

Importing CSV

This chapter describes how to import Intrastat raw data from a CSV file.



Restriction: The activation of the function for importing CSV files is carried out by DAKOSY. Please contact servicedesk@dakosy.de.

The following requirements must be met so that the data can be imported into the application without errors:

- It is a CSV file.
- The content of the CSV file is separated by semicolons.
- The ISO 8859-1 character set is used.
- The file begins with the column names.
- All columns are listed.
- The columns are listed in the specified sequence.
- The positions are listed in the 2nd line (after the column name).
- There must be no empty lines.
- There must be exactly 32 semicolons and 33 fields.

The structure of the CSV file can be found in the chapter [Table columns of the CSV file](#) on page 3.



Tip: To test the import of Intrastat raw data from a CSV file, you can download test files from the Internet:

- Error-free data: [BeispielIntrastatImport.csv](#)
- Error-free data (all fields): [BeispielIntrastatImportAlleFelder.csv](#)
- Missing fields: [BeispielIntrastatImport_FehlendeFelder.csv](#)
- Inconsistent data: [BeispielIntrastatImport_Inkonsistenz.csv](#)

You can find a screenshot with the imported data in the application at [Beispiel](#) at the end of the instructions.

1. Select the menu entry **Start** > **Intrastat Meldungen**.
2. In the area **Overviews** click on the entry **Intrastat Raw data**.
The overview **Intrastat Raw data** opens.
3. In the area **Actions** click on the entry **import from csv**.
A window opens.
4. Select the CSV file with the Intrastat raw data that you want to import. If required, first change to the directory in which the CSV file is saved.
5. Click on the button **Open**.
The window **Import positions from csv-file** opens.
6. To assign the item data to be imported to a data header, fill in at least the mandatory fields.
The item data must be assigned to a data header consisting of the following fields:
 - **Country code**
 - **Dir**
 - **Report Account**
 - **ReportingYear**
 - **ReportingMonth**

The values of the fields are taken from the CSV file, provided the columns are filled.



Tip: If the data in the CSV file has already been imported, the re-imported data is appended to the existing data. The existing data is not overwritten.

7. Click on the button **OK**. There are several options:

- If the CSV file is error-free, the item data is imported. The data is either added to an existing header or a new header with positions is created. If necessary, changes are made to the data during the import. Examples: Adding leading zeros, changing case-sensitive to lower case or truncating data. The changes are displayed in the window **Changes that will be made**.
- If a column is missing and the headers do not correspond to the interface as a result, an error message is displayed in the **Found errors** window. Example: Incorrect header found.
- If the data in the CSV file is not consistent, an error message indicating the rows and columns is displayed in the **Found errors** window. Example: Different months and years per data record.
- If incomplete records are available, an error message is displayed in the **Found errors** window. Example: Empty row not allowed.
- If non-valid data is available, an error message is displayed in the **Found errors** window. Non-valid data is present in the following cases, for example:
 - If the values 25 and 99 are imported for the **ORIGIN_REGION** field. In this case, the direction of the data (import or export) is not recognizable.



Tip: If at least one data record has the value 99 in the **ORIGIN_REGION** field, export is automatically selected as the direction. If at least one data record has the value 25 in the **ORIGIN_REGION** field, import is automatically selected as the direction.

- If one of the special characters m^2 or m^3 is imported in the **NET_MASS_SPECIAL_UNIT** field.
- If one of the special characters m^2 or m^3 is imported in the **ITEM_DESCRIPTION** field.

Example Import all fields

Import the file *BeispielIntrastatImportAlleFelder.csv*. The data is displayed in the application as follows:

IV Intrastat Rohdaten-Position

Intrastat Nachrichten-Konfiguration

Laufende Nr, Meldejahr, Meldemonat	1	2022	12
Meldepos.Nr., Sendedatum			
Position melden (J/N), aktueller Status	Ja	Gültig	
Datenherkunft, Datenerfassungsart	Sonstiges	CSV	

Intrastat Nachrichtenangaben

Art des Geschäfts, Verfahren	11 — Endgültiger Verkauf/Kauf, ausgenom		
Verkehrszweig, Ursprungsland	1 — Seeverkehr	DE — Deutschland	
Bestimmungsland, Ursprungsregion	BE — Belgien	06 — Hessen	
Partner-UID	PL9399949999		
Warentarifnummer (8-stellig), Kunden-Artikelcode	85423261 — Elektrisch löschbare, program	Artikelcode	
Eigenmasse, in Maßeinheit, Einheit	6	1.090	ST
Warenbeschreibung	Elektrisch löschbare, programmierbare Lesespeicher		
	Elektrisch löschbare, programmierbare Lesespeicher		
Rechnung: Betrag, Währung	100	USD — US-Dollar (us-\$)	
Rechnung: Umrechnungskurs, Betrag IS-Währung	1,5	150	
Rechnungs-/Beleg-Nummer, -Datum	0702HY00001	19.12.2022	
Zusatzkosten: Betrag, Währung	100	USD — US-Dollar (us-\$)	
Zusatzkosten: Umrechnungskurs, Betrag IS-Währung	1,5	150	
Statistischer Wert, Währung	150	EUR	
Eigenmasse (Original), in Maßeinheit (Original), Einheit		1.090	ST
BezugsNr-1, Bez.Pos.1	refNr1	1	
BezugsNr-2, Bez.Pos.2	refNr2	2	
Ablieferungsnachweis erstellt			

Figure 1: Example import all fields

Table columns of the CSV file

This chapter describes the table columns of the CSV file for the import of Intrastat raw data.

The table columns must be listed in the sequence described, even if they are not filled.

No.	Column name	Mandat	Description	Format	Expected value	Remarks
1	COUNTRY_CODE	Yes	Country code	2A	DE	For Germany, the message is sent to the Federal Statistical Office (system = IDEV).
2	REFERENCE_NUMBER_1	no	Reference number 1	35A		
3	REFERENCE_ITEM_NUMBER_1	no	Item number of reference number 1	19N		
4	REFERENCE_NUMBER_2	no	Reference number 2	35A		
5	REFERENCE_ITEM_NUMBER_2	no	Item number of reference number 2	19N		
6	STATISTICAL_METHOD	no	Procedure	25A	blank	The field must be empty for Germany.
7	DISPATCH_COUNTRY	Yes	Country of destination	2A	Two-digit country code ISO 3166 ALPHA-2	
8	ORIGIN_COUNTRY	Yes	Country of origin	2A	Two-digit country code ISO 3166 ALPHA-2	
9	ORIGIN_REGION	Yes	Arrival region or region of origin	2N	Intrastat input: for Germany the values 01 to 16 or 25 (commodity from abroad) Intrastat exit: for Germany the values 01 to 16 or 99 (commodity from abroad)	Leading zeros are supplemented.
10	NET_MASS	no	Net weight	7N		
11	NET_MASS_SPECIAL_UNIT	conditional	Net weight in supplementary units	7N		Mandatory field if a supplementary unit of measurement is provided for the goods tariff number.
12	SPECIAL_UNIT	no	Supplementary units	25A	St, 100 St, 1000 St, 1000 kWh, m, m2, m3, 1000 m3, AnzZel, Karat, Ladet, Paar, TJ, g, kg, g spaltb.Isot., kg H2O2, kg K2O, kg KOH, kg N, kg NaOH, kg P2O5, kg U, kg met.am., kg tr 90 %, kg/net eda, l, l Alk. 100%	Indication according to the specification of the respective system (for Germany: IDEV).

No.	Column name	Mandat	Description	Format	Expected value	Remarks
13	INVOICE_DATE	no	Invoice date	DD.MM.YYYY		
14	INVOICE_NUMBER	no	Invoice or voucher number	35A		Only 35 characters are used for Germany. If required, the number is shortened to 35 characters.
15	INVOICE_AMOUNT	no	Invoice amount	12N		
16	INVOICE_CURRENCY	no	Invoice currency	3A	Three-digit currency code ISO 4217	
17	INVOICE_AMOUNT_IS	no	Invoice amount in Intrastat currency	12N	For Germany: Amount in EUR	
18	INVOICE_CONVERSION_RATE	no	Exchange rate	(15,5)N	Dot as decimal separator, for example 1.23456	
19	ADDITIONAL_COSTS	no	additional costs	25A		
20	ADDITIONAL_COSTS_CURRENCY	no	additional_costs_currency	3A	Three-digit currency code ISO 4217	
21	ADDITIONAL_COSTS_IS	no	Additional costs in Intrastat currency	12N	For Germany: Amount in EUR	
22	ADDITIONAL_COSTS_CONVERSION_RATE	no	Exchange rate	(15,5)N	Dot as decimal separator, for example 1.23456	
23	STATISTICAL_AMOUNT	yes	Statistical value	12N	For Germany: Amount in EUR	
24	STATISTICAL_CURRENCY_TYPE	Yes	Currency statistical value	3A	Three-digit currency code ISO 4217, EU countries	
25	TYPE_OF_BUSINESS	no	Nature of transaction	2N	Until 31.12.2021: 11, 12, 13, 14, 19, 21, 22, 23, 29, 31, 32, 33, 34, 41, 42, 51, 52, 71, 72, 81, 91 or 99 From 01.01.2022: 11, 12, 21, 22, 23, 31, 32, 33, 34, 41, 42, 51, 52, 67, 68, 69, 71, 72, 81, 91 or 99	
26	KN8_NUMBER	Yes	Goods tariff number	8N		The first 8 digits are transmitted.

No. Column name		Mandat Description		Format	Expected value	Remarks
27	ITEM_DESCRIPTION	no	Commodity description	512A		Only 80 characters are used for Germany.
28	ARTICLE_CODE	no	Article code	35A		
29	TRANSPORT_TYPE	no	Mode of transport	1N	1-5, 7-9	
30	COLLI_AMOUNT	no		8N		
31	REPORTING_YEAR	no	Reporting year	4N	from 2017	Years before 2017 are not accepted.
32	REPORTING_MONTH	no	Reporting month	2N	01 to 12	
33	PARTNER_VATID	Yes	Partner UID	20A	Sales tax ID number as specified by the authorities	