any senior officer of customs may require that all packages entering a warehouse shall be marked with such identification marks and in such manner as he may direct.

(2) Packages shall be stacked as directed by a senior officer of customs and in such manner that every package may be accounted for and inspected.

### **Inspection of stocks**

**53.** Any senior officer of customs may examine at any time the stock of dutiable goods in a warehouse and, for this purpose, may require to see every package containing dutiable goods and the contents thereof.

### **Goods not to be returned to warehouse without permission**

**54.** Without the written permission of the proper officer of customs having first been obtained —

- (a) all goods liable to customs duty or excise duty by an order made under section 10 (1) of the Act on which the customs duty or excise duty has been paid shall not be stored in any Government warehouse, licensed factory warehouse or licensed warehouse; and
- (b) no dutiable goods, whether removed for export or otherwise, shall be returned to a Government warehouse, licensed factory warehouse or licensed warehouse.

## **PART VII**

### **SURVEYS OF DUTIABLE GOODS**

#### **Presumption as to content of containers**

**55.**—(1) Every case, cask, receptacle or package containing dutiable goods shall, for the purpose of payment of customs duties or excise duties, be deemed to contain —

(a) such goods as are described in the relevant form submitted to the Director-General under these Regulations; and

(b) no less quantity of goods than is contained in similar cases, casks or other receptacles in the ordinary way of business, unless the owner thereof or his agent makes a written request for survey of such goods to the proper officer of customs within 24 hours of the arrival of the dutiable goods in a Government warehouse, licensed factory warehouse or licensed warehouse, wherein they are deposited in accordance with section 52 of the Act.

(2) In respect of any survey made in accordance with the provisions of these Regulations, a report shall be made by the proper officer of customs in such form as the Director-General may require.

(3) One copy of the report shall be given to the owner of the goods or his agent.

### **Survey of dutiable goods**

**56.—**(1) When the owner of any dutiable goods or his agent has requested a survey under regulation 55, the proper officer of customs shall permit the owner or his agent to survey and recondition the goods.

(2) The survey referred to in paragraph (1) shall be made in the presence and under the direction of an officer of customs.

(3) If on any survey made under paragraph (1), the quantity of dutiable goods found in any case, cask, receptacle or package is found to be deficient, then in any such case, the proper officer of customs may remit the customs duty or excise duty payable on the goods so found to be deficient.

(4) The Director-General may, in his discretion, at the written request of the owner or his agent permit further surveys or reconditioning of the dutiable goods contained in any case, cask, receptacle or package.

(5) After the survey and reconditioning of cases, casks, receptacles or packages containing dutiable goods, the cases, casks, receptacles or packages shall be closed and sealed by the owner or his agent to the satisfaction of the proper officer of customs.

**Dutiable goods unfit for consumption**

**57.**—(1) If at any time the owner or his agent or the Director-General considers that any dutiable goods in any warehouse are unfit for consumption or use, the owner or his agent may request, or the Director-General may direct, that the dutiable goods be surveyed as provided in regulations 55 and 56.

(2) If upon such survey, the Director-General is satisfied that the dutiable goods are permanently unfit for consumption or use, he may cause the dutiable goods to be destroyed by the owner or his agent at the expense of the owner or agent and an entry to be made in the stock records of such destruction.

**Destruction of dutiable goods**

**58.**—(1) The owner or his agent may, at any time, request permission to destroy dutiable goods stored in a warehouse.

(2) The Director-General shall, upon receipt of the request, permit the goods to be destroyed after survey, subject to such conditions as he may in his discretion impose.

(3) The owner or his agent shall thereupon cause the goods to be destroyed in the presence of the proper officer of customs and an entry shall be made in the stock records of such destruction.

**Survey fee**

**59.** A fee for the survey of dutiable goods as may be determined by the Director-General under section 98 of the Act shall be charged on and paid by the owner of the goods or his agent.

**PART VIII****DENATURING OF INTOXICATING LIQUORS****Denaturing of intoxicating liquors in warehouses**

**60.**—(1) The owner of intoxicating liquors deposited in a Government warehouse, licensed factory warehouse or licensed warehouse desirous of denaturing the intoxicating liquors shall submit a written application to the Director-General setting out the place where the liquors are stored and the manner in which it is desired to denature the liquors.

(2) The Director-General may, upon receipt of the application, permit the intoxicating liquors to be denatured in the presence of a senior officer of customs in accordance with a formula approved by him and subject to such conditions as he may in his discretion impose.

(3) If the Director-General is satisfied that the intoxicating liquors have been denatured in accordance with paragraph (2), he may authorise the release of the liquors.

(4) The Director-General may for the purposes of this regulation require the owner of intoxicating liquors to obtain and submit for his perusal a certificate from an analyst employed by the Health Sciences Authority identifying the denaturants used to denature the liquors.

### **Industrial spirit**

**61.**—(1) Intoxicating liquors deposited in a Government warehouse, licensed factory warehouse or licensed warehouse which are rendered temporarily unfit for use as a beverage by the admixture of other substances may be authorised by the Director-General to be released as industrial spirit if the Director-General is satisfied that those substances were mixed in accordance with a formula approved by him and in the presence of a senior officer of customs.

(2) The Director-General may for the purposes of this regulation require the owner of intoxicating liquors to obtain and submit for his perusal a certificate from an analyst employed by the Health Sciences Authority identifying the substances mixed with the intoxicating liquors.

### **Methylated spirit**

**62.** Denatured spirit deposited in a Government warehouse, licensed factory warehouse or licensed warehouse may be released if certified by an analyst employed by the Health Sciences Authority to have been methylated according to one of the following formulae:

- (a) by the addition to 100 parts by volume of intoxicating liquor of one part mineral naphtha (kerosene) and one sixth of one part crude pyridine; or
- (b) by the addition to 90 parts by volume of intoxicating liquor of  $9\frac{1}{2}$  parts of wood naphtha (crude methyl alcohol) and half of one part of crude pyridine and also to every 100 parts of such admixture three-eighths of one part of mineral naphtha (kerosene).

## PART IX

APPLICATIONS FOR LICENCES  
UNDER SECTION 63 OF ACT**Applications for licences**

**63.** Every application for a licence to distil, ferment or otherwise manufacture any intoxicating liquor or manufacture any tobacco or any other dutiable goods under section 63 of the Act shall be made in writing to the Director-General specifying —

- (a) the name, identity card number and address of the applicant;
- (b) the name of the street or exact locality and the number of the premises, or the lot number of the ground upon which it is intended to build the premises, where it is desired to carry on the manufacture;
- (c) the nature of the goods to be produced, the output proposed and whether for local consumption or for export or both; and
- (d) the security offered for the due payment of all duties and fees and for the proper conduct of the business.

**Inspection of premises or site and submission of plans**

**64.** If the Director-General is satisfied that the applicant is a fit and proper person to receive a licence, he shall —

- (a) cause to be inspected the premises upon which the goods are to be manufactured, or the site upon which it is intended to erect such premises; and
- (b) call for a plan setting out in detail the proposed layout or construction thereof.

**Accommodation to be provided**

**65.** Provision shall be made in the plan required under regulation 64 for the following:

- (a) separate store rooms of suitably strong construction for the storage of raw materials and for the storage of the finished product of the factory;
- (b) accommodation in the form of married quarters free of cost for such number of officers of customs as the Director-General may require to be stationed on the premises;

- (c) a separate office for the officers of customs; and
- (d) any other requirement considered necessary by the Director-General in order to ensure adequate protection of the revenue.

**Director-General may order alterations**

**66.** The Director-General may call for such alterations in the plan submitted to him as are necessary to make it conform to regulation 65.

**Fire and health safeguards**

**67.** The applicant shall make such provisions against fire and for safeguarding health as the fire and health authorities may require.

**Director-General to make recommendations**

**68.** When the premises or site have been inspected, the Director-General shall forward the application to the Minister together with his recommendations, if any.

**Applications to be approved by Minister**

**69.—(1)** If the Minister approves the application, the Director-General shall inform the applicant and sign the plan.

(2) The Director-General may also, if so directed by the Minister, inform the applicant that a licence to distil, ferment or otherwise manufacture intoxicating liquor or to manufacture tobacco or any other dutiable goods, as the case may be, will be issued to him when the proposed licensed premises or sites have been converted or completed and approved by the Director-General.

**Plan of plant to be submitted**

**70.** Before the installation of a plant intended to be used for the distilling, making or preparing of intoxicating liquors or other dutiable goods, or for the manufacture of tobacco, the applicant shall submit a plan of the plant for the approval of the Director-General.

**Director-General may require alterations**

**71.** The Director-General may at any time require the applicant to make such additions or alterations to the plan of such plant or to

such plant after installation, as he may consider necessary for the adequate protection of the revenue.

**Plan when approved to be signed**

**72.** The Director-General, when satisfied with the details of the plant submitted in accordance with regulation 70, shall signify his approval by signing a plan thereof.

**No deviation from approved plan**

**73.** The applicant shall not deviate from an approved plan except with the written approval of the Director-General.

**Issue of licence**

**74.** When the premises and plant therein have been completed and approved, the Director-General, on receipt of the prescribed fee, shall issue a licence, in such form as he may think fit, to the applicant to distil, ferment or otherwise manufacture intoxicating liquor or to manufacture tobacco or any other dutiable goods, as the case may be, in accordance with section 63 of the Act.

**PART X****PREMISES LICENSED  
UNDER SECTION 63 OF ACT****Alterations to premises**

**75.** No structural alteration or installation of plant or machinery to be used in connection with the manufacture of intoxicating liquors or dutiable goods or tobacco may be made in any licensed premises without the written authority of the Director-General being first obtained.

**Director-General may order safeguards**

**76.** The Director-General may at any time, in writing, direct the licensee to provide any additional means for keeping and securing the safety of the raw materials and of the product of the factory which may, in the opinion of the Director-General, be necessary.



**Unless permission obtained, only watchman may dwell on premises**

**77.** Except with the permission of the Director-General, no person other than a watchman may dwell on the licensed premises.

**Premises to be clean**

**78.** The licensee shall at all times keep his premises in a clean and sanitary condition.

**Closing hours**

**79.—(1)** All licensed distilleries, breweries, tobacco factories and factories for the manufacture of other dutiable goods shall be closed —

- (a) on Sundays and public holidays; and
- (b) between 5 p.m. and 7 a.m. on other days.

(2) No operations shall be conducted within the licensed premises during these periods except —

- (a) upon the written authority of a proper officer of customs; and
- (b) on the licensee undertaking to pay such overtime fee as the Director-General may charge under section 98 of the Act if the Director-General considers the attendance of an officer of customs necessary.

**Liquors and cigarettes not to be returned to premises without permission**

**80.** The licensee shall not —

- (a) store in his licensed premises intoxicating liquors or cigarettes, upon which the duty has been paid; or
- (b) receive back into his licensed premises any intoxicating liquors or cigarettes which have been previously removed, whether for export or otherwise,

without the permission in writing of a proper officer of customs having first been obtained.

**Proper officer of customs may place locks**

**81.—(1)** The proper officer of customs may place such locks, seals or other safeguards as he considers necessary for the protection of the

revenue upon any part of the licensed premises or portion of the plant therein.

(2) Such safeguards shall be provided at the expense of the licensee.

(3) No locks, seals or other safeguards placed in accordance with paragraph (1) shall be tampered with, opened, broken, altered or removed without the consent of the proper officer of customs.

### **Liquors to be free from contamination**

**82.** Any person who produces any intoxicating liquor on any licensed premises shall ensure that the intoxicating liquor produced is free from such injurious amounts of metallic contamination as may be specified in any written law.

### **Contaminated liquors to be re-prepared**

**83.** Where any intoxicating liquor produced on the licensed premises is found to be contaminated, the Director-General may —

- (a) instruct the licensee to re-distil, re-make or re-prepare such liquors; and
- (b) if necessary, cause the licensee to alter the plant installed on the licensed premises for the distillation or preparation of intoxicating liquors.

### **Director-General to report to Minister**

**84.** The Director-General shall forthwith report to the Minister any failure to comply with any instructions given to a licensee under regulation 83.

## **PART XI**

### **BOTTLING, BLENDING, COMPOUNDING AND VARIATION OF INTOXICATING LIQUORS**

#### **Application for licence**

**85.** Every application for a licence to bottle, blend, compound or vary any intoxicating liquors under section 66 of the Act shall be made in writing to the Director-General, specifying —

- (a) the name, identity card number and address of the applicant;

- (b) the name of the street or exact locality and the number of the premises which it is desired to be licensed;
- (c) the types of liquors which it is proposed to bottle, blend, compound or vary; and
- (d) the security which the applicant offers for the proper conduct of his business.

**Plan to be submitted**

**86.** The applicant shall —

- (a) submit to the Director-General a plan of the proposed premises and plant therein; and
- (b) make such alterations in the plan as may be required by the Director-General for the protection of the revenue.

**Plan to be signed when approved**

**87.** The Director-General, if satisfied with the plan, shall signify his approval by signing the plan.

**No deviation from approved plan**

**88.** The applicant shall not deviate from an approved plan except with the written approval of the Director-General.

**Issue of licence**

**89.** When the bottling warehouse and plant therein have been completed, the Director-General, on receipt of the prescribed fee, shall issue a licence, in such form as he may think fit, to the applicant to bottle, blend, compound or vary intoxicating liquors in accordance with section 66 of the Act.

**Notice of blending to be given**

**90.** No licensee shall bottle, blend, compound or vary the alcoholic strength of any intoxicating liquors, except in accordance with the terms of a notice, delivered to a proper officer of customs not less than 48 hours before the commencement of the bottling, blending, compounding or variation, and specifying —

- (a) the nature, quantity and identification marks, if any, of the liquors to be bottled, blended, compounded or varied;

- (b) the place where the liquors are stored; and
- (c) the time at which it is desired to commence the bottling, blending, compounding or variation.

### **Closing hours**

**91.**—(1) All bottling warehouses licensed to bottle, blend, compound or vary intoxicating liquors shall be closed —

- (a) on Sundays and public holidays;
- (b) between the hours of 4.30 p.m. and 8 a.m. daily on weekdays; and
- (c) between the hours of 12.30 p.m. and 8 a.m. on Saturdays.

(2) No operations shall be conducted within the licensed premises during these periods except —

- (a) with the prior written authority of the proper officer of customs; and
- (b) on the licensee undertaking to pay such overtime fee as the Director-General may charge under section 98 of the Act if the Director-General considers the attendance of an officer of customs necessary.

### **Bottling of contents of container not to be stopped**

**92.** When the bottling, blending, compounding or variation of the contents of any container has once commenced, it shall not be discontinued between the hours of 8 a.m. and 4.30 p.m. until the whole is bottled, blended, compounded or varied, as the case may be.

### **Empty bottles not to be removed without permission**

**93.** All empty bottles which are intended for use for bottling together with corks, capsules and other material and implements for bottling shall —

- (a) be kept in the bottling warehouse or at such other place approved in writing by the Director-General; and
- (b) not be removed from that place without the permission of the proper officer of customs.

**Containers to be kept in bottling warehouse until empty**

**94.** When it is intended to bottle intoxicating liquor, the container from which the liquor is to be drawn off shall be taken into the bottling warehouse and shall not be removed from the warehouse until the container is empty.

**Conditions of bottling**

**95.** Except with the approval of the proper officer of customs —

- (a) no filled bottle or portion of the blended, compounded or varied intoxicating liquors shall be removed from the bottling warehouse until the entire container from which it was drawn has been drawn off or the blending, compounding or variation has been completed;
- (b) no filled bottle or other container shall be removed until it has been closed, sealed and labelled to the satisfaction of the proper officer of customs; and
- (c) in the case of dutiable liquors, all filled bottles shall be placed in cases secured to the satisfaction of the proper officer of customs.

**PART XII****LICENSED TOBACCO FACTORIES****Licensee to keep stock book**

**96.** Every person licensed to manufacture tobacco shall —

- (a) keep a stock book, in a form approved by the Director-General, in which shall be entered daily in English —
  - (i) the weight in kilogrammes, the number of the relative removal declaration or other document authorising removal, description and country of origin of all tobacco brought into any storehouse made use of by him for the storage of tobacco or into the licensed premises; and
  - (ii) the quantity and description of the product resulting from manufacture and the manner of disposal thereof;
- (b) produce for the inspection of any senior officer of customs his stock book, books of account, invoices and other

documents kept by him in connection with the manufacture of tobacco, and allow that officer to make such minute therein, or to take such abstract therefrom, as he thinks fit;

- (c) permit any senior officer of customs to inspect all labels, wrappers or containers used or attached, or intended to be used or attached, in connection with manufactured tobacco, manufactured by such licensee; and
- (d) on demand show to any senior officer of customs any tobacco in his custody or possession.

### **Restriction on receiving tobacco into licensed premises**

**97.** No licensed tobacco manufacturer shall, without the permission in writing of a proper officer of customs, receive into his licensed premises or into his custody or possession any tobacco of any description otherwise than from a Government warehouse, licensed factory warehouse or licensed warehouse.

### **Restrictions on removal of tobacco**

**98.** No licensed tobacco manufacturer shall, without the permission in writing of a proper officer of customs, allow any manufactured or unmanufactured tobacco of any description, except tobacco manufactured in his factory, to be removed from his licensed premises or from his custody or possession.

### **Adulteration of tobacco forbidden**

**99.—(1)** No licensed tobacco manufacturer shall receive, take into or have in his custody or possession in his licensed premises, or in any storehouse made use of by him for the storage of tobacco, any substance, matter or thing to be used or capable of being used as a substitute for, or to increase the weight of, tobacco.

(2) It shall not be an offence under this regulation for a licensed tobacco manufacturer to receive, take into or have in his custody or possession in his licensed premises or in any storehouse made use of by him for the storage of tobacco, any substance, matter or thing which is normally and properly, according to the ordinary usage of the trade, added to tobacco as part of the process of manufacture for the purpose of colouring, flavouring or wrapping such tobacco and not with the intention of increasing its weight.

**Possession of materials for adulteration of tobacco forbidden**

**100.**—(1) No person shall, without the written permission of the Director-General —

- (a) cut, grind, pound, stain, dye or manufacture any matter or material to imitate or resemble tobacco or prepare any such matter or material to be mixed with or to be added to tobacco;
- (b) have in his custody or possession any matter or material, cut, ground, pounded, coloured, stained, dyed or manufactured to imitate or resemble tobacco or prepare any such matter or material for the purpose of being mixed with or added to tobacco or intended to be so cut, ground, pounded, coloured, stained, dyed or manufactured or prepared; or
- (c) sell, dispose of or deliver to any tobacco manufacturer any matter or material or any preparation or mixture thereof to be used in the manufacture of tobacco or to be added to or mixed therewith.

(2) It shall not be an offence under this regulation for a licensed tobacco manufacturer to receive, take into or have in his custody or possession any substance, matter or thing which is normally and properly, according to the ordinary usage of the trade, added to tobacco as part of the process of manufacture for the purpose of colouring, flavouring or wrapping such tobacco and not with the intention of increasing its weight.

**Packing of products**

**101.** No manufactured tobacco shall be removed from the licensed premises except in closed boxes or packages.

**Labels to be approved by Director-General**

**102.** All labels, wrappers or containers used in connection with or attached to or intended to be used in connection with or attached to any tobacco manufactured in premises licensed under section 63 of the Act shall —

- (a) be in the forms approved by the Director-General; and
- (b) include an accurate description, written in English, of the contents.

**Markings**

**103.** The Director-General may require cigarettes manufactured in Singapore and packs thereof to be marked with the words “Made in Singapore” or in such other manner as the Director-General may approve before such cigarettes are released for sale for consumption in Singapore.

**PART XIII****CLAIMS TO DRAWBACK  
ON TOBACCO****Notice of packing to be given**

**104.** Any licensed manufacturer of tobacco wishing to claim drawback in accordance with section 78 of the Act shall —

- (a) give a senior officer of customs at least 24 hours notice of his intention to manufacture or pack tobacco for export;
- (b) produce the cases to be exported to a senior officer of customs and allow that officer to open the cases and any sealed containers therein and to examine, weigh and take samples of the tobacco packed therein; and
- (c) provide proper scales and weights to enable that officer to check the weights of the tobacco and furnish such proof as the Director-General may, from time to time, require of the accuracy of such scales and weights.

**Cases to be sealed**

**105.—**(1) No case containing tobacco for export shall be removed from the licensed premises until it has been sealed by a senior officer of customs.

(2) Every case which has been so sealed shall be exported from Singapore with the seals intact.

**Restrictions on export**

**106.** The Director-General may —

- (a) refuse to allow tobacco in respect of which claims to drawback may be made to be exported by sea in a local craft; or
- (b) impose such conditions as he may consider necessary on the export of such tobacco.



**Proof of landing may be required**

**107.**—(1) The Director-General may, before granting drawback, require the manufacturer to produce such proof as to him seems proper that the consignment has been landed at the place of destination with the seals placed on the cases in accordance with regulation 105 intact.

(2) In default of such proof, no drawback shall be allowed.

**Claims to be submitted monthly**

**108.** Claims for drawback shall be —

- (a) made once a month in respect of tobacco exported during the month immediately preceding; and
- (b) signed by the licensee who shall produce the relative duty receipts for endorsement by the proper officer of customs.

**Assessment of weight for drawback**

**109.** For the purposes of regulation 104, the weight of the tobacco shall be the net weight of the tobacco contained in cigars or cigarettes and shall not include paper, cork tips, filters or other component parts of cigarettes, nor shall it include tin-foil or paper wrappings, bands detachable or otherwise, used in the packings of cigars, cigarettes or other tobacco but shall include the weight of such tobacco waste as may be allowed by the Director-General.

**Decision of Director-General final**

**110.** In the event of any dispute arising as to whether duty has been paid or as to the weight of tobacco on which drawback is payable or as to whether any ingredient has been added contrary to regulation 100, the decision of the Director-General shall be final.

**PART XIV****CLAIMS TO DRAWBACK  
UNDER SECTION 81 OF ACT****Application to claim drawback under section 81 of Act**

**111.** Any manufacturer wishing to claim drawback in accordance with section 81 of the Act shall make an application in writing to the Director-General specifying —

- (a) the name, identity card number and address of the applicant;
- (b) the style under which he trades;
- (c) the number of the certificate of registration;
- (d) the location of the factory;
- (e) the nature of the goods to be manufactured, the output proposed, whether the finished product is for export or local consumption, and, if both, the respective amounts;
- (f) the class and quantity of duty-paid raw materials, ingredients or components to be used in such manufacture;
- (g) the estimated annual duty which will be paid on the raw materials, ingredients or components needed for the manufacture for export; and
- (h) the proposed hours of operation of the factory, and shall furnish —
  - (i) a detailed plan of the layout and construction of the factory; and
  - (ii) an outline of the manufacturing process, including a chart indicating the movement of duty-paid raw materials, ingredients or components through the various stages until the manufacture is complete.

### **Security of building and accommodation**

**112.** The Director-General may require that provision be made for the following:

- (a) separate storage space for the duty-paid raw materials, ingredients or components, finished products and waste products of the factory;
- (b) separate factory space to be used solely for export manufacture and not for any other purpose;
- (c) facilities for sealing plants or bonded stores as required under regulation 117;
- (d) accommodation in the form of married quarters free of cost for such number of officers of customs as the Director-General may require to be stationed on the premises;
- (e) a separate office for officers of customs; and
- (f) any other requirement considered necessary by the Director-General.

**Security may be required**

**113.** The Director-General upon being satisfied that adequate provisions for the safeguarding of the revenue have been made, may approve the application and require the applicant to furnish security for the purpose of complying with the provisions relating to drawback.

**Director-General may order safeguards**

**114.** The Director-General may at any time in writing direct the manufacturer to provide any additional means for identifying the raw materials, ingredients or components used in the manufacture, and the finished products.

**Alteration to premises or plants**

**115.** No structural alteration or installation of any plant or machinery to be used for the purpose of manufacture may be made without the written authority of the Director-General having first been obtained.

**Unless permission obtained, only watchman may dwell on premises**

**116.** Except with the permission of the Director-General, no person other than a watchman may dwell on the factory premises.

**Proper officer of customs may place locks**

**117.—(1)** The proper officer of customs may place such locks, seals or other safeguards as he considers necessary to secure any part of the premises or portion of the plant therein.

(2) Such safeguards shall be provided at the expense of the manufacturer.

(3) No locks, seals or other safeguards placed in accordance with paragraph (1) shall be tampered with, opened, broken, altered or removed without the consent of the proper officer of customs.

**Books of account to be kept in factory**

**118.—(1)** The manufacturer shall maintain —

- (a) a stock book for recording the quantity, description and country of origin of all duty-paid goods (including raw materials and components of manufacture) received into the

factory and the number of the relative duty-payment permit or other document authorising removal;

- (b) a register in which shall be entered the quantity and description of all duty-paid goods used for the purpose of manufacture, the quantity and description of the goods including by-products resulting from manufacture, the manner of disposal thereof, and, if applicable, the number of the permit or authorisation under which the goods were removed; and
- (c) a waste stock book recording waste, spillage, loss by accident or any other cause.

(2) All such books and register shall be in the form approved by the Director-General and shall be entered daily and balanced at the close of business on the last day of each month.

(3) The manufacturer shall —

- (a) at all times keep at the factory the stock books, register and waste stock book, books of account, invoices and other documents connected with his manufacturing operations;
- (b) produce on demand at any time for the inspection of the proper officer of customs the said books and documents, and allow that officer to make such abstracts therefrom as he may think fit;
- (c) allow at any time the proper officer of customs to examine, inspect, weigh or check the stocks of duty-paid goods and of manufactured or semi-manufactured goods held on the premises and, for this purpose that officer may require to see every package and the contents thereof and also to draw samples of such goods for purpose of analysis; and
- (d) permit the proper officer of customs to inspect all labels, wrappers or containers used or attached, or intended to be used or attached, in connection with the goods manufactured by him.

### **Submission of monthly return**

**119.** If the Director-General so requires, the manufacturer shall submit not later than the tenth day of each month a return in such form as the Director-General may require, showing —

- (a) details of all duty-paid goods received into the factory for the purpose of manufacture during the preceding month;
- (b) details of the quantity and description of all duty-paid goods used for the purpose of manufacture, the quantity and description of the goods resulting from manufacture and the manner of disposal thereof, in respect of the preceding month; and
- (c) details of the balances of all duty-paid goods and of the manufactured or semi-manufactured goods stored in his factory as at the close of business on the last day of the previous month.

### **Stacking of packages**

**120.** The proper officer of customs may require that all packages of duty-paid goods and manufactured goods shall be stacked in such manner that every package may be accounted for and readily inspected.

### **Lots or stacks to be labelled**

**121.**—(1) The proper officer of customs may require a manufacturer to affix to every lot or stack of duty-paid goods or of the manufactured goods stored in the premises a stock-card or other label in such form as he may specify.

(2) Such stock-card or label shall show the quantity and description of the contents of the lot or stack.

### **Notice of manufacture and packing to be given**

**122.** If the Director-General considers it necessary, the manufacturer shall —

- (a) give the proper officer of customs at least 24 hours notice of his intention to manufacture, pack or remove goods for export;
- (b) in the presence of the proper officer of customs and under his supervision, manufacture or pack the finished products in cases or other containers;
- (c) produce the finished products to the proper officer of customs for him to examine, mark, weigh and take samples thereof;

- (d) permit the proper officer of customs to lock up, seal, mark or otherwise secure the finished products;
- (e) in the case of packed finished products, produce the cases intended for export to the proper officer of customs and permit that officer to open the cases and any sealed containers therein and to examine, weigh and take samples of the goods packed therein; and
- (f) provide proper scales and weights to enable the officer aforesaid to check the weights of the goods and furnish such proof as the Director-General may, from time to time, require of the accuracy of such scales and weights.

### **Packages to be sealed**

**123.**—(1) If the Director-General so requires, no packages containing finished products shall be removed from the factory for export under drawback arrangements until the packages have been locked up, sealed, marked “For export under drawback” or marked by other approved legend, by the proper officer of customs.

(2) Every such package shall be exported from Singapore with the locks, seals, marks and other safeguards intact.

### **Seals, etc., not to be tampered**

**124.** No lock, seal or mark placed by the proper officer of customs on packages containing manufactured goods shall be tampered with, opened, broken, altered or removed without his consent.

### **Declaration to be submitted for approval**

**125.**—(1) A manufacturer desirous of removing any finished product for export under drawback arrangements shall submit to the proper officer of customs a declaration in such form as the Director-General may require of the goods to be removed.

(2) The proper officer of customs shall thereupon authorise the removal of the goods provided that the proper officer of customs may impose such conditions as he may consider necessary for the safeguarding of the revenue.

**Particulars required as declaration**

**126.**—(1) The declaration referred to in regulation 125 (1) shall contain full and true particulars for which provision is made in the required form.

(2) The manufacturer shall clearly state in the declaration that the goods are to be exported under drawback arrangements and that the goods and other packages have been marked “For export under drawback” or marked by an approved legend.

(3) Every such declaration shall be in quadruplicate or in such other number of copies as the Director-General may require.

(4) If the Director-General so requires, authorisation of removal shall be produced to the proper officer of customs at the factory before the manufactured goods are removed for export under drawback arrangements.

**Restrictions on export**

**127.** The Director-General may —

- (a) refuse to allow the finished products in respect of which claims to drawback may be made to be exported by sea in a local craft; or
- (b) impose such conditions as he may consider necessary on the export of such goods.

**Proof of landing may be required**

**128.** The Director-General may, before granting drawback, require the manufacturer to produce such evidence, as to him seems necessary, including evidence that the consignment has been landed at the place of destination with the locks, seals, marks and other safeguards intact.

**Hours of manufacture, packing and removal for export under drawback**

**129.** Except with the permission of the proper officer of customs, no goods shall be manufactured, packed or removed for export under drawback earlier than 8 a.m. on any working day or later than 4.30 p.m. on weekdays and 12.30 p.m. on Saturdays.

**All operations to be performed by manufacturer and at his expense**

**130.** All necessary operations relating to the loading, shipping, unloading, unshipping, carrying, weighing, measuring, testing, opening, unpacking, repacking, bulking, sorting and marking of finished products for export under drawback arrangements whether in the factory or at any other place, shall be performed by and at the expense of the manufacturer.

**Goods not to be returned to factory without permission**

**131.** Finished products removed for export under drawback arrangements shall not be returned to the factory without the written permission of the proper officer of customs having first been obtained.

**Powers of inspection**

**132.** Any senior officer of customs shall have access at all times to the factory for inspection of the locks, seals, marks or other safeguards placed thereon.

**Claims to be submitted monthly**

**133.** Claims for drawback shall —

- (a) be made once a month in such form as may be required by the Director-General, in respect of finished products exported under drawback arrangements during the month immediately preceding; and
- (b) be submitted together with the relative duty-payment permits, customs outward declarations, such evidence of export as the Director-General may require, and a declaration made by the person entitled to drawback that the conditions subject to which drawback is payable have been fulfilled.

**Assessment of drawback**

**134.** The Director-General shall, in his discretion, determine the method of assessment of drawback payable.



**Claims for drawback may be refused unless provisions of law are complied with**

**135.** The Director-General may refuse payment of drawback claims if the provisions of section 81 of the Act and these Regulations have not been complied with.

**Decision of Director-General final**

**136.** In the event of any dispute arising as to whether duty has been paid or as to the method of computing drawback payable or as to whether there has been any substitution of duty-paid goods, the decision of the Director-General shall be final.

**PART XV****ASSESSMENT OF DUTY****Standard size bottles**

**137.—**(1) Intoxicating liquors removed for local consumption in bottles will be assessed for duty at the standard sizes set out in the first column below.

(2) Bottles the contents of which fall within the limits set out in the second column below shall be deemed to be standard sizes of the appropriate description.

	<i>Column 1</i>	<i>Column 2</i>
	<i>Centilitres</i>	<i>Volumetric limits in centilitres</i>
Magnum	150	135.0 to 153.8
Bottle	75	67.5 to 76.9
Half bottle	37.5	33.8 to 38.4
Quarter bottle	18.75	16.9 to 19.2
Miniature	5	4.5 to 5.1
Litre	100	90.0 to 102.5
Half litre	50	45.0 to 51.3
Small bottle or can	25	22.5 to 25.6
Small bottle or can	33	29.7 to 33.7

	<i>Column 1</i>	<i>Column 2</i>
	<i>Centilitres</i>	<i>Volumetric limits in centilitres</i>
Small bottle or can	44	39.6 to 44.9
Small bottle or can	64	57.6 to 65.6

### **Non-standard size bottles**

**138.** Intoxicating liquors, removed for local consumption in bottles not of the standard sizes set out in regulation 137, shall be assessed for duty by measuring the actual content of not more than one per cent of the total number of bottles in the consignment and by applying the average content of the bottles so measured to the whole consignment and to any subsequent consignment of similar bottles of such brands of liquor as the Director-General may allow.

### **Determination of alcoholic strength**

**139.—**(1) The alcoholic strength of intoxicating liquors under the International Organisation of Legal Metrology (OIML) System shall be determined by an analyst employed by the Health Sciences Authority —

- (a) by using the “e” inscribed glass alcohol hydrometer defined in Council Directive 76/765/EEC of the European Economic Community and the Practical Alcohol Tables, Volume 2 issued by the Commission of the European Communities in 1978 in Luxembourg; or
- (b) by means of a specific gravity bottle.

(2) To determine the alcoholic strength of any intoxicating liquor by any of the methods referred to in paragraph (1), a distilled sample of the liquor shall be used.

### **Intoxicating liquors**

**139A.—**(1) Notwithstanding the methods of assessment of duty as set out in regulations 137 and 138, the duty to be charged on intoxicating liquors removed for local consumption may, in the discretion of the Director-General, be assessed according to —

- (a) the alcoholic strength in each bottle as determined in the manner provided for in regulation 139 and the contents in bottles; or

- (b) in the case of such types of intoxicating liquors removed for local consumption as the Director-General may determine, the average alcoholic strength as determined under paragraph (3) and the contents in bottles.

(2) The method of assessment of duty as referred to in paragraph (1) (b) shall apply only to intoxicating liquors the contents in bottles of which are measured in standard sizes under regulation 137.

(3) The average alcoholic strength as referred to in paragraph (1) (b) shall be measured by computing the average of not less than 3 determinations of alcoholic strength in the manner provided for in regulation 139 from not less than 3 consignments of similar bottles of the same brand of liquor within a period of 12 months.

(4) For the purposes of charging duty on intoxicating liquors removed for local consumption under paragraph (1) (b), the average alcoholic strength as measured under paragraph (3) may be applied to the whole consignment and to any subsequent consignment of similar bottles of the same brand of liquor for such period as the Director-General may determine.

(5) For the purposes of this regulation, “contents in bottles” means the contents in bottles of intoxicating liquor removed for local consumption as measured —

- (a) in standard sizes under regulation 137; or
- (b) by the method of computation applicable to bottles not of standard sizes under regulation 138.

### **Cigarettes**

**140.** Duty shall be charged on the net weight of cigarettes including paper, cork tips, filters or any other component part of the cigarettes themselves.

### **Beedies**

**141.** Duty shall be charged on the net weight of beedies including all component parts of the beedies themselves.

**Cigars**

**142.** Duty shall be charged on the net weight of cigars excluding tin-foils, paper wrapping and detachable bands, but not excluding bands attached to the outer wrapping leaf by gum or any other adhesive substance.

**PART XVI****FEES****Fees for licences**

**143.**—(1) Subject to this regulation, there shall be paid the fees specified in the Second Schedule for licences issued under sections 50, 51, 63, 66 and 82 of the Act.

(2) No fee shall be levied for a licence issued in respect of warehouses maintained by the Commonwealth Armed Forces and approved by the Director-General for the storage of dutiable goods.

(3) The holder of a licence issued under section 66 of the Act shall be exempted from the payment of the fee for that licence if he holds a licence issued under section 50 or 51 of the Act.

**Period for which licences shall be issued**

**144.** —(1) Licences under sections 50, 51, 63, 66 and 82 of the Act shall be issued for the period 1st January to 31st December in each year or for such shorter period as the Director-General may approve.

(2) Licences approved during any year shall be issued to cover the period from the date of issue or from a date, at the discretion of the Director-General, to the end of each quarter or half year or to 31st December, as appropriate, and in such cases, the fee shall be calculated at the rate of one-twelfth of the annual fee prescribed in regulation 143 for each month or part of a month for which the licence is valid.

(3) Any increase in the licence fee which may be prescribed during any year under regulation 143 after the issue of any licence shall be paid at the rate of one-twelfth of the annual fee in respect of each month or part of a month for the remainder of the period for which the licence is valid.

**Attendance fees**

**145.** Fees shall be charged for the bottling, blending, compounding, varying or denaturing of intoxicating liquors in a Government or licensed warehouse at such rate as may be determined by the Director-General under section 98 of the Act for the attendance of any proper officer of customs when the operation is in progress.

**PART XVII****MISCELLANEOUS****Composition of offences**

**\*146.** *[Deleted]*

**Disposal of forfeitures**

**147.**—(1) All forfeitures under the Act and goods detained by or deposited with the Customs and Excise Department and left unclaimed by their owners for a period of one month shall, at the discretion of the Director-General —

- (a) be offered for sale by public auction and the net proceeds of the sale credited to revenue; or
- (b) where the Director-General considers it inadvisable for any reason to offer such forfeitures or goods for sale by public auction, be disposed of in such manner as he may, in his discretion, direct.

(2) Where the goods in paragraph (1) had been left unclaimed by their owners for a period of less than one month and their owners had given the Director-General notice in writing that they are not claiming them, the Director-General may dispose of the goods in the manner described in paragraph (1).

**Penalties**

**148.** Any person who contravenes or fails to comply with the provisions of any of these Regulations shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000.

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\*Regulation 146 relating to the composition of offences has been transferred to the Customs (Composition of Offences) (Consolidation) Regulations (Rg 10).

## FIRST SCHEDULE

Regulation 7

<i>Goods</i>	<i>Charges</i>
1. Intoxicating liquors	60 cents per decalitre or part thereof
2. Cigars, cigarettes and beedies	15 cents per mille or part thereof
3. Other manufactured tobacco in containers of any kind for retail sale to the public	15 cents per kilogramme net weight of tobacco or part thereof
4. (a) Petroleum having a flash-point below 23°C	22 cents per decalitre or part thereof
(b) Other types of petroleum	11 cents per decalitre or part thereof
5. All other goods	\$60 per tonne gross weight pro-rata subject to a minimum charge of \$3 for each consignment.

## SECOND SCHEDULE

Regulation 143 (1)

<i>Type of Licence</i>	<i>Fee payable per annum</i>
1. Licence to warehouse —	
(a) intoxicating liquors and tobacco	\$ 10,000
(b) all other dutiable goods, except petroleum	\$ 10,000
2. Licence —	
(a) to ferment or manufacture ale, beer, stout or porter	\$ 43,200
(b) to distil, ferment or manufacture any other intoxicating liquors	\$ 28,000
3.—(1) Licence to manufacture tobacco	\$120,000
(2) Licence for the manufacture of tobacco other than cigarettes	\$ 1,800
(3) An additional fee shall be payable if a licence to manufacture tobacco contains a condition that duty drawback may be claimed	\$ 20,000
4. Licence to bottle, blend, compound or vary intoxicating liquors in accordance with section 66 of the Act	\$ 7,600

SECOND SCHEDULE — *continued*

<i>Type of Licence</i>	<i>Fee payable per annum</i>
5. Licence to refine and treat petroleum	\$ 60,000
6. Licence to warehouse, mix, blend or otherwise vary petroleum	\$ 34,500
7. Licence to manufacture any other dutiable goods where the goods manufactured are subject to payment of excise duty	\$ 30,000
8. Licence to operate a duty-free shop for tourists	\$ 70,000
9. Licence to operate a factory warehouse	\$ 10,000.

*[G.N. Nos. S 261/79; S 260/81; S 334/81; S 118/83; S 295/83; S 303/83; S 316/83;  
S 34/87; S 10/89; S 166/89; S 73/90; S 20/91; S 29/91; S 266/91; S 234/93;  
S 371/94; S 141/95; S 95/96; S 504/96; S 554/97; S 238/98; S 394/98; S 67/99;  
S 221/99; S 158/2000; S 616/2000; S 171/2001; S 228/2002; S 259/2002]*

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