

Maritime API and BRI/PNR Standard Maintenance Procedure

I Background

The Policy Commission and Council agreed to develop API and PNR (API and BRI/PNR¹) data standards for cruise ships at their Meetings in December 2020. The standard was proposed to enable Customs administrations in coordination with relevant partner government agencies to ensure safe operation of Cruise ships in the post-COVID-19 travel environment. The standards were developed by the Passenger Facilitation and Control Working Group (PFCWG), a Working Group which reports to the Permanent Technical Committee (PTC). The PFCWG completed the standards development and submitted the result of its work to the PTC and, subsequently, the Policy Commission and Council. The Policy Commission and Council endorsed the standard at their Meeting in June 2023.

The Maritime API AND BRI/PNR Standard Maintenance Procedure is put in place to ensure that the standards are up to date, relevant and able to accommodate potential new requirements by border control authorities. The Maintenance Procedure helps the standards to be adaptive to the experience, lesson learnt, and feedback from implementing the standard. Considering that the Maritime API AND BRI/PNR standards concern instruments maintained by several international organizations, i.e., the World Customs Organization (WCO) and International Maritime Organization (IMO), the Maintenance Procedure aim to ensure that any change request is processed in accordance with decision-making processes in place within respective international organizations and submitted with clear purpose and sound business needs and justification. The maintenance process is undertaken by a suitable Working Group (the Working Group), reporting to the PTC.

II Procedure

I. The Maintenance Procedure includes several activities:

- Submission
- Review
- Presentation
- Decision
- Update the standard
- Quality Control
- Technical Maintenance
- Endorsement

¹ The PFCWG at the 5th meeting agreed to the new term of Booking Reservation Information (BRI) as the equivalent of the aviation Passenger Name Record (PNR) data.

II.1. Submission

The Maritime API AND BRI/PNR Standard Maintenance Procedure commences with submitting (a) Data Maintenance Request(s) (DMR). The DMR may be submitted by:

- WCO Members; or
- partner international organizations, i.e., Cruise Line International Association (CLIA) or IMO.

The DMR should be submitted to the WCO Secretariat (email: WCO-PFCWG@wcoomd.org, Subject Line: Maritime API AND BRI/PNR DMR at least six weeks prior to the date of a Meeting of the Working Group in which the DMR will be discussed and based on the DMR form appended to this document.

II.2. Review

Following the receipt of DMRs, the WCO Secretariat will publish the DMRs as a Meeting Document at least four weeks prior to the date of a Meeting of the Working Group in which the DMR will be discussed. WCO Members and registered participants of the Working Group Meeting will have the opportunity to review the DMR attached to the relevant Meeting document.

II.3. Presentation

The submitter shall present the DMR to the Working Group during its Meeting when the DMR is discussed.

II.4. Decision

Following the presentation of the DMR by the submitter, the Working Group deliberate the DMR and, if appropriate, make a decision. Only the Working Group Members are eligible to make the decision. The possible decision of the Working Group includes:

- Approve: The Working Group approves the submitted DMR. Working Group approval should be based on consensus and explicitly supported by at least two other Working Group Members.
- Defer: The Working Group agrees to postpone the discussion of the DMR to the next Working Group Meeting.
- Not Supported: The Working Group agrees not to support the DMR.

II.5. Update the standard

When the Working Group approves the submitted DMR(s), the Secretariat updates the standard based on the DMR(s)

II.6. Quality Control

The submitter examines and reviews the updated standard to ensure that the approved DMR(s) are incorporated into the Standards correctly. Other Working Group Members or Observers may voluntarily contribute to reviewing the updated standard. Feedback from the review of the updated standard should be provided to the WCO Secretariat in writing.

II.7. Technical Maintenance

When the approved DMR(s) require changes to the technical specifications of the Maritime API AND BRI/PNR , the Working Group will forward the approved DMR to the Data Model Projects Team (DMPT) to incorporate the DMR into the WCO Data Model (WCO DM)

II.8. Endorsement

The Secretariat submits the approved DMR to the relevant working bodies, namely the:

- PTC, as Annex to the Working Group Summary Report; and,
- IMO Expert Group on Data Harmonization (EGDH) / Facilitation (FAL) Committee, as Annex to EGDH/FAL Meeting document.

III DMR Form

WCO LOG	
DATE	
User ref	RoFA2021.001
User date	14-Oct-2022

Originator	The Republic of Far Away
Contact Person	John Doe
Email	John.Doe@mail.com
Phone	(000) 0001000
Attached documentation	none
Business need / Justification	Elaboration goes here

Purpose	Description of purpose
Request	<ul style="list-style-type: none"> - Add a new data element, "Baggage weight" of the passenger - Update the definition of the data element "Loyalty Scheme." - Update the name of the data element "Loyalty Scheme."

Example	
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WCO id	00A
WCO name	Declaration
WCO definition	Any statement or action, in any form prescribed or accepted by the Governmental Agency, giving information or particulars required by the Governmental Agency
Format Representation	AN..23

The table below is relevant for the submission of DMR(s) related to CODE

Code Name (*):	
Code TAG (*):	
Code definition (*):	
Code Note:	
Based on data element:	
Based on composite:	
Based on segment:	

Status	Approved / Deferred / Not Supported
Supported by	