Australian BORDER FORCE

## ACQUIRED EXPERIENCE: Self-assessment

Use this checklist to reflect on the broker-like activities you have been involved in and your readiness to become a licensed nominee customs broker. If you identify significant gaps in experience you need to discuss these with your supervisor before applying.

Select **Exp** if you have had direct experience with the subject.

Select **KO** if you have knowledge of the subject and are familiar with requirements.

| Classification: | Exp | KO | Prohibited Import Regs: | Exp | KO |
|---|---|---|---|---|---|
| For a wide range of goods | ☐ | ☐ | Schedule 1 | ☐ | ☐ |
| Using IR 2(a) | ☐ | ☐ | Schedule 2 | ☐ | ☐ |
| Using IR 2(b) | ☐ | ☐ | Schedule 3 | ☐ | ☐ |
| Using IR 3(a) | ☐ | ☐ | Other | ☐ | ☐ |
| Using IR 3(b) | ☐ | ☐ | Responding to CP Questions | ☐ | ☐ |
| Using IR 3(c) | ☐ | ☐ | Preparing refund claims | ☐ | ☐ |
| Using IR 4 | ☐ | ☐ | Preparing remission claims | ☐ | ☐ |
| Applying for a Tariff Advice | ☐ | ☐ | Preparing duty drawback claims | ☐ | ☐ |
| Valuation: | | | Use of Tradex Orders | ☐ | ☐ |
| Using method 1 – (TV) | ☐ | ☐ | GST: | | |
| Using other methods | ☐ | ☐ | Calculating VOTI | ☐ | ☐ |
| Sequence of methods | ☐ | ☐ | GST Exemptions | ☐ | ☐ |
| S.154(1) definitions | ☐ | ☐ | GST Deferral | ☐ | ☐ |
| Export dates | ☐ | ☐ | LCT | ☐ | ☐ |
| Exchange rates | ☐ | ☐ | WET | ☐ | ☐ |
| Price adjustments | ☐ | ☐ | Damaged goods: | ☐ | ☐ |
| Royalties | ☐ | ☐ | Duty refunds | ☐ | ☐ |
| Production assists | ☐ | ☐ | Compensation claims | ☐ | ☐ |
| | | | Bills of Lading and securing DOs | ☐ | ☐ |
| Applying for a Valuation Advice | ☐ | ☐ | | | |
| Taking instructions from clients | ☐ | ☐ | Using pre-existing TCOs | ☐ | ☐ |
| Providing advice to clients | ☐ | ☐ | Applying for new TCOs | ☐ | ☐ |
| Import costings for clients | ☐ | ☐ | Challenging decisions: | | |
| Proficiency in use of expert software: | | | Internal review | ☐ | ☐ |
| ICS | ☐ | ☐ | External review | ☐ | ☐ |
| Industry Software | ☐ | ☐ | Engaging with government: | | |
| Other | ☐ | ☐ | ABF | ☐ | ☐ |
| Biosecurity actions | ☐ | ☐ | DAWE | ☐ | ☐ |
| Seizure of goods | ☐ | ☐ | TGA | ☐ | ☐ |
| Destruction of goods | ☐ | ☐ | Infrastructure | ☐ | ☐ |
| Audits: | | | AICIS (NICNAS) | ☐ | ☐ |
| Brokerage initiated | ☐ | ☐ | Product labelling | ☐ | ☐ |
| Client initiated | ☐ | ☐ | Trade Marks/Intellectual Property: | | |
| ABF initiated | ☐ | ☐ | Infringements | ☐ | ☐ |
| Non-compliance actions: | | | Protection | ☐ | ☐ |
| Voluntary disclosure | ☐ | ☐ | Use of Schedule 4 by-laws | ☐ | ☐ |
| Infringement Notices | ☐ | ☐ | Free Trade Agreements: | ☐ | ☐ |
| Customs prosecutions | ☐ | ☐ | | ☐ | ☐ |
| Dumping duty | ☐ | ☐ | Customs Notices and other resources | ☐ | ☐ |
| Countervailing duty | ☐ | ☐ | | | |
| Suspicious transactions | ☐ | ☐ | | | |