



**U.S. Customs and
Border Protection**

MAY 10 2010

PORT OF SAVANNAH PIPELINE #2010-07

INS-1-SV:FO:LFB

TO: All Vessel Carriers, Steamship Companies, Vessel Agents, and Other Interested Parties

FROM: Area Port Director
Savannah, Georgia

SUBJECT: Vessel and Entrance Clearance Appointments

The U.S. Customs and Border Protection (CBP) workload continues to increase each year with new initiatives and added responsibilities. While the increase is welcomed, it creates challenges for CBP operations. We continually evaluate our services and make changes when necessary to streamline our processes and ensure that we adequately meet the needs of the trade community. In response to the increase in workload, CBP has re-evaluated the procedures outlined in the 2007-04 Port of Savannah Pipeline regarding Vessel and Entry and Clearance (VECS) procedures. Effective the date of this announcement, the following procedures will be implemented:

- VECS office business hours are Monday through Friday between 0800 and 1700 hours.
- Walk in service (without appointment) for VECS services at the Operations Center, 139 Southern Blvd., Savannah, Georgia 31405, will continue during regular work hours. However, priority will be given to scheduled appointments.
- All "after business hours" meaning weekend and evening appointments should be made a minimum of 4 hours before VECS service is required.
- Weekday "after business hours" service appointments will be made by 1300 hours on the day of the service request.
- Holiday appointments will be made by 1300 hours on the weekday prior to the holiday.
- CBP understands that vessel schedules can vary due to a variety of circumstances. CBP Savannah will continue to provide VECS services on short notice on a case-by-case basis. These requests will be monitored by CBP.

Although in most cases, the minimum advance scheduling is 4 hours prior to the time the VECS service is requested, vessel agents are encouraged to schedule well in advance of the scheduled departures to prevent a potential departure delays.

As CBP continues to move forward, we will work with our trade partners so that our processes adequately address the current working environment. If you have any questions regarding this notice, please contact the Vessel Entrance and Clearance Office (VECS) at (912) 721-4840, option #5 or SCBPO Tracy Harris at the Operations Center at (912) 721-4840, option #2.

A handwritten signature in blue ink, appearing to read "J. Brennan for", is written over the printed name "John S. Porter".

John S. Porter