# Extend Time Limit During Take Decision

## Stakeholders involved in the Process

* Trader;
* Decision-taking customs authority.

## Business

The Extend Time Limit process is part of the decision-taking process. Figure 1 depicts the high-level overview of the decision-taking process. The Extend Time Limit process is one of the Auxiliary Activities.



Figure High level overview of the Take Decision Process

During the decision-taking process, the extension of the time limit can be requested by the customs officer when he is not able to take the decision within the 30 to 120 calendar days-time limit (as presented in the section related to the “Take Decision” process) dedicated to the decision-taking process.

Figure 2 presents the high-level overview of the Extend Time Limit process.

Figure 2 High level overview of the Extend Time Limit process

When the customs officer is not able to take a decision within the standard time limit of 30 to 120 calendar days, he can register a request for an extension of the time limit to take decision. The following situations are possible:

* The customs officer requests an extension of the time limit since he is not able to take a decision within the standard time limit to take decision;
* When there are serious grounds for suspecting an infringement of the customs legislation and the customs officer conducts investigations towards the trader, the customs officer can request an extension of the time limit for the ongoing investigations.

The time limits for the aforementioned cases differ. Table 1 lists the maximum time limits for different types of extension within the Take Decision process.

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| --- | --- |
| Type of extension  | Time Limit  |
| Extension of the time limit is requested by the customs officer, who is not able to take a decision within the standard time limit | Max. 30 days |
| Extension of the time limit is requested by the customs officer, who is conducting investigations towards the trader | Max. 9 months |

Table 1 Overview of time limits for different types of extension within the Take Decision process

Extension of the time limit to take decision can be requested several times, but the cumulated time limit cannot exceed the values defined in Table 1. The evaluation and approval of time limits is managed by the Customs Decisions system. If the cumulative time limit extension for a particular decision-taking process is less than defined in Table 1, the time limit request is approved by the system. Otherwise, the time limit request is rejected. In both cases, the customs officer is informed about the result.

Once the time limit request is approved, the trader is notified about the reasons of extension of the time limit to take decision, as well as the new period of the time limit to take decision itself.

 **Exception on the notification to the trader**

* If the customs officer conducts investigations, he has to identify whether the notification of the trader will not jeopardise the investigation. If the notification could jeopardise the ongoing investigations, the trader will not be notified about the extension of time limit.