

This operational manual outlines the precise step-by-step procedures required to secure legal certificates (CT-3, EAC, Rosselkhoznadzor) and prevent costly customs rejections at Caspian and Eurasian Economic Union (EAEU) border gateways.

1. STEP-BY-STEP GUIDE: OBTAINING THE CT-3 CERTIFICATE OF ORIGIN

To benefit from zero-duty tariff elimination under the EAEU Free Trade Agreement, exporters must present a valid CT-3 Certificate issued by the origin Chamber of Commerce. Follow this workflow:

STEP 1 Document Preparation & Cost Structure Submission

Compile the Commercial Invoice, Packing List, Bill of Lading (CMR or Sea Waybill), and a detailed *Cost Structure Breakdown* proving local value addition meets EAEU origin rules (minimum 50% origin threshold for qualifying HS codes).

STEP 2 Chamber of Commerce Inspection & Audit

Submit factory production licenses and raw material sourcing invoices to the Chamber inspector. For agricultural or processed goods, physical warehouse sampling may be conducted prior to authorization.

STEP 3 Issuance & Verification Verification

Ensure the final CT-3 document is printed on official security anti-counterfeiting paper with an authorized stamp, wet signature, and unique digital QR verification code compatible with Russian Federal Customs Service (FCS) databases.

[STRUCTURAL PREVIEW: ANATOMY OF A VALID CT-3 CERTIFICATE]

- Box 1: Exporter Name, Address & Tax ID
- Box 2: Consignee Name & Russian Destination Address
- Box 7: Number of Packages & Precise Goods Description
- Box 8: Origin Criterion (e.g., "P" for wholly obtained or "Y" for substantial processing)
- Box 9: Gross / Net Weight (Must match CMR/Packing List to the exact kilogram)
- Box 12: Official Certification Stamp & Authorized Chamber Signature

2. EAEU SANITARY & QUALITY CERTIFICATION MATRIX BY PRODUCT CATEGORY

Standard commercial invoices are insufficient. Each category requires distinct certification protocols issued by accredited EAEU certification bodies prior to export dispatch.

Product Group	Applicable HS Codes	Mandatory Certificate	Issuing Body & Protocol Notes
Long-Shelf-Life Foods	2002.90, 1602.50, 2005.20, 0806.20	EAC Declaration of Conformity (TR CU 021/2011 on Food Safety)	Requires lab testing in an accredited EAEU laboratory. Valid for 1 to 5 years. Canned meats require additional <i>Rosselkhoznadzor</i> veterinary clearance.
Fresh Produce	0702.00, 0707.00, 0701.90	Phytosanitary Certificate + EAEU Import Permit	Issued by national Plant Protection Organization within 14 days of dispatch. Must state freedom from quarantine pests (e.g., <i>Tuta absoluta</i>).
Lubricants & Chemicals	2710.19, 2712.20, 3901.10	EAC Declaration (TR CU 030/2012) + Russian Safety Data Sheet (MSDS)	Requires certified Russian translation of MSDS and passport of quality per batch. Dual-use screening declaration mandatory.
Industrial Packaging	3923.10 – 3923.30, 4819.10	EAC Declaration of Conformity (TR CU 005/2011 on Packaging Safety)	Testing focuses on heavy metal migration and structural load strength for food/chemical contact containers.

3. CUSTOMS PENALTY PREVENTION CHECKLIST: 10 COMMON INVOICE & CMR ERRORS

Incomplete or mismatched shipping documentation accounts for over 80% of cargo detentions at the Astara border crossing and Astrakhan maritime customs gates. Review these red flags before vessel or trailer departure:

- X 1. Weight Discrepancies:** Net or Gross weight variations exceeding 1% between the Proforma Invoice, Packing List, CMR, and CT-3 trigger mandatory physical customs weighing and demurrage fines.
- X 2. HS Code Mismatch:** Declaring a 6-digit HS code on the Invoice that differs from the 10-digit EAEU Customs Tariff Code (TN VED) requested by the Russian importer.
- X 3. Vague Goods Description:** Writing generic terms like "Plastic Containers" instead of precise technical descriptions like "HDPE Preforms for 1.5L Bottles under HS 3923.30".
- X 4. Missing EAC Marking on Outer Packaging:** Shipping goods without the official EAC mark physically printed or stickered on boxes, containers, or palletted bulk goods.
- X 5. Non-Compliant Currency Denomination:** Issuing invoices in restricted currencies without specifying alternative settlement equivalents (AED/CNY/RUB) approved in the sales contract.
- X 6. Omission of Incoterms 2020 Location:** Writing "FOB" or "CIF" without naming the exact port or border point (e.g., "FOB Anzali Port Incoterms 2020").

- X 7. Unstamped Commercial Invoices:** Submitting digitally printed invoices lacking official corporate wet stamps or verifiable digital signatures required by Russian FCS officials.
- X 8. Expired Phytosanitary Dates:** Phytosanitary certificates issued more than 14 days prior to border crossing rendered invalid upon Caspian port entry.
- X 9. Discrepancy in Consignee Tax Identification:** Incorrect Russian INN (Tax ID) or KPP numbers listed on transport documents preventing automated clearance.
- X 10. Missing End-User Verification for Chemicals:** Shipping industrial lubricants or polymers without an attached End-User Certificate (EUC) confirming non-military usage.