MINISTRY OF FINANCE, NATIONAL PLANNING AND TRADE

PROCEDURE FOR IMPORTATION OF PLASTIC BAGS



IMPORT PERMIT OFFICE: RECEIVE APPLICATION & NECESSARY DOCUMENTS DEPARTMENT OF ENVIRONMENT:

GIVE APPROVAL OR REJECTION

IMPORT PERMIT OFFICE:
ISSUE PERMIT OR
REJECTION LETTER

The Ministry of Agriculture, Climate Change & Environment is responsible for authorizing the importation of "*Plastic bags*" into the Seychelles.

The applicant can apply for an import permit via our e-service https://eservice.gov.sc after registration for a valid e-ID from Import/Export Permit office, or through a clearing agent.

There are two (2) categories of importation.

1 CATEGORY No: 1 - Personal import

1.1 For personal Import:

- 1.1.1 Applicants submit request to IMPORT PERMIT OFFICE (IPO) and is required to provide the following documents:
 - (a) Pro-forma invoice
 - (b) letter of purpose
- 1.1.2 Upon receipt of all the necessary documents, the application is submitted to the Department of Environment, to conduct assessment, to check if the plastic bag is on the exempted list.
- 1.1.3 The Department of Environment after their verification, sends to IPO one the following decisions:
 - (a) Approved (b) Rejected
 - If approved Applicant is issued with an import permit
 - If rejected Applicant is issued with a rejection letter

1.2 For Commercial Import:

- 1.2.1 Applicants submit request to IPO and is required to provide the following documents:
 - (a) Pro-forma invoice
 - (b) Valid Trading License
 - (c) Certificate of Business Registration
 - (d) Certificate of TIN
 - (e) letter of purpose
- 1.2.2 Upon receipt of all the necessary information, the application is submitted to the Department of Environment to conduct assessment, to check if the plastic bag is on the exempted list.
- 1.2.3 The Department of Environment after their verification, sends to IPO one the following decisions:
 - (b) Approved (b) Rejected
 - If approved Applicant is issued with an import permit
 - If rejected Applicant is issued with a rejection letter

NOTE: The manufacturing, importation, distribution and sale of plastic bags, for use within the Republic of Seychelles, which does not fall into the category of exempted plastic bag as specified in the First Schedule of the Environment Protection Regulations 2017 are PROHIBITED. (See list attached)

"The Trade Department reserves the right to update and amend the leaflet to ensure that they are in line with current practices"