

GUIDELINES FOR INDIVIDUALS CROSSING THE CUSTOMS BORDER OF THE EURASIAN ECONOMIC UNION

GENERAL PROVISIONS

The Russian Federation is a member-state of the Eurasian Economic Union, which includes the Republic of Belarus, the Republic of Kazakhstan, the Kyrgyz Republic, the Republic of Armenia, and the Russian Federation. The territory of the above-mentioned states forms a customs territory of the Eurasian Economic Union. This helps to ensure abolishment of customs control on the borders inside the Union and to conclude general provisions of regulating the economic activity for external borders.

For arriving participants and guests of the Competition, separate “Red and Green channels of customs control”, marked with informational signage, will be arranged in official and transit arrival and departure points.

Subject to the additional conditions below, the Green Channel is designated for use by individuals crossing the customs border who are only bringing with them items for personal use in their checked baggage, and who do not also have unaccompanied baggage being sent separately to their attention.

The Red channel is a place specially designated in arrival and departure points to be used for movement of goods by individuals across the customs border that are subject to customs declaration, as well as the goods that are declared at the wish of the individual.

Passing through the Green channel does not require filling out a customs declaration. Passing through the Green channel means that the passenger does not have the goods that should be declared.

In other cases, a customs declaration should be filled out, the necessary permits should be attached to it, and the passenger should pass the Red channel. In case of any problems the Competition participants may contact the staff of the Competition Organizer that would be present in the declaration filling zone.

The goods for personal use are declared in writing using the passenger customs declaration.

ATTENTION: If you are carrying a toolbox in your accompanying luggage, inform the WorldSkills Kazan 2019 representative or volunteer in the customs control area to submit the information on imported toolboxes for the report to WSI.

If you have the following items in your luggage, please fill out the passenger customs declaration:

- imported items whose value exceeds 10,000 EUR on the equivalent and (or) which total weight exceeds 50 kg;
- imported and exported cash monetary funds (paper currency, treasury notes, coins with the exception of coins from precious metals) and (or) travellers’ cheques in the total amount exceeding 10,000 USD or the equivalent;
- imported and exported monetary instruments (drafts, cheques (bank), securities);
- items of cultural value;
- exported state awards of the Russian Federation;
- endangered plants and animals, their parts, as well as products received from them;
- weapons and ammunition;
- imported alcoholic drinks in the quantity exceeding three litres;
- narcotic and psychotropic substances in the form of medicines due to medical reasons upon availability of relevant documents;
- radioelectronic devices and (or) high-frequency civil devices, including those integrated or attached to other products;

- technical means with encryption functions (printers, copiers and fax machines, telecommunication equipment, radio navigation receivers);
-
- goods for personal use imported in the accompanied luggage, if the individual that moves them has unaccompanied luggage;
- unaccompanied luggage that arrives after the individual's arrival.

IMPORTANT! IF YOUR LUGGAGE WAS LOST AND DIDN'T ARRIVE TO MOSCOW OR KAZAN (POINT THERE YOU CROSS A BORDER) YOU NEED TO COMPLETE A PASSENGER DECLARATION.

PASSENGER CUSTOMS DECLARATION

The goods transported by individuals are subject to simplified procedure of customs operations using the passenger customs declaration that the individuals fill in individually.

The form of a passenger customs declaration consists of the main form and an additional form "Declaration of cash and (or) monetary instruments", which is an attachment to the main declaration form (Appendix 1).

The customs declarant, that is, the person that has the powers with regard to the goods, fills in the declaration specifying information about the goods transferred across the Union border, including by crossing relevant boxes (the crossed box means a positive reply, the non-crossed – a negative one). Declarant can fill out the form by hand or print it out by printing devices previously completed it on computer.

Passenger customs declaration must be printed on the front and back sides A4. The easiest way is to complete the form at this site: <http://eng.customs.ru>.

It is not required to provide an electronic copy of the declaration and the declaration in the electronic form. The information is specified in the state language of the Union member state, Russian, or English languages, and upon permission of the customs authority, in another language spoken by the customs authority officials. If one declaration form (hereinafter the "main sheet") is not enough to provide the information about all the transferred goods, the required number of declaration forms (hereinafter "additional sheets") is used. The declaration is made up in two copies.

Declaration of cash is filled out in case of transporting:

- cash monetary funds (paper currency and coins with the exception of coins from precious metals) and travellers' cheques in the amount exceeding 10,000 USD or the equivalent;
- other monetary instruments in hard copy (drafts, cheques (bank), securities to bearer that certify the obligation of the issuer (debtor) to pay the funds, where the person to whom such payment is made is not specified).

While filling out the form the details about all transported cash monetary funds, travellers' cheques and monetary instruments are to be stated.

ASSISTANCE IN THE OFFICIAL ARRIVAL AND DEPARTURE POINTS

For your convenience there will be allocated separate booths of passport control and separate corridors of customs control, marked with relevant Competition signage in the official arrival and departure points (Kazan, Sheremetyevo, Domodedovo, Vnukovo airports).

You may address the WorldSkills Kazan 2019 representatives and volunteers that will be present in the specified areas during the whole period of the Competition and will provide required assistance in declaring imported and exported goods.

WorldSkills Kazan 2019 representatives may beforehand answer any of your questions concerning passing the customs procedures, give recommendations on import the goods and assist in transporting your goods through the customs border.

You are welcome to send your questions in any form to the email logistics@worldskillskazan2019.com.

IMPORT OF GOODS BY FOREIGN INDIVIDUALS FOR PERSONAL USE

Below is the list of previously used personal goods, which could be imported in a set quantity by foreign individuals for the period of their stay in the customs territory of the Eurasian Economic Union with exemption from paying customs charges or taxes regardless of their cost and (or) weight of such goods:

1. Clothes, footwear, headwear, umbrellas, jewellery, personal hygiene items, other personal products in the number necessary for their use during temporary stay in the customs territory of the Eurasian Economic Union (hereinafter the "Union").
2. Portable sound recording, video recording, playback equipment, photo equipment in the quantity of no more than one item of each category and accessories for such equipment, image and sound recording media in the quantity required for use in the period of stay in the customs territory of the Union.
3. Mobile phones, smartphones and similar communication devices in the quantity not exceeding two items.
4. Portable personal computers (laptops), tablets, game consoles in the number of no more than one item of each category and accessories to them in the quantity required for use in the period of stay in the customs territory of the Union.
5. Handheld music instruments in the number necessary for the use during temporary stay in the customs territory of the Union.
6. Items of cultural value (if they are confirmed as such in accordance with the laws of the Union member-state) in the number necessary for the use during temporary stay in the customs territory of the Union.
7. Strollers, child safety seats, fastened to the car seats in the number necessary for the use during temporary stay in the customs territory of the Union.
8. Wheelchairs in the number necessary for the use during temporary stay in the customs territory of the Union.
9. Equipment and belongings for sport, tourism and hunting, balloons in the number necessary for the use during temporary stay in the customs territory of the Union.
10. Pets, including those intended for hunting, sport, tourism in the number necessary for the use during temporary stay in the customs territory of the Union.
11. Portable dialyzers and analogous medical devices and consumable materials to them in the number necessary for the use during temporary stay in the customs territory of the Union.

Besides, goods of total weight over 50 kg and (or) total customs value over 10,000 Euro in the equivalent may be imported without payment of customs fees. BUT! If the specified import norms are exceeded, duties and taxes shall be paid in the amount of 30 percent from the cost, but at least four euro per one kilogram of weight in the part of exceeding the cost and (or) weight norms.

Alcoholic drinks and beer may be imported in the accompanied and (or) unaccompanied luggage in the quantity not exceeding three litres, and in this case they are imported without payment of duties and taxes. If alcoholic drinks are imported in the quantity of more than three litres (but no more than five litres), customs payments make up 10 EUR per one litre in the part of exceeding the quantity norm. It is forbidden to import more than five litres.

Also, up to five kilograms of the following may be imported (per person): fresh vegetables, mushrooms, greens, fresh and dried fruit, berries, non-roasted coffee, flour, cereals. And no more than five kilograms of factory-packaged animal-origin products. The quantity over five kilograms may be imported only subject to a permit.

You can find the full list of products, forbidden or restricted for import and export, on the official website of the Eurasian Economic Union: <http://eng.customs.ru>.

Permits of relevant public authorities must be available for certain items of personal use transported by individuals across the customs border:

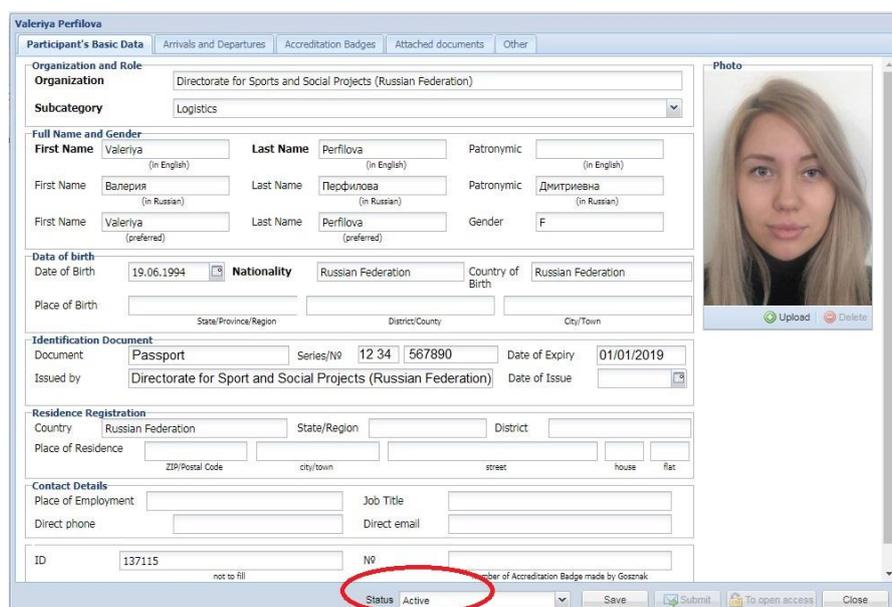
- products of animal origin exceeding five kilograms and those of plant origin exceeding five kilograms;
- a permit from internal affairs authorities for weapons, their main parts and ammunition;
- export of items of cultural value is carried out subject to a relevant permit issued by a state authority that controls the turnover of these values (the Ministry of Culture of Russia);
- endangered plants and animals, their parts, as well as products received from them are exported subject to a permit of CITES issued by Rosprirodnadzor (Federal Service for Supervision of Natural Resources);
- radioelectronic devices and (or) high-frequency civil devices are exported subject to a permit from Roskomnadzor (Federal Service for Supervision of Communications, Information Technology and Mass Media);
- technical devices with encryption functions require a notification (notice) registered by the Centre for Licensing, Certification and Protection of state secrets of the FSB of Russia.

The list of registered notifications (notices), filled out by the products manufacturer or the person authorized by the products manufacturer is available on the website of the Eurasian Economic Commission, <http://www.eurasiancommission.org>.

IMPORT OF PRODUCTS BY ACCREDITED INDIVIDUALS

Some category of goods, which will be used during the Competition, is not allowed for import without provision of permits. Nevertheless, if you are accredited for participation in the Competition, you shall have the right to import goods for technical or professional use. A special simplified import procedure is established for the items to be used during the Competition. This procedure provides for import of goods without payment of customs duties, taxes, and without provision of permits. For using this benefit, you need to produce your passport and informing the customs officials on your accreditation, if you arrive at the territory of Russia through Moscow airports (Domodedovo, Sheremetyevo, Vnukovo) and through the airport of Kazan.

How you need to inform the customs officials on your accreditation? If you have an Accreditation Certificate please show it to customs officer. If you don't have an Accreditation Certificate, you should make a screenshot of your accreditation form (from accreditation system) and print it. Please be sure that your profile has an "active" status. You can see a sample of "active" profile below.



The screenshot shows a web-based accreditation form for Valeriya Perfilova. The form is divided into several sections:

- Organization and Role:** Organization: Directorate for Sports and Social Projects (Russian Federation); Subcategory: Logistics.
- Full Name and Gender:** First Name: Valeriya; Last Name: Perfilova; Patronymic: (in English); First Name: Валерия; Last Name: Перфилова; Patronymic: Дмитриевна; First Name: Valeriya (preferred); Last Name: Perfilova (preferred); Gender: F.
- Data of birth:** Date of Birth: 19.06.1994; Nationality: Russian Federation; Country of Birth: Russian Federation; Place of Birth: (empty).
- Identification Document:** Document: Passport; Series/Nº: 12 34 567890; Date of Expiry: 01/01/2019; Issued by: Directorate for Sport and Social Projects (Russian Federation); Date of Issue: (empty).
- Residence Registration:** Country: Russian Federation; State/Region: (empty); District: (empty); Place of Residence: (empty); ZIP/Postal Code: (empty); city/town: (empty); street: (empty); house: (empty); flat: (empty).
- Contact Details:** Place of Employment: (empty); Job Title: (empty); Direct phone: (empty); Direct email: (empty).
- ID:** 137115; No: (empty); Number of Accreditation Badge made by Gosznak: (empty).

At the bottom of the form, the status is set to "Active", which is circled in red. Other buttons include "Save", "Submit", "To open access", and "Close".

If there are items listed below in your luggage, please address a customs representative and fill out a form for the goods, and you will pass through the Red channel without payment of customs duties or taxes and without provision of permits:

- devices and equipment for printing purposes,
- machines for expansion or cutting of chemical textile materials,
- small-sized machines and their parts,
- equipment and devices for low-temperature soldering, high-temperature soldering or welding,
- machines for assembly of electric or electronic lamps,
- machines for hot treatment of glass and glass products,
- printed circuits,
- electric equipment for switching or electrical circuits protection for the voltage exceeding 1,000 V,
- carbon electrodes, coal for batteries and graphite products used in electrotechnics,
- machines and equipment for testing hardness, durability, compression, elasticity or other mechanic properties of different materials,
- devices and equipment for physical or chemical analysis,
- devices and equipment for measurement or control of viscosity, porousness, expansion, surface tension or similar ones,
- devices and equipment for measurement or control of the quantity of heat, sound or light (including exposure meters),
- microtomes,
- devices and equipment for measurement or control of electric values,
- devices and equipment for detection or measurement of alpha, beta, gamma, X-ray, space or other ionising radiation,
- internal combustion engines,
- medical devices and equipment,
- medical, surgical, dentistry furniture,
- hairdresser's and similar armchairs,
- devices, equipment and models used for demonstration purposes
- cooking knives set and other sharp-cutting items

IMPORTANT! If you are going to carry toolbox by yourself, then you need to pass it in the accompanied luggage. If you are going to take it in hand luggage, then you will have to lay out part of the goods (cooking knives, hammers, saws, backsword and over goods for professional using).

DECLARATION OF GOODS ACCORDING TO THE LIST

All goods are subject to customs declaration, when they are moved across the customs border. Declaration is carried out by filing out an application in the established form, which provides brief information about the product and means of transport, selected customs procedure and other information required for customs clearance.

This declaration procedure requires provision of a list of products (hereinafter the list) to the customs authority along with transport (transportation), commercial and (or) other documents that arrived with the products.

The list includes the following main information:

- sender of products,
- recipient of products,
- declarant,
- country of destination,
- information about the documents attached to the list, including permits, kind, number and date of the document, information that confirms compliance with the provisions for the goods to be cleared under a special procedure, terms of goods use and other documents,
- information about declared goods, in particular:
 - total value of declared goods converted into the currency of the Russian Federation,
 - information about payment of customs duties (put a dash if goods are placed under a special customs procedure),
 - information about the person that filled in the list,
 - information about the customs representative.

You can address the national partner, DHL customs representative, to get assistance while completing the list. The assistance will be provided at extra fee.

If your luggage does not contain the above products, but at the same time you do not comply with the requirements applied to non-accredited foreign individuals, you must fill out a passenger customs declaration and pass through the Red channel, however without payment of customs duties and taxes and without provision of permits.

In this case, accreditation releases you from provision of permits EXCLUSIVELY to radioelectronic and (or) high-frequency devices, as well as the technical equipment with encryption functions. All other products that require a permit must be imported in accordance with the requirements applied to foreign individuals that are not accredited.

IMPORT OF PROFESSIONAL EQUIPMENT BY MEDIA REPRESENTATIVES

The Russian Federation is a participant of the Convention on temporary import signed in Istanbul on 26 June 1990 (hereinafter the Convention), which provides an opportunity to import professional equipment for the Media without presenting any customs documents.

In this case, it is enough to provide the customs authority with a list of the imported equipment for the Media and a letter of commitment on its return export. These documents are prepared in any form. The commitment includes the expected term of the return export of the equipment, which cannot exceed 12 months. This document should also specify that the equipment will be used only by the person entering the territory of temporary import or under their direct supervision.

If the commitment contains the list of temporarily imported equipment, provision of the separate list of the equipment is not required. The list of the equipment should include, if available, the model, brand, identification number for each item.

Only representatives of the Media, which are officially accredited with the Ministry of Foreign Affairs (MFA) of Russia, can follow this procedure. The list of the accredited foreign Media is available on the official website of the MFA of Russia (<http://www.mid.ru>), section "Topical Information", subsection "For the Media" and then "The list of chief reporters and heads of Moscow media offices of foreign media accredited with the MFA of Russia".

Professional equipment of the Media could be imported with the use of the international customs document, ATA Carnet.

The ATA Carnet is a document replacing the customs declaration. It allows going through a simplified and quicker registration procedure of temporarily imported goods. Use of the ATA Carnet procedure is regulated by the Customs Convention on ATA Carnet for the temporary admission of goods (ATA Convention) of 6 December 1961.

When using ATA Carnet, there is no need to make customs payments, provide pledges, deposits, bank guarantees, pay fees for customs transactions, etc.

For the preparation of this document, interested persons have to apply to the National Chamber of Commerce of their respective country. The information introduced into the list of imported goods must be true to fact. The goods must be described as precisely as possible. It is inadmissible to exceed the commercial value of goods, change the country of origin or leave other inaccuracies. The actual names and quantity of goods shall strictly comply with the list of products.

IMPORT OF MEDICINES

While importing/exporting medications in an accompanied luggage and hand luggage, please follow the below mentioned recommendations:

Please examine carefully the ingredients of the medications you are planning to import prior to your travel. The medication is not subject to declaring if the ingredients do not include any narcotic, strong medical and psychotropic substances. In this case you may follow the Green channel. The customs control is carried out on a random basis.

The import/export of medications containing narcotic, psychotropic and strong medical substances is allowed only in restricted amount and in accordance with the medical prescription supported by corresponding documents. As a rule, it is a prescription or a notice issued by a doctor or an abstract of a medical record. Such medications are subject to mandatory customs declaration. In this case, it is required to fill in a passenger customs declaration and to follow the customs control Red channel.

Please notice that the following types of medication often contain narcotic, psychotropic and strong medical substances:

- strong pain relievers
- sleeping medication
- medication for treating depression and other neuropsychic disorders
- weight control and appetite loss medication.

You need to study carefully the components of your medication in regard to narcotic and psychotropic substances to find out whether the medication you use falls under the restrictions and prohibitions for its import/export to the territory of the Customs Union. If you are not certain whether the medication contains strong medical substances or not, it is recommended that you fill in the customs declaration and follow the Red Channel of the customs control. In this case, it will take slightly more time, but you will secure yourself against possible penalties for the failure to declare the imported goods.