

Clarification on the User Fees for the Kenya National Electronic Single Window System, Services

Further to our communication on the User fees for the Single Window System related services we wish to clarify as follows:

1. Registration/Annual fees – Kshs5,000 (or USD50)

Registration or annual fees will apply to companies that intend to use the Single Window services and will be payable once per year by the registering company at the rate of Five Thousand Shillings (Ksh.5,000) or fifty United States of America dollars (USD50).

Upon registration, a company can have multiple user accounts created for their staff under a single registration. The registration will remain valid for twelve months after which the company will be expected to renew the registration at the same amount.

The commencement date for registration is 1st February 2020.

2. Application for Unique Consignment Reference (UCR) number in the System – Kshs.750 or USD7.5

A Unique Consignment Reference number is a reference number that helps in identification of a specific consignment and the related documents attached to it. One UCR may have multiple permits/certificates attached to it.

The applicable fee per UCR is Seven Hundred and Fifty shillings (Ksh.750) or Seven point five United States of America dollars (USD7.5). The charge is per

UCR and not per permit. This fee is applicable to Importers, Exporters and Clearing and Forwarding Agents.

The effective date for this fee is 1st March 2020.

3. Arrival notification through the System for the impending arrival notice per vessel - Kshs.7,500 of USD75

The Impending Arrival Report (IAR) is submitted by shipping lines/Agents fourteen (14) days prior to vessel arrival. The IAR forms the basis upon which the manifest is lodged.

The applicable fee per IAR is Seven Thousand Five Hundred shillings (Kshs.7,500) or Seventy Five United States of America dollars (USD75).

This fee is applicable to shipping lines and is effective from 1st March 2020 and is applicable per vessel.

NB: Since the Single Window System was rolled out in 2013, all system related services have been provided to the users at no cost. The Agency has over the years relied on the Exchequer for funding to run its operations as well as maintain the system.

The introduction of the user fees is aimed at ensuring the sustainability of the Single Window services to safeguard the gains so far realized as well as minimize KenTrades reliance on the Exchequer.

MARKETING AND COMMUNICATION DEPARTMENT

23rd January 2020