

# Scope and purpose

This Customs Valuation Procedure sets out the principles, scope, and practical steps applied by VTTI for determining the customs value of goods imported into the European Union.

The purpose of this document is to ensure that customs values are established in a consistent, accurate, and compliant manner, in line with the requirements of UCC and related legislation. It aims to provide clear guidance to relevant personnel on how to determine the appropriate valuation method, perform the necessary checks, and document the outcome of the valuation process.

This procedure applies to all imports of goods into the EU where VTTI is involved in the declaration process, regardless whether that declaration is filed under (in)direct customs representation or on behalf of VTTI itself. It covers, in detail:

- the selection and application of the appropriate customs valuation method;
- the assessment of transaction values and alternative valuation methods where applicable;
- the identification of elements to be added to or excluded from the customs value;
- the verification steps required to ensure the accuracy and completeness of the declared value; and
- the documentation and record-keeping requirements supporting the declared customs value.

This procedure serves as a practical reference for personnel involved in customs declarations and should be followed when determining and reviewing customs values for import into the EU.

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Revision #3

Created 4 June 2026 14:16:12 by Kenneth Veninga

Updated 8 June 2026 13:33:12 by Kenneth Veninga