STATISTICS AUSTRIA

The Information Manager

Reporting **T**ool **I**ntra **C**ollect

RTIC

HELP

Last amendment: January 2, 2026, updated January 23, 2026

(See page 3 and 4 for a list of major updates)

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1. Basic information and notes

The assimilation threshold for intra-EU imports will be EUR 5,000,000 from the 2026 reporting year onwards, and for intra-EU exports EUR 1,200,000.

Economic operators whose imports (arrivals) of goods from or exports (dispatches) of goods to EU member states (due to BREXIT including Northern Ireland) exceeded the **assimilation threshold** of currently EUR 5,000,000 on intra-EU imports respective EUR 1,200,000 on intra-EU exports in the previous year, are liable to report INTRASTAT-data. In case the assimilation threshold of the intra-EU imports respective the intra-EU exports was not exceeded in the previous year but is exceeded in the current calendar year, the economic operator is liable to report INTRASTAT-declarations starting from and including the month in which the assimilation threshold is exceeded. The ***specific threshold*** for individual calculation of the Statistical Value remains at EUR 12 million. Where appropriate, please verify your INTRASTAT reporting obligation for the reporting year 2026.

Aggregating transactions

Practical Note: It is possible to aggregate in a single transaction of a reporting month for different goods trade transactions in the intra-EU-trade, if the specifications of the nominally scaled variables (CN8-Code, Nature of Transaction, Country of Origin, Member State of Destination and Recipient-VAT-No. on export side or Member State of Consignment respectively) per trade flow are identical, this means, if each of these variables has the same feature characteristics.

Further general information

The list of goods is updated annually. Since the Combined Nomenclature (CN) is of central importance for the preparation of INTRASTAT declarations, we offer service documents on our website at: https://www.statistik.at/ > Surveys > Enterprises > Foreign Trade (INTRASTAT) under the sub-item "Explanations, help", which can help you in particular concerning the annual amendment of the list of goods:

- What's New

- CN2-to-CN8 codes with description

The currently valid *Nomenclature of countries and territories (Länderverzeichnis)* including all valid codes you can find on our website https://www.statistik.at/ > Surveys > Enterprises > Foreign Trade (INTRASTAT) in the sub-item „Explanations, help".

Comprehensive legal and methodical content-related guidelines on INTRASTAT and the variables can be found on our website https://www.statistik.at/ > Surveys > Enterprises > Foreign Trade (INTRASTAT) in the sub-item „Explanations, help" > INTRASTAT-Guidelines Austria for EBS.

Data quality

As a central European statistic with detailed European legal norms and regulations, foreign trade statistics are subject to stringent EU-wide quality and compliance monitoring in accordance with Article 11 of Regulation (EU) 2020/1197. The quality of INTRASTAT data reported by providers of statistical information is of central relevance for the compilation of Intra-EU trade statistics. These quality requirements must especially be seen in light of the EU-wide mandatory exchange of micro data on intra-EU exports between EU member states. Accordingly, INTRASTAT-data is subject to strict quality evaluations (such as "mirror" comparisons of trade flows between two countries) not only in Austria but also in EU partner states.

Changes in RTIC from reporting year 2026 onwards

Due to the EU-wide mandatory microdata exchange and the associated high expectations of other EU member states for high-quality data, three new checks will be activated in RTIC from the 2026 reporting year onwards.

1) Error: Country of destination is identical to the country code of the generic VAT identification number for intra-community triangular trade.

In case a generic VAT identification number for intra-community triangular trade (e.g., DE999999999999, FR999999999999, etc.) is used for the Recipient-VAT-No. in RTIC, the reported country of destination must not match the country code of the generic VAT identification number for intra-community triangular trade. For more information on the generic

VAT identification number for intra-community triangular trade, see INTRASTAT guidelines: *Recipient-VAT-No. – only in export (dispatch).*

2) Error: Recipient-VAT-No. QN999999999999 is not reported with nature of transaction 12

In case the generic VAT identification number for private individuals (QN999999999999) is used for the Recipient-VAT-No. in RTIC, the reported nature of transaction must be specified with 12. If the Recipient-VAT-No. is specified as QN999999999999 and the nature of transaction is not 12, the reporting line will receive an error and is not accepted. For more information on the generic VAT identification number for private individuals, see INTRASTAT guidelines: *Recipient-VAT-No. – only in export (dispatch)*. For more information on nature of transaction 12, see INTRASTAT guidelines: *Appendix 4 – Explanations and examples on the nature of transaction*.

3) Error: In the case of "Legal Checks"

For specific CN8 codes, certain quantitative requirements are already described in the official text of the Combined Nomenclature. If the reported quantitative data (net weight, special unit of measurement, statistical value) does not match the specifications in the official text of the Combined Nomenclature, the reporting line will no longer be accepted from the 2026 reporting year onwards and will be rejected with an error.

For example, the official text of the Combined Nomenclature for CN8 code 01022921 is as follows: "*Cattle of a weight > 80 kg but <= 160 kg, for slaughter*"

The official text of the Combined Nomenclature already specifies that one (piece of) cattle with this CN8 code must weigh between 80.001 and 160.000 kilograms at most – this quantitative requirement in the official text of the Combined Nomenclature is called a "legal check."

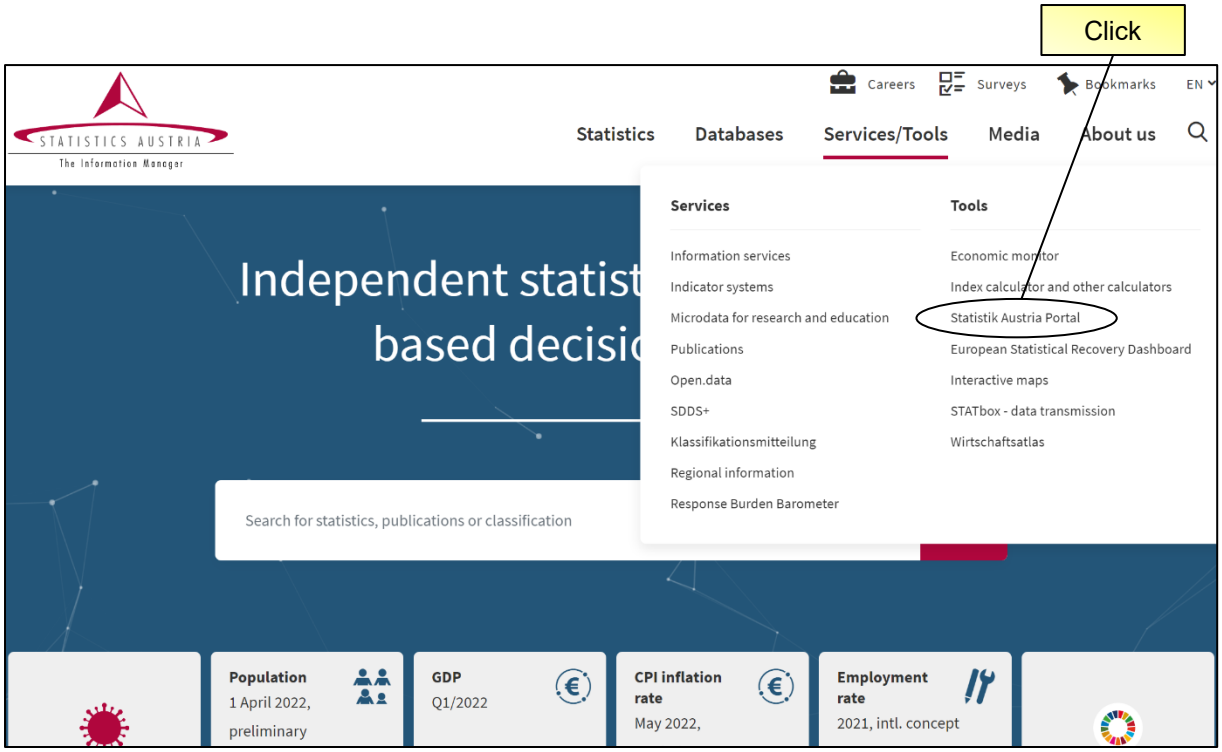
- In case one (piece of) cattle with, like explained in the example; a net mass of 81.000 kilograms is reported in RTIC, the legal check would be fulfilled, and the reporting line would be accepted without further inquiry.
- However, if one (piece of) cattle with a net mass of 79.000 kilograms is reported in RTIC, the legal check would not be fulfilled, and the reporting line would be rejected with an error. In this case, the following error would appear in RTIC: "The entered net mass of 79,000 kg for 1,000 unit(s) is too low (please consult the official text of the CN8-code)."

In this case, either the specified net mass or the supplementary unit would have to be changed. If the net mass of 79.000 kg for one (piece of) cattle were correct, the cattle would have to be declared under a different correct CN8 code.

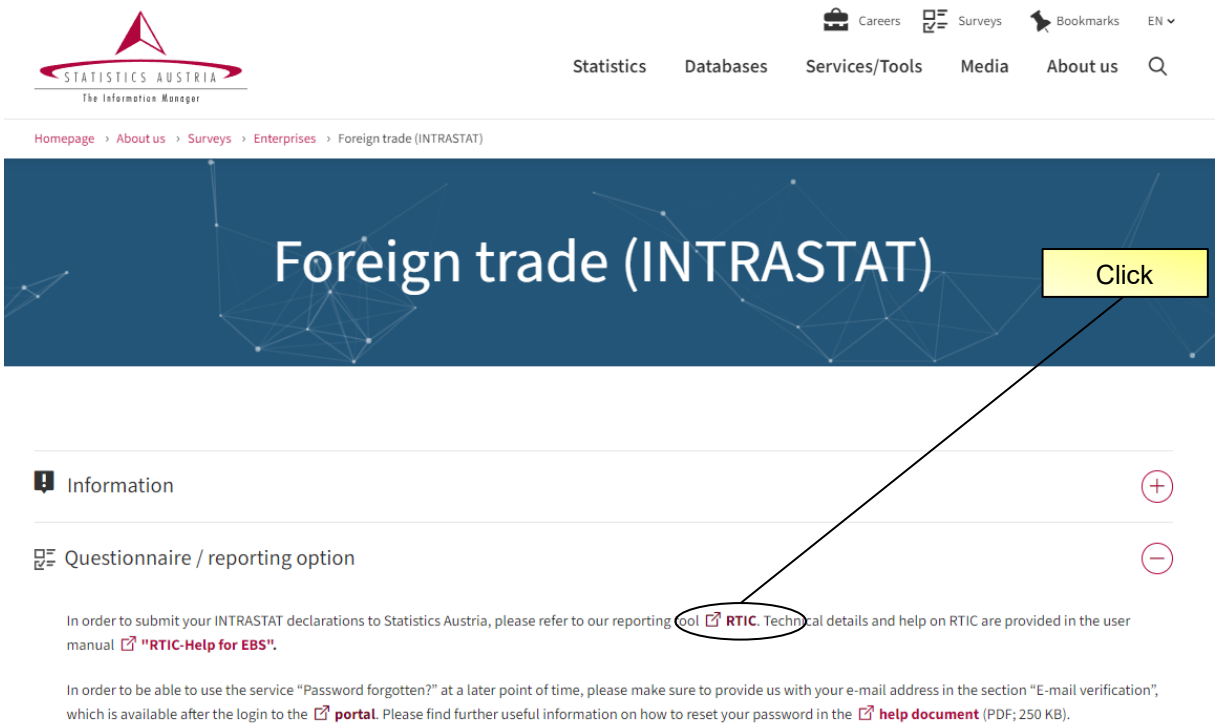
2. Accessing the Reporting Tool Intra Collect

Accessing the reporting tool

The *Reporting Tool Intra Collect* can be accessed by logging into the *Statistik Austria Portal*. To do so, please open the following hyperlink in any current internet browser (https://portal.statistik.at/) or access the website of Statistics Austria (https://www.statistik.at/). On the homepage, under the "Services/Tools" tab, you will find the selection "Statistik Austria Portal". On the following page you will find the link to the *Statistik Austria Portal*.



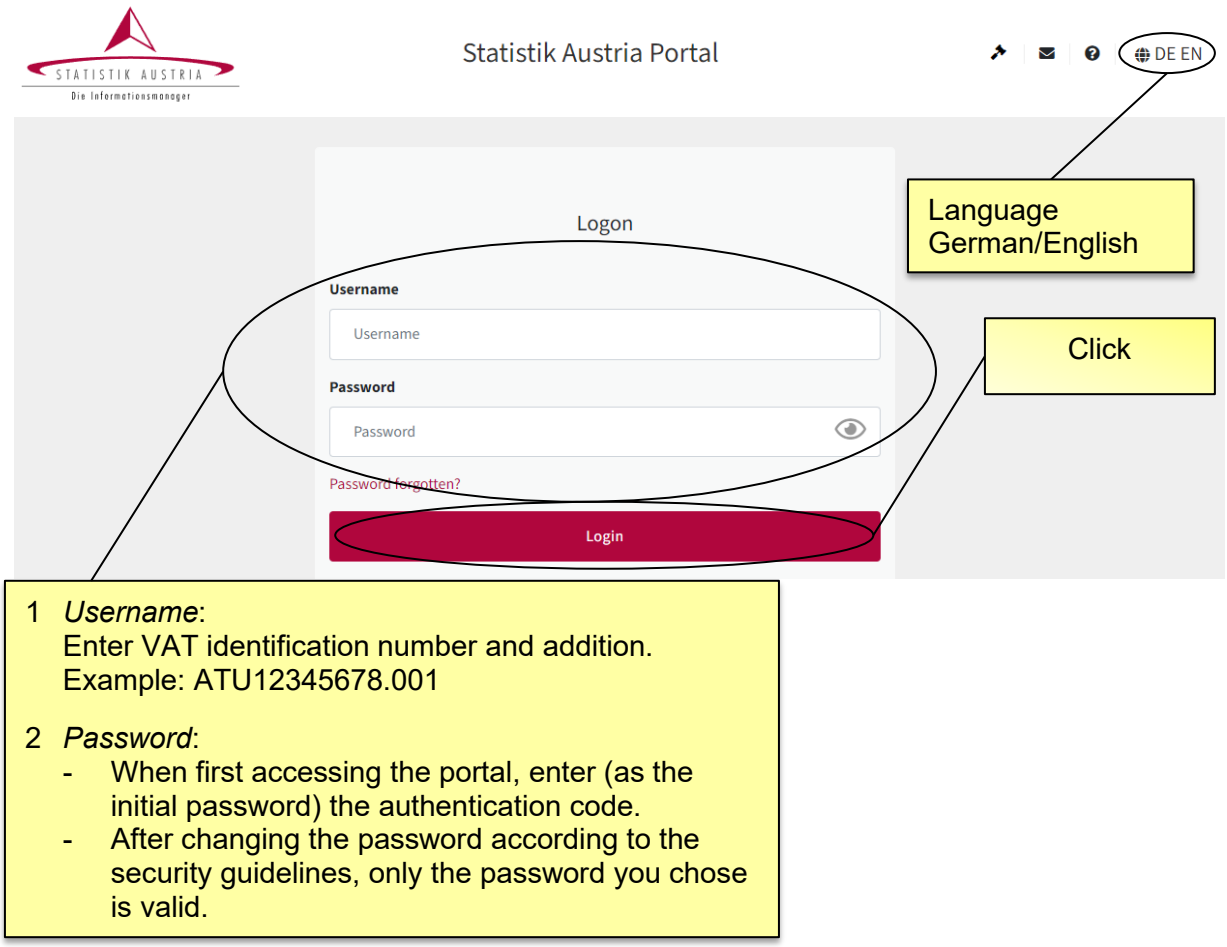
The reporting tool can further be entered by logging into the *Statistik Austria Portal* (https://portal.statistik.at/) using the link on our website https://www.statistik.at/ > Surveys > Enterprises > Foreign Trade (INTRASTAT) in the sub-item „Questionnaire / reporting option" labelled "RTIC".



Logging in to the “Statistik Austria Portal”

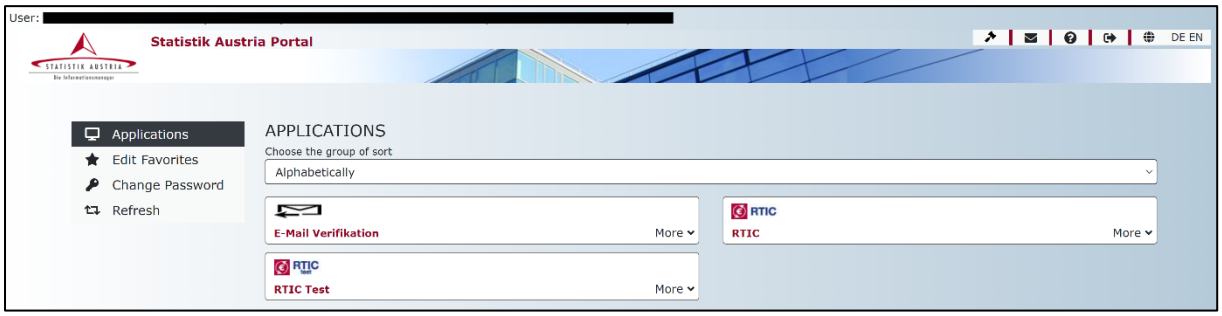
In order to log in to the *Statistik Austria Portal*, please observe the special input format and enter your VAT identification number, a dot (“.”) and your addition in the field *Username*. Example: *ATU12345678.001*

When accessing *RTIC* for the **first time**, please enter your **authentication code**. After your first login, your initial password has to be changed according to the security guidelines of the portal. From then on, only the password you chose is valid and usable for entering the portal. The authentication code can be requested on the website of Statistics Austria.



By default, “001” is to be used as addition. In case Statistics Austria has assigned you a three-digit addition to the VAT to differentiate between distinct economic operators within one fiscal unity or between separately reporting divisions of one company, the assigned addition is to be used.

Two separate applications are available in the *Statistik Austria Portal* in connection to INTRASTAT-reporting.



The *RTIC* application must be used to submit your INTRASTAT-declaration to Statistics Austria.

The *RTIC Test* application can be used to test the new reporting tool (e.g. testing the import of files, testing the transmission of a deletion report, etc.) and is available for all users. Please be aware that this application only serves testing purposes, i.e. you cannot submit your INTRASTAT reports in the *RTIC Test* application and your declarations will neither be transmitted nor received by Statistics Austria!

The user interface and menu items of *RTIC* and *RTIC Test* are largely identical. To ensure that both applications are clearly distinguishable, *RTIC Test* received a light blue background and a banner in the upper area identifying it as test environment.

3. Instruction manual on the menu items of RTIC

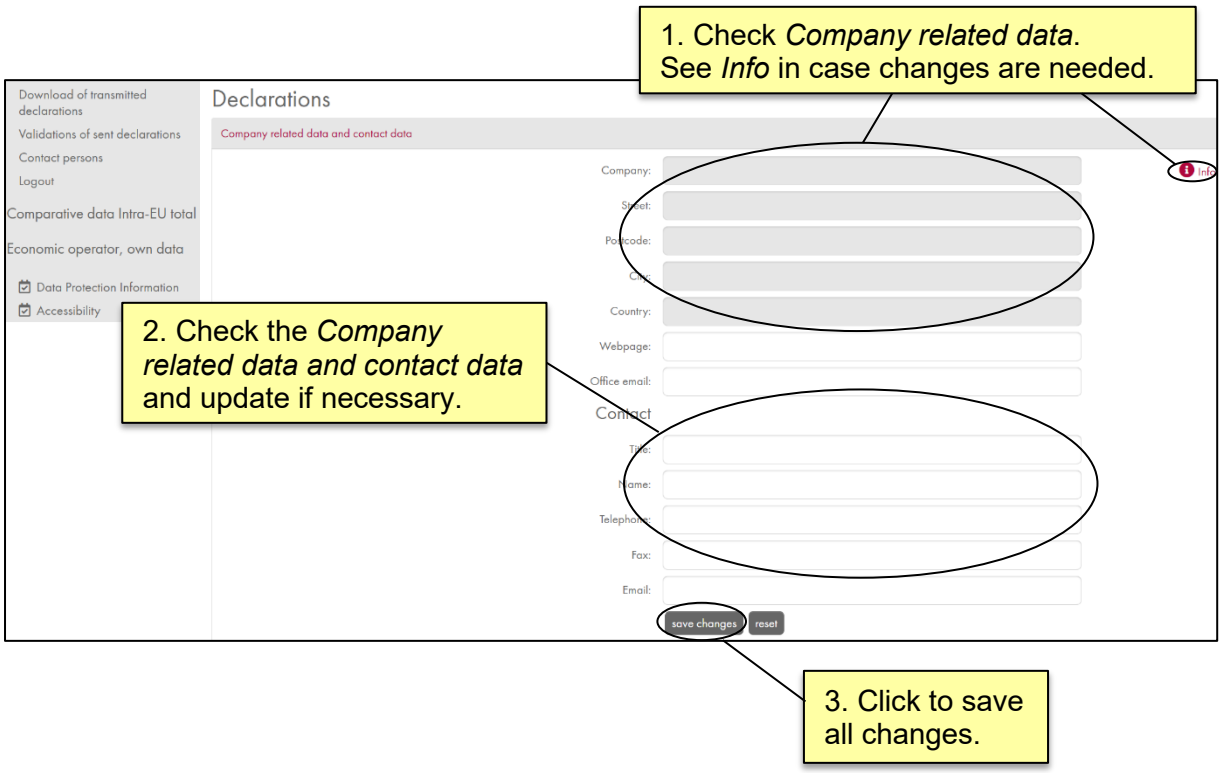
Menu

By clicking on the *Menu* button, the sidebar menu can be shown or hidden.

RTIC is available in German and English. By clicking on the flag symbol the language of the application can be switched.

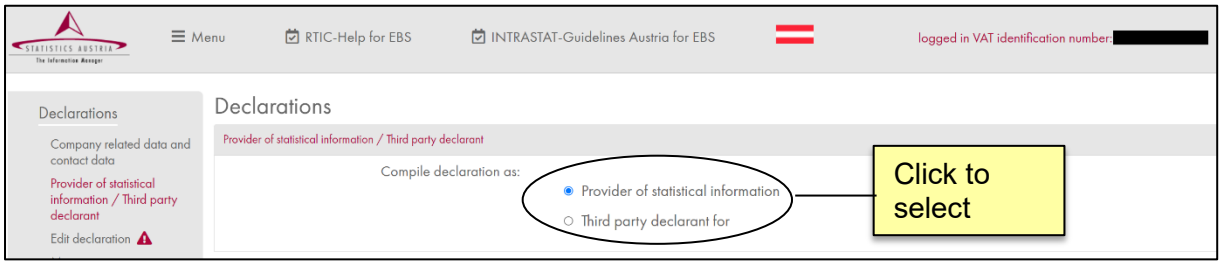
Company related data and contact data

In the menu item *Company related data and contact data* you can check, complete and amend your company data if necessary.

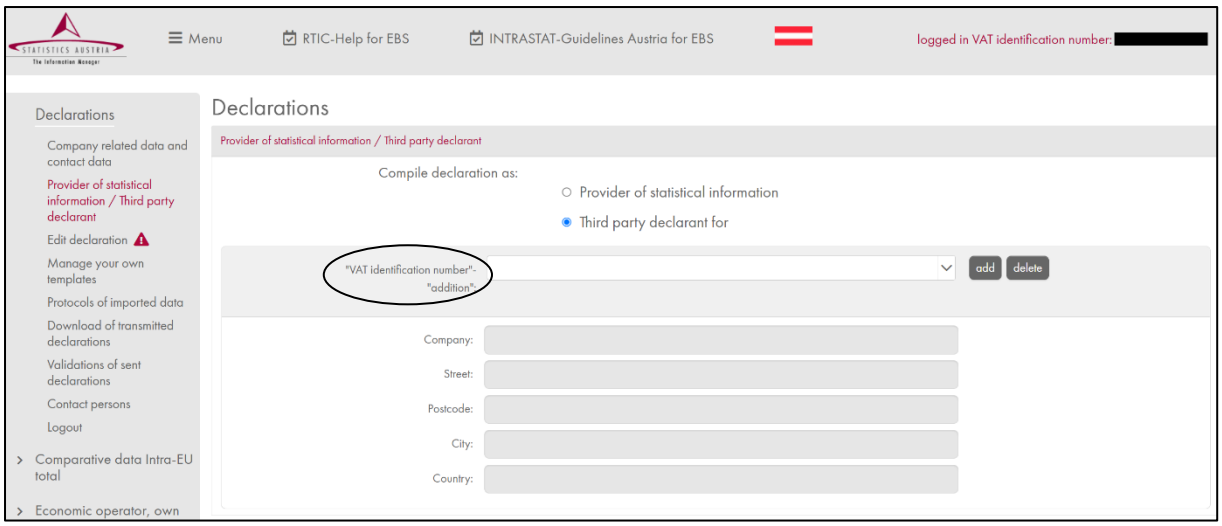


Provider of statistical information / Third party declarant

In the menu item *Provider of statistical information / Third party declarant* you can select whether you want to compile a declaration as a provider of statistical information or as a third-party declarant. Please select the applicable option before entering declarations in the menu item *Edit declaration*. A third-party declarant compiles and submits INTRASTAT-declarations for one or more other economic operators.



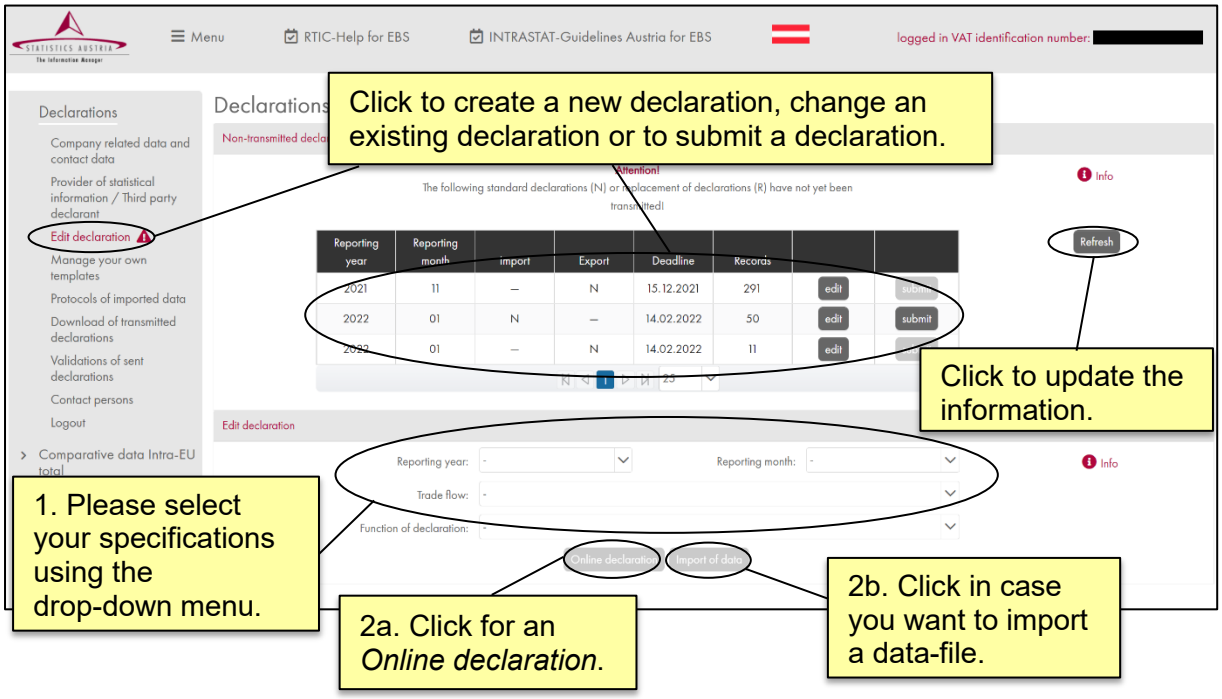
In case you are compiling an INTRASTAT-declaration as a third party declarant, please enter the VAT identification number including the respective addition of the economic operator for which the report is being created in the field "*VAT identification number"-"addition"*. Example: *ATU12345678-001*.



By default, "001" is to be used as addition. In case Statistics Austria has assigned you a three-digit addition to the VAT to differentiate between distinct economic operators within one fiscal unity or between separately reporting divisions of one company, the assigned addition is to be used.

Edit declaration

In the menu item *Edit declaration* section *Non-transmitted declarations* you can find an overview of (open) declarations which have not yet been transmitted to Statistics Austria (flag: exclamation mark).



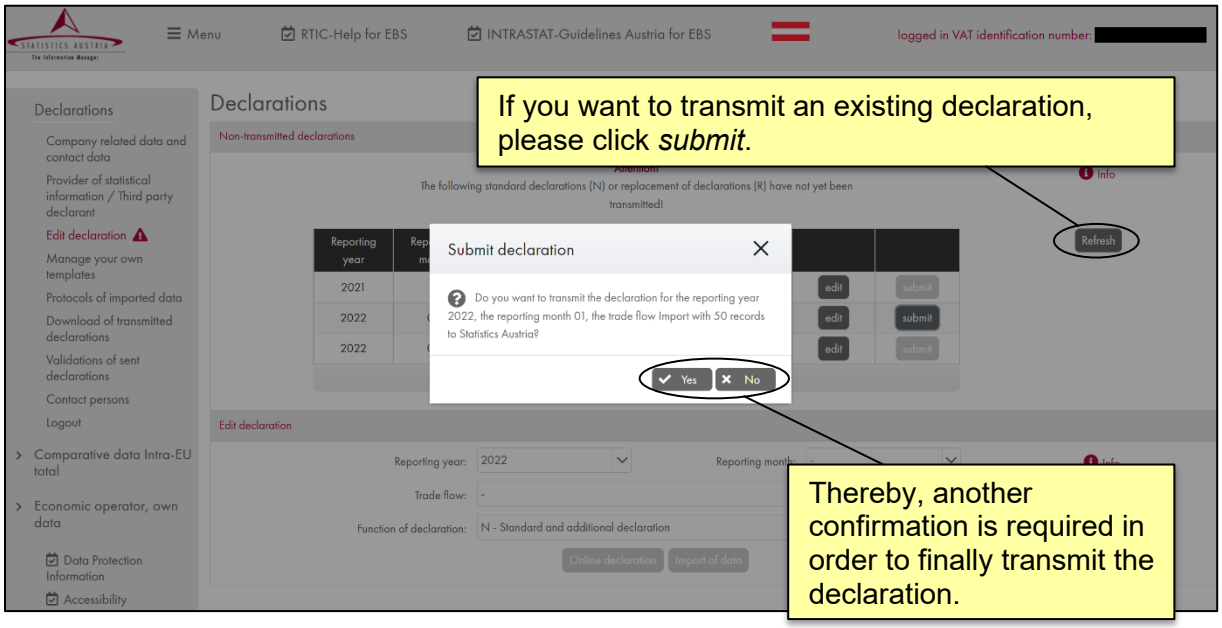
In the section *Edit declaration* you can compile your INTRASTAT-declaration either by selecting *Online declaration* (all the declaration positions have to be entered manually) or by selecting *Import of data* (to upload a data file).

By clicking on the respective drop-down menus, you can choose your *Reporting year*, *Reporting month*, *Trade flow* as well as your *Function of declaration* for your INTRASTAT-declaration.

You can choose between four different functions of declaration:

- ***N – Standard and additional declaration***: Submit a normal INTRASTAT-declaration or add further declaration positions to your already existing declaration.
- ***L – Nil return***: For months without INTRASTAT-relevant trade flows you have to submit a nil return.
- ***R – Replacement of declaration***: In case you want to replace an already submitted declaration, you can submit a replacement of declaration. Please select the original declaration you want to replace.

- ***D – Deletion of declaration***: If you want to delete an already transmitted declaration, you have to transmit a deletion of declaration. Please select the declaration you want to delete.



Please note that after a successful data import, the imported data must still be transmitted to Statistics Austria after editing any possible errors or warnings. To view and subsequently transmit uploaded data, please click on the relevant line in section *Non-transmitted declarations* (the combination of reporting year, reporting month and trade flow which you used for the data import).

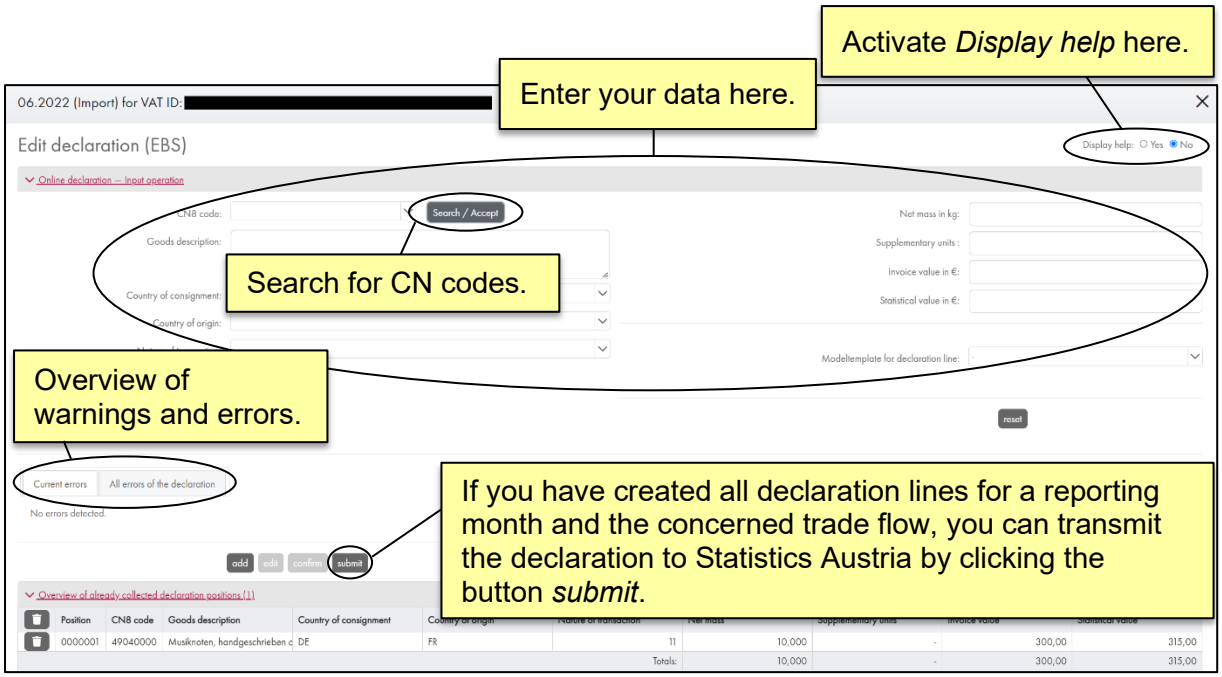
Online declaration

By clicking on *Online declaration*, data for your INTRASTAT-declaration can be entered manually directly in the application.

Please enter your data under *Online declaration — Input operation.* There are two possibilities to insert a CN8 code. You can either search for a valid specific commodity code by click on the button *Search / Accept* (for further information regarding the usability of the search function for CN8 codes, please refer to the description in chapter *Search of the CN Code Search / Accept*). Alternatively, you may already know your valid eight-digit commodity code. In that case, you can enter the code directly in the field *CN8 code*. After entering the code, please click the button *Search / Accept* in order to automatically take over the goods description from the combined nomenclature. Of course, you can change the content of the field *Goods description* at any time. Additionally, by clicking on the button *Search / Accept* an automatic check will be executed whether the fields *Net mass in kg* and *Supplementary units* have to be filled in.

Once you have filled in all the fields, please click the *add* button. Your manually entered declaration is then checked automatically and transferred as well as saved to the table below. In case you entered invalid or implausible data, warnings and errors are highlighted directly in the questionable declaration position. First, all variables highlighted in blue (indicating changes to the CN8 code compared to the previous year) have to be handled accordingly. Afterwards, errors marked in red have to be corrected. Variables which are highlighted in yellow are considered as warnings (regarding the entered values and their relation to each other) and have to be either confirmed or corrected (note: entering decimal places at quantitative variables can avoid warnings). Any fields that have automatically been modified by the *RTIC*-system ("blue CN in 1:1 transformation" as well as "supplementary unit") are displayed in light green in order to indicate (possible) problems with the manually entered or imported data (see chapters *Annual changes in the List of goods codes – "blue CN-code"* and *Protocols of imported data (Error codes)*. After having added a declaration position and all errors and warnings have either been corrected or confirmed, the entered declaration position is transferred and saved to the table *Overview of already collected declaration positions*.

In the last row, sum totals of the four quantitative variables (*Net mass*, *Supplementary units*, *Invoice value* and *Statistical value*) provide you with an additional opportunity to validate your declaration.



You also have the possibility to customize the depiction of errors and warnings (red errors, yellow warnings and so forth). The initial view is *Current errors*. In this view, errors and warnings concerning the currently selected declaration line (i.e. the declaration line which was added or modified most recently) are displayed. Through the option *All errors of the declaration* all errors and warnings of all declaration lines of the current declaration (i.e. the most recently added/selected declaration line as well as all declaration lines highlighted in blue, red or yellow, that are listed in *Overview of already collected declaration positions*) can be displayed. Please note that the *All errors of the declaration* display only contains results after a data import.

For better readability of the blue, red and yellow messages, you may activate *Display help*, thereby increasing the contrast of fields containing error or warning messages.

Example for the field *Supplementary units*:

Nature of transaction	Net mass	Supplementary units	Invoice value	Statistical value
11	414,500	1,225	668,25	703,50

Using tab key when manually entering data

When clicking the tab key, you can directly jump to the next data entry field. Alternatively, you may place your mouse on the respective field and click with the left mouse button. This way, you can for example enter 2-digit ISO-Alpha-Codes of countries (e.g., DE, BE), but also specifications for variables which are found in a drop-down menu. You can therefore navigate the application by exclusively using a computer keyboard for inputs.

Examples of data entry without using the mouse:

- Possibility 1: Entry of the desired content

  Your cursor is in the data entry field *Goods description* > press tab key once > your cursor is in the field *Country of destination* > press tab key once again > you may now directly enter (edit) the country ISO-Alpha-Code (e.g., DE, BE, HU, …) > clicking the tab key again leads you to the next field, being *Country of origin*.
- Possibility 2: Selection of the desired content with cursor keys

  Your cursor is in the data entry field *Goods description* > press tab key once > your cursor is in the field *Country of destination* > press arrow keys (up and down) on your keyboard to select a country (e.g., Hungary – HU) > press tab key > you may edit the field > clicking the tab key again leads you to the next field, being *Country of origin*.
- Possibility 3: Selection by data entry

  Your cursor is in the data entry field *Goods description* > press tab key once > your cursor is in the field *Country of destination* > press “D” on your keyboard and Denmark is automatically selected > press tab key > you may edit the field again > clicking the tab key again leads you to the next field, being *Country of origin*.

  Note: One letter (D for Denmark) selects the first entry of the drop-down-list for this letter. Two letters quickly and successively typed select the next list entry if available (DE for Germany).

The country format in the country search is always “Country name” – “ISO-Alpha-Code” (e.g., Germany – DE, Belgium – BE or Hungary – HU).

Search of the CN Code "Search / Accept"

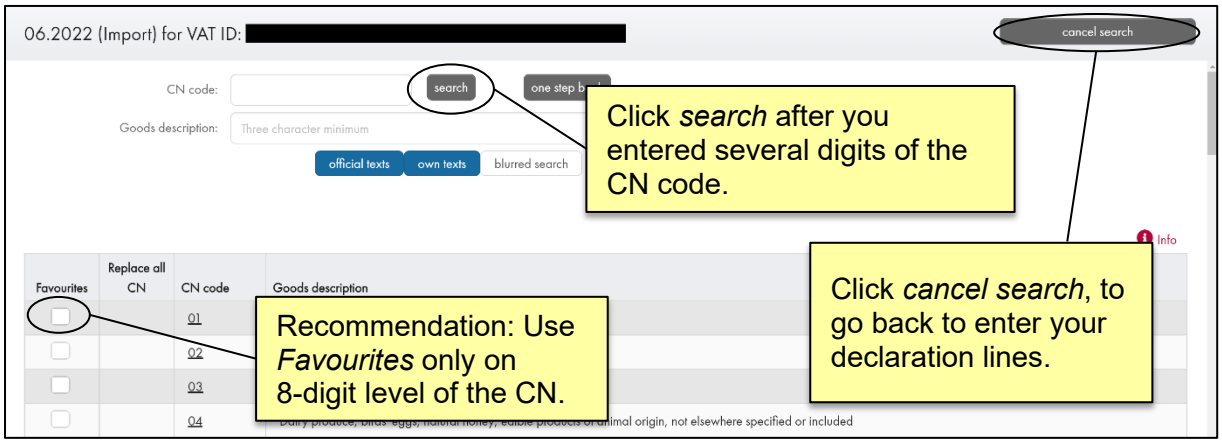
You can either insert an entire CN8 code or the first few digits of a CN8 code in the field *CN8 code* (*Edit declaration*). By clicking on the button *Search / Accept* the search mechanism is initiated.

To get to a deeper level of the CN code, please directly click the desired code. The labelling of a 4- or 6-digit code with a superscript asterisk "*" indicates that there is only one CN8 code assigned to the CN4 or CN6 code (e.g., 010121 *Pure-bred breeding horses), which will instantly be taken into the data entry field (01012100).

Besides searching for specific CN8 codes in the field *CN8 code*, you can also search based on specific text parts in the field *Goods description*. Please be aware that the searched word must consist of at least three characters. To assign your goods a specific valid CN8 code, you may search in the official list of commodities of the Combined Nomenclature by using *official texts*. In case you uploaded customized goods descriptions through the menu item *Manage your own templates*. These goods descriptions can be searched by selecting *own texts* (further information regarding the usage of customized goods descriptions can be found in the chapter *Manage your own templates* in the section *Import of goods descriptions*). By selecting *blurred search,* a combined phonetic search within the texts of the Combined Nomenclature (official texts) and the goods descriptions uploaded by yourself (own texts) is activated.

Return to *Edit declaration* by clicking on *cancel search*.

To adopt a CN8 code into your declaration, click on the respective code. You are transferred to *Edit declaration*. Please note, that after selecting a CN8 code by clicking *Search/Accept,* the description of goods is automatically filled in with the official goods description based on the regulation of the European Commission. You do however not have to send this exact description. Instead, Statistics Austria recommends that you enter your own customary description of the concerned goods to avoid ambiguity and possible enquiries by Statistics Austria.



You have the possibility to assign your own favourites through *Search/Accept* by marking *Favourites* in the first column of your CN code search. We do however recommend to only select them on the 8-digit level of CN codes. Your selected favourites are displayed in the *CN8 code* field within *Edit declaration* after clicking on the drop-down menu next to the field. Your favourites remain valid after every change of the reporting year for as long as the selected CN8 code is still a valid code and no changes in content of the respective CN8 code occurred. If possible changes in the Combined Nomenclature effect any of your saved favourites, these are removed from your list of favourites in order to prevent erroneous entries.

Decimal places in an online declaration

To guarantee high data quality and to minimize possible enquiries by Statistics Austria, decimal places have to be entered for all four quantitative variables (net mass, supplementary unit, invoice value and statistical value). It is therefore required to specify all quantitative variables up to the second or third decimal place respectively. Automatically rounding up or down values to integers is not permitted. The maximum number of decimal places depends on the variable:

Variable	**Maximum positions before decimal separator**	**Maximum positions after decimal separator**
Net mass	10	3
Supplementary unit	10	3
Invoice value	10	2
Statistical value	10	2

Examples of use in an online declaration:

- Import of wheat with a net mass of 5,320.5 kilograms
  → Insert in field *Net mass*: 5320,5
  → Note: Net mass will automatically be formatted to 5.320,500
- Export of contact lenses with a net mass of 32 grams
  → Insert in field *Net mass*: 0,032
- Import of wood with a supplementary unit (m^3) of 1.531 cubic meters
  → Insert in field *Supplementary unit*: 1,531
- Export of horses with a supplementary unit (pieces) of 3 (3 horses)
  → Insert in field *Supplementary unit*: 3
  → Note: Supplementary unit will automatically be formatted to 3,000
- Import of gravel with a net mass of 1,530,590,328.753 kilograms
  → Insert in field *Net mass*: 1530590328,753
  → Note: Maximum number of positions before (10) and after (3) decimal separator used

A **comma** is to be used exclusively as a **decimal separator** for entries in *RTIC*. Entering a decimal point is not permissible and would create errors or wrongly represented values. It is possible to enter “cash register values” for all four quantitative variables. This means that leading zeros for small values do not have to be entered. Example: For a product weighing 0.43 kg, merely “,43” may be entered into the field *Net mass.* The leading zero and the remaining decimal places are automatically filled in (result: “0,430”).

Depiction of numbers in an online declaration

To provide both readability and usability, entered numbers are automatically converted into a coherent format. This conversion takes places as soon as a number is entered in the respective quantitative value field (net mass, supplementary unit, invoice value or statistical value) and the data entry field has been left (e.g., by using the tab key or a mouse click outside the data entry field).

In the course of this automatic conversion the following formats are adapted:

- Decimal places are automatically filled in to the maximum number of possible positions after a decimal separator.
- Digit group delimiter points (“thousands separators”) are placed.
- If “cash register values” (see chapter *Decimal places in an online declaration*) have been entered, the leading zero is placed.

Example:

Net mass in kg is entered with a value of “1896,58”.

After clicking into another data entry field, *RTIC* automatically fills in the value of the net mass up to the third decimal place and inserts the thousands separator.

Please note that after adding a declaration line and subsequently opening it from *Overview of already collected declaration positions* (bringing it back to the top), all automatic changes in format made by *RTIC* persist. Thus, formatting differences between your initial entry and the depicted value may occur (thousands separators, filling of decimal places, etc.).

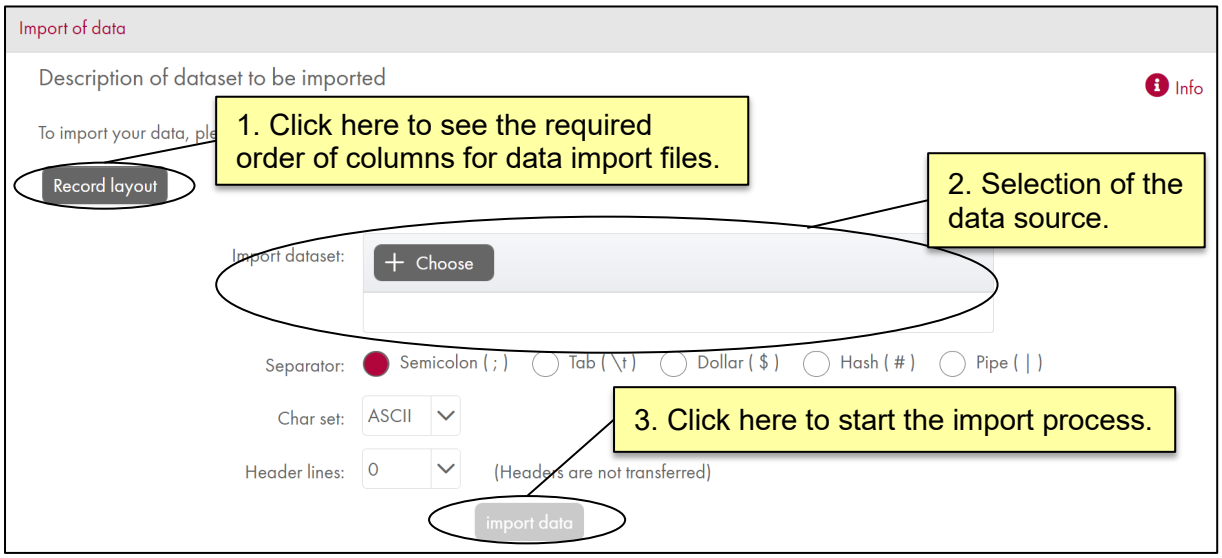
A comma is to be used exclusively as a decimal separator for entries in *RTIC*. Entering a decimal point is not permissible and would create errors or wrongly represented values.

Entering digit group delimiters (“thousands separators”) is possible in online declarations, but only dots are permitted in this function. Please consider that an incorrect placement of these separators (dots) may lead to slide errors. Data entries with dots are functionally treated the same way as data entries without thousands separators. By default, entered values are however displayed including thousands separators by *RTIC*.

Examples for clarification:

- Export of machines with a net mass of 12,850.3 kilograms
  → Insert in field *Net mass*: 12.850,3 (thousands separator placed correctly)
  → Net mass will automatically be formatted to 12.850,300
- Import of wheat with a net mass of 5,320.5 kilograms
  → Insert in field *Net mass*: 53.20,5 (thousands separator placed wrongly)
  → Net mass will automatically be formatted to: 5.320,500
- Export of wine with a supplementary unit (l) of 12 litres
  → Insert in field *Supplementary unit*: 1.2 (thousands separator placed wrongly)
  → Supplementary unit will automatically be formatted to: 12,000
  → Note: A comma is to be used exclusively as a decimal separator for all entries, dots can only be used as thousands separators.

Import of data



In order to use an import file for a data import, the file has to exactly match the requirements of the record layout. This means that both the **number of columns and their order are predefined**. An import file for a data import with the trade flow *Import* has to have exactly 9 filled columns. An import file for the trade flow *Export* has to include exactly 10 columns. Please be aware that only three data formats are permitted for data import into *RTIC,* namely files with the file extensions .txt or .asc as well as CSV files with the file extension .csv. One of five different separators (semicolon (**;**), tab (**\t**), dollar (**$**), hash (**#**) and pipe (**|**)) may be used.

For data imports the following fields have to be filled in:
Import dataset: Choose the file path and the file name of the dataset you want to import.
Separator: Selector the type of separator used in the import file: Semicolon (**;**), tab (**\t**), dollar (**$**), hash (**#**) or pipe (**|**). Note: Do not use any value separators in the text of the goods description.
Char set: The following character sets are supported: ASCII and UTF-8.
Header lines: In case your files has headers, please enter the number of header lines of your import file.
Import data: With this button the import process can be started.

A maximum of 200,000 declaration lines per reporting month and trade flow (Intra-EU import/-export) can be uploaded per import process. Should it be necessary to report more than 200,000 declarations within a given month, they can be split over several transmissions. After the import of the first 200,000 declaration lines, a declaration has to be transmitted to Statistics Austria before any further declaration lines can be imported or entered online into a subsequent declaration.

Structure of import files

Column	Label	Type	Field Length (digits)	Note
1	CN8 code	String	8	Must be 8-digit.
2	Goods description	String	2048	Maximum 2,048 digits. Note: Do not use separators from the file import in the text of the goods description. Note: Goods descriptions can avoid further enquiries; the variable may also be left blank.
3	Export: Country of destination Import: Country of consignment	String	2	Must be two-digit. Note: ISO-Alpha-2-Code
4	Country of origin	String	2	Must be two-digit. Note: ISO-Alpha-2-Code.
5	Nature of transaction	String	2	Must be two-digit.
6	Net mass	Value	14	Maximum 10 digits before and 3 digits after decimal separator (+ 1 digit for the comma) Note: Data imports must include 3 decimal places. Note: If the variable is not required, it may be left empty.
7	Supplementary units	Value	14	Maximum 10 digits before and 3 digits after decimal separator (+ 1 digit for the comma) Note: Data imports must include 3 decimal places. Note: If the variable is not required, leave this field empty.
8	Invoice value	Value	13	Maximum 10 digits before and 2 digits after decimal separator (+ 1 digit for the comma) Note: Data imports must include 2 decimal places.
9	Statistical value	Value	13	Maximum 10 digits before and 2 digits after decimal separator (+ 1 digit for the comma) Note: Data imports must include 2 decimal places. Note: If the variable is not required, it may be left empty.
10	Export: Recipient-VAT-No. Import: Must not be filled	String	14	The variable Recipient-VAT-No. has to be declared in Intra-EU exports. Note: In data import files for Imports column 10 (Recipient-VAT-No.) must not be filled!

If a variable is not required (e.g. in case a supplementary unit is required, the net mass is not required), it can be left blank. How to fill the quantitative variables (Net mass, supplementary units, invoice value, statistical value) in RTIC:

Quantitative variables in RTIC				
Variable	**empty**	**0**	**>0**	**Anmerkung**
Net mass	**Y**	**Y**	**Y**	CN8 codes with a supplementary unit
Net mass	N	N	**Y**	CN8 codes without a supplementary unit
Supplementary unit	**Y**	**Y**	**Y**	CN8 codes without a supplementary unit
Supplementary unit	N	N	**Y**	CN8 codes with a supplementary unit
Invoice value	N	N	**Y**	Invoice value always has to be filled (irrespective of the nature of transaction)
Statistical value	**Y**	**Y**	**Y**	If below the specific threshold (irrespective of the nature of transaction)
Statistical value	N	N	**Y**	If above the specific threshold (irrespective of the nature of transaction)

Legend:

- Y = Yes, variable can be filled in this way
- N = No, variable must not be filled in this way

Empty: The variable can be left empty; this is possible for both data import as well as for online declarations.

- In case a variable does not have to be filled (eg. in case a supplementary unit is required, the net mass does not have to be filled), the variable should be left empty. Example: When using semicolon (;) as a separator, you can use two semicolons placed successively (;;) to signify an empty field.

0: A zero (0) and the required number of decimal places can be specified; this is possible for both data import as well as for online declarations.

- Required number of decimal places:
  - Net mass & supplementary unit = 3 decimal places = 0.000
  - Invoice value & statistical value = 2 decimal places = 0.00
- In case a variable does not have to be filled (eg. the statistical value does not have to be filled, in case you are below the specific threshold in the respective trade flow), the variable can be filled with 0.000 and 0.00 respectively.

>0: A value greater than 0 can of course also be specified for each variable; this is possible for both data import as well as for online declarations.

- Smallest possible values for the quantitative variables:
    - Net mass & supplementary unit = 3 decimal places = 0.001
    - Invoice value & statistical value = 2 decimal places = 0.01
- In case a variable does not have to be filled, it can be left empty or filled with 0 (+ the respective number of decimal places). However, the variable can of course also be filled with a valid value and sent to Statistics Austria. Please ensure that you provide plausible information. Otherwise Statistics Austria may contact you.
- If no supplementary unit is required, no supplementary unit can be specified via the online declarations

In case of a **trade flow *Export***, column 10 of data import files has to be filled with the Value Added Tax Number of the recipient of goods in the country of destination (*Recipient-VAT-No.*). Further details on the Recipient-VAT-No. can be found in chapter *4. Basic explanation of the variables*. After entering the Recipient-VAT-No., no further characters need to be entered to complete the respective reporting line. Alternatively, another separator can be put after the Recipient-VAT-Number.

Possibility 1: Intra-EU export (no character after the Recipient-VAT-No.):
42022210;Handbags;DE;US;11;25,500;50,000;800,00;802,50;DE123456789

Possibility 2: Intra-EU export (one separator (;) after the Recipient-VAT-No.)):
42022210;Handbags;DE;US;11;25,500;50,000;800,00;802,50;DE123456789;

In case of a **trade flow *Import***, column 10 must not be filled, as it would be useless to report a value added tax number of the recipient of goods in the country of destination (*Recipient-VAT-No.*) for imports. Furthermore, leaving column 10 blank for the trade flow *Import* can avoid possible confusion with the trade flow *Export*. Consequently, a data import file for the trade flow *Import* must merely contain 9 columns. After the 9th column (Statistical value) no further character is needed. Alternatively, you may indicate one or two separators after the ninth column.

Possibility 1: Intra-EU import (no character after the Statistical value):
42022210;Handbags;DE;US;11;48,320;61,000;920,00;935,75

Possibility 2: Intra-EU import (one separator (;) after the Statistical value):
42022210;Handbags;DE;US;11;48,320;61,000;920,00;935,75;

Possibility 3: Intra-EU import (two separators (;) after the Statistical value):
42022210;Handbags;DE;US;11;48,320;61,000;920,00;935,75;;

Decimal places in a data import file

For data imports, all four quantitative variables require the declaration of the maximum number of decimal places. It is therefore required to specify all quantitative variables up to the second or third decimal place respectively. Automatically rounding up or down values to integers is not permitted. The maximum number of decimal places depends on the variable:

Variable	**Maximum positions before decimal separator**	**Required positions after decimal separator**
Net mass	10	3
Supplementary unit	10	3
Invoice value	10	2
Statistical value	10	2

Example of use in data imports:

- Import of wheat with a net mass of 5,320.5 kilograms
  → Entry in data import file at variable *Net mass*: 5320,500
- Export of contact lenses with a net mass of 32 grams
  → Entry in data import file at variable *Net mass*: 0,032
- Import of wood with a supplementary unit (m^3) of 1.531 cubic meters
  → Entry in data import file at variable *Supplementary unit*: 1,531
- Export of horses with a supplementary unit (pieces) of 3 (3 horses)
  → Entry in data import file at variable *Supplementary unit*: 3,000
- Import of cars with a statistical value of exactly 45,000 EUR.
  → Entry in data import file at variable *Statistical value*: 45000,00
- Import of gravel with a net mass of 1,530,590,328.753 kilograms
  → Entry in data import file at variable *Net mass*: 1530590328,753
  → Note: Maximum number of positions before (10) and after (3) decimal separator used

In data imports, a quantitative variable has to be specified up to the maximum possible number of decimal places at all times. A comma is to be used exclusively as a decimal separator in all data import files. Uploading data files that use dots as decimal separators is not permissible and would result in aborted uploads. The same holds true for digit group delimiters (“thousands separators”) of any kind.

Examples of import files

The following examples are depicted with a semicolon separator (**;**), but are also valid for all other separators. All selectable separators can be found in chapter *Import of data*. The exact structure of data import files can be found in chapter *Structure of import files*.

Example 1: sample line in Intra-EU export (export of handbags (pieces)):

42022210;Handbags, whether or not with shoulder straps;DE;US;11;25,500;50,000;800,00;802,50;DE123456789

Example 2: sample line in Intra-EU import (import of handbags (pieces)):

42022210;Handbags, whether or not with shoulder straps;DE;US;11;48,320;61,000;920,00;935,75

➔ Note: In Intra-EU import column 10 (Recipient-VAT-No.) must not be filled!

Example 3: sample line in Intra-EU export (export of beer (litres)):

22030001;Beer;DE;AT;11;52,580;52,580;625,35;627,00;DE987654321

➔ Note: In justifiable cases, in Intra-EU exports the country of origin can be declared as "AT"; in Intra-EU imports the country of origin must not be "AT".

Example 4: sample line in Intra-EU imports (import of strawberries):

08101000;Strawberries;ES;ES;11;5320,800;;8450,75;8480,00

➔ Note: Should one variable not be required, it can be left empty; in this case the Supplementary unit is voluntary and may be left empty.

Import of a declaration

After successfully uploading the data import file, you can find the uploaded declaration under *Non-transmitted declarations.* To finally transmit the declaration to Statistics Austria, you have to click on the declaration (or on the button *edit*). You will then be transferred to *Edit declaration* and see the declaration lines within the *Overview of already collected declaration positions*. Should any of your declaration lines show blue, red or yellow errors/warnings, you have to edit these first. For a detailed description of how to do this, see the chapters "*Overview of already collected declaration positions"* and *"submit declaration"*. As soon as all blue, red and yellow errors and warnings have been edited, your declaration can be transmitted to *Statistics Austria* by clicking the button *submit* and by confirming with the button *Yes*.

Annual changes in the list of goods codes – "blue CN-code"

The list of goods codes in foreign trade statistics changes yearly. Amendments to the combined nomenclature (CN) – and therefore to the list of goods codes (CN codes) – are based on the relevant regulatory framework established by the European Commission. These changes result in the annual introduction of new CN codes as well as the modification or even erasure of previously valid CN codes. In case of changes to CN codes, there are essentially two situations that can arise, which are illustrated in the following examples:

- 1 to 1 or n to 1 correspondence:

  One CN8 code or several CN8 codes of the previous year are merged into one new CN8 code in the following reporting year.
  - Example 1: CN8 code 8888 0001 (valid in the previous year) changes to CN8 code 8888 0002 (valid from the new reporting year); CN8 code 8888 0001 is no longer valid in the new reporting year.

- 1 to m or n to m correspondence:

  One CN8 code or several CN8 codes of the previous year merge into several CN8 codes in the following reporting year.
  - Example 2: CN8 code 9000 0001 (valid in the previous year) is split into CN8 code 9000 0001 (which stays valid, but its content changes) as well as CN Code 9000 0002 (valid as of the new reporting year).
  - Example 3: CN8 code 9200 0001 as well as CN8 code 9200 0002 (both CN8 codes valid in the previous year) will both be partially split into two new CN8 codes, 9200 0003 and 9200 0004 (both CN8 codes valid as of the new reporting year); CN8 code 9200 0001 and CN8 code 9200 0002 are no longer valid in the new year.

In order to make the change-of-year transition to the modified (or newly added/deleted) CN codes as simple trouble-free as possible, the principle of "blue CN" has been introduced. This technical assistance is intended to support the reporting process in case of CN code changes. For further assistance, the service document "*20.. – What's New"* is provided on the website https://www.statistik.at/ > Surveys > Enterprises > Foreign Trade (INTRASTAT) in the sub-item „Explanation, help". We recommended that you adapt your own documents and systems for any new reporting year in such a way that complete and correct declarations with valid CN8 Codes are compiled right from the beginning, as this can avoid inquiries by Statistics Austria.

1 to 1 or n to 1 correspondence

- Online entry:
  - When manually entering a new declaration line (online declaration) with a CN8 code that is no longer valid, a message appears to inform users that the CN8 code entered is no longer valid. To select a valid CN8 code, it is necessary to click *Search / Accept.* The window for selecting CN8 codes is then opened.

- Data import:

- Example: An attempt is made to import a data file with 10 declaration lines with CN8 code 8888 0001, which is no longer valid.
    - CN8 code 8888 0001 is a 1:1 correspondence and it is no longer valid as of the current reporting year. The new (valid) CN8 code is 8888 0002 (see *Example 1*).
    - The *first three declaration lines* with the invalid CN8 code (8888 0001) are marked as incorrect (blue) and the following text is displayed: *The entered CN8 code has become invalid with the current reporting year. Your entered CN8 code can be recoded with exactly one valid CN8 code. In order to allow you time to adapt your IT-systems, we automatically changed all declaration positions (except the three blue declaration positions) to the one valid CN8 code. Please be informed that this automatic adjustment will only be applied in the current reporting year.*
    - The remaining reporting lines (7 reporting lines in this example) will automatically be corrected (from CN8 code 8888 0001 to the new CN8 code 8888 0002). The CN8 code of automatically corrected reporting lines is displayed in green.

- Only three reporting lines of no longer valid CN8 codes have to be corrected per import process. All further reporting lines with the same CN8 code are automatically corrected. In addition, the user is informed which CN8 codes need modification in order to be able to carry out any possible adjustments during a reporting year. For every change of a CN code, this automatic process for no longer valid CN8 codes remains active for one reporting year.

General note:

Declaration lines marked in blue are supposed to be corrected first, considering that in these declaration lines only CN numbers have to be replaced and no other changes (possibly previously carried out at these declaration lines) are necessary. The suggested order of correcting marked declaration lines is as follows:

1. blue declaration lines
2. red declaration lines (errors)
3. yellow declaration lines (warnings)

Example: If the net mass of a reporting line is changed before subsequently amending the *blue CN*, the change in net mass is rejected and the net mass is reset to its original value. In this case, a lasting change in net mass is only possible after correcting the *blue CN*.

Note: Fields automatically modified by the *RTIC*-system (*blue CN at 1:1 conversion* as well as *supplementary unit*) are highlighted in light green when your online declaration is displayed.

Ratios for CN8 Codes

For INTRASTAT, there are four quantitative variables: Net mass in kilograms, the Supplementary unit according to the Combined Nomenclature, the statistical value in euro, and the invoice amount in euro. On the basis of these quantitative variables, up to three types of **ratios** can be calculated for the transmitted data, depending on the availability of these variables:

- WG = Statistical value (W) divided by net mass (G) (value per kilogram).
- GS = Net mass (G) divided by the Supplementary unit (S) (e.g., weight per piece, liter, etc.)
- WS = Statistical value (W) divided by the Supplementary unit (S) (e.g., value per piece, m^2, etc.)

These ratios, determined on the basis of the reported values, are used in a variety of quality controls, since data quality is essential for INTRASTAT (see INTRASTAT Guidelines: *Legal base and general information, Data quality, control procedures, implications of breaching the obligation to report*). Among other things, these ratios are also checked in *RTIC* directly after a reporting line is entered. If a calculated ratio based on the reported values is significantly smaller or significantly larger than certain minimum or maximum values of this CN8 code, a yellow warning message appears with a corresponding note:

Net mass: The entered net mass of 51,000 kg for 1,000 unit(s) seems too high.
Supplementary units: The entered net mass of 51,000 kg for 1,000 unit(s) seems too high.

Reasons why the reported data is outside the minimum or maximum value and thus generated a warning could be, among others:

- The products belong to a different CN8 code (see example 2 below (GS) – most likely toy horses, not live horses)
- Digit errors in the quantitative variables (one or more 0's too many/too few)
- Indication of the net mass in grams instead of kilograms
- Incorrect declaration of a Supplementary unit not specified in the Combined Nomenclature (e.g., m^3 instead of m^2)
- Packaging or enclosures were not deducted from the net mass

It may also happen of course, that the minimum or maximum values stored in *RTIC* for checking the reported ratios (calculated on the basis of the reported values) are set too narrow and thus unwarranted warning messages appear. For example, it may happen that (not

previously traded) very expensive or cheap products belong to the product portfolio of a CN8 code. In this case we would ask you to contact us (see chapter "Contact persons – Content-related questions").

Example 1 (WG): 10,500 kg of carrots are reported with a value of EUR 50.000,00; the WG-ratio for this declaration would be EUR 4.761,90 per kilogram (EUR 50.000,00 divided by 10,500 kg), which is significantly higher than the maximum value for the WG-ratio for this CN8 code - one kilogram of carrots is not that expensive.

Example 2 (GS): Two live horses are reported with a net mass of 7,600 kg; the GS-ratio for this declaration would be 3,8 kilograms per horse (7,600 kg divided by 2), which is significantly less than the minimum value for the GS-ratio for this CN8 code - live horses are not that light.

Example 3 (WS): Four pairs of socks are reported with a value of EUR 80,00; the WS-ratio for this reporting rate would be EUR 20,00 per pair (EUR 80,00 divided by 4 pairs) and thus significantly higher than the maximum value for the WS-ratio for this CN8 code.

A special feature of the ratios are the so-called "**Legal Checks**". Some CN8 codes already indicate in the official goods description (according to the EU implementation regulation) the values or ratios to be reported - therefore they are called "Legal Checks" here. In the case of CN8 codes with Legal Checks, it is therefore important to check whether the ratios of the reported quantitative variables correspond to the specifications given in the goods description for products belonging to this CN-category. If the reported values do not correspond to the descriptions of the Combined Nomenclature, a yellow warning is displayed in *RTIC*.

Example 1: Domestic swine, weighing < 50 kg

- For this CN8 code, the GS-ratio (net mass divided by Supplementary unit) must be greater than or equal to 50 kg according to the specified goods description (i.e., only pigs with a net mass greater than or equal to 50 kg are to be reported with this CN8 code).
- For example, if four pigs were reported with a net mass of 160 kilograms, the calculated GS-ratio would be less than the value of ">= 50 kg" specified in the official commodity code. In this case, the calculated GS-ratio would only be 40 (160 kg / 4 pieces = 40) instead of the minimum 50.

Example 2: Fabric made of cotton, with a mass of < 200 g/m²

- For this CN8 code, the GS-ratio (net mass divided by Supplementary unit) must be less than 0,2 kg/m² according to the specified commodity description (i.e., only fabrics with a net mass of less than 0,2 kg (or 200 grams) per square meter are to be reported with this CN8 code).
- If, for example, two square meters of fabric were reported with a net mass of 0,750 kilograms, the calculated GS-ratio would be above the value of "< 200g/m²" specified in the official goods description. In this case, the calculated GS-ratio would be 0,375 kilograms per square meter (0,750 kg / 2 m² = 0,375 kg/m²).

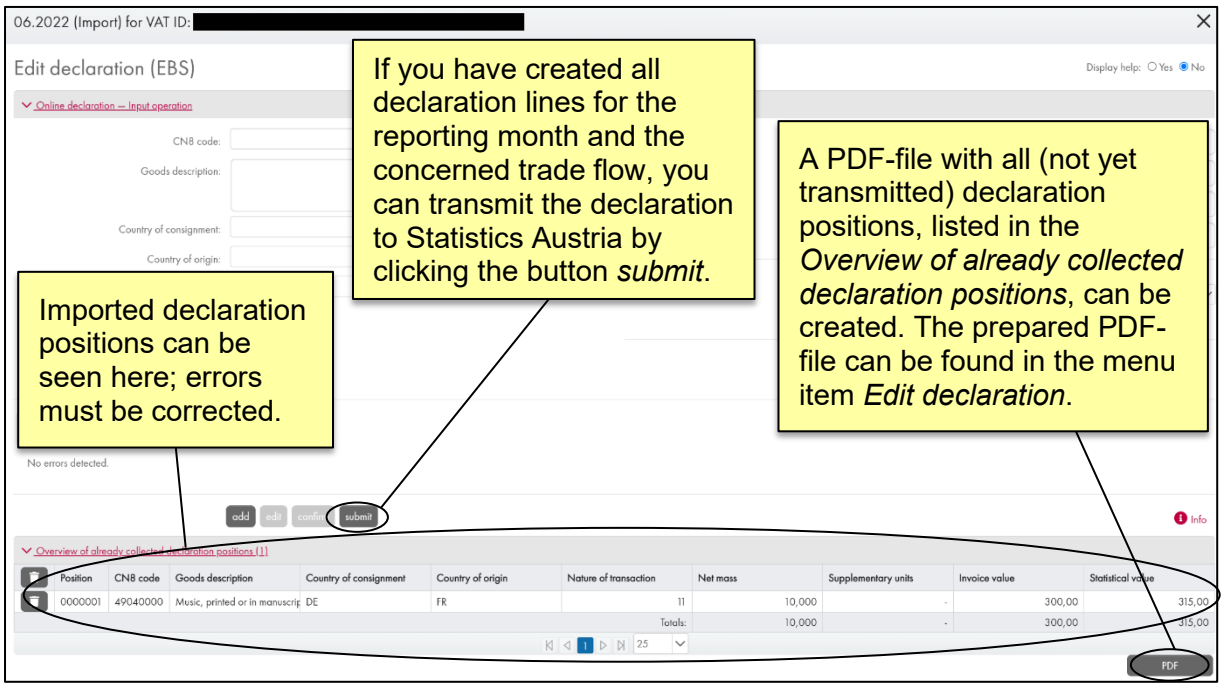
Example 3: Orange juice, with a value of <= 30 Euro per 100 kg

- For this CN8 code, the WG-ratio (statistical value divided by net mass) must be less than or equal to 0,3 Euro/kg according to the specified commodity text (i.e., only orange juice with a value of less than or equal to 0,3 Euro per kilogram is to be reported with this CN8 code).
- If, for example, 20 kilograms of orange juice were reported and the statistical value was entered to be 15 euros, the calculated WG-ratio would be above the value given in the official goods description of "<= 30 euros for 100 kg net mass ". In this case, the calculated WG ratio would be 0.750 kilograms per euro (15 euros / 20 kg = 0.750 euros/kg).

"Overview of already collected declaration positions" and *"submit declaration"*

All declaration positions which have been entered in the input mask can be found in the *Overview of already collected declaration positions*. Individual reporting lines can be deleted (symbol *wastebasket* at the beginning of the line) or edited (by clicking the line, making the modifications and clicking the button *edit*). It is also possible to reuse positions several times (by clicking the desired line, making (possible) modifications and afterwards clicking the button *add*). The variables you modified in this way will subsequently be displayed as a new reporting lines.

After every data import, all declaration positions can be found under *Overview of already collected declaration positions*. All declaration positions which are highlighted in blue (in case of a CN-modification) are listed first, followed by positions highlighted in red or yellow. Underneath the highlighted reporting lines, all declaration positions presumed correct are displayed. Declaration positions highlighted in blue need to be edited first. Subsequently, positions highlighted in red need to be corrected and finally all reporting lines displayed in yellow need to be either corrected or confirmed. Please note that positions highlighted in yellow might profit from a proper goods description. A pertinent goods description can avoid inquiries by Statistics Austria. Fields automatically modified by the *RTIC*-system (*blue CN at 1:1 conversion* as well as *supplementary unit*) are highlighted in light green within the online declaration.

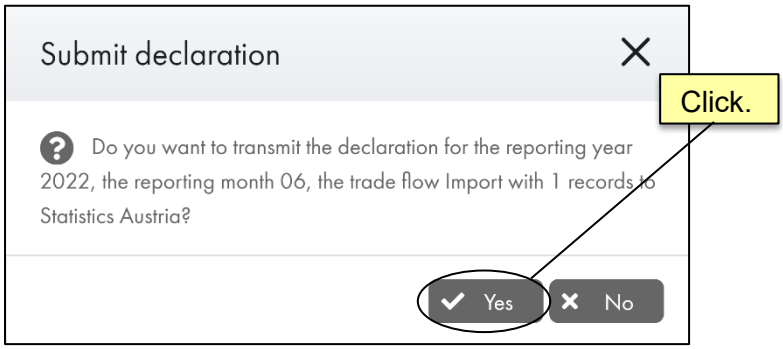


You may create a PDF file of not yet transmitted declaration lines through the menu item *Edit declaration*, section *Non-transmitted declarations.* The requested PDF file can be found within the menu item *Edit declaration* in section *Download Non-transmitted declarations.*
The file name of the PDF *Download Non-transmitted declarations* (DnwM) is composed as follows:

- "VAT identification number"-"addition"_Reportingyear_Reportingmonth_Tradeflow_ _DnwM_Date (YYYY-MM-DD_HH-MM-SS)

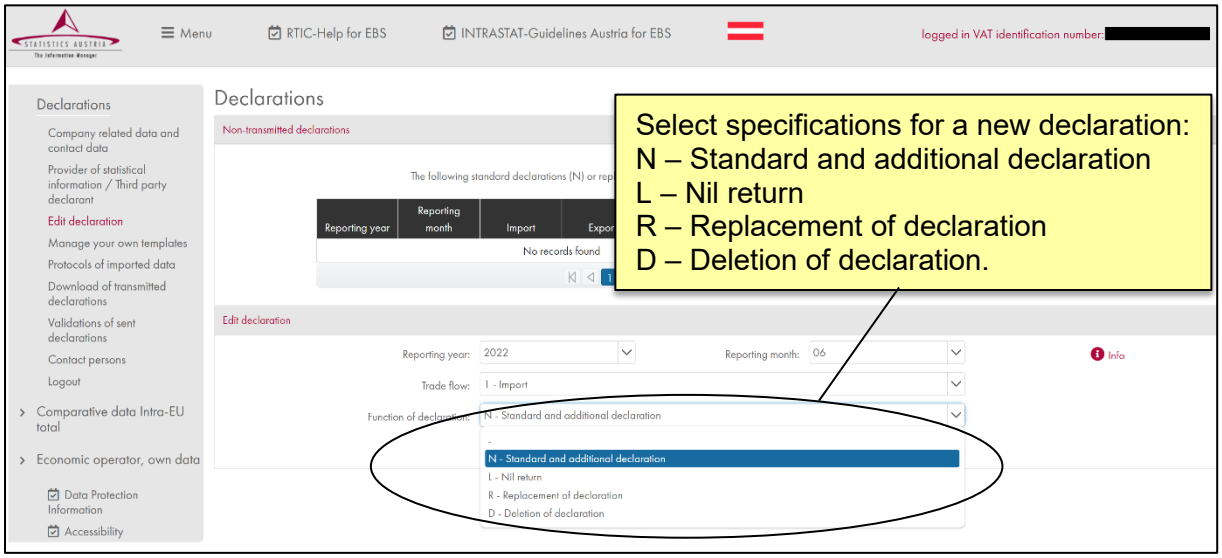
Submit declaration

To submit a completed declaration to Statistics Austria, it is necessary to click the button *submit* and confirm the submission with the button *Yes*. If you want to submit the declaration at a later time, simply click on *X* to close the window or abort the submission by pressing *No*. Accordingly, the declaration will not be transmitted, but saved for further editing instead. This means that if, for example, you call up *RTIC* again the next day with the same reporting month and trade flow, you will find the declaration with all its reporting lines entered the day before for further editing. Only by clicking the buttons *submit* and *Yes,* all declaration positions are transferred to Statistics Austria.

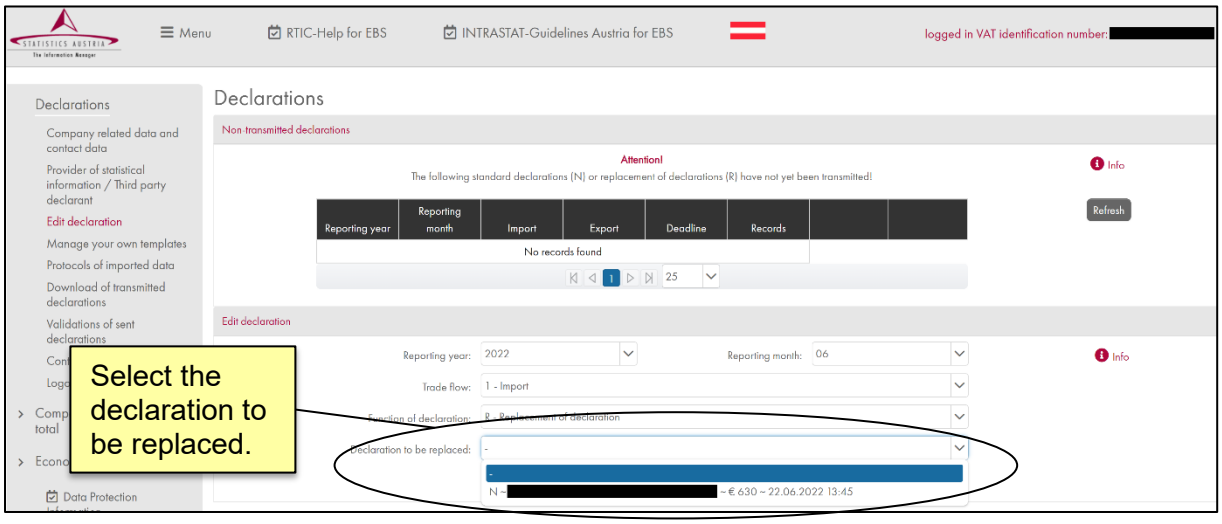


Create a new declaration

If you want to create a new or additional declaration, please click on the menu item *Edit declaration*. In the sub item *Edit declaration,* it is possible to choose the *Reporting year*, *Reporting month*, *Trade flow* and the *Function of declaration* by using the respective drop down arrows. After you already submitted a declaration to Statistics Austria for a certain reporting year, reporting month and trade flow, you can select the same combination again and submit an additional declaration.



Replacement or deletion of a transmitted declaration



Already transmitted declarations (*N – Standard- and additional declaration*, *L – Nil return*, *R – Replacement of declaration*, *D – Deletion of declaration*) can be replaced or deleted by submitting a different declaration.

Replacements are carried out using *R – Replacement of declaration* and can be realised for all functions of declarations. To replace an already transmitted declaration, click on the drop-down-menu *Declaration to be replaced* and select the declaration which you want to replace. Subsequently, you have the possibility to carry out the replacement as *Online declaration* or *Data import* as with any other declaration.

A deletion is carried out by using the declaration function *D – Deletion of declaration* and can be executed for the functions *N – Standard and additional declaration*, *L – Nil return* and *R – Replacement of declaration*. To delete an already transmitted declaration, click the drop-down-menu *Declaration to be replaced* and select the declaration which you want to ultimately delete.

Manage your own templates

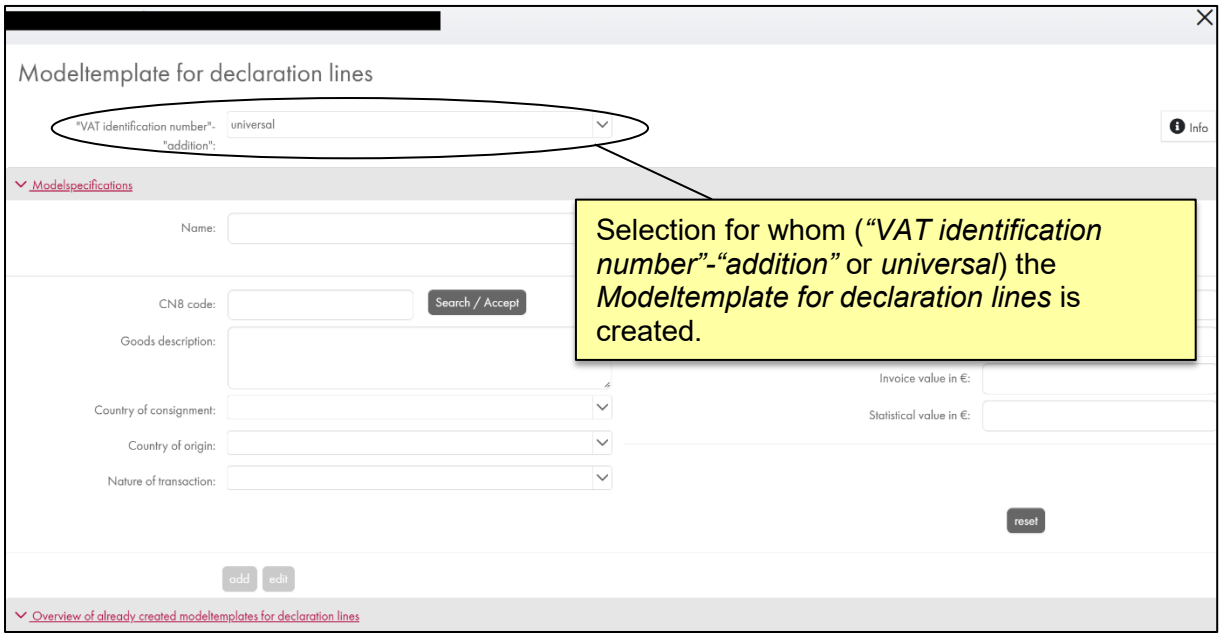
The menu item *Manage your own templates* provides the possibility to manage and save templates of your own *Goods descriptions* which you can create for the use for one reporting year. Additionally, you can manage *Modeltemplates for declaration lines* within this menu item.

Please make sure that your templates used (modeltemplates for declaration lines as well as own goods descriptions) are still valid after each change of the reporting year. Changes in CN8 codes may take place (see chapter: *Annual changes in the List of goods codes – "blue CN-code"*). Should certain variables of your templates have changed, you may adapt them directly in the menu or delete the template and create a replacement.

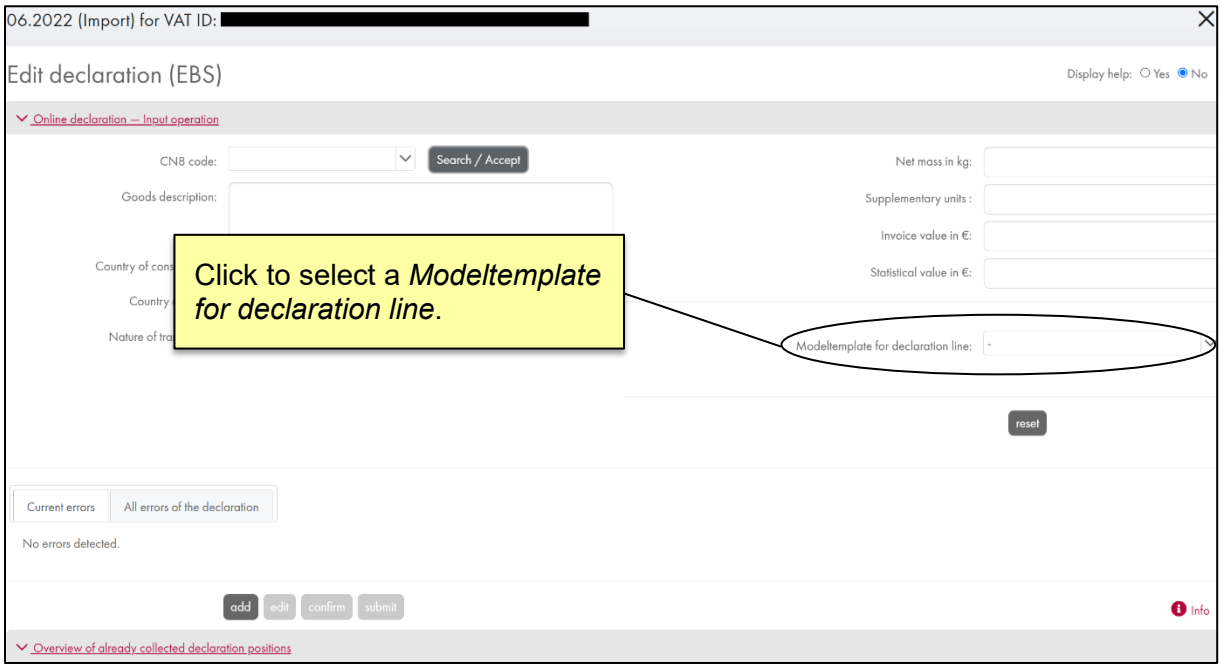
Modeltemplate for declaration lines

This section provides the possibility to create the template for an entire declaration line or for parts of a declaration line. This feature can be used, for example, if imports or exports occur frequently in a similar manner. The following has to be considered:

- Creating, editing, deleting of a *Modeltemplate for declaration lines* is possible only through the menu item *Manage your own templates*.
- Each variable can be used for the specification of a model according to trade flow (import resp. export).
- The variable *Name* (of a modeltemplate for a declaration line) is a mandatory specification and at least one additional variable field has to be filled.
- There is no limitation regarding a certain reporting year, meaning, there is no expiration date for *Modeltemplates for declaration lines.* The creation of a new *Modeltemplate for declaration lines* is only possible for the most recent reporting year for which declarations can be made and according to the respective valid variable characteristics (keyword: yearly change of the CN).



The prepared modeltemplates can then be used in the *Edit declaration* section for any *Online declaration*. On the right side of the *Edit declaration* window a drop-down menu with all prepared modeltemplates can be found. Click on the preferred modeltemplate to apply the template to the declaration line. By entering the first letter of the name of a modeltemplate, you can jump to the template without the need to scroll through the list.



Import of goods descriptions

Using customized goods description (i.e., preparing a reference list for your own articles and allocating your articles to their respective CN8 codes) can facilitate the compilation of your INTRASTAT-declaration. When preparing an *Online declaration*, you can find your imported goods descriptions by using the search function for the CN8 code and by selecting the button *own texts*.

You can only import one data file with customized goods descriptions per reference year. In case you upload another data file for the same reference year, the first data file will be replaced. Please note that it is only possible to upload files using the file extensions .csv and .txt and using one of the specified separators.

The CN8 code has to be 8 digits long and it has to be valid in the selected reference year. Caution: When opening a .csv file with *Microsoft Excel*, please be aware that the variable *CN8 code* will be interpreted to be a numeric variable instead of text by *Excel*. Consequently, leading zeros are automatically removed which may lead to problems if the file is saved and subsequently imported into *RTIC*. Example: 01012100 will be transformed and saved as 1012100. In these cases, the column containing the CN8 codes has to be formatted as text.

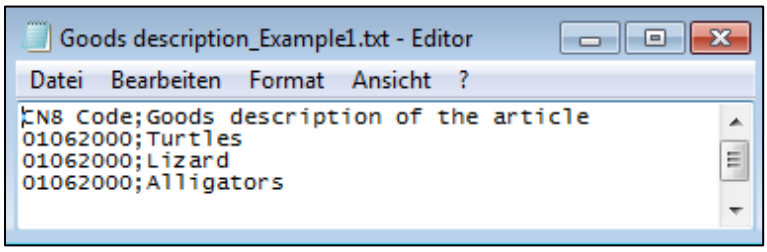
A single line has a maximum allowed length of 2,048 digits. One data file has a maximum allowed length of 50,000 lines. Only the first two columns of the imported data file with customized goods descriptions will be used. Please do not use any delimiters in the text fields of your customized goods descriptions.

In the menu item *Protocols of imported data,* you can find information about your imported goods descriptions up to 14 days after the import of the data file.

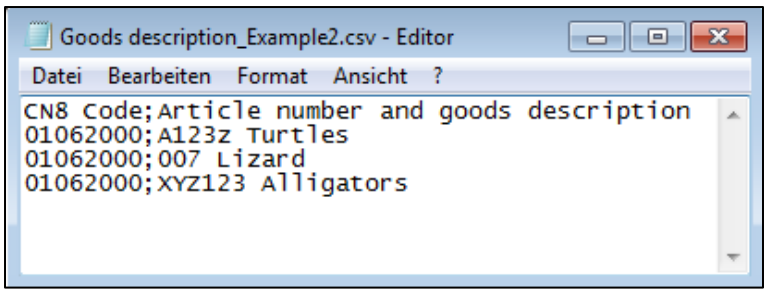
Examples regarding Import of Goods description

Turtles, lizards and alligators are assigned the CN8 code 01062000 “Live reptiles …” This assignment can be accessed in the course of the CN search under *own texts*, after it has been imported under *Manage your own templates*.

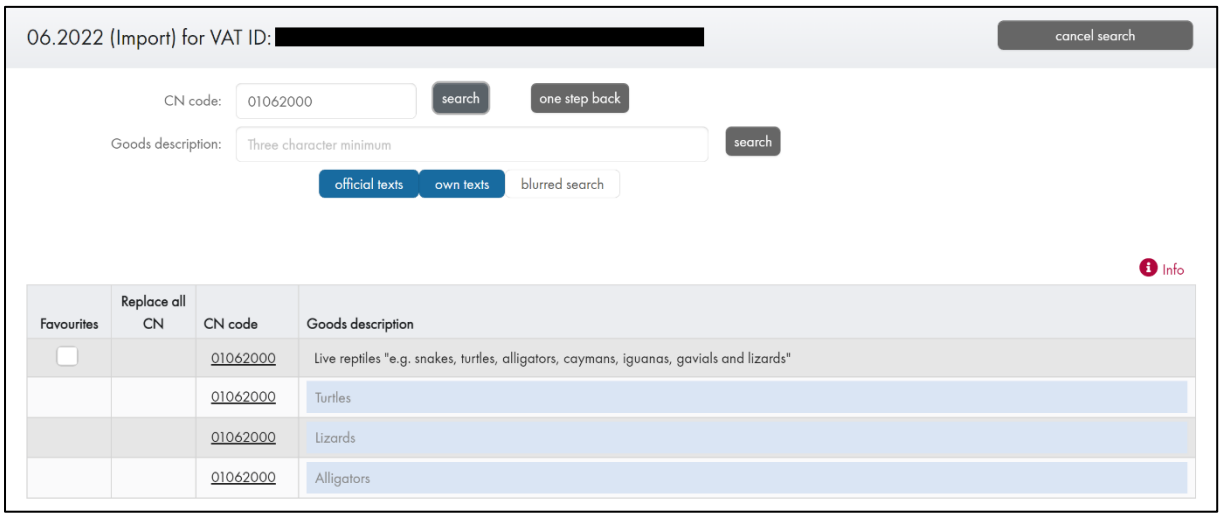
Example 1 – File with extension .txt



Example 2 – File with extension .csv



Imported goods descriptions can be selected by using the search function for the CN8 code. After selecting a CN8 code for which a customized goods description has been imported, the imported goods description will be inserted automatically into the field *Goods description*.



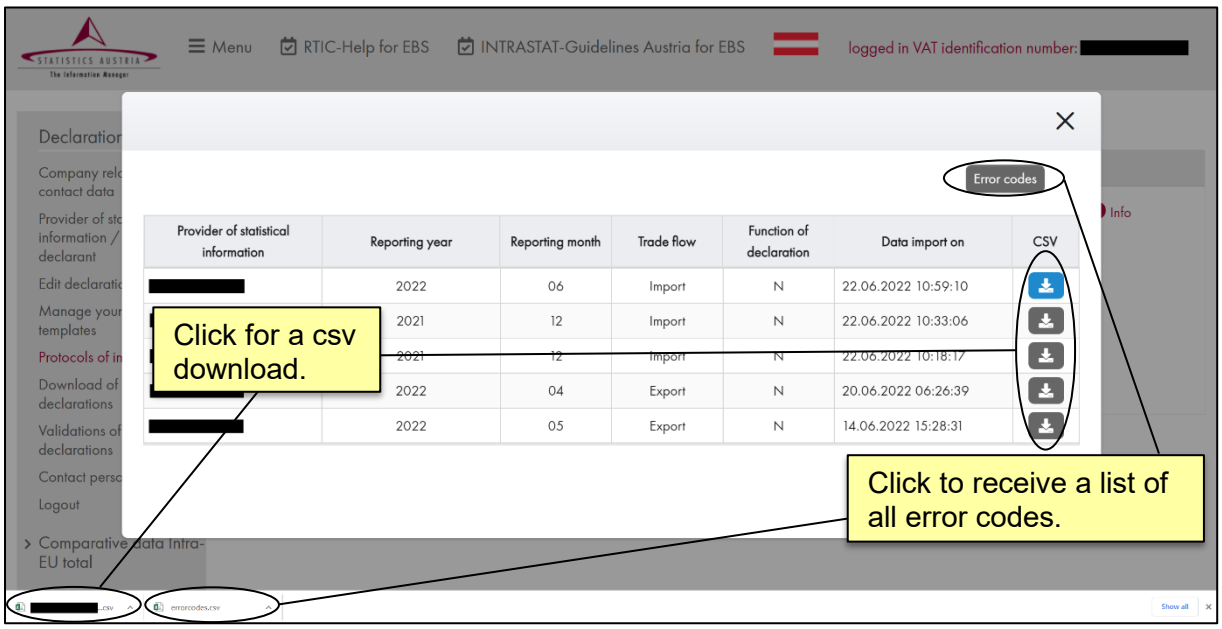
Protocols of imported data

The menu item *Protocols of imported data* provides information on the data you uploaded within the last 14 days. The information concerns both INTRASTAT-data (Intra-EU import/-export) and your own imported goods descriptions. If a data import was successful, the information can be found under the respective category of positive protocols and all information regarding unsuccessful data imports can be found under the respective category of negative protocols.

In *Protocols of imported data* you can find all data imports categorized according to the content of the data file you specified at the time of uploading.

The file names of the protocols are composed in the following way:

- Data: “VAT identification number”-“Addition”_Reportingyear_Reportingmonth_Tradeflow_ Fileabbreviation_Date (YYYY-MM-DD_HH-MM-SS)
- Goods descpriptions: “VAT identification number”_“Addition”_Reportingyear_Fileabbreviation_Date (YYYY-MM-DD_HH-MM-SS)
- The file abbreviations are as follows:
  - PpD … Protocol of positive dataset-import – data
  - PpW … Protocol of positive dataset-import – goods descriptions
  - PnD … Protocol of negative dataset-import – data
  - PnW … Protocol of negative dataset-import – goods descriptions



Error codes

In the file *errorcodes.csv*, which you can download by clicking on *Error codes* in the upper right area of the window *Protocols of imported data*, all possible error codes as well as their descriptions are depicted.

Error codes: A 5-digit numerical code, serving to identify the errors.

Error/Warning: The information *Error/Warning* contained within an error code may indicate the following four characteristics:

- "E" is displayed if either a technical ("T") or subject matter ("F") error exists;
  Example: CN8 code is missing.
- "W" is displayed if imported declarations contain data with implausible content;
  Example: A statistical value is perceived to be too high or low for a certain quantitative unit.
- "M" is displayed if uploaded reporting data contains an invalid CN8 code and has to be corrected (see chapter *Annual changes in the List of goods codes – "blue CN-code"*).
- "A" is displayed if an automatic action has been executed by the *RTIC*-system (e.g., in case no supplementary unit is designated for a CN8 code, the supplementary unit is removed).

Type of error: The information on the *Type of error* in the list of error codes has two characteristics:

- "T" points to a technical error (e.g., the declaration of the country of destination with three (DEU), instead of the required two positions (DE)).
- "F" indicates a subject matter error (e.g. inserting "US" as a country of destination in Intra-EU exports (see chapter *Online declaration*)).

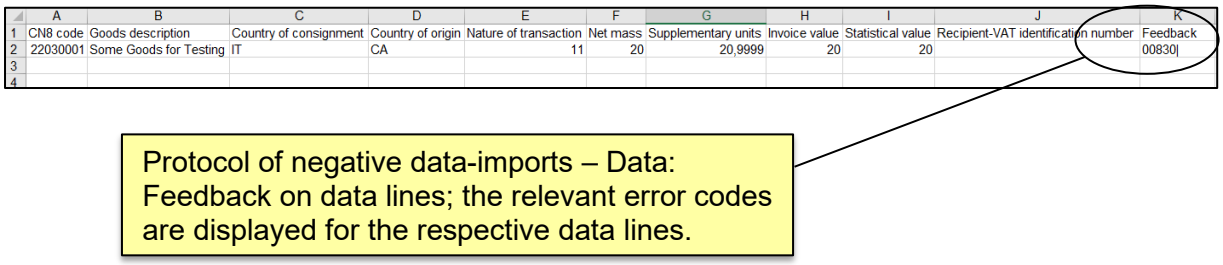
From: Start of the validity of the error code (reporting year / reporting month).

To: End of validity of the error code (reporting year / reporting month).

Text: The description states what exactly triggered a given error. You may also find information on how to correct the error here.

Due to system performance reasons, error checking is executed in a two-stage procedure for any import of a dataset. First, the import dataset is checked for technical errors and the upload may have to be aborted in case any are found. Should no technical errors be found, a subsequent check for subject matter irregularities is carried out automatically. In case less then 100 reporting lines with subject-matter-related errors are found, the data import is completed. Should more than 100 reporting lines with subject-matter-related errors be found, the import will be aborted.

At the menue item *Protocolls of imported* data under the sub-item *Protocolls of negative data-imports* you can examine the exact reasons for an aborted data upload. The column *Feedback* lists all error and warning codes are listed, which have led to the interruption of the upload of the respective declaration line. A further description of the error code can be found in the document *errorcodes.csv*.

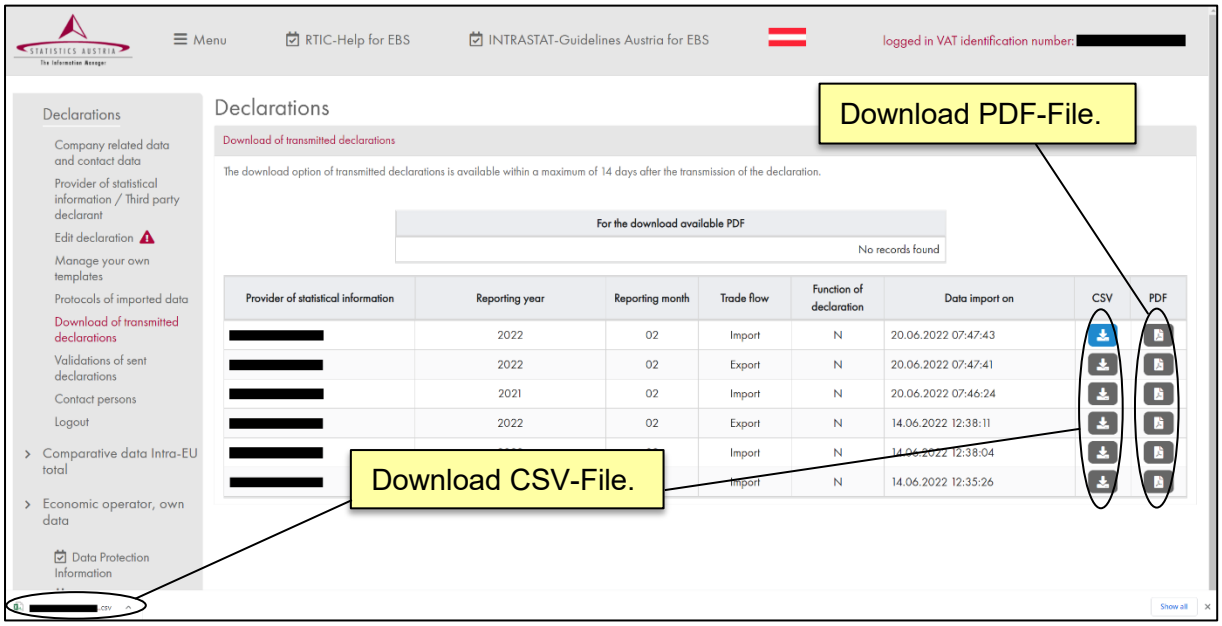


	A	B	C	D	E	F	G	H	I	J	K
1	CN8 code	Goods description	Country of consignment	Country of origin	Nature of transaction	Net mass	Supplementary units	Invoice value	Statistical value	Recipient-VAT identification number	Feedback
2	22030001	Some Goods for Testing	IT	CA	11	20	20,9999	20	20		00830
3											
4											

Protocol of negative data-imports – Data: Feedback on data lines; the relevant error codes are displayed for the respective data lines.

Download of transmitted declarations

The download of transmitted declarations is available within a maximum of 14 days after the transmission of the declaration.



The PDF files for the respective download request can be downloaded through the menu item *Download of transmitted declarations*. All available PDF files can be downloaded from the section *For the download available PDF* as soon as you get the feedback that the creation of the requested file has been completed. Within this view, all requested PDF files that have not yet been downloaded are listed. Please consider that the creation of a PDF-file may take a brief period of time.

If a transmitted declaration consists of more than 50,000 declaration lines, only an abbreviated version of the requested PDF file is compiled for performance reasons. In this shortened version, the total sums of the four quantitative variables as well as an explanatory text are shown (“The declaration contains too many reporting lines. Only sums are depicted.”). The CSV-version is not affected by this shortening and contains all transmitted lines even for declarations with more than 50,000 declaration lines.

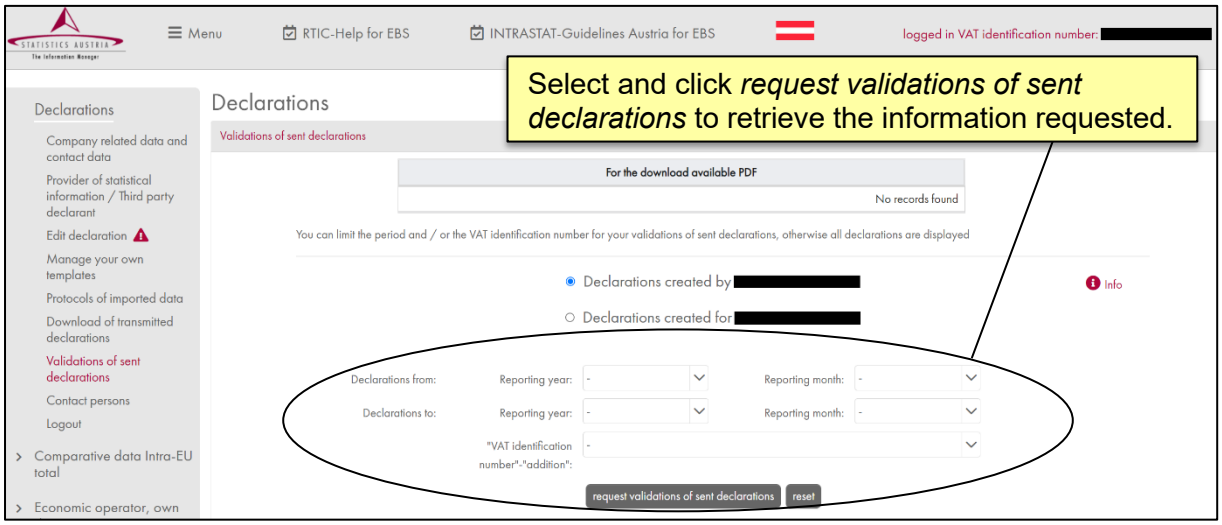
The filenames for the download of transmitted declarations (DwM) both as PDF and CSV files utilize the following format:

- “VAT identification number”-“addition”_Reportingyear_Reportingmonth_Tradeflow_DwM_Date (YYYY-MM-DD_HH-MM-SS)

Validations of sent declarations

Validations of your past declarations can be retrieved under the menu item *Validations of sent declarations*. Please note that declarations submitted by you will only appear in this section approximately 14 days after transmission for data-processing reasons.

Note: Validations of your declarations sent to Statistics Austria are only shown within *RTIC*. In *RTIC Test* however, no validations of declarations can be issued, since no data is actually transmitted within the test environment and consequently, Statistics Austria can not receive any data entered into *RTIC Test*.



Different indicators provide information on your declarations. These include *Status*, which can take the attribute “A” for a currently active declaration, “R” for a declaration which was replaced by the declarant and “D” for a declaration which was deleted by the declarant.
There is also a PDF-download available for validations of sent declarations.
The filenames of the validations of sent declarations (Mb) are composed as follows:

- *Declarations created by AT…-addition*:
  All_from_“VAT identification number”-“addition”_from_to_Mb_Date (YYYY-MM-DD_HH-MM-SS)
- *Declarations created for AT…-addition*:
  All_for_“VAT identification number”-“addition”_from_to_Mb_Date (YYYY-MM-DD_HH-MM-SS)

Contact persons

Statistics Austria provides various channels of communication in case further questions regarding your INTRASTAT declarations through *RTIC* might arise. Please find them enclosed here as well as in the menu item *Contact persons* within *RTIC*:

Technical support: For questions and problems concerning the reporting tool *RTIC*. For example: Questions regarding the technical structure of data import files, in case of unexpected crashes or downtimes, questions on how to enter *RTIC* (incl. password), etc.

- Tel.: +43 1 711 28-8009 (Hotline)
- E-Mail: helpdesk@statistik.gv.at

Content-related questions: In case of content-related or methodological questions regarding the INTRASTAT-declaration, please contact us via e-mail.
Examples: Questions on variables which have to be reported in *RTIC* (Nature of transaction, Statistical value, etc.), on blue and red errors, as well as yellow warning messages, on functions of declaration, general methodological inquiries, etc.

- E-Mail: RTIC@statistik.gv.at

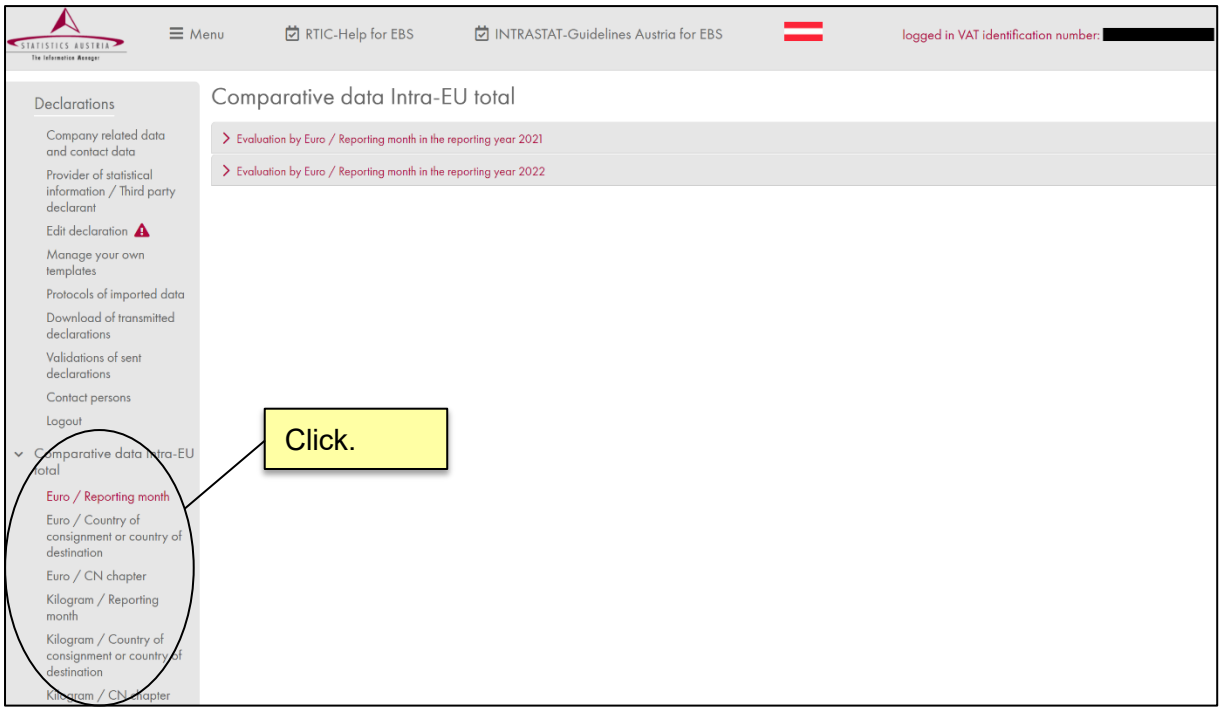
Reporting obligation: For questions regarding your reporting obligation, you can contact us by telephone. You can find the exact contact details in *RTIC* under the menu item "Contact persons" and on our website:

- https://www.statistik.at/ > Surveys > Enterprises > Foreign Trade (INTRASTAT) under sub-item “Contact”

Goods codes: For questions concerning the attribution of goods codes to individual products according to the combined nomenclature, please contact us through phone. You can find the exact contact details in *RTIC* under the menu item "Contact persons"

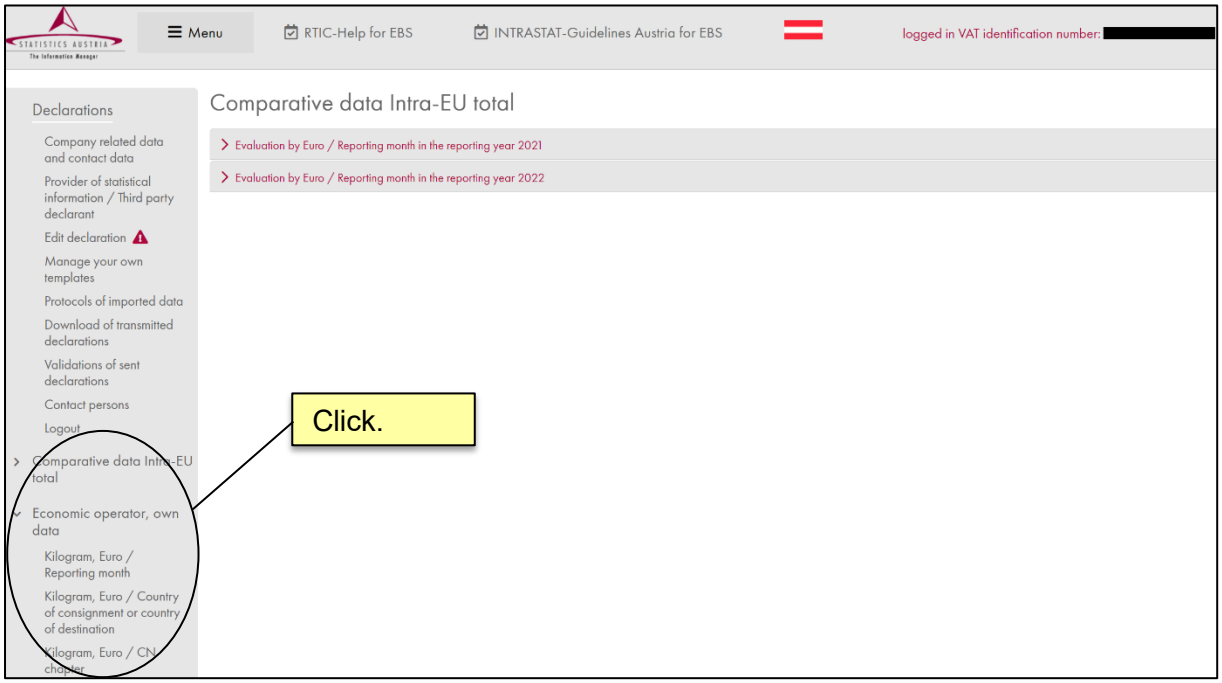
Comparative data Intra-EU total

On the corresponding monthly publication date, you can find the data which you provided as an economic operator compared to the total Intra-EU imports and exports at the menu item *Comparative data Intra-EU total*. The data is shown in net mass (kilogram) and statistical value (euro) in different aggregations. The update of the data follows the cycle of the publication of the International Trade in Goods Statistics.



Economic operator, own data

On the respective monthly publication date, you can find an overview of the Intra-EU imports and exports which you, as the economic operator, provided. The data is shown in net mass (kilogram) and statistical value (euro) in different aggregations. The update of the data follows the cycle of the publication of the International Trade in Goods Statistics.



4. Basic explanation of the variables

You can find comprehensive legal and methodological guidelines on INTRASTAT and on the variables which have to be reported on our website https://www.statistik.at/ > Surveys > Enterprises > Foreign Trade (INTRASTAT) in the sub-item „Explanation, help“ > INTRASTAT-Guidelines Austria for EBS.

CN8 code (goods code)

The 8-digit goods code (CN8 code) of the Combined Nomenclature, in its valid version, has to be filled in.

Goods description

Your own goods description should facilitate the distinct identification of goods according to the Combined Nomenclature (CN). By specifying accurate goods descriptions, queries from Statistics Austria can be avoided, especially in cases, where warnings have to be confirmed. In case you import your own goods descriptions, data import separators are not allowed within the text of the goods description.
You can check if you have selected the correct CN8 code using the assigned CN8 code text from Statistics Austria when clicking on the button *Search / Accept*; the text of the goods description is taken over automatically.
Note: The published goods description based on the regulation of the European Commission on the Combined Nomenclature does not have to be transmitted.

Country of destination – only in export (dispatch)

The EU member state in which the goods are to be used, consumed or processed has to be indicated. If the country of destination is not known, you may also use the last known ember state, to which the goods are to be shipped. It is necessary to use the 2-digit ISO-Alpha-Code corresponding to the *Nomenclature of Countries and Territories* to indicate countries for the foreign trade statistics.

Country of consignment – only in import (arrival)

The EU member state from where the goods were sent to Austria, has to be reported. If this country is not known, you can also fill in the country where the goods were bought. The country where the goods were bought is the member state where the contracting party (vendor) with whom the contract (excluded: transport contracts) leading to the delivery of goods to Austria was concluded, is located. It is necessary to use the 2-digit ISO-Alpha-Code corresponding to the *Nomenclature of Countries and Territories* for the foreign trade statistics.

Country of origin – in import (arrival) and export (dispatch)

The country, where the goods have been produced or fully extracted, has to be entered. If the goods are produced in more than one country, you have to indicate the country where the last substantial production or processing has taken place, provided that this has led to the production of a new product, or if this represents a significant step in manufacturing. To indicate the respective country, use the current valid 2-digit ISO-Alpha-Code according to the *Nomenclature of Countries and Territories* for the foreign trade statistics which can be found on our website https://www.statistik.at/ > Surveys > Enterprises > Foreign Trade (INTRASTAT) in the sub-item „Explanation, help“.

Nature of transaction

The nature of transaction must be indicated by using the available two-digit codes from the selection list. This is an indication of specific clauses of the business contract.

Net mass in kg

The net mass of the commodity has to be indicated, which is the weight of the goods without any packaging (without tare weight). Net weight must be reported exclusively in kilograms (kg) and to three decimal places, i.e. to the nearest gram (g). Rounding up or down to whole kilograms is not permitted.

Note: The specification of the net mass may be omitted in case the declaration of a supplementary unit is mandatory according to the regulations of the Combined Nomenclature.

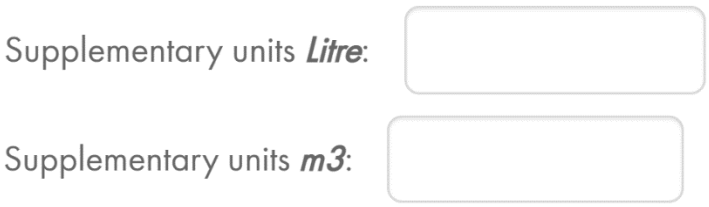
For technical details on the correct format for entering the net mass, please refer to chapter *Import of data > Structure of import files*.

Supplementary unit

The supplementary unit (e.g., pieces, pairs, litres, square meters, etc.) has to be filled in if the CN8 code requires a supplementary unit according to the Combined Nomenclature (CN). Only in these cases the supplementary unit must be filled in in the form of a numerical value.

The supplementary unit of a commodity must be indicated to exactly three decimal places – as long as it concerns a separable supplementary unit (e.g., m^2, m^3). Rounding up or down to integers is not allowed in these cases. You can recognize cases where a supplementary unit must be specified by the indicated unit of measurement following *Supplementary unit.*

Example 1: Supplementary Units required according to the CN



Example 2: Supplementary units not required according to the CN

For technical details on the correct format for entering the supplementary units, please refer to chapter *Import of data > Structure of import files*.

Invoice value in €

The invoice value, excluding the value added tax and excise duties, has to be stated with two decimal places, and thereby accurate to eurocent. Rounding up or down to integers is not allowed. If the invoice value is indicated in a foreign currency, the invoice value has to be converted to euro. If the invoice for the Intra-EU import (arrival) or export (dispatch) of goods is issued later than the following month, you have to use the amount which is also used as base price for the calculation of the acquisition tax as invoice value.

The invoice value must not be zero eurocent or blank. Invoice value and statistical value differ only with respect to transport and insurance costs.

Concerning imports

In case of Intra-EU import (arrival) of goods after outward processing, the invoice value will be: The invoice value of the non-processed goods plus all costs caused outside the investigation area (= in the other EU member states) for processing of these goods; also included: the costs for encirclement and packaging. In case of ordinary return of goods from another EU member state, the following invoice value has to be indicated: The invoice value of the goods registered at their Intra-EU export (dispatch).

Concerning exports

In case of Intra-EU export (dispatch) of goods after inward processing the invoice value will be: The invoice value of the non-processed goods as indicated at the time of Intra-EU import (arrival) plus all costs caused inside the investigation area for processing of the goods; also included: the costs for encirclement and packaging. For an ordinary return of goods to another EU member state, the following invoice value has to be indicated: The invoice value registered at their Intra-EU import (arrival).

For technical details on the correct format for entering the invoice value, please refer to chapter *Import of data > Structure of import files*.

Statistical value in €

The statistical value has to be stated in euro to two decimal places and thus to the nearest eurocent. Rounding up or down to integers is not allowed. The statistical value is the value of a good at the time of crossing the border. The statistical value also has to include taxes, duties, skimming of surplus and dues, except value added tax and excise duties.

Usually, the statistical value is derived from the invoice value. The statistical value and the invoice value are identical in case of a consignment free Austrian border. In case of a consignment ex works, on import from the EU to Austria, the invoice value has to be increased with transport- and insurance-cost which incur to the Austrian border. In case of a consignment ex works, on export from Austria to the EU, the invoice value has to be increased with the transport- and insurance-cost which incur in Austria. In case of consignments free domicile, on import from the EU to Austria, the transport- and insurance-cost which incur in Austria have to be subtracted from the invoice value. In case of consignments free domicile, on export from Austria to the EU, transport- and insurance-cost which incur outside of Austria have to be subtracted from the invoice value. These additions or subtractions can be estimated.

For goods, which are delivered free of charge or due to a long term rent or leasing contracts, the following statistical value has to be indicated: The product price with would presumably have been agreed upon in the case of a bargain under conditions of free competition between independent customers and vendors; this also applies to transactions between associated contracting parties if their association leads to a different invoice value than the one you would expect to be charged between not associated contracting parties.

For technical details on the correct format for entering the supplementary units please refer to chapter *Import of data > Structure of import files*.

Concerning imports

In case of an Intra-EU import (arrival) of goods after outward processing, the statistical value will be: The statistical value of the non-processed goods plus all costs caused outside the investigation area (= in the other EU member states) for processing and transport of these goods; also included: the costs for encirclement and packaging. In case of ordinary return of goods from another EU member state, the following statistical value has to be indicated: The statistical value of the goods registered at their Intra-EU export (dispatch).

Concerning exports

In case of an Intra-EU export (dispatch) of goods after inward processing the statistical value will be: The statistical value of the non-processed goods as indicated at the time of Intra-EU import (arrival) plus all costs caused inside the investigation area for processing and transport of the goods; also included: the costs for encirclement and packaging. For an ordinary return of goods to another EU member state, the following statistical value has to be indicated: The statistical value registered at their Intra-EU import (arrival).

Recipient-VAT-No. – for export (dispatch) only

The *Recipient-VAT-No.* in the country of destination has to be specified. According to *Regulation (EU) 2019/2152* this is the individual identification number, which was assigned to the trade partner in the importing member state according to *Article 214* of *Council Directive 2006/112/EC).* The VAT identification number consists of a country code and an up to twelve-digit letter and number combination. In most cases you find the VAT identification number of the recipient of goods on the issued invoice.

In only a few Intra-EU export cases, the recipient in the other EU member state do not have a VAT identification number. In these cases, a generic VAT identification number can be used. Details and specific examples for the currently valid generic VAT identification numbers can be found on our website https://www.statistik.at/ > Surveys > Enterprises > Foreign Trade (INTRASTAT) in the sub-item „Explanation, help“ > INTRASTAT-Guidelines Austria for EBS in the chapter "Recipient-VAT-No. – only in export (dispatch)". The generic VAT identification numbers must be exactly 14 digits long.

Note: For imports, the VAT of the supplier from the EU is not to be reported. Therefore, the variable must not be filled on the import side.

5. Data offer of the Austrian International Trade in Goods Statistics (ITGS)

Since Austria is a member state of the European Union (EU), the Austrian ITGS (like in all other EU member states) is based on data from the data collection systems INTRASTAT (border crossing transactions of goods with EU member states) and EXTRASTAT (border crossing transactions of goods with third countries).

Your declaration of Intra-EU transactions of goods thus provides an important input for the compilation of the Austrian ITGS. The ITGS is a cornerstone of the compilation of other Austrian statistics (e.g., GDP).

If you are interested in Austrian ITGS data, we would like to refer you to our website:

- International Trade in Goods Statistics
- ITGS-Atlas
- Regional data by Federal Provinces
- TEC - Trade by Enterprise Characteristics