





① LODGE    ▶    ② PAY    ▶    ③ VALIDATE    ▶    ④ RELEASE

 Electronically lodge your DAU, along with all necessary supporting documents, within ASYCUDAWorld.

 The system will automatically route your consignment to one of four lanes: **Green**; **Blue**; **Yellow** or **Red**.




### Review

 Our team from the Customs Revenue and Entry Processing unit based in our HQ office (Dili), will review your documents.

We will contact you if we need any further information.




### Notify

 We will inform Tibar Bay Port to bring your container(s) for inspection.

This is done automatically: There is no need for you to contact Tibar Port directly.





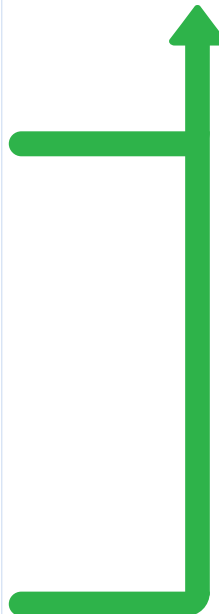
**Re-Route**  
 After we have checked your documents and resolved any potential issues, we will reroute your DAU to **Green Lane**.


If we need to examine your goods, we will reroute your DAU to the **Red Lane**.





**Examine**  
 Once we have finished our examination and resolved any potential issues, we will reroute your DAU to the **Green Lane**.

**2 PAY**  
 Print the Assessment Notice from ASYCUDAWorld.  
 Visit the bank and pay the Assessment Notice.




**3 VALIDATE**  
 You should bring the proof of payment notice to the Customs Cashier in our HQ office (Dili), and we will validate within ASYCUDAWorld.

**4 RELEASE**  
**Pay Fees**  
 Visit the Tibar Bay Port Administration building and pay your fees and charges.

**Gate Pass**  
 A member of staff from Tibar Bay Port will issue you with a gate pass.

**Load Goods**  
 Your vehicle will now be able to access the port so you can load your goods.

**Exit Gate**  
 A member of staff from Tibar Bay Port will validate your gate pass at the exit gate.

 This is the end of the process and you can leave the port.

The import process is now paperless: We will not ask you to provide us with any copies of your documents.

After your goods are released at the Tibar Bay Port Exit Gate we will not attempt to stop or question you or your driver. If you are approached by any member of our staff, or by a representative from any other agency, please let us know immediately.

If you would rather speak to us anonymously, please call the Customs Hotline on "12200".