



**JOINT ORDER OF THE MINISTER OF MONGOLIA, CHAIRMAN OF THE CABINET SECRETARIAT  
AND THE MINISTER OF FINANCE**

31 December, 2014

No. 269/264

Ulaanbaatar

**APPROVAL OF PROCEDURE**

Based on Article 222.4 of the Law on Customs, RESOLVES:

1. To approve the procedure for crossing the customs border of international postal items as attached.
2. The General Customs Administration and the Communications Regulatory Commission shall be responsible for monitoring the implementation of the regulations.
3. In connection with the issuance of this order, Joint Order No. 109/86 of May 11, 2004 of the Minister of Finance and Economy and the Minister of Infrastructure, and Joint Order No. 30/20 of the Minister of Mongolia and the Chairman of the Cabinet Secretariat and the Minister of Finance dated January 28, 2010 shall be considered invalid.

MINISTER OF MONGOLIA,  
CHAIRMAN OF THE CABINET SECRETARIAT  
S.BAYARTSOGT

MINISTER OF FINANCE  
J.ERDENEBAT

**Registered in the State Registration No. 3527 on April 15, 2015.**

## **PROCEDURE FOR INTERNATIONAL POSTAL ITEMS CROSSING CUSTOMS BORDER**

### **One. General provision**

1.1. The purpose of this regulation is to regulate relations related to the entry of postal items (hereinafter referred to as "parcels") across the Customs frontier.

1.2. The principles of respecting the law, not being influenced by others, respecting the legitimate interests of the client, and prompt and prompt service shall be followed in the customs control and clearance of parcels.

1.3. Convention on Universal Postal Union, International Convention on Simplification and Harmonization of Customs Procedures, Law on Post, Law on Customs Tariff and Customs Duties, Law on Value Added Tax and Minister of Roads, Transportation and Tourism 2008. The rules for the provision of postal services approved by Order No. 30 of 2012 shall be followed.

1.4. The Customs shall perform customs control and clearance of parcels in an expedited manner based on the risk assessment system.

1.5. The Customs shall inspect and inspect a shipment from abroad in the presence of an employee of the organization operating in the Customs control zone.

1.6. The Customs shall, in accordance with the Convention on Universal Postal Union and the Law on Postal Services, first of all subject to express customs inspection.

### **Two. Packages exempt from customs and value added tax**

2.1. The following parcels received in the name of an individual in accordance with Article 38.1.15 of the Law on Customs Tariffs and Duties shall be exempt from Customs Duty.

2.1.1. A parcel sent to an individual in the amount of not more than 10 times the minimum monthly wage, with no more than two identical goods of the same type.

2.2. The following parcels received in the name of an individual in accordance with Article 13.1.24 of the Law on Value-Added Tax shall be exempt from value-added tax.

2.2.1. A parcel sent in the name of an individual containing not more than two identical goods worth ten times the minimum monthly wage and not more than thirty times the minimum monthly wage for a laptop.

### **Three. Customs control of parcels**

3.1. The parcel shall be declared to the Customs when it arrives from abroad, when it is sent abroad, and shall be taken under control by the Customs from the moment it enters the Customs control zone.

3.2. Customs organization checks parcel Informed, all forms outer peripheral (Mongolian national standard postal applications, "Part 2", MNS 5380-2: 2004), the reconciliation between the cargo manifest, shipping documents, customs control " A copy of the above form and the cargo manifest shall be retained and the remaining copy shall be transferred to the relevant inland customs office together with the parcel. If necessary, the border customs may carry out inspections, clearance and clearance.

3.3. The Customs shall inspect the seals on the basis of the outer and inner accompanying forms and other documents of the inspected parcel, unpack the package and register it in the "International Postal Parcel Registration" of the Customs automation system.

3.4 X-rays, metal detectors, search dogs and narcotics tests may be used for customs control and clearance of parcels, and if necessary, parcels may be inspected by an authorized organization.

3.5. The following types of parcels shall not be inspected if it is established that there are no goods with tariff or non-tariff restrictions on the parcels crossing the Customs frontier.

3.5.1. Open and sealed personal letters;

3.5.2 literature for the blind.

3.6. If it is not possible to have the consignee and consignor present during the inspection of the parcel, a note on the customs inspection shall be made in the presence of the postal employee in accordance with the form specified in Annex 2 to this Regulation and signed by the Customs and postal officer. Unpacked parcels shall be sealed with a sticker or tape with a customs identification mark and stamped by a customs inspector.

3.7. Until the parcels are delivered to the addressee or sent abroad, they shall be stored in a sealed form in accordance with postal service standards in the Customs Control Center or in the Customs Control Zone declared by the postal organization.

3.8. When transporting a parcel under the Customs control, the Customs shall make a customs mark on the vehicle or package and, if possible, may use the mark of the Customs of the country of departure or transit.

3.9. Goods specified in 24.1 of the Convention on Universal Postal Communications, its annexes, Article 24.1 of the Postal Law and prohibited by other legislation shall be prohibited to cross the Customs frontier by parcel.

3.10. It shall be prohibited to send parcels abroad without the permission of the Customs, to unpack the parcels imported from abroad, to change the packaging and to deliver them to the consignee.

3.11. Customs control and clearance of parcels sent abroad and delivered to their recipients through postal service branches of aimags, soums and districts where there is no Customs shall be performed by Customs in the presence of a postal officer at the International Postal Post Customs Office.

3.12. The Customs shall control the parcels passing through the territory of Mongolia.

3.13. If it is not possible to use the vehicle of the postal organization for transportation of parcels under Customs control, it shall be transported by a Customs authorized carrier.

#### **Four. Customs clearance of parcels**

4.1. The consignor and consignee shall be obliged to accurately declare the goods crossing the Customs frontier to the Customs and shall obtain permission from the competent authority for the goods to be introduced with non-tariff restrictions, except for the prohibition to send the parcel.

4.2. "Customs identification form" (CN22, CN23, CP72, etc.) and other accompanying documents shall contain all the information related to the consignment and required by the customs, but they shall be considered as a customs declaration, except in the following cases:

4.2.1. Goods valued at more than 100.0 thousand togrogs sent from abroad to a business entity or organization;

4.2.2. Scientific, technical achievements, topographic models, cartographic and other materials, research, analysis, geology, nature, zoology, paleontological finds and all other types of samples and specimens;

4.2.3. Goods with non-tariff restrictions, except for those prohibited from crossing the border of Mongolia;

4.2.4. Goods subject to export tax;

4.2.5. Goods to be imported across the Customs frontier through procedures other than importation for domestic use or permanent exportation.

4.3. Customs clearance of goods specified in subparagraphs 4.2.1-4.2.5 of this Regulation shall be carried out upon declaration of goods crossing the Customs frontier.

4.4. Preliminary customs clearance may be performed based on the information of the parcel submitted by the postal organization to the Customs in electronic form.

4.5. The postal organization shall be responsible for unpacking, packing, weighing, storing, receiving from the consignor and handing over the consignment to the consignee for the purposes of Customs control and clearance.

4.6. Ten times increase of the minimum monthly wage sent from abroad in the name of goods, brochures, advertisements or informational books, magazines, cassettes and other items valued at not more than the amount specified in 4.2.1 of this regulation For more than two identical goods of the same value, the customs clearance form (Form 2) shall be used.

4.7. The head of the postal branch shall inspect the parcel to be sent abroad through the postal service branch of aimag, soum or district where there is no Customs and deliver it to the Customs of International Postal Post.

4.8. In case the state customs inspector conducts a physical inspection of the parcel delivered to the addressee or delivered to the postal service of aimag, soum or district where there is no Customs, the relevant tax and fee shall be imposed in accordance with the forms specified in Annexes 1 and 2 to this Regulation. Write the invoice and note and hand it over to the postman.

4.9. The head of the postal service branch of aimag, soum or district where there is no Customs shall pay the taxes and fees imposed by the Customs when the parcel is delivered to the consignee (shall be submitted to the Customs's current account). Within two days, the parcel will be delivered to the customs office at the customs office.

#### **Five. Return the parcel to the sender**

5.1. The postal organization shall return the parcel to the sender in the following cases:

5.1.1. The Customs has not allowed to cross the Customs frontier;

5.1.2. The consignor or consignee refuses to pay taxes and fees imposed by the Customs;

5.1.3. Recipient's address is unknown.

#### **Six. Issuance of parcels**

6.1. The Customs officer shall organize the delivery of the parcel to the addressee with the permission of the Customs.