

**GENERAL AGREEMENT ON  
TARIFFS AND TRADE**

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**RESTRICTED**

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**INTEGRATED DATA BASE**

**REFERENCE MANUAL FOR THE PREPARATION OF DATA**

**Note by the Secretariat**

This paper is a revision of "Formats for Data Submissions" reproduced in document IDB/W/1/Rev.1 and the "Data Inventory" sections of "Project Structure" reproduced in document IDB/W/2/Rev.1.

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### **Documentation to be supplied with submissions**

The annex to this document contains examples of forms which should be completed and forwarded with submissions.

- (1) Forms 1 and 2 contain respectively, information concerning the recording and labelling characteristics of a magnetic tape and information concerning the characteristics of the various files recorded on a magnetic tape. It is essential that Forms 1 and 2 be filled out completely and precisely, since control procedures installed at the ICC require this information in order to process a magnetic tape.
- (2) Form 3 contains information concerning the national nomenclature used in the coding of submissions. This information is required to establish the IDB reference files and is essential for the processing of submissions.

### **Notations used in the files' formats**

In the descriptions of the various files to be submitted, each individual data element is followed by a series of symbols:

- (1) Data type : "N" for numerical and "A" for alphanumeric data.
- (2) Element length : (n) number of characters. For numeric fields containing decimal places, the following format has been used (nVm) with "n" giving the number of integer digits, "V" indicating the place of a virtual decimal point and "m" giving the number of decimal places. For variable length data elements, the symbol "VL" is used.
- (3) Field justification : "RJ" indicates right justification and "LJ" left justification.
- (4) Padding character : "0" for a zero padding and "b" for a blank character padding. The "b" character has also been used in the formats to denote a physical blank character.

## IMPORT STATISTICS FILE

### *Format*

#### *Key of the import statistics file*

<b>Year</b>	N(2) reference year of the import statistics
<b>Reporting country</b>	A(5)/LJ b country (or Customs Union) submitting the information.
<b>Filler</b>	A(5) (not used)
<b>Direction of trade</b>	N(1) "I" for imports.
<b>Tariff item number</b>	A(21) LJ b tariff item number or statistical item number.
<b>Partner country</b>	A(5) LJ b the trading partner country code; no "total" record, nor aggregated trade record (such as country groups or tariff treatment totals) should be recorded.
<b>Tariff treatment</b>	N(1) identifies the tariff treatment applicable to each trading partner, for each tariff item (see following pages for details).
<b>Type of relation</b>	N(1) identifies type of tariff relation between the reporter and each trading partner (see following pages for details).
<b>Data part</b>	A(79) (see next page for layouts)

*Data part of the import statistics file*

Element name	Format
CIF value	N(13)/RJ/0 (unsigned)
Customs value, if not CIF	N(13)/RJ/0 (unsigned)
Quantity unit code	A(5)/LJ/b
Quantity	N(13)/RJ/0 (unsigned)
Supplementary quantity unit code	A(5)/LJ/b
Supplementary quantity	N(13)/RJ/0 (unsigned)
Duty collected	N(13)/RJ/0 (unsigned)
Filler, not used	A(4)/b

Dataset characteristics:

Record format: fixed block.  
Record length: 120 characters.  
Block length: 23400 characters.

NOTES:

- (1) The currency unit used for recording import values and duty collected should be indicated in Form 3 (see annex). Where the national currency was converted to another unit, the exchange rate used should also be specified in Form 3.
- (2) A list of national codes used for countries and quantity units, together with the corresponding names, should be indicated in Form 3.

*Coding of tariff treatment and type of relation*

Nine provenances are used:

- 0 = most-favoured-nation;
- 1 = free-trade area;
- 2 = zone-zone (trade between preferential areas);
- 3 = other preferential agreements;
- 4 = GSP (most-favoured-nation);
- 5 = GSP (other preferences);
- 6 = GSP (general);
- 8 = general;
- 9 = unspecified.

The logic applied for the coding of the tariff treatment codes and type of relation codes is explained in the import statistics file data inventory.

## IMPORT STATISTICS FILE

### *Data Inventory*

The trade file contains trade statistics by country of origin for each tariff item (or statistical item). At present, only import statistics are recorded but the format of the file is designed to allow, if necessary, the submission of export statistics.

Import statistics are recorded in value and volume and codes are attached to each country of origin to identify the tariff treatment applicable to its supplies. Values are recorded in the currency used by the national authorities in the collection of import statistics for customs purposes. Volumes are reported in one or, where applicable, in two units of quantity.

Import values and duties collected should be expressed in the same currency unit. Values, duties collected and quantities should be unsigned.

<b>Entities</b>	<b>Definitions</b>
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**Trade File key**

The trade file key comprises the reference year, the country submitting the trade statistics, the direction of trade, the tariff item number (or the statistical item number), the trading partner country, the type of tariff treatment and the type of relation.

**Year of the import statistics file**

Submissions are made on an annual basis. The year to which the submission refers is the reference year.

**Reporter of the import statistics file**

This element contains the code identifying the country submitting the information. The code will be converted to the three-digit ISO country code used in the IDB (see the list of codes in IDB W/4 Add.1).

**Direction of trade**

Import statistics are identified by the code "1" recorded in this one-digit element. If necessary, export statistics will be identified by the code "2" and statistics on re-exports will be identified by the code "3". At present, only the code "1" is used since only import statistics are requested in the submissions for the IDB.

**Tariff item number**

The tariff item number is a field of twenty-one characters identifying the tariff item, if statistics are submitted in the tariff nomenclature. Statistics can also be submitted in the statistical detail and in such cases, the tariff item number contains the statistical item number.

The tariff item number recorded in the trade file is the same as the tariff item number recorded in the tariff and non-tariff files. If the statistical nomenclature is used in the trade file, the same statistical nomenclature should be used in the tariff and non-tariff files.

The reporter code, the reference year and the tariff item number are the common key elements which allow the integration of all information recorded in the various IDB files.

**Trading partner country**

This element is a field of five characters identifying the trading partner country code. The "partner code" recorded by national authorities can be alphabetic or numeric. It will be converted to the GATT standard three-digit ISO code, before the file is loaded into the data base.

**Type of tariff treatment**

This element is a one-character code identifying the type of tariff treatment to which

imports from the trading partner country are entitled for the tariff item concerned. If, for a given item, the partner benefits from m.f.n. treatment, the code takes the value "0". If, for another item, the country benefits from GSP treatment, the code takes the value "4", etc.

This code is necessary to identify the product coverage of preferential arrangements or of GSP schemes. The tariff treatment code also serves as a link between each country of origin and the corresponding tariff duty rate applicable, as recorded in the coded tariff file. In effect, the first digit of the code of the duty type applicable is equal to the tariff treatment code.

#### Type of tariff relation

The type of tariff relation contains a one-digit code attached to each country of origin to identify whether or not the country is signatory to a preferential arrangement or, is listed in the GSP scheme as a GSP beneficiary, etc. For a given trading partner, the relation code is the same throughout the file, irrespective of the tariff item. This code allows, for example, the identification of total imports from GSP beneficiary countries, from m.f.n. origins, etc.

To identify GSP beneficiaries, three different relation codes are proposed. Relation code "4" is attached to GSP countries which, in the absence of GSP preferences, are entitled to m.f.n. tariffs. Relation code "5" is attached to GSP countries which, in the absence of GSP preferences, could either be entitled to preferential tariffs under special arrangements or to m.f.n. tariffs. Finally, relation code "6" is attached to GSP countries which, in the absence of GSP preferences, are entitled to general tariffs (i.e. tariffs higher than m.f.n. tariffs).

The following table shows the possible values which the treatment code can take according to each type of relation:

TREATMENT :	m. f. n.	FTA	Zone	Other	GSP	GSP &	Gene	Uns-
	0	1	2	3	4	5	8	9
				pref.	only	pref.	ral	pec.
RELATION :								
m. f. n.	0	Y	N	N	N	N	N	N
FTA	1	Y	Y	Y	N	N	N	N
Zone	2	Y	N	Y	N	N	N	N
Other pref.	3	Y	N	N	Y	N	N	N
GSP/m. f. n.	4	Y	N	N	Y	Y	N	N
GSP/pref.	5	Y	Y	Y	Y	Y	N	N
GSP/general	6	Y	N	N	N	Y	Y	N
General	8	Y	N	N	N	N	Y	N
Unspecified	9	N	N	N	N	N	N	Y

#### Recording of tariff treatment and tariff relation codes.

The following examples illustrate how the tariff treatment and the tariff relation codes will be recorded in the import statistics file.

Import market X imports products A, B, C, D and E from countries P, Q, R, S and T.

Countries P, Q, R, S and T are listed in the customs tariff of import market X as benefiting from the following tariff relation:

Country P is a GATT member not benefiting from preferences (type of relation = 0).

Country Q is a GSP beneficiary not benefiting from other preferences (type of relation = 4).

Country R is a GSP beneficiary also entitled to "other" preferences (type of relation = 5).

Country S is a country entitled to free-trade area preferences only (type of relation = 1)

Country T is a country entitled to "other" preferences only (type of relation = 3).

The product coverage of import market X preferential schemes is as follows:

Product A is not entitled to any preference.

Product B is entitled to GSP preference only.

Product C is entitled to GSP preference and "other" preference

Product D is entitled to FTA preference only

Product E is entitled to "other" preference only.

Assuming that all imports entitled to preferences benefit effectively from the preference, the type of treatment code and the type of relation code would be recorded in the import statistics file of import market X as follows:

Import market	Product	Partner code	Treatment code	Relation code
X	A	P	0	0
X	A	Q	0	4
X	A	R	0	5
X	A	S	0	1
X	A	T	0	3
X	B	P	0	0
X	B	Q	4	4
X	B	R	4	5
X	B	S	0	1
X	B	T	0	3
X	C	P	0	0
X	C	Q	4	4
X	C	R	5	5
X	C	S	0	1
X	C	T	3	3
X	D	P	0	0
X	D	Q	0	4
X	D	R	0	5
X	D	S	1	1
X	D	T	0	3
X	E	P	0	0
X	E	Q	0	4
X	E	R	3	5
X	E	S	0	1
X	E	T	3	3

### **Import Partner data.**

The import partner data contain information in value and volume by partner. The import data are recorded in the following fields:

#### **C.i.f. value of imports in national currency**

This element contains the c.i.f.<sup>1</sup> value of imports in national currency or in US dollars, if the US dollar is used for recording customs statistics. If the c.i.f. value of imports is not available, this field should contain zeros and the element "customs value" should be used. The import values can be submitted in units of currency, in thousands of units etc. The unit used should be selected so that total imports can be recorded in a thirteen-digit field.

#### **Customs value of imports in national currency**

This element contains the customs value of imports in national currency or in US dollars, if the US dollar is used for recording customs statistics. If the customs value is the c.i.f. value, this field should be left blank. The import values can be submitted in units of currency, in thousands of units, etc. The unit used should be selected so that total imports can be recorded in a thirteen-digit field.

#### **Primary unit of quantity**

This element contains the primary quantity unit used for recording import volumes. If the duty(ies) attached to the item is (are) specific, mixed or compound, the unit of quantity to be recorded in this element should, if possible, correspond to the unit used to collect customs duties. If, for a given item, there is no quantity data recorded, this element should be left blank. The quantity unit codes which will be recorded in the IDB are listed in document IDB/W/4 Add.1.

#### **Import volume in the primary quantity unit**

This field contains the import volume expressed in the unit recorded in the primary unit code. If, for a given item, there is no quantity data available, this field should contain zeros.

#### **Supplementary unit of quantity**

This element contains, where applicable, a supplementary unit of quantity in which import volumes are recorded. Where the duty(ies) attached to the item is (are) expressed in a form using two units of quantity (e.g. 1 S per KG plus 2 S each) the supplementary unit recorded should, as far as possible, correspond to the second unit used for the collection of customs duties. If there is no supplementary quantity available, this element should be left blank.

#### **Import volume in the supplementary unit**

This element contains the import volume expressed in the unit recorded in the supplementary quantity unit code. If, for a given item, there is no supplementary quantity data available, this element should contain zeros.

#### **Customs duty collection value**

This element contains the value of the customs duty collected, expressed in national currency or in US dollars, if the US dollar is used for the purpose of customs collection. If this information is not available, this element should contain zeros.

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<sup>1</sup> C.i.f. for Cost, Insurance and Freight.

## CODED TARIFF FILE

### *Format*

#### *Key of the coded tariff file*

<b>Year</b>	N(2)	reference year of the tariff.
<b>Reporting country</b>	A(5) LJ/b	country (or Customs Union) submitting the information.
<b>Filler</b>	A(5) (not used)	
<b>Tariff line number</b>	A(25) LJ b	includes the tariff item two-character suffix in positions 24-25. Positions 22-23 should be left blank.
<b>Validity period</b>	A(16)	start-date and end-date of duty applicability; the date format is "yyyymmdd"; if undetermined, the start-date and/or end-date can be left blank.
<b>Type of measure</b>	N(2) RJ	"10" for customs tariffs data; other codes are used for the non-tariff file.
<b>Partner country</b>	A(5) LJ b	the partner country to which a particular duty type applies; when the duty applies to all countries, this field should be left blank; partner codes representing individual countries should be the same as those used in the import statistics file.
<b>Duty type</b>	A(3) LJ b	identifies the duties by tariff treatment; see following pages for details.
<b>Record number</b>		comprises three fields which indicate the type of duty information recorded; see following pages for details.
	<b>Record type</b>	N(1) RJ "1" for the duty rate and its various codes, "2" for the normalized coding of specific duties, "3" for textual information concerning the duty, "4" for footnotes.
	<b>Language code</b>	A(1) LJ b language in which the text of record types "3" and "4" is recorded ("1" for English, "2" for French, "3" for Spanish, blank for not applicable).
	<b>Sequence number</b>	A(1) LJ b sequence in which the text of record types "3" and "4" is ordered ("0" through "9" for the sequence, blank for not applicable).
<b>Data part</b>	A(78) (see next page for layouts)	

*Data part of the coded tariff file*

Partner code	Duty type	Rec. type	Lang code	Seq. code no.	Element name and definition	Format
ppppp	XXX	1	b	b	Record type "1" for codes : XXX indicates the duty type code (see next page for list of codes)	
					- Ad valorem duty rate or ad valorem equivalent (AVE)	N(3V3)/RJ/0
					- Nature of the duty	A(1)
					- Estimation code	A(1)
					- AVE calculation method	A(1)
					- Sub-items' duties averaging method	A(1)
					- Binding status	A(1)
					- Partial binding coverage	A(1)
					- Limitation status	A(1)
					- Partial duty coverage	A(1)
ppppp	XXX	2	b	b	Record type "2" for specific, mixed and compound duties :	
					- Normalized coding of the duty (see page 14 for details)	A(78)/LJ/b
ppppp	XXX	3	L	0-9	Record type "3" for specific, mixed and compound duties which cannot be normalized :	
					- text (ten lines maximum per language using sequence numbers from 0 to 9)	A(70)/LJ/b
ppppp	XXX	4	L	0-9	Record type "4" for footnotes :	
					- text (ten lines maximum per language using sequence numbers from 0 to 9)	A(70)/LJ/b

Dataset characteristics:

Record format: fixed block.  
Record length: 144 characters.  
Block length : 23472 characters.

*Coding of the duty type*

**Duty type code (XXX) :**

The first digit of the duty type is directly related to the tariff treatment code recorded in the import statistics file (see format for import statistics). The third digit of the duty type should be blank for m.f.n. duties; for other duties, it can be used for national purposes or left blank.

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m.f.n. duties (01-09)	
01	= m.f.n. GATT bound level of the duty
02	= m.f.n. statutory (legal/autonomous) duty
03	= m.f.n. effectively applied (temporary) duty
..	=
09	= -
Preferential duties: Free-trade area (10-19)	
10	=
..	= -
19	= -
Preferential duties: Zone-zone duties (20-29)	
20	=
..	= -
29	= -
Preferential duties: Other preferences (30-39)	
30	=
..	= -
39	= -
Preferential duties: GSP duties (40-59)	
40	= GSP
41	= LDC
..	= -
59	= -
General tariff duties (80-89)	
80	= General tariff (higher than m.f.n. tariff)
..	= -
89	= -
Unspecified duties (90-99)	
90	= Other duty
..	= -
99	= -

---

*Coding of the various data elements by record type*

(1) Record type "I" codes :

Duty rate in percentage (ad valorem duty rate or AVE):

FREE duties should be recorded as 000V000  
Duties higher than 999.997 % should be recorded as 999V998  
Unavailable duty rates should be recorded as 999V999

Nature of the duty :

Blank = Ad valorem duty  
S = Specific duty  
C = Compound duty  
M = Mixed duty  
V = Variable duty  
O = Other duty

Estimation of the ad valorem equivalent :

Blank = Not applicable  
E = Estimation supplied by the reporting country  
C = Estimation calculated by the Secretariat

Calculation method for AVE's :

Blank = Not applicable  
1 = Calculation based on imports from GATT members  
2 = - based on m.f.n. imports  
3 = - based on total imports  
9 = Other method

Sub-items duties averaging method :

Blank = Not applicable  
S = Simple average  
W = Weighted average

Binding status :

Blank = Bound at prevailing duty rate  
C = Bound at one ceiling duty rate  
D = Bound at different duty levels  
U = Unbound duty

Partial binding coverage :

Blank = Not applicable  
X = Binding covering part of the tariff line

Limitation status :

Blank = Not applicable  
C = Ceiling or other limitation  
Q = Quota or other quantitative limitation

Partial duty coverage :

Blank = Not applicable  
X = Duty applicable to part of the tariff line

(2) Record type "2" structure (Normalized coding).

This format has been designed to allow computer processing of specific, mixed or compound duties.

Element definition	Format
First ad valorem part of the duty, where applicable	N(3V3)/RJ/0
Operand: R, P, M (see note below)	A(1)
First specific part of the duty:	
- Value (amount of national currency to be charged per quantity unit).	N(8V5)/RJ/0
- Quantity unit code specified in the duty	A(5)/LJ/b
Operand: R, P, M, H, L	A(1)
Second ad valorem part of the duty, where applicable	N(3V3)/RJ/0
Operand: R, P, M, H, L	A(1)
Second specific part of the duty, where applicable	
- Value	N(8V5)/RJ/0
- Quantity unit code specified in the duty	A(5)/LJ/b
Operand: R, P, M, H, L	A(1)
Third ad valorem part of the duty, where applicable	N(3V3)/RJ/0
Operand: R, P, M, H, L	A(1)
Third specific part of the duty, where applicable	
- Value	N(8V5)/RJ/0
- Quantity unit code specified in the duty	A(5)/LJ/b
Operand: H, L	A(1)

Total length = 78 charact.  
=====

OPERAND VALUES:

R for "or"  
P for "plus"  
M for "minus"  
H for "whichever is higher"  
L for "whichever is lower"

Examples of normalized coding :

The following examples illustrate the coding system for selected specific, mixed or compound duties.

---

a. Duty = 1\$ per kg:

.....0000000100000KG.....//.....

b. Duty = 1\$ per kg plus 10 0

010000P0000000100000KG.....//.....

c. Duty = 10 % or 1\$ per kg whichever is higher:

010000R0000000100000KG...H.....//.....

d. Duty = 10 % plus 1\$ per kg or 3\$ per kg whichever is lower:

010000P0000000100000KG...R.....0000000300000KG...L.....//....

e. Duty = 1\$ per kg plus 2\$ each:

.....0000000100000KG...P.....0000000200000EA.....//....

f. Duty = 30 % subject to a minimum of 29\$ and a maximum of 70\$  
per 100 kg (CKG).

030000R00000002900000CKG..H.....R00000007000000CKG..L.....//....

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NOTES

- (a) Elements not used should be left blank.
- (b) The unit of currency should be indicated on the form accompanying the tape (see annex, Form 3) and should be the same throughout the file (e.g. in cents instead of dollars if some duties are expressed in cents with four decimal places). The quantity unit codes used should be the same as those in the import statistics file.
- (c) Duties which cannot be coded in this format (e.g. duty rates related to unit value of imports, etc.) should be recorded in record type "3" below.

(3) Record types "3" and "4" information.

These records contain respectively texts and footnotes relating to the duty, thus complementing record types "1" and "2", where necessary. This textual information can be recorded in three languages. Ten lines of text can be recorded using the sequence number. All texts submitted in French and Spanish should be recorded using upper case characters, since there is no standard code used to represent accented characters.

## CODED TARIFF FILE

### *Data Inventory*

The coded part of the tariff file contains customs tariff duties for all (bound and unbound) tariff lines. Duties are broken down according to the type of tariff treatment (m.f.n., free-trade area, GSP etc.) and, where applicable, by individual partner if a particular duty applies to a given country or to a group of countries.

Duties are recorded in percentage, in a normalized form, for specific, mixed or compound duties, or in text form. Various codes are attached to the duty to identify its nature (ad valorem, specific, etc.), the GATT binding status of the duty, etc.

<b>Entities</b>	<b>Definitions</b>
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#### **Coded Tariff File Key**

The coded tariff file key comprises the reference year, the country submitting the data, the tariff line number, the type of measure (tariff measure in this file), the country to which the duty applies, the type of duty (m.f.n., GSP, etc.), the period during which the duty is in force and the record number.

#### **Year of the tariff file**

Submissions are made on an annual basis. The year to which the submission refers is the reference year.

#### **Reporter of the tariff file**

This element contains the code identifying the country submitting the information. The code will be converted to the three-digit ISO country code used in the IDB (see IDB W/4/Add.1 for the list of ISO codes).

#### **Tariff line number**

The tariff line number is an element of 25 characters used to record the tariff item number (positions 1-21), the non-tariff item suffix (positions 22-23) and the tariff item suffix (positions 24-25). In this file, the non-tariff item suffix is always blank.

#### **Tariff item number**

The tariff item number is the same as the tariff item number used in the import statistics file. If imports were submitted in the detail of statistical items, the tariff item number recorded in the tariff file is the statistical item number.

#### **Tariff item suffix**

The tariff item suffix is recorded in positions 24-25 of the tariff line number. The suffix could be used in cases where the customs tariff is more detailed than the statistical nomenclature, i.e. statistics are not available for some tariff sub-headings. Import statistics are not always collected in the detail of the customs tariff. In the example below, import statistics contain only one item for "lentils", while the customs tariff contains two items to which are attached two different duties. In order to calculate the duties collected on "lentils", it is therefore necessary to record a duty which would be an average of the duties of the two tariff sub-items (duty-free for lentils imported in packs over 5 kilograms and 20 % for lentils imported in packs of 5 kg or less). The tariff item number (positions 1-21 of the tariff line number, "07134000" in the example below) would be used to link the two tariff sub-items to the corresponding principal item in the import statistics. In the coded tariff file, the principal item would be recorded with suffix "00" in positions 24-25 and the two sub-items would be recorded with suffixes "01" and "02" respectively. The tariff average recorded under the principal item could be an trade weighted average or a simple arithmetic average of the duties recorded under the sub-items.

The following example illustrates the manner in which the tariff item suffix could be used:

IMPORT STATISTICS		CUSTOMS TARIFF	
tariff item number		tariff item number	suffix
07134000	Lentils	07134000	00
		average rate	10 %
	In packages over 5 KG	07134000	01
		rate	FREE
	Other	07134000	02
		rate	20 %

#### Validity period of the duty

This element is used to record the start date and the end date of the period during which the duty is in force. The duty is considered as being in force if the start date either is blank or is less than or equal to the reference year, and, the end year either is blank or is greater than or equal to the reference year.

#### Start date of the validity period

This element of eight characters contains the date of entry into force of the duty. The date recorded shows the year, the month (01-12) and the day (01-31). If left blank, the start date is considered as undetermined.

#### End date of the validity period

This element of eight characters contains the date on which the duty ceases to be in force. The end date is normally left blank, unless the rate ceases to be in force in the course of, or at the end of the reference year. The end date is recorded in the same manner as the start date.

#### Type of measure

The type of measure is a two-digit code used to distinguish a tariff measure from a non-tariff measure. The code "10" identifies a tariff measure and should be attached to all elements recorded in the coded tariff file.

#### Partner entitled to the duty

This element contains the code of the country or group of countries to which a particular duty type applies within a preferential agreement. It can also be used for recording bilateral ad valorem equivalents of specific duties.

If this code is left blank, the duty applies to all countries recorded in the import statistics file, for the corresponding tariff item, which have the tariff treatment code equal to the first digit of the duty type. For example, if, for duty type "40", the partner code is blank, duty "40" applies to all countries recorded in the import statistics file having a tariff treatment code equal to "4" (GSP treatment), for the corresponding tariff item. Therefore, it is not necessary to record duties for each beneficiary individually. The same remark applies to any group of countries entitled to the same preferential duty. Codes for groups of countries (e.g. ACP, EFTA) can be defined as necessary.

#### Type of duty

The type of duty is a three-digit code identifying the scope of each duty recorded. The first digit of the code is the tariff treatment code as recorded in the import statistics file. The first two digits of the duty type should be numeric and the third digit should be blank or numeric.

With regard to m.f.n. duties, duty type "01" is used for recording the GATT consolidated duty; duty type "02" is used for recording the legal or statutory duty; and duty

type "03" is used for recording the effectively applied duty under temporary legislation. The third digit of the duty type should be left blank for m.f.n. duties.

If the m.f.n. duty is bound, it should be recorded under duty type "01". If it is unbound, it should be recorded under duty type "02" and no duty "01" should be recorded. For bound duties, duty type "02" should be recorded only if it is different from duty type "01". Duty type "03" should be recorded only if it is different from duty type "01" and/or duty type "02".

- With regard to GSP duties, duty type "40" is used for recording the GSP duty applicable to GSP beneficiaries in general and duty type "41" is used for recording the GSP duty applicable to the least developed countries.

With regard to any preferential duty, the second and third digits of the duty type can be used by national authorities according to their needs.

#### **Record number**

The record number comprises three fields: record type, language code and sequence number.

There are four record types:

- Record type "1": duty rate and relevant codes
- Record type "2": normalized coding of specific duties
- Record type "3": textual information on the duty
- Record type "4": footnote element

The language code indicates the language in which the text is recorded and is applicable for record types "3" and "4" only. It should be left blank for other record types.

The sequence number indicates the order in which the text lines are recorded and is applicable for record types "3" and "4" only. It should be left blank for the other record types. Values of the sequence number are "0" through "9".

#### **RECORD TYPE "1": Duty rate and relevant codes**

The record type "1" should always be recorded for each combination of tariff line, validity period, partner and type of duty.

The record type "1" contains the duty rate in percentage and various codes to indicate: the nature of the duty (ad valorem, specific...), whether or not the duty rate is estimated, whether or not the duty is bound, and, for preferential duties, whether or not there are limitations. The information is recorded in the following elements:

##### **Duty rate in percentage**

This six-digit element contains the percentage rate of the duty with three decimal places. Zero duty rates are recorded as "000000" and percentage rates which cannot be calculated are recorded as "999999". Duties above 999.997 % are recorded as "999998".

**Nature of the duty**

This one-character code indicates that the duty is: ad valorem (blank), specific ("S"), compound ("C"), mixed ("M"), variable ("V") or unclassified ("O").

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EXAMPLES OF VARIOUS NATURES OF DUTIES:

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- Ad valorem duty: 10 % of the value of the goods
  - Specific duty : 1.00 \$ per KG  
1.00 \$ per KG + 2.00 \$ each
  - Compound duty : 1.00 \$ per KG + 10 % ad valorem
  - Mixed duty : 1.00 \$ per KG or 10 % ad valorem,  
whichever is lower
  - Variable duty : duty comprising a variable element
- 

**Estimation of the ad valorem equivalent**

This code indicates if the duty rate is: estimated by the national authorities (code "E"), estimated by the GATT Secretariat (code "C"). If the duty rate is not estimated, the code is left blank.

**Method used in the calculation of the AVE of a specific duty**

This code indicates on which basis the AVE of a specific duty has been calculated. Code "1" indicates that the AVE was calculated on the basis of imports from GATT members, code "2" on the basis of m.f.n. imports, code "3" on the basis of total imports and code "9" on another basis. If the duty rate is not an AVE, the code is left blank.

**Averaging method used to calculate an average of sub-item duties**

This code is recorded in cases where tariff sub-items are recorded, using the tariff suffix. An average of the sub-items' duties would be recorded under the principal item (tariff suffix "00"). Code "S" would indicate that the average is a simple arithmetic average and code "W" would indicate a trade-weighted average. If the duty rate is not an average, the code is left blank. The logic of recording tariff sub-items is explained above under "Tariff item suffix".

**Binding status of the duty**

This code indicates whether the duty is bound at the prevailing rate (code blank), at a ceiling rate (code "C") or at different levels (code "D"). Code "U" indicates that the duty is unbound.

A duty rate is bound at the prevailing rate if the applied duty rate is not lower.

A duty rate is bound at a ceiling rate if the applied duty rate is lower. Ceiling duty rates should always be recorded in percentage in record type "1".

A duty rate can be bound at different levels in cases where sub-items are recorded using the tariff suffix. For example, the first sub-item could be bound at a ceiling rate and the second sub-item could be bound at the prevailing rate. The average rate recorded under the principal item (tariff suffix "00") would be shown as bound at different levels.

**Partial binding coverage**

If the binding does not apply to all products within the tariff line, this code contains the letter "X". Otherwise the code is left blank.

**Preferential rate limitation status**

In some instances the preference under GSP or other preferential arrangements is granted within value or quantitative limitations. If the limitation is a ceiling or equivalent limitation, this code contains the letter "C". If the limitation is a quota or equivalent limitation, this code contains the letter "Q". If there is no limitation, the code is left blank.

**Partial duty coverage**

If the duty does not apply to all products within the tariff line, this code contains the letter "X". Otherwise, the code is left blank.

**RECORD TYPE "2": Normalized Coding of specific and other duties**

Specific, compound and mixed duties are recorded as percentage ad valorem equivalents in record type "1". In record type "2", these duties are recorded in a normalized format which allows their identification in computer programs for the calculation of bilateral AVE's or of AVE's by groups of countries. The normalized code also allows for the printing of these duties in analytical reports, in a standard format.

The normalized coding comprises three parts. Each part of the code offers the possibility of recording one ad valorem duty and one specific duty. The two types of duties are linked by a plus or minus sign (for recording compound duties) or by an operand "OR" (for recording mixed duties).

Detailed examples illustrating the system for recording the various duties in the normalized code are shown above in the format of record type "2".

The data elements of each of the three parts of the normalized code are recorded in the following elements:

**Normalized code ad valorem rate**

This six-digit element contains the ad valorem part of a compound duty or of a mixed duty. The duty rate is recorded with three decimal places (as in record type "1"). For specific duties, which do not comprise an ad valorem part, this element is left blank.

**Normalized code first operand**

This one-character element contains the letter "R" for "or", the letter "P" for "plus" or the letter "M" for "minus". This operand links the ad valorem part of the compound or mixed duty, to the specific part of the duty. If the ad valorem part of the duty is blank, this operand should be blank; otherwise, it should be filled in with one of the letters mentioned above.

**Normalized code amount of currency units**

This thirteen-digit element contains the amount of currency units to be collected per unit of quantity imported. The amount to be collected is recorded as an eight-digit number with five decimal places. The currency unit used in the normalized code should be the same throughout the file. The currency should be the same as the currency used for recording import statistics but the unit could be different (e.g. the unit could be cents in the normalized code and dollars in the statistics).

**Normalized code unit of quantity**

This five-character element contains the code of the unit of quantity used in the duty for collecting duties. The quantity unit code used in the normalized code should be the same as the code used in import statistics. This code is converted to the UN standard quantity unit code (see document IDB/W/4/Add.I for a list of code values).

**Normalized code second operand**

This one-character element contains the letter "R" for "or", "P" for "plus", "M" for "minus", "H" for "whichever is higher" or "L" for "whichever is lower".

If this operand contains the letter "O", "P" or "M", the second part of the normalized code should contain the other part of the duty, which is implied by the operand.

The second and third parts of the normalized code have the same format as the first part, but the logic to determine the possible values of the operands in the last two parts of the code is of course different from that of the first part (see examples above in the format for record type "2").

**RECORD TYPE "3": Textual information on the duty**

These records contain any textual information on a duty which, for example, could not be coded in the format of the normalized code. Each record is identified by a three-digit number where the second digit identifies the language in which the text is recorded and the third digit identifies the sequence of the lines of text. Each line contains seventy characters.

**RECORD TYPE "4": Footnote to the duty**

These records contain any footnote information on a duty. As in the case of record type "3" above, each record is identified by a three-digit number where the second digit identifies the language in which the text is recorded and the third digit identifies the sequence of the lines of text. Each line contains seventy characters.

## TEXTUAL TARIFF FILE

### *Format*

The format of the textual tariff file has been designed to allow for the recording of tariff schedule data as precisely defined data elements. The file is organized to enable the printing of the tariff data in loose-leaf form, in order to satisfy GATT's notification requirement for bound tariffs.

### *Key of the textual tariff file*

<b>Record length</b>	N(5)/RJ/0.								
	the total number of characters in the record, including the "record length" field itself; the record length is not required if the computer used to create the file is IBM or IBM-compatible equipment and in this case the field could contain zeros.								
<b>Tariff line number</b>	A(25)/LJ/b								
	includes the tariff item two-character suffix in positions 24-25; positions 22-23 should be left blank.								
<b>Element number</b>	N(2)/RJ/0								
	code to identify the type of information recorded; see following pages for details.								
<b>Sub-element number</b>	comprises two fields:								
	<table border="0" style="margin-left: 2em;"> <tr> <td style="vertical-align: top;"><b>Language code</b></td> <td style="vertical-align: top;">A(1) LJ b</td> </tr> <tr> <td></td> <td style="vertical-align: top;">language in which the texts of elements "02" and "09" are recorded ("1" for English, "2" for French, "3" for Spanish, blank for not applicable).</td> </tr> <tr> <td style="vertical-align: top;"><b>Sequence number</b></td> <td style="vertical-align: top;">A(2) LJ b</td> </tr> <tr> <td></td> <td style="vertical-align: top;">code to record information related to the same element ("01" through "99" or blank if not applicable).</td> </tr> </table>	<b>Language code</b>	A(1) LJ b		language in which the texts of elements "02" and "09" are recorded ("1" for English, "2" for French, "3" for Spanish, blank for not applicable).	<b>Sequence number</b>	A(2) LJ b		code to record information related to the same element ("01" through "99" or blank if not applicable).
<b>Language code</b>	A(1) LJ b								
	language in which the texts of elements "02" and "09" are recorded ("1" for English, "2" for French, "3" for Spanish, blank for not applicable).								
<b>Sequence number</b>	A(2) LJ b								
	code to record information related to the same element ("01" through "99" or blank if not applicable).								
<b>Element data</b>	A(VL).								
	individual field characteristics vary according to the list given in the following pages;								

*Data part of the textual tariff file*

Element number	Sub-element Lang. code	Sequence number	Element definition	Format
01	b	bb	Structuring key (see TAR/W/47, Annex II)	A(25)/LJ/b
02	L	XX	Legal product description: -Language code, L=1-3 -Sequence number, XX=01-99 1.Level 2.Number of blanks for indentation 3.Text	N(2)/RJ/0 N(2)/RJ/0 A(70)/LJ/b
03	b	bb	Information on present concession : 1.Text as printed in column "3" of the loose-leaf schedule	A(VL)/LJ/b
04	b	bb	Present concession established: Abbreviation(s) of GATT instru- ment(s) containing the concession 1.Number of occurrences 2.Concession information	N(2)/RJ/0 A(10)/LJ/b
05	b	bb	Initial Negotiating Right on most recent concession: 1.Number of occurrences 2.Country abbreviation	N(2)/RJ/0 A(5)/LJ/b
06	b	bb	Legal instrument(s) through which the concession was first established 1.Number of occurrences 2.Concession information	N(2)/RJ/0 A(10)/LJ/b
07	b	XX	Information on earlier concession(s): one record for each concessional rate identified by a sequence number, (XX=01-99), each record contains up to three data fields: 1.Legal instrument 2.Initial Negotiating Rights: -Number of occurrences -Country abbreviation -"X" to indicate that the INR is held on part of the tariff line 3.Duty -Field length -Duty in text form	A(10)/LJ/b  N(2)/RJ/0 A(5)/LJ/b A(1)/LJ/b  N(4)/RJ/0 A(VL)/LJ/b

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Element number	Sub-element Lang. code	Sequence number	Element definition	Format
08	b	bb	Information on earlier INR's, where indicated only by a reference to earlier schedule(s). -Reference	A(VL)/LJ/b
09	L	XX	Abbreviated product description: -Language code, L=1-3 -Sequence number XX=01-04 1.Filler 2.Text	A(4)/RJ/b A(70)/LJ/b
11	b	XX	Footnote information, by tariff line: XX contains the element number (01-09) to which the footnote refers. 1.Footnote reference number 2.Sequence number of the element 07 (concessional duty) to which the footnote refers; if the footnote does not refer to element 07, this field should be left blank.	N(4)/RJ/Q A(2)/LJ/b

Note that the text of the footnote is recorded in a separate file described in the format for the footnote text file.

---

Dataset characteristics:

Record format: variable block.

Record length: 5000 characters maximum, including the variable length record count (four bytes) if IBM equipment is used.

Block length : 10004 characters, including the variable length block count (four bytes) if IBM equipment is used.

*NOTE*

All texts submitted in French and Spanish should be recorded using upper case characters, since there is no standard code used to represent accented characters.

## TEXTUAL TARIFF FILE

### *Data Inventory*

The textual tariff file contains product descriptions for each tariff line recorded in the coded tariff file and, for GATT bound tariff lines, all information submitted in the loose-leaf schedule of concessions. Product descriptions are recorded in two different sets of records. One set contains the full legal text of the product description, another set contains an abbreviated text of the product description. Descriptions can be recorded in the three official languages of GATT.

<b>Entities</b>	<b>Definitions</b>
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#### **Record length**

Some of the records of the textual tariff file are of variable length. For that reason, all records are preceded by a five-digit element containing the total number of characters in the record, including the "record length" field itself. This element could contain zeros if the computer used to create the file is IBM or IBM-compatible.

#### **Textual Tariff File Key**

The key of the textual tariff file comprises the following elements: the tariff line number, the element number, and the sub-element number.

#### **Tariff line number**

The tariff line number is an element of twenty-five characters used to record the tariff item number (positions 1-21), the non-tariff item suffix (positions 22-23) and the tariff item suffix (positions 24-25). In this file the non-tariff item suffix is always blank.

#### **Tariff item number**

The tariff item number is the same as the tariff item number used in the import statistics file, in the coded tariff file and in the non-tariff files.

#### **Tariff item suffix**

The tariff item suffix is recorded in positions 24-25 of the tariff line number. The suffix is used in cases where the customs tariff is more detailed than the statistical nomenclature, i.e. statistics are not available for some tariff sub-headings. The tariff item suffix recorded in this file is the same as the tariff item suffix recorded in the coded tariff file (see explanation on the use of the tariff item suffix, in the coded tariff file documentation).

#### **Element number**

The element number is a two-digit number identifying the different types of information recorded in the textual tariff file. Elements "02" through "07" correspond to the column numbers of the loose-leaf schedule of concessions and contain the same information as reported in the respective columns of the loose-leaf schedule.

#### **Sub-element number**

The sub-element number is a three-character field identifying, in some elements, the language code (position 1) and the sequence number (positions 2-3). The sub-element number is necessary in elements "02", "07", "09" and "11". The language code is recorded in elements "02" and "09", and is left blank in elements "07" and "11". In the other elements, the three-character sub-element number is left blank.

**Text structuring record (ELEMENT 01)**

The text structuring record was used in the past for recording tariff heading descriptions which were to be retrieved in the correct sequence (see document TAR/W/47, pages 20 and 21, for a detailed explanation of the structuring system). This record was used in cases where the tariff nomenclature was not sufficiently structured.

Since the HS nomenclature is structured at the two, four, five and six-digit level, it is possible that this structuring record will not be needed in the IDB.

**Full Legal Description (ELEMENT 02)**

The full legal description is recorded in element "02". The sequence number (01-99) gives the sequence of the lines of text recorded in this element. Each line of text contains seventy characters. The code recorded in the first digit of the sub-element number identifies the language in which the text is recorded.

A "level" number can be assigned to each description to distinguish descriptions of headings (not associated to a duty rate) from descriptions of tariff lines (associated to a duty rate). If the file contains descriptions of headings, the "level" of the heading description should be equal to the number of digits used in the tariff number ("02" for a chapter heading, "04" for 4-digit heading, etc.). Descriptions of tariff lines should all have a "level" equal to "00".

Each text line of the description can be indented by indicating in the two-digit "indent" element, the number of blank characters to be left between the left margin and the text. Indentation can also be recorded with blanks in the text itself.

**Information on Present Concession (ELEMENT 03)**

Element "03" contains textual information on the present bound duty, as reported in the column "3" of the loose-leaf schedule. This textual information would be used if the loose-leaf schedule was to be printed from the textual tariff file. If this element was not recorded, the duty recorded in the coded tariff file would be used.

For element "03", the sub-element number should be blank. The textual information is recorded in a variable length field.

**Legal Instrument(s) Containing the Present Concession (ELEMENT 04).**

Element "04" contains the abbreviation(s) of GATT instrument(s) as reported in the column "4" of the loose-leaf schedule. The list of abbreviations to be used for coding the GATT instruments is shown in document IDB/W/4/Add.1.

Each instrument is recorded using ten characters. Up to ninety-nine different instruments can be coded. The number of instruments recorded is indicated in the two-digit field "number of occurrences". The sub-element number of this element should be left blank.

**Initial Negotiating Right (INR) on Present Concession (ELEMENT 05).**

Element "05" contains the abbreviated name(s) of the country(ies) holding an INR on the present concession, as reported in column "5" of the loose-leaf schedule. The list of abbreviations to be used for coding the country names is shown in document IDB/W/4/Add.1.

Each country is recorded using five characters. Up to ninety-nine different countries can be coded. The number of countries recorded is indicated in the two-digit field "number of occurrences". The sub-element number of this element should be left blank.

**Legal Instrument(s) Containing the First Concession (ELEMENT 06)**

Element "06" contains the abbreviation(s) of GATT instrument(s) through which a concession was first established, as reported in the column "6" of the loose-leaf schedule. The list of abbreviations for GATT instruments is shown in document IDB/W/4/Add.1.

Each instrument is recorded using ten characters. Up to ninety-nine different instruments can be coded. The number of instruments recorded is indicated in the two-digit field "number of occurrences". The sub-element number of this element should be left blank.

**Initial Negotiating Right(s) on Previous Concessions (ELEMENT 07)**

Element "07" contains the abbreviations of GATT instruments and country(ies) holding an INR on previous concession(s), as reported in column "7" of the loose-leaf schedule. The country holding the INR is recorded using five characters. A sixth character is provided to indicate that the INR does not cover all products within the tariff item. Previous concessions are recorded in text form at the end of each record in a variable length field of which the first four digits are used to indicate the length of the field. The first character of the sub-element number (language code) should be left blank. Each record is identified by the sub-element number as follows:

Sub-element	GATT instrument	No. of occurrences	INR	X	Field length	Rate
01	A/49	03	CA GB JP	X	0003	10%
02	blank	01	BR		0002	5%
..						
99						

In the above example, the first record (sub-element "01") shows an earlier concession of 10% on which three countries hold an INR. The concession was established through the GATT instrument "A.49". Country "CA" holds an INR on part of the tariff item. The second record (sub-element "02") shows an earlier concession of 5% on which country "BR" holds an INR. The instrument is not coded in this second record; it means that the concession was established through the "first instrument" coded in element "06". Physically, the above two sub-elements would be recorded as follows:

---

TARIFF LINE NUMBER 07.01A/49.....03CA...XGB....JP....000310%  
TARIFF LINE NUMBER 07.02.....01BR....00025%

---

NOTE: "." represents a blank character.

**Reference to INR(s) on Previous Concessions (ELEMENT 08)**

Element "08" contains a textual reference to the existence of INR(s) on previous concessions. This element was used in the past, in cases where INR(s) could not be precisely identified. The reference indicated that INR(s) on previous concessions existed; it is recorded in a variable length field. The sub-element number of this element should be left blank.

**Abbreviated Product Description (ELEMENT 09)**

Element "09" contains a maximum of four sub-elements per language, corresponding to four lines of text of seventy characters, for recording the abbreviated product description. The layout of this element is the same as the layout of the full product description (see element "02" description). The "level" of the description and the "indent" should be left blank in this element.

**Footnote Referring to any Element of the File (ELEMENT 11)**

This element contains footnotes which can refer to any element of the textual tariff file. The element number to which the footnote refers is recorded in the two-digit sequence number which is followed by the footnote reference number (four digits) and, if the footnote refers to element "07", by the sequence number of the element "07" to which the footnote refers. In this element, the first character of the sub-element number (language code) should be left blank. Several elements and/or several tariff lines can reference a single footnote (i.e. the same footnote reference number can be recorded in several element '11' records). The corresponding text is recorded in the footnote text file.

## FOOTNOTE TEXT FILE

### *Format*

This file contains the texts of footnotes referring to the textual tariff information.

<b>Footnote reference no.</b>	N(4)/RJ/0. contains the footnote reference number recorded in element "11" of the textual tariff file.
<b>Language code</b>	N(1)/RJ/0 identifies the language in which the footnote text is recorded ("1" for English, "2" for French and "3" for Spanish).
<b>Line number</b>	N(2)/RJ/0 identifies the sequence of the lines of footnote text ("01" through "99").
<b>Footnote text</b>	A(70)/LJ/b all texts submitted in French and Spanish should be recorded using upper case characters, since there is no standard code used to represent accented characters.

Dataset characteristics:

Record format: fixed block  
Record length: 77 characters.  
Block length : 23-408 characters.

### *Data Inventory*

The key of the footnote file contains the following elements: the footnote reference number, the language code, and the line number. The footnote reference number is the four-digit number recorded in element "11" of the textual tariff file. Each footnote can be recorded in the three GATT official languages using up to ninety-nine lines of text of seventy characters in each language.

**CODED NON-TARIFF FILE**

*Format*

*Key of the coded non-tariff file*

<b>Year</b>	N(2) reference year.
<b>Reporting country</b>	A(5)/LJ/b country (or Customs Union) maintaining the measure.
<b>Customs Union member country</b>	A(5)/LJ/b when applicable, contains the code of a Customs Union member country maintaining the measure.
<b>Tariff line number</b>	A(25)/LJ/b includes the non-tariff item two-character suffix in positions 22-23. Positions 24-25 should be left blank.
<b>Validity period</b>	A(16) contains the start-date and end-date of the measure applicability ; the date format is "yyyymmdd"; if undetermined, the start-date and/or end-date can be left blank.
<b>Type of measure</b>	N(2)/RJ used to group the various types of measures; see following pages for details.
<b>Country affected</b>	A(5)/LJ/b identifies the country (or group of countries) to which the measure applies; when the measure applies to all countries, this field should be left blank; codes representing individual countries should be the same as those used in the import statistics file.
<b>Measure code</b>	N(3)/RJ/0 identifies the various measures; see the list of codes in IDB/W/4/Add.1.
<b>Record number</b>	comprises three fields which indicate the type of QR information recorded.
	<b>Record type</b> N(1)/RJ "1" for GATT bodies to which the measure was notified, "2" for references to GATT documents, "3" for references to GATT articles, "4" for textual information concerning the measure and "5" for footnotes.
	<b>Language code</b> A(1)/LJ language in which the text of record types "4" and "5" is recorded ("1" for English, "2" for French, "3" for Spanish, blank for not applicable).
	<b>Sequence number</b> A(1)/LJ "0" through "9" for the sequence of text lines of record types "2", "3", "4" and "5", blank for not applicable.
<b>Data part</b>	A(70) (see next page for layouts)

*Data part of the coded non-tariff file*

Record number	Element name and definition	Format
Type Lang. Seq.		
1 b b	Record type "1" contains the GATT body(ies) to which the measure was notified	
	- GATT body(ies) A(2)/LJ/B five occurrences	A(10)
	- Filler (future use)	A(60)
2 b 0-9	Record type "2" contains references to GATT document(s) :	
	- GATT document number : A(10)/LJ/b seven occurrences	A(70)
3 b 0-9	Record type "3" contains references to GATT Article(s) :	
	- GATT Article number : A(10)/LJ/b seven occurrences	A(70)
4 L 0-9	Record type "4" contains textual information relating to the measure : (ten lines of text per language)	
	- Text	A(70)/LJ/b
5 L 0-9	Record type "5" contains footnote information relating to the measure : (ten lines of text per language)	
	- Text	A(70)/LJ/b

Dataset characteristics:

Record format: fixed block.  
Record length: 136 characters.  
Block length : 23528 characters.

*Coding of the measure type and measure code*

The identification of a measure is made through the association of the two following codes:

**Type of measure :**

11 - Quantitative import restrictions

the code values from "12" to "59" would possibly be used to record import measures other than QR's

61 - Quantitative export restrictions

the code values from "62" to "99" would possibly be used to record export measures other than QR's

Note: a similar code (type of measure "10") is used in the coded tariff file.

**Measure code :**

The measure is recorded using a three-digit code, the first digit defining the type of quantitative restriction :

- 1 - Licensing
- 2 - Quota
- 3 - Prohibition
- 9 - Other QR

The codes used for measures applicable to exports can have the same values as the ones used for imports, but the type of measure is "61" instead of "11". See IDB/W/4/Add.1 for the list of measure codes.

*Coding of the various data elements by record type*

**Record type "1" :**

GATT body to which the quantitative restriction was notified :

AG	Trade in Agricultural products
QR	Technical Group on QR's and other NTM's
NT	Non-tariff measures inventory

**Record type "2" :**

GATT document number : document symbols and corresponding document numbers are listed in IDB/W/4/Add.1.

**Record type "3" :**

GATT article numbers : article numbers and corresponding article codes are listed in IDB/W/4/Add.1.

**Records types "4" and "5" :**

These records contain respectively texts and footnotes relating to the measure. This textual information can be recorded in three languages. Ten lines of text can be recorded using the sequence number. All texts submitted in French and Spanish should be recorded using upper case characters, since there is no standard code used to represent accented characters.

## CODED NON-TARIFF FILE

### *Data Inventory*

The coded non-tariff file contains, at this stage, information on quantitative restrictions. The nomenclature used in this file is the same as the nomenclature used in the import statistics file and in the tariff files.

For each quantitative restriction, the file contains codes identifying the GATT body to which the measure was notified, the GATT document number(s) relevant to the measure, and the GATT article(s) relevant to the measure, as well as textual information concerning the measure.

<b>Entities</b>	<b>Definitions</b>
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#### **Coded Non-Tariff File Key**

The key of the coded non-tariff file comprises the following elements: the year of reference, the code of the country or Customs Union (C.U.) maintaining the measure, the code of the member country of a C.U. maintaining the measure, the tariff line number, the type of measure, the measure code, the code of the country or group of countries affected by the measure, the period of validity of the measure and the record number.

#### **Year of the QR file**

The year to which the submission refers is the reference year.

#### **Country or C.U. maintaining the measure**

This element contains the code identifying the country or the C.U. maintaining the measure. The code will be converted to the three-digit ISO country code used in the IDB (see IDB/W/4.Add.1 for the list of ISO codes).

#### **C.U. member country maintaining the measure**

This element contains, if applicable, the code identifying a C.U. member country maintaining the measure. The code will be converted to the three-digit ISO country code used in the IDB.

#### **Tariff line number**

The tariff line number is an element of twenty-five characters used to record the tariff item number (positions 1-21), the non-tariff suffix (positions 22-23 of the tariff line number) and the tariff item suffix (positions 24-25 of the tariff line number). In this file, the tariff item suffix should be left blank.

#### **Tariff item number**

The tariff item number is the same as the tariff item number used in the import statistics file and in the tariff files. If imports were submitted in the detail of statistical items, the tariff item number recorded in this file is the statistical item number.

#### **Non-tariff item suffix**

The non-tariff item suffix is recorded in positions 22-23 of the tariff line number. The suffix is used in cases where the measure covers part of a tariff item, i.e. statistics are not available for some non-tariff sub-headings. Values of the suffix are blank for not applicable, or "01" through "99".

### **Period of validity of the measure**

This element is used to record the starting date and the end date of the period during which the measure is in force. The measure is considered as being in force if the start date either is blank or is less than or equal to the reference year, and, the end year either is blank or is greater than or equal to the reference year.

#### **Start date of the validity period**

This element of eight characters contains the date of entry into force of the measure. The date recorded shows the year, the month (01-12) and the day (01-31). If left blank, the start date is considered as undetermined.

#### **End date of the validity period**

This element of eight characters contains the date on which the measure ceases to be in force. The end date is normally left blank, unless the measure ceases to be in force in the course of, or at the end of the reference year. The end date is recorded in the same manner as the start date.

### **Type of measure**

At this stage, the non-tariff file will contain only quantitative restrictions. As shown in document IDB/W/4/Add.1, QR's on imports will be identified by measure type "11" and QR's on exports will be identified by measure type "61".

### **Country or country group affected**

This element contains the code identifying the country or the group of countries affected by the measure. This code will be converted to the three-digit ISO country code which is used in the IDB.

### **Measure code**

The measure codes will be recorded using a three-digit element where the first digit identifies the type of QR: "1" for licenses, "2" for quotas, "3" for prohibitions, etc. A complete list of QR's to be notified, as agreed by the contracting parties, is shown in document IDB W 4 Add.1.

### **Record number**

The record number identifies five types of information attached to the measure. The record number comprises three digits: the first digit identifies the type of record, the second digit contains a language code (only used with record types "4" and "5") and the third digit contains a sequence number (for record types "2" to "5").

### **Record type "1": GATT body to which the QR was notified.**

Record type "1" contains up to five two-character codes identifying the GATT body(ies) to which the restriction was notified.

The code identifying the GATT body is a two-letter code: "AG" to identify the Committee on Trade in Agriculture, "QR" to identify the Group on Quantitative Restrictions and Other Non-Tariff Measures and "NT" to identify the Non-tariff Measures Inventory.

Record type "1" should always be recorded for each combination of country, C.U. member, tariff line, validity period, type of measure, country affected and measure code.

### **Record type "2": GATT document(s) relevant to the QR**

GATT document(s) relevant to the QR are coded in record type "2" (up to seven document numbers per record). Each record is identified by the record type ("2"), followed by a blank (language code is not used) and by a sequence number ("0" through "9").

The GATT document number is a ten-character field; in addition to the document symbol, each GATT document is assigned a document number identifying the year and the chronological sequence of its publication. This number is used in the GATT computerized document index. The document symbols and corresponding document numbers recorded in the existing GATT QR files are listed in IDB/W/4/Add.1.



**Record type "3": GATT article(s) relevant to the QR**

GATT articles relevant to the QR are coded in record type "3" (up to seven GATT articles per record). Each record is identified by record type ("3"), followed by a blank (language code is not used) and by a sequence number ("0" through "9").

The Secretariat has created a standard ten-character code to represent all GATT articles without using Roman figures. The list of the GATT articles and corresponding article numbers is reproduced in document IDB/W/4/Add.1.

**Record type "4": Textual information on the measure**

Textual information on the measure is coded in record type "4". The record type is followed by the language code and by the sequence number of each line of text. Each line of text contains seventy characters.

**Record type "5": footnote text relating to the measure**

These records have the same format as record type "4" and contain a footnote text of up to ten lines of seventy characters. The footnote text can be recorded in the three official languages of the GATT.

## TEXTUAL NON-TARIFF FILE

### *Format*

This file contains descriptions of products whenever a quantitative restriction applies to part of a tariff line.

#### *Key of the textual non-tariff file*

<b>Year</b>	N(2) reference year.
<b>Reporting country</b>	A(5)/LJ/b country (or Customs Union) maintaining the measure.
<b>Customs Union member country</b>	A(5)/LJ/b contains, when applicable, the code of a Customs Union member country maintaining the restriction.
<b>Tariff line number</b>	A(25)/LJ/b including the two-character non-tariff suffix as recorded in the coded non-tariff file, in positions 22-23. Positions 24-25 should be blank.
<b>Element number</b>	N(2)/RJ code to identify the type of information recorded; should equal "02" for a full product description and "09" for an abbreviated description.
<b>Text line number</b>	This information contains the language and the sequence of print lines for the descriptions. <b>Language code</b> A(1)/LJ language in which the text is recorded ("1" for English, "2" for French and "3" for Spanish) <b>Sequence number</b> N(2)/RJ 0 sequence in which the text is ordered ("01" through "99").
<b>Data part</b>	A(74)/LJ/b (see next page for details)

*Data part of the textual non-tariff file*

Element number	Text line no. Lang.	Seq.	Element definition	Format
02	L	XX	Full-text product description: -language code, L=1-3 -sequence number, XX=01-99 1.Filler (blank) 2.Text	A(4)/LJ/b A(70)/LJ/b
09	L	XX	Abbreviated product description: -language code, L=1-3 -sequence number, XX=01-04 1.Filler (blank) 2.Text	A(4)/LJ/b A(70)/LJ/b

Dataset characteristics:

Record format: fixed block.  
Record length: 116 characters.  
Block length : 23432 characters.

*NOTE*

The text consists of a four-character filler followed by a product description. The filler is used in these layouts to keep consistent the formats for product descriptions in the tariff file and in the non-tariff file. All texts submitted in French and Spanish should be recorded using upper case characters, since there is no standard code used to represent accented characters.

## TEXTUAL NON-TARIFF FILE

### *Data Inventory*

The textual non-tariff file contains product descriptions for tariff items which are partially covered by a measure. Thus, the tariff line numbers recorded in this file should all have a number in the non-tariff suffix recorded in positions 22-23 of the tariff line number. This suffix indicates that the item is a sub-heading for which no import statistics are available in the statistical file. If an item is fully covered by the measure, the product description of the item can be retrieved from the textual tariff file.

As in the textual tariff file, product descriptions can be recorded in two different sets of records. The first set of records (element "02") contains full product descriptions which can be recorded in ninety-nine lines of text. The second set of records (element "09") contains abbreviated product descriptions which can be recorded in four lines of text. As in the textual tariff file, descriptions can be recorded in the three official languages of the GATT.

### Entities                      Definitions

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#### **Textual Non-Tariff File Key**

The key of the textual non-tariff file comprises the following elements: the reference year, the code of the country or Customs Union (C.U.) maintaining the measure, the code of the member country of a C.U. maintaining the measure, the tariff line number, the element number, and the sub-element number (language code and sequence of the lines of text).

#### **Year of the QR file**

The year to which the submission refers is the reference year.

#### **Country or C.U. maintaining the measure**

This element contains the code identifying the country or the C.U. maintaining the measure. The code will be converted to the three-digit ISO country code used in the IDB (see IDB/W/4.Add.1 for the list of ISO codes).

#### **C.U. member country maintaining the measure**

This element contains, if applicable, the code identifying a C.U. member country maintaining the measure. The code will be converted to the three-digit ISO country code used in the IDB.

#### **Tariff line number**

The tariff line number is an element of twenty-five characters used to record the tariff item number (positions 1-21), the non-tariff item suffix (positions 22-23) and the tariff item suffix (positions 24-25). In this file the tariff item suffix is always blank.

#### **Tariff item number**

The tariff item number (positions 1-21 of the tariff line number) is the same as the tariff item number used in the import statistics file, in the tariff files and in the coded non-tariff file.

#### **Non-Tariff item suffix**

The non-tariff item suffix is recorded in positions 22-23 of the tariff line number. The suffix is used in cases where the measure covers part of a tariff item, i.e. statistics are not available for those sub-headings. Values of the suffix are blank for not applicable or "01" through "99".

#### **Element number**

The element number is a two-digit number identifying the type of description. Element "02" contains the full text of the product description; element "09" contains the abbreviated description.

**Sub-element number**

The sub-element number is a three-digit number identifying the language code and the sequence of the lines of text of the product description.

**Full Product Description (ELEMENT 02)**

The full product description is recorded in element "02". The first digit of the sub-element contains the language code and the last two digits contain the sequence numbers. Each line of text contains seventy characters.

**Abbreviated Product Description (ELEMENT 09)**

Element "09" contains a maximum of four records corresponding to four lines of text of seventy characters, for recording the abbreviated product description. The layout of this element is the same as the layout of the full product description (see element "02" description).

RESTRICTED

IDB/W/4

1 September 1989

Special Distribution

The following three pages are to be annexed  
to the end of document IDB/W/4, dated 1 September 1989.

**ANNEX**  
**GATT INTEGRATED DATA BASE**

**FORM 1. Volume characteristics**

Technical information required when sending magnetic tapes.

1.1. External identification:

Reporting country name \_\_\_\_\_

Volume serial number \_\_\_\_\_  
(6 characters, a "T" in position 1 should not be used; please do not use "GATT1", "GATT2", etc. nor country name alone as we receive many tapes labelled as such and it leads to confusion. See note below)

1.2. Number of tracks:

Nine, possibly seven \_\_\_\_\_

1.3. Tape density:

6250/1600 bpi, possibly 800 bpi \_\_\_\_\_  
Odd parity only

1.4. Recording mode:

EBCDIC character set, \_\_\_\_\_  
possibly ASCII.

1.5. Internal volume label:

No label (state "none") \_\_\_\_\_  
If the tape is labelled, the type of standard should be specified:  
e.g. IBM, ANSI, etc..

1.6. Computer used to create the tape:

Manufacturer and model \_\_\_\_\_

**NOTE:** For labelled tapes, the volume serial number stored in the internal label of the tape must be precisely identified on the external label of the tape case. Labelled tapes with an unknown internal label cannot be processed due to control procedures installed at the ICC.

## GATT INTEGRATED DATA BASE

## FORM 2. Data set characteristics

Technical information required when sending magnetic tapes.

- 2.1. File number: \_\_\_\_\_
- 2.2. Data file (tariffs, imports...) \_\_\_\_\_
- 2.3. Data set name (recorded in Header Label, if applicable) \_\_\_\_\_
- 2.4. Record format (fixed, variable): \_\_\_\_\_
- 2.5. Record length, including variable length record count for variable records \_\_\_\_\_
- 2.6. Block length, including variable length block count for variable blocks \_\_\_\_\_
- 2.7. Total number of records in the data set: \_\_\_\_\_
- 2.8. Printout of first and last blocks in hexadecimal and character modes.

NOTE: If several datasets are recorded on the tape, the information required under 2.1 through 2.8. should be given for each dataset.

## GATT INTEGRATED DATA BASE

## FORM 3. Supplementary information

Technical information required when sending magnetic tapes.

## 3.1. Nomenclature used in the submission:

- HS six digit, HS four-digit, other nomenclature

## 3.2. Year to which refer:

- the tariff information : 19\_\_ (fiscal / calendar)
- the import statistics : 19\_\_ (fiscal / calendar)
- the quantitative restrictions : 19\_\_ (fiscal / calendar)

## 3.3. Total import value(s):

## 3.4. Lists of codes used for:

- countries of origin (with country names)
- partner codes used in the tariff file (e.g. group of countries)
- partner codes used in the QR file (e.g. group of countries)
- currency units used in:
  - import statistics
  - normalized coding of specific, mixed or compound rates
- exchange rate used : (to be specified if national currency was converted to another unit)
- quantity units used in:
  - import statistics
  - are there any supplementary units recorded ? Yes / No
  - normalized coding

## 3.5. Geographic coverage of preferential agreements, where applicable (GSP, LDC's, free-trade arrangement...)

## 3.6. Any other information which could be used for the definition of the data.

- system of trade (special, general ...):
- valuation basis (f.o.b., c.i.f. ...):
- duty assessment on specific rates (net weight, gross weight ...)
- other :
  - for instance, description of special methods used in the calculation of AVE's of specific duties (method code "4" in record type "1" of the coded tariff file).