



Update to Air Domestic Transfer Request (DTR) users

The use of the DTR in the airfreight pathway was mandated in July 2022. One of the downstream impacts identified since implementing DTR is the use of the Location of Goods (LoG) field in both the Inwards Cargo Report (ICR) where a DTR is requested, and the Import Declaration lodgements. In some cases, the LoG is not being declared correctly or updated when required. This is resulting in confusion for industry and agencies.

The following provides additional guidance on when to submit a DTR and what the LoG field needs to show.

Location of Goods list can be found [here](#)

MPI/NZCS Agency Directions

- Any MPI/NZCS directions given on an Import Declaration take precedence over the DTR.

DTR submitted prior to an Import Declaration

- When submitting an Import Declaration, the Location of Goods (LoG) field should reflect where the cargo is being cleared from. If a DTR has been submitted prior to an Import Declaration and the cargo moved to a CCA/TF then the LoG field in the Import Declaration should reflect the new location of the cargo not the CTO.

If MPI & NZCS have responded to an Import Declaration

- If both agencies have responded on an Import Declaration (Customs clearance given on Delivery Order and MPI clearance or inspection/direction given on a BACC) then a DTR should not be submitted for any further movement from its stated clearance location (LoG). For further changes/movements an update to the Import Declaration is required.

Ensure destination Transitional Facility is approved for cargo commodity type (eg. Animal products, Plant products etc..)

- If requesting movement of non-consolidated freight on a DTR you should make sure that the receiving CCA/TF is approved by MPI for holding/inspection of those goods. If the cargo arrives at a facility not approved for receiving that cargo type, and MPI inspection is required you will need to update your Import Declaration requesting movement to a CCA/TF that is approved for that cargo type. Further movement to a CCA/TF may lead to delays and extra costs for clearing your cargo.



Air DTR Submission Flow

