



General technical G2B end user instructions

Version 1.4

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Changelog

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1. Introduction

For the purpose of fulfilment of the obligations of the Republic of Croatia regarding its preparation for membership in the European Union, and thereby also the membership of its Customs administration in the Customs Union, an implementation of the new Customs systems is underway, which support the implementation of paperless Customs procedures (eCustoms) presuming the communication in electronic form between the participants in a Customs procedure, i.e. communication between Customs and economic operators - G2B.

The process of Electronic Document Interchange with the economy within the eCustoms will be achieved by using the G2B service. In the implementation sense, the G2B service is a part of joint infrastructure of the Information System of the Croatian Customs Administration and it manages the interoperability of the Information System of the Croatian Customs Administration with business applications of the economic operators based on the electronic document interchange (EDI) principles, with the ability to perform signing by using the electronic signature.

The purpose of this document is to explain the technical details of testing and production use of G2B service starting with the application/registration of economic operators (companies) as the users of G2B service, administration of permissions, technical prerequisites and all other rules for using the G2B service.

For the purposes of preparations and testing of G2B service, and before the operational production use, the isolated test environment of the Information System of the Croatian Customs Administration has been prepared for economic operators. Registration of economic operators is the prerequisite for both the testing and the production use of G2B service.

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2. G2B service - processes

The G2B service is used for the exchange of electronic documents, signed by electronic signature, between the economic operators and the Information System of the Croatian Customs Administration, and it is technologically implemented as a web service (SOAP/HTTPS) and uses the Internet as a communication channel.

From the G2B service perspective, we can divide the processes into four groups as shown in the following figure:

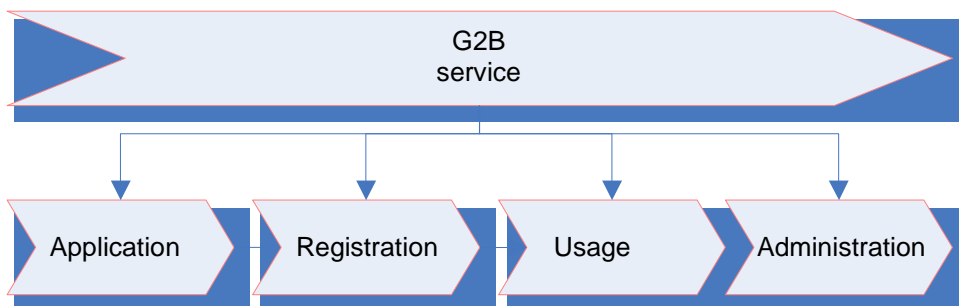


Figure 1. G2B service process

In order for the economic operator's application to have access to the G2B service and for the service to accept messages and documents signed by the signer (declarant), it is required to register the economic operator, as well as the access certificates and signers (declarants).

Before the registration procedure itself, and afterwards for using the G2B services as well, it is required to fulfil several prerequisites as explained in the following chapter.

3. Requirements for G2B service usage

The basic prerequisite which the economic operator must fulfil before starting the registration procedure with the Customs G2B service is to provide digital certificates, namely:

- to provide the access certificate (*FINA business normalised certificate¹*) for the person who will represent the company administrator regarding the G2B service permissions
- to provide the access certificates for the purposes of providing the access of economic

¹All mentioned certificates should be issued by the authorised certification service provider. At the moment, FINA is the only authorised certification service provider. Description of types of FINA certificates is provided in „Certificate Policy” and “Regulation on administrating the users and certificates” documents available on the web page „<http://rdc.fina.hr/>”. The instructions on how to obtain FINA certificates can also be found on the same web page.

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operator's application to the Customs G2B service.

In case of the standalone application, the assumption is that personal access certificates are used (*FINA business normalised certificate¹*), and if the economic operator uses the so-called "client-server" architecture (where the server component accesses the G2B service) the assumption is that application certificates for access are used (*FINA certificate for services/applications¹*)

- to provide the certificate signature for the purposes of the advanced signing of electronic documents exchanged via G2B service (*FINA business qualified certificate¹*). This prerequisite applies to sub-systems in which using the advanced electronic signature is mandatory.

For using the G2B service, it is required to own the application which is in conformity with business and technical regulations of the selected Customs sub-system(s) (NCTS, Intrastat, ECS, ...). Detailed instructions regarding all Customs G2B services are available at the Customs administration web pages (<https://carina.gov.hr/>).

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4. Application and registration of users

In order for the economic operator to apply for testing and production use of G2B service, it needs to fill the data in the application form and print the form.

Testing

The application used to apply for testing of G2B service is available at: <https://test.e-carina.carina.hr/g2bprijava>

The instructions for using the application to apply for testing of G2B service are available at:

<https://carina.gov.hr/istaknute-teme/e-carina/g2b-servis/2450>

Production

The application used to apply for G2B service usage will be available at: <https://e-carina.carina.hr/g2bprijava>

The instructions for using the application to apply for testing of G2B service are available at:

<https://carina.gov.hr/istaknute-teme/e-carina/g2b-servis/2450>

After the application, for both the testing and the production use of G2B service, a registration of the economic operator is required as described in the 'General G2B user instructions' document.

During the application or registration, every economic operator must appoint an employee for the activities of permission administration.

After the performed registration, i.e. after the approval by the Customs administration, the administrator will receive the approval of performed registration by e-mail and thereby gain the access to the G2B service, as well as to the application named 'Application for the user of the G2B service administration' for further activities of possible permission changes on behalf of his company.

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5. G2B service usage

In G2B document exchange, the communication initiator is always the economic operator and it does not matter whether documents are being sent from the economic operator to the Information System of the Croatian Customs Administration or vice versa.

During the exchange, the business document is saved within the so-called G2B document, which, in addition to business data, contains the corresponding metadata and the electronic signature.

After it receives the electronically signed G2B document, the G2B service will authenticate it with its own (Customs) electronic signature and return it to the economic operator as a confirmation of successful receiving.

During the sending of documents from the Information System of the Croatian Customs Administration to the economic operator, the "pull" protocol is used, meaning that documents designated for the specific economic operator are delivered to its "message box", and the economic operator is obliged to periodically check the contents of its "message box".

Documents being exchanged can be in different file formats (XML, PDF, Word, ZIP,...) and G2B service will not check or modify their contents.

The current version of "Regulations on using the electronic signature" is accessible in the PDF format at the following web address: „http://www.carina.hr/e-carina/pravila_uporabe_el_potpisa_v1_1.pdf“.

Testing

The service is available at the following address:

<https://cistest.apis-it.hr:8446/g2bservis>

upload URL is:

<https://cistest.apis-it.hr:8456/g2bupload>

For testing purposes, as a Signature Policy Id value (<xades:SigPolicyId>) the following is used:

„http://www.carina.hr/b2gtest/politika_uporabe_el._potpisa_za_test_v3.0.pdf“

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As a Signature Policy Hash value (<xades:SigPolicyHash>) the following is used:

„jQoItxOcrjJdSK5slPjykvVpoYsP0z1I2aE20TJmwnA=“.

Production:

The service is available at the following address:

<https://g2b.carina.hr:8446/g2bservis>

upload URL is:

<https://g2b.carina.hr:8456/g2bupload>

For production purposes, as a Signature Policy Id value (<xades:SigPolicyId>) the following is used:

„http://www.carina.hr/e-carina/pravila_uporabe_el_potpisa_v1_1.pdf“

As a Signature Policy Hash value for the „Regulations on using the electronic signature v1.0“ (<xades:SigPolicyHash>), the following is used:

„SEHvQYd2AuHSYG9pf1JF3RTG3H4IrVPiF9BA3RDKGs8=“.

The hexadecimal value of the "Regulations on using the electronic signature v1.0" document hash according to the SHA256 standard is:

„4841ef41877602e1d2606f697f5245dd14c6dc7e08ad53e217d040dd10ca1acf“

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6. Administration of user permissions

The application named 'Application for the user of the G2B service administration' is used for the administration of permissions, i.e. modification of access certificates and modification and addition of new signers (declarants) and their certificates.

During the application or registration, every economic operator must appoint an employee for the activities of permission administration for his company, and only administrators can access the application.

Testing

The "Application for administration of permissions for G2B service testing" is available at the following URL:

<https://test.e-carina.carina.hr/g2badministracija>

Production

The "Application for administration of permissions for G2B service testing" is available at the following URL:

<https://e-carina.carina.hr/g2badministracija>

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7. Customs G2B client

The application named "Customs G2B client" enables the electronic signing of G2B documents, verification of signatures on documents, and document exchange (sending and receiving) by using the Customs G2B service.

The application is free and available at the following URL:

<https://carina.gov.hr/istaknute-teme/e-carina/q2b-servis/2450>

as well as the user instructions.

In case of any issues regarding the access to the G2B service, the "Customs G2B client" application can also be used to check the following issues:

- service availability check,
- electronic signature validity check,
- authorisation check.

Application is free and main purpose of application is for minor usage for small quantity of cases or like sample for developing own application for communication with G2B service. Application is not suitable for enterprise usage for large economic operators or their representatives with large number of G2B service interactions.

8. Troubleshooting

For any questions, additional clarification or help during usage please contact us at: helpdesk@carina.hr.