



TSW Email Notifications

Domestic Transhipment Request

Email notifications for DTR movements

- Background
 - When submitting an ICR message with a DTR request 2x email notification will be received, 1x issued by MPI and 1x issued by NZCS.
 - Email notifications will be sent to the:
 - Goods location – the location where the container/cargo is currently located
 - Transit destination – the location that the container/cargo is requested to be transferred to on the DTR
 - Submitter – The submitter of the ICR lodgement with the DTR
 - Delivery Notify parties – Any delivery notify parties that the submitter of the ICR message have entered under the 'Delivery Notify Party' fields.
- Purpose
 - Provide examples of DTR email notifications
 - Show the key elements in the email notification
 - Describe what actions should be taken when reading the emails

Key Concepts

1. The same information on the email is also sent as Business to Business (B2B) messaging.
2. 2x email notifications will be received – 1x MPI and 1x NZCS
3. Although these are received at the same time one is always sent before the other. It may be that the NZCS email arrives first then followed by the MPI email or vice versa.
4. The second email received will have the completed movement directions for both agencies
5. Both agency's must respond with a Domestic Transshipment Approved (DTA) in order to allow the container/cargo to move.
6. The email format is slightly different for the submitter of the ICR with DTR from that received by the Location of Goods and Transit Destination facilities.
7. An MPI Lodgement Status and Directions document is will be accessible via the MPI email either through a link (on the submitter notification) or as an attached PDF (on the Location of Goods/Transit Destination notification).
8. If MPI respond with a 'HELD' movement response then the message has been directed to MPI for manual processing. Once processed, MPI will issue a response that will update the movement status to DTA and the MPI lodgements status and directions attached/linked to the MPI email should be viewed and directions followed.

Identifying MPI and NZCS Emails

At the top of the email there will be text showing which agency has sent the email notification

MPI BIO The following Inward Cargo Report has been reviewed by Ministry for Primary Industries - Biosecurity.

NZCS The following Inward Cargo Report has been reviewed by New Zealand Customs Service.

Each agency status is shown on the email. If the text is bold and on top of the other agency status it indicates which agency sent the email.

NZCS

Agency	Status
NZCS	Consignment Complete Customs Cargo Report Notification - consignment status as specified Agency Instructions: MB 081556 - MOVEMENT APPROVED
MPIBIO	Processing

MPI BIO

Agency	Status
MPIBIO	Directions Given Agency Instructions: MB 081556 - MOVEMENT APPROVED. All movements approved under a DTR for uncleared goods must be moved by way of an enclosed, secure, leak-proof conveyance, being either within an enclosed vehicle, or within an enclosed air container.
NZCS	Consignment Complete MB 081556 - MOVEMENT APPROVED

Email format that is received by the submitter of the ICR

MPI Response

 JBMS - Inward Cargo Report 24508857 KS_FAKDTRNonRk : TSW Status Update

The following Inward Cargo Report has been reviewed by Ministry for Primary Industries - Biosecurity.

TSW Reference Number: 24508857 Sender's Reference Number: KS_FAKDTRNonRk

Agency	Status
MPIBIO	Directions Given Agency Instructions: MB 081556 - MOVEMENT APPROVED. All movements approved under a DTR for uncleared goods must be moved by way of an enclosed, secure, leak-proof conveyance, being either within an enclosed vehicle, or within an enclosed air container.
NZCS	Consignment Complete MB 081556 - MOVEMENT APPROVED

Submitter Contact MPI Testing Org
Date of Arrival 26/01/2023
Craft Name TROJAN STAR
IMO Number
Voyage Number 077

Consignment Number	Master Bill Number	Bill Number	NZCS Status		MPI Status	
			Consignment	Movement	Consignment	Movement
1	081556	081556	Import Declaration Required	Domestic Transhipment Approved	Import Declaration Required	Domestic Transhipment Approved

Your MPI BACC can be downloaded here: [PDF Attachment](#).

If you have any queries or require any assistance please contact 0800 Border (0800 267 337)

This is an auto generated email - please do not reply.

Regards,
JBMS Administrator

NZCS Response

 JBMS - Inward Cargo Report 24508857 KS_FAKDTRNonRk : TSW Status Update

The following Inward Cargo Report has been reviewed by New Zealand Customs Service.

TSW Reference Number: 24508857 Sender's Reference Number: KS_FAKDTRNonRk

Agency	Status
NZCS	Consignment Complete Customs Cargo Report Notification - consignment status as specified Agency Instructions: MB 081556 - MOVEMENT APPROVED
MPIBIO	Processing

Submitter Contact MPI Testing Org
Date of Arrival 26/01/2023
Craft Name TROJAN STAR
IMO Number
Voyage Number 077

Consignment Number	Master Bill Number	Bill Number	NZCS Status		MPI Status	
			Consignment	Movement	Consignment	Movement
1	081556	081556	Import Declaration Required	Domestic Transhipment Approved		

If you have any queries or require any assistance please contact 0800 Border (0800 267 337)

This is an auto generated email - please do not reply.

Regards,
JBMS Administrator

The images above show what emails are sent to the submitter of the ICR. Some fields are not shown, Container & packaging details and DTA approval box. The MPI Lodgement Status and Directions pdf is accessible via the link in the MPI email.

Email Elements

JBMS - Inward Cargo Report 24508857 KS_FAKDTRNonRk : TSW Status Update

PDF7-24508857-2023-01-27-1101576011.pdf

78 KB

1

The following Inward Cargo Report has been reviewed by Ministry for Primary Industries - Biosecurity.

2

TSW Reference Number: 24508857

3

Sender's Reference Number: KS_FAKDTRNonRk

4

Agency	Status
MPIBIO	Directions Given Agency Instructions: MB 081556 - MOVEMENT APPROVED. All movements approved under a DTR for uncleared goods must be moved by way of an enclosed, secure, leak-proof conveyance, being either within an enclosed vehicle, or within an enclosed air container.
NZCS	Consignment Complete MB 081556 - MOVEMENT APPROVED

5

Submitter Contact

MPI Testing Org

Date of Arrival

26/01/2023

Craft Name

TROJAN STAR

IMO Number

Voyage Number

077

Consignment Details:

Consignment Number	Master Bill Number	Bill Number	Consignee Name	Consignor Name	NZCS Status		MPI Status	
					Consignment	Movement	Consignment	Movement
1	081556	081556	Mond1	SPA1	Import Declaration Required	Domestic Transhipment Approved	Import Declaration Required	Domestic Transhipment Approved

6

Containers & Packaging:

Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight
SUDU225689	Full contains multiple LCL consignments		12	Pallet	15

7

Domestic Transhipment Approved:

From NZAKL	To BSMPremisesTF BOB
Method of Transport of Transfer Road	

8

Please find attached (PDF file) of Consignment and Agency Direction details for the referenced lodgement.

If you have any queries or require any assistance please contact 0800 Border (0800 267 337)

This is an auto generated email - please do not reply.

	Element Description
1	ICR MPI Lodgement Status and Directions Document – On MPI emails a PDF version is attached. The document will show any specific authority details ie. Inspection/Treatment, that need to be followed as part of the DTR approval.
2	Text stating which agency has sent the email. MPI – will show ‘Biosecurity’ NZCS – will show ‘Customs’
3	TSW Reference number for the ICR lodgement
4	MPI Agency Response - Shows the MPI movement response for the declared Master Bill(s). It also states the general movement conditions that must be followed.
5	NZCS Agency Response - Shows the NZCS movement response for the declared Master Bill(s).
6	Shows the MPI and NZCS consignment/movement status for each consignment.
7	Container and packaging - Shows the container number and packaging details relating to the consignment number
8	Domestic Transhipment Approval - Shows the location where the container/cargo is currently located and where they are approved to be taken to and by what transfer method.

6

Email Example 1

Single line ICR with DTR request where both agencies approve the DTR

Which email should I look for and follow?

In this example the MPI email was received 2nd and has both the completed agency status at the top of the email – the directions on this email should be followed.

NZCS Response – received 1st

JBMS - Inward Cargo Report 24508857 KS_FAKDTRNonRk : TSW Status Update

The following Inward Cargo Report has been reviewed by New Zealand Customs Service.

TSW Reference Number: 24508857 Sender's Reference Number: KS_FAKDTRNonRk

Agency	Status
NZCS	Consignment Complete Customs Cargo Report Notification - consignment status as specified Agency Instructions: MB 081556 - MOVEMENT APPROVED
MPIBIO	Processing

Submitter Contact MPI Testing Org
Date of Arrival 26/01/2023
Craft Name TROJAN STAR
IMO Number
Voyage Number 077

Consignment Details:

Consignment Number	Master Bill Number	Bill Number	Consignee Name	Consignor Name	NZCS Status		MPI Status	
					Consignment	Movement	Consignment	Movement
1	081556	081556	Mond1	SPA1	Import Declaration Required	Domestic Transhipment Approved		

Containers & Packaging:

Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight
SUDU225689	Full contains multiple LCL consignments		12	Pallet	15

Domestic Transhipment Approved:

From NZAKL	To BSMPremisesTF BOB
Method of Transport of Transfer Road	

If you have any queries or require any assistance please contact 0800 Border (0800 267 337)

This is an auto generated email - please do not reply.

Regards,
JBMS Administrator

MPI Response – received 2nd

JBMS - Inward Cargo Report 24508857 KS_FAKDTRNonRk : TSW Status Update



The following Inward Cargo Report has been reviewed by Ministry for Primary Industries - Biosecurity.

TSW Reference Number: 24508857 Sender's Reference Number: KS_FAKDTRNonRk

Agency	Status
MPIBIO	Directions Given Agency Instructions: MB 081556 - MOVEMENT APPROVED. All movements approved under a DTR for uncleared goods must be moved by way of an enclosed, secure, leak-proof conveyance, being either within an enclosed vehicle, or within an enclosed air container.
NZCS	Consignment Complete MB 081556 - MOVEMENT APPROVED

Submitter Contact MPI Testing Org
Date of Arrival 26/01/2023
Craft Name TROJAN STAR
IMO Number
Voyage Number 077

Consignment Details:

Consignment Number	Master Bill Number	Bill Number	Consignee Name	Consignor Name	NZCS Status		MPI Status	
					Consignment	Movement	Consignment	Movement
1	081556	081556	Mond1	SPA1	Import Declaration Required	Domestic Transhipment Approved	Import Declaration Required	Domestic Transhipment Approved

Containers & Packaging:

Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight
SUDU225689	Full contains multiple LCL consignments		12	Pallet	15

Domestic Transhipment Approved:

From NZAKL	To BSMPremisesTF BOB
Method of Transport of Transfer Road	

Please find attached (PDF file) of Consignment and Agency Direction details for the referenced lodgement.

If you have any queries or require any assistance please contact 0800 Border (0800 267 337)

This is an auto generated email - please do not reply.

Email Example 2

Single line ICR with DTR request for two different FAK containers with two different Master Bills where both agencies approve the DTR

MPI Response – received 1st

JBMS - Inward Cargo Report 86287369 KS_DTREMAILT28 : TSW Status Update

PDF: 86287369-2023-01-17-0901940043.pdf

80 KB

The following Inward Cargo Report has been reviewed by Ministry for Primary Industries - Biosecurity.

TSW Reference Number: 86287369

Sender's Reference Number: KS_DTREMAILT28

Agency	Status
MPIBIO	Consignment Complete Agency Instructions: MB 55521 - MOVEMENT APPROVED:MB 081556 - MOVEMENT APPROVED. All movements approved under a DTR for uncleared goods must be moved by way of an enclosed, secure, leak-proof conveyance, being either within an enclosed vehicle, or within an enclosed air container.
NZCS	Processing

Submitter Contact

MPI Testing Org

Date of Arrival

26/01/2023

Craft Name

TROJAN STAR

IMO Number

Voyage Number

077

Consignment Details:						MPI Status		
Consignment Number	Master Bill Number	Bill Number	Consignee Name	Consignor Name	NZCS Status	Consignment	Movement	Movement
1	081556	081556	Mond1	SPA1		Import Declaration Required		Domestic Transhipment Approved

Containers & Packaging:						
Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight	
SUDU225689	Full contains multiple LCL consignments		12	Pallet	15	

Domestic Transhipment Approved:

From NZAKL

To BSMPremisesTF BOB

Method of Transport of Transfer Road

Consignment Details:								
Consignment Number	Master Bill Number	Bill Number	Consignee Name	Consignor Name	NZCS Status		MPI Status	
					Consignment	Movement	Consignment	Movement
2	55521	55521	Mond1	SPA1			Import Declaration Required	Domestic Transhipment Approved

Containers & Packaging:						
Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight	
CEDU555498	Full contains multiple LCL consignments		12	Pallet	15	

Domestic Transhipment Approved:

From NZAKL

To BSMPremisesTF BOB

Method of Transport of Transfer Road

Which email should I look for and follow?
In this example the MPI email was received 1st and the NZCS email status at the top of the email shows as ‘Processing’. The second email from NZCS has the completed directions for both agencies and the directions on this email should be followed.

NZCS Response – received 2nd

JBMS - Inward Cargo Report 86287369 KS_DTREMAILT28 : TSW Status Update

The following Inward Cargo Report has been reviewed by New Zealand Customs Service.

TSW Reference Number: 86287369

Sender's Reference Number: KS_DTREMAILT28

Agency	Status
NZCS	Consignment Complete Customs Cargo Report Notification - consignment status as specified Agency Instructions: MB 55521 - MOVEMENT APPROVED:MB 081556 - MOVEMENT APPROVED
MPIBIO	Consignment Complete MB 55521 - MOVEMENT APPROVED:MB 081556 - MOVEMENT APPROVED. All movements approved under a DTR for uncleared goods must be moved by way of an enclosed, secure, leak-proof conveyance, being either within an enclosed vehicle, or within an enclosed air container.

Submitter Contact

MPI Testing Org

Date of Arrival

26/01/2023

Craft Name

TROJAN STAR

IMO Number

Voyage Number

077

Consignment Details:								
Consignment Number	Master Bill Number	Bill Number	Consignee Name	Consignor Name	NZCS Status		MPI Status	
					Consignment	Movement	Consignment	Movement
1	081556	081556	Mond1	SPA1	Import Declaration Required	Domestic Transhipment Approved	Import Declaration Required	Domestic Transhipment Approved

Containers & Packaging:						
Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight	
SUDU225689	Full contains multiple LCL consignments		12	Pallet	15	

Domestic Transhipment Approved:

From NZAKL

To BSMPremisesTF BOB

Method of Transport of Transfer Road

Consignment Details:								
Consignment Number	Master Bill Number	Bill Number	Consignee Name	Consignor Name	NZCS Status		MPI Status	
					Consignment	Movement	Consignment	Movement
2	55521	55521	Mond1	SPA1	Import Declaration Required	Domestic Transhipment Approved	Import Declaration Required	Domestic Transhipment Approved

Containers & Packaging:						
Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight	
CEDU555498	Full contains multiple LCL consignments		12	Pallet	15	

Domestic Transhipment Approved:

From NZAKL

To BSMPremisesTF BOB

Method of Transport of Transfer Road

Email Example 3

ICR with DTR request which is Held by MPI for manual Processing MPI Response – received 2nd

JBMS - Inward Cargo Report 33687766 KS_DTREMAILT4 : TSW Status Update

PDF7-33687766-2023-01-17-0901176057.pdf

76 KB

TSW Reference Number: 33687766

Sender's Reference Number: KS_DTREMAILT4

Agency	Status
MPIBIO	Directions Given Agency Instructions: MB 081556 - MOVEMENT HELD
NZCS	Consignment Complete MB 081556 - MOVEMENT APPROVED

Submitter Contact

MPI Testing Org

Date of Arrival

26/01/2023

Craft Name

TROJAN STAR

IMO Number

Voyage Number

077

Consignment Details:

Consignment Number	Master Bill Number	Bill Number	Consignee Name	Consignor Name	NZCS Status		MPI Status	
					Consignment	Movement	Consignment	Movement
1	081556	081556	Mond1	SPA1	Import Declaration Required	Domestic Transhipment Approved	Import Declaration Required	Held

Containers & Packaging:

Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight
SUDU225689	Full contains multiple LCL consignments		12	Pallet	15

Consignment Details:

Consignment Number	Master Bill Number	Bill Number	Consignee Name	Consignor Name	NZCS Status		MPI Status	
					Consignment	Movement	Consignment	Movement
2	081556	081556	Mond1	SPA1	Import Declaration Required	Domestic Transhipment Approved	Import Declaration Required	Held

Containers & Packaging:

Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight
SUDU225689	Full contains multiple LCL consignments		12	Pallet	15

Please find attached (PDF file) of Consignment and Agency Direction details for the referenced lodgement.

If you have any queries or require any assistance please contact 0800 Border (0800 267 337)

This is an auto generated email - please do not reply.

Regards,
JBMS Administrator

What do I do when the DTR is HELD by MPI?

In this example the MPI has replied with a ‘Held’ movement response. This occurs when the ICR message has been sent to MPI for manual processing. You do not need to do anything at this point in time. Once processed MPI will issue a response that will update the movement status to DTA. ***IMPORTANT – Always check the MPI Lodgement Status and Directions Document linked to the MPI email for directions when the movement status for MPI is updated***

NZCS Response – received 1st

JBMS - Inward Cargo Report 33687766 KS_DTREMAILT4 : TSW Status Update

TSW Reference Number: 33687766

Sender's Reference Number: KS_DTREMAILT4

Agency	Status
NZCS	Consignment Complete Customs Cargo Report Notification - consignment status as specified Agency Instructions: MB 081556 - MOVEMENT APPROVED
MPIBIO	Processing

Submitter Contact

MPI Testing Org

Date of Arrival

26/01/2023

Craft Name

TROJAN STAR

IMO Number

Voyage Number

077

Consignment Details:

Consignment Number	Master Bill Number	Bill Number	Consignee Name	Consignor Name	NZCS Status		MPI Status	
					Consignment	Movement	Consignment	Movement
1	081556	081556	Mond1	SPA1	Import Declaration Required	Domestic Transhipment Approved		

Containers & Packaging:

Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight
SUDU225689	Full contains multiple LCL consignments		12	Pallet	15

Domestic Transhipment Approved:

From NZAKL	To BSMPremisesTF BOB
Method of Transport of Transfer Road	

Consignment Details:

Consignment Number	Master Bill Number	Bill Number	Consignee Name	Consignor Name	NZCS Status		MPI Status	
					Consignment	Movement	Consignment	Movement
2	081556	081556	Mond1	SPA1	Import Declaration Required	Domestic Transhipment Approved		

Containers & Packaging:

Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight
SUDU225689	Full contains multiple LCL consignments		12	Pallet	15

Domestic Transhipment Approved:

From NZAKL	To BSMPremisesTF BOB
Method of Transport of Transfer Road	

MPI PDF7: ICR Lodgement Status & Directions document

Inward Cargo Report Lodgement Status and Direction

Inward Cargo Report Lodgement Status and Directions

Pursuant to Sections 25 and 26 of the Biosecurity Act 1993

Ministry for Primary Industries
Manatū Ahu Matua



Lodgement Details

TSW Reference Number	31310742	Date and Time Sent	08/10/2024 11:39
Sender's Reference	KS_DTR002	Craft Name	TROJAN STAR
Submitter	MPI Testing Org	Voyage Number	077
Submitter Contact	MPI Testing Org	Date of Arrival	24/10/2024
Declarant	MPI TEST	Port of Arrival	Auckland

1

The goods covered by the Authorities in this document have been either authorised to move to a transitional facility under s 25(4) Biosecurity Act 1993 or cleared for entry into New Zealand under s 26 of that Act.

Each Authority identifies the goods to which it applies, and the type of authorisation given. Where the goods are authorised to be moved to another facility, the Authority identifies the facility, and any conditions on the authorisation. Removal of the goods to a place other than the facility authorised, or in breach of the conditions specified, is an offence.

Lodgement Instructions:

MB 081556 - MOVEMENT HELD

2

Lodgement Agency Status

Clearance Status (StatusType=clearance) ERR = Error HLD = Held (will be followed up by another final clearance status) Cleared – Consignment is Cleared IDR = Import Declaration Required MDR = MPI Import Dec Required CIR = Consolidation ICR Required ITA = International Transshipment Approved RSC = Rescind Previous Status Notification	Movement Status (StatusType=movement) DTA = Domestic Transshipment Approved DTD = Domestic Transshipment Declined ITA = International Transshipment Approved ITD = International Transshipment Declined HLD = Held (will be followed up by another final movement status) RSC = Rescind Previous Status Notification
--	--

Seq #	Master Bill Number	BOL/AWB	Consignee	Consignor	MPI Status	
					Consignment	Movement
1	081556	081556	Importer 1	SPA1	IDR	HLD
2	081556	081556	Importer 2	SPA1	IDR	HLD

3

The ICR Lodgement Status & Directions document (**PDF7 attachment**) is similar to a BACC and contains a summary of the DTR movements for the lodgement. The document provides details for the directions and the authorities for that movement and lists more than one consignment.

- The PDF7 is attached to the MPI email notification sent to the Goods Location and Transit Destination
- It is hyperlinked in the MPI email notification sent to submitters in the DTR request
- It can be viewed by the submitter or agency (MPI/NZCS) Officer and in TSW Online
- **For B2B system users:** This document can be viewed in TSW online OR enter your email address as the '**Delivery Notify Party**' in the ICR Lodgement

#	Description
1	Lodgement Details – General shipment details entered in the lodgement
2	Lodgement Instructions – The overall movement status for the Master Bill
3	Summary for all consignments in the lodgement showing identifiers and the MPI Clearance and Movement statuses for each consignment

MPI PDF7: ICR Lodgement Status & Directions document - Continued

Inward Cargo Report Lodgement Status and Direction

MPI Directions / Authorities

Direction and Authorities

(Consignment Details)

TSW Reference		31310742					
Seq #	Port of Discharge / Port of Origin	Master Bill Number	BOL/AWB	Consignee Name	Consignor Name	MPI Status	
						Consignment	Movement
1	Auckland / Melbourne	081556	081556	Importer 1	SPA1	IDR	HLD

1

To be taken to:

For:

By:

MPI Instructions:

Issued Date:

Issued By:

Ports of Auckland Limited - Multicargo, 15 Clifton Terrace Model School Clifton Terrace, Kelburn, Wellington

INSPECTION

MPI

6 Sided Container Inspection

Tuesday, 8 October 2024 11:42:55 AM

Skuja Karlis

Number of

1

Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight
SUDU225689	Full contains multiple LCL consignments		12	Pallet	15KG

2

TSW Reference		31310742					
Seq #	Port of Discharge / Port of Origin	Master Bill Number	BOL/AWB	Consignee Name	Consignor Name	MPI Status	
						Consignment	Movement
2	Auckland / Melbourne	081556	081556	Importer 2	SPA1	IDR	HLD

3

To be taken to:

For:

By:

MPI Instructions:

Issued Date:

Issued By:

Ports of Auckland Limited - Multicargo, 15 Clifton Terrace Model School Clifton Terrace, Kelburn, Wellington

INSPECTION

MPI

6 Sided Container Inspection

Tuesday, 8 October 2024 11:42:55 AM

Skuja Karlis

Number of

1

Container Number	Container Status	Seal Number	Number of Packages	Type of Packages	Gross Weight
SUDU225689	Full contains multiple LCL consignments		12	Pallet	15KG

Any directions for the container/consignments will be displayed below the summary page and follow a similar layout as that shown on a BACC issued for Import Declarations.

The authority directions will be repeated for each consignment in the lodgement.

#	Description
1	Consignment details
2	Authority directions relating to the consignment
3	The directions and authorities are repeated for each consignment in a container.