

Adjustment of Raw Material Stock Balance

To provide service for issuing approval documents to adjust raw material stock balance to the company who received investment promotion by the Office of the Board of Investment under Section 36 (1), (2). There are two groups of eligible users who can utilize the benefit as follows:

1. Direct Export refers to the company that received investment promotion from the Office of the Board of Investment, which imports raw materials and necessary materials for the purpose of manufacturing, blending, and assembling, and then directly exports the products.
2. Indirect exporter refers to the company that received investment promotion from the Office of the Board of Investment, which imports raw materials and necessary materials for the purpose of manufacturing and sells its products to another company to manufacture, blend, assemble, and then export the products.

1. Types of Raw Material Stock Balance Adjustment

1. The company can submit data via the IC online system to identify initial errors and reduce the need to visit the Club Investor Association (IC).
2. Simplify the data preparation process by allowing companies download export data (export declaration document from the Customs Department) and Report V from the IC's website.
3. If the Model used for stock balance adjustment has multiple formula versions, the company can select the version that is compatible with its product for export.
4. The system does not allow the negative quantity balance of raw materials. If the system detects a negative value, the company must investigate the cause and make the necessary changes before the system allows for further process.

2. Data Entry Structure for Raw Material Stock Balance Adjustment

To adjust stock balances by using export documents before 1 October 2018 still requires the following documents:

1. Approval document for stock balance adjustment
2. Export declaration document
3. Transfer of rights document (Report-V) if any

1. **BIRTEXP is the data entry structure for submitting information regarding export products and export quantity.**

➤ Data entry structure

No.	Data Name	Type	Length	Decimal	Description
1	PROJ_CODE	Alphabet	8		Project code
2	DOC_NO	Alphabet	8		Document number for stock balance adjustment
3	EXP_ENTRY	Alphabet	14		Export document number (export declaration number or Report v)
4	EXP_DATE	Alphabet	10		Export document date in DD/MM/YYYY format
5	MODEL	Alphabet	35		Product code (as in BIRTFRM)

6	MODEL_DESC	Alphabet	254		Product name (as in BIRTFRM)
7	QTY	Numeric	20	8	Export quantity
8	UOP	Alphabet	3		Product unit (as in BIRTFRM)
9	REVISION	Alphabet	3		Formula version for stock balance adjustment

2. BIRTEXL is the data entry structure for submitting information regarding the approval document for stock balance adjustment.

➤Data entry structure

No.	Data Name	Type	Length	Decimal	Description
1	PROJ_CODE	Alphabet	8		Project code
2	DOC_NO	Alphabet	8		Document number (as in BIRTMML)
3	LET_NO	Alphabet	25		Company document number
4	LET_DATE	Alphabet	10		Company document date in DD/MM/YYYY format
5	EXP_AMT	Alphabet	4		Number of export declaration documents
6	VEN_AMT	Alphabet	4		Number of transfers of rights document (Report V)
7	CANCEL	Alphabet	1		Did the adjustment of balance stocks be cancelled? Y = Yes, N = No
8	APP_NO	Alphabet	19		Approval document number for cancellation (if field 7 = Y)
9	APP_DATE	Alphabet	10		Approval document date for cancellation (if field 7 = Y)

3. BIRTVEN is the data entry structure for submitting information regarding the right transfer to the domestic vendor.

➤Data entry structure

No.	Data Name	Type	Length	Decimal	Description
1	PROJ_CODE	Alphabet	8		Project code
2	DOC_NO	Alphabet	8		Document number
3	GRP_NO	Alphabet	6		Raw material list
4	VEN_NAME	Alphabet	80		Vendor name
5	VEN_ID	Alphabet	13		Vendor's registration number of juristic

					person
6	VEN_TYPE	Alphabet	1		Vendor type
7	VEN_QTY	Numeric	20	8	Transfer quantity
8	VEN_MODEL	Alphabet	35		Vendor model

To adjust the balance stock by using the export declaration document after 1 October 2018.

The paperless system will be used to adjust the stock balance, except in the following cases: to adjust the stock balance of scrap, to adjust the stock balance of jewelry activity, or to use an export declaration document for the RTV formula. In such cases, submitting documents is still required via the online system by selecting "other request document".

1. EXPORT is the data entry structure for submitting information for export products and export quantity.

►Record data structure

No.	Data Name	Type	Length	Decimal	Description
1	PROJ_CODE	Alphabet	8		Project code
2	EXP_ENTRY	Alphabet	14		Export document number (export declaration number or Report V)
3	EXP_DATE	Alphabet	10		Export document date (in DD/MM/YYYY format)
4	EXP_DECLARE_LINE_NO	Alphabet	4		Order of export declaration document
5	PRODUCT_CODE	Alphabet	35		Product code (as in BIRTFRM)
6	ENGLISH_DESC	Alphabet	254		Product name (as in BIRTFRM)
7	QTY	Numeric	20	8	Export quantity
8	UOP	Alphabet	3		Product unit (as in BIRTFRM)
9	REVISION	Alphabet	3		Formula version for balance stock adjustment

2. VENDOR is the data entry structure for submitting information regarding the right transfer to the local vendor.

►Record data structure

No.	Data Name	Type	Length	Decimal	Description
1	PROJ_CODE	Alphabet	8		Project code
2	GRP_NO	Alphabet	6		Raw material list
3	VEN_NAME	Alphabet	80		Vendor name
4	VEN_ID	Alphabet	13		Vendor's registration number of juristic person
5	VEN_TYPE	Alphabet	1		Vendor type
6	VEN_QTY	Alphabet	20	8	Transfer quantity
7	VEN_MODEL	Numeric	35		Vendor model
8	VEN_ENGLISH_DESC	Alphabet	254		Vendor's product name (it must be secondary product name of transferor)

1. Notes

1. Export declaration documents issued before 1 October 2018 can record data for multiple periods in a single file and one period can record multiple documents.
2. Export declaration documents issued after 1 October 2018 can record data for multiple projects and documents.
3. For the submission of raw material balance stock adjustment data, if raw materials are purchased from the company that receives investment promotion, the negative balance value must be transferred to the vendor for later inspection.
4. After the balance stock adjustment is processed, the system will record the quantity of transfer to the BOI vendor in the VEN_QTY field and the local vendor in the TMP_QTY field.
5. The company can prepare data on balance stock adjustment from the export data from the Customs Department (see how to download the export data).
6. The company can prepare balance stock adjustment data from the data of quantity transfer for export (see how to download the transfer data).
7. The export date specified on the export declaration document or Report V must be within 2 years from the rights expiration date.

Record Data: Save the data in Excel files, naming the files BIRTEXP.XLSX, BIRTEXL.XLSX, BIRTVEN.XLSX, EXPORY.XLSX, VENDOR.XLSX. If there are multiple files, add _1, _2, at the end of the file name, such as BIRTEXP_1.XLSX, etc.

Note: If the company's information and supporting documents are accurate and complete, an approval document will be provided to the company within 3 working days from the submission date. If there is any inconsistency or additional explanations are required, the decision period and issuance of the approval document may take more than 3 working days.

Stock balance adjustment under Section 30: Companies can adjust their stock balance once a year under Article 30, based on the year of the approval. The process for entering data for the stock balance adjustment is the same as for Section 36, except for the required documents. Article 30 requires the approval document for the summary of import quantity instead of an export declaration document. By selecting "other documents," the company can submit the required document via the online system. In regular cases, the BOI allows companies to exercise their rights under Section 30 for a period of five years, unless there are special circumstances.