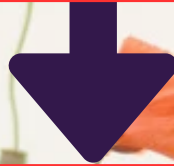


# PROCEDURE FOR IMPORTATION OF PLANT AND PLANT PRODUCTS



## Import and Export Permit Unit

**IMPORT PERMIT OFFICE:  
RECEIVE APPLICATION  
&  
NECESSARY DOCUMENTS**



**DEPARTMENT OF AGRICULTURE -  
BIOSECURITY SERVICES AND SUPPORT :  
ASSESS PHYTOSANITARY REQUIREMENT  
BASED ON THE MARKET ACCESS TO  
SEYCHELLES  
APPROVED OR REJECT APPLICATION**



**IMPORT PERMIT OFFICE:  
ISSUE PERMIT OR  
REJECTION  
LETTER**



# PROCEDURE FOR IMPORTATION OF PLANT AND PLANT PRODUCTS



## Import and Export Permit Unit

### Responsible Agency

The Ministry of Agriculture, Climate Change & Environment – Agriculture Department, Border Control and Support Division Services is responsible for authorizing the importation of “Plant and plant products” into the Seychelles.

The applicant can apply for an import permit via our e-service:

<https://eservice.gov.sc/gateway/homepage.aspx>

after registering for a valid e-ID from the Import/Export Permit office or through a clearing agent. There are 2 categories of Importation.

### Personal Import

- The applicant submits the application to the IMPORT PERMIT OFFICE (IPO) and is required to provide the following documents:
  - (a) Invoice
  - (b) Biosecurity Import Permit (BIP)
- Upon receipt of all the necessary documents, the application is submitted to Agriculture Department-Border Control and Support Division Services, to conduct assessment, to check if the invoice and the Biosecurity Import Permit (BIP) are in accordance with the approved list of products when applying for the Biosecurity Import Permit.
- The Department of Agriculture, after their verification, sends to the Import Permit Office, one of the following decisions are taken:
  - (a) Approved or (b) Rejected

If approved – The applicant is issued with an import permit

If rejected – The applicant is issued with a rejection letter



# PROCEDURE FOR IMPORTATION OF PLANT AND PLANT PRODUCTS



## Import and Export Permit Unit

### Commercial Import

- The applicants submit a request to the Import Permit Office and is required to provide the following documents:
  - (a) Invoice
  - (b) Valid Trading License
  - (c) Business Registration Certificate
  - (d) Tax Identification Number Certificate (TIN)
  - (e) Biosecurity Import Permit (BIP)
- Upon receipt of all the necessary documents, the application is submitted to the Agriculture Department - Border Control and Support Division Services to conduct the assessment, to check if the Biosecurity Import Permit (BIP) and the invoice are in accordance with the approved list of products when applying for the Biosecurity Import Permit (BIP).
- The Department of Agriculture, after their verification, sends to the Import Permit Office, one of the following decisions is taken: (a) Approved or (b) Rejected

If approved – The applicant is issued with an import permit.

If rejected – The applicant is issued with a rejection letter.

**For each consignment of Plant products; an individual or company must request a Biosecurity Import Permit (BIP), which is issued for single use only, as stipulated under the Animal and Plant Biosecurity Act, 2014.**



# PROCEDURE FOR IMPORTATION OF PLANT AND PLANT PRODUCTS



## Import and Export Permit Unit

### PHYTOSANITARY PROCEDURES AND REQUIREMENTS FOR THE IMPORTATION OF PLANT AND PLANT PRODUCTS

#### IMPORTERS OF PLANT AND PLANT PRODUCTS ARE REMINDED OF THE FOLLOWING REQUIREMENTS:

→ A Biosecurity Import Permit is required for the importation of plants and plant products such as Flowers, Tubers, Cuttings, Fruits, Vegetables, Timbers, wooden furniture and other materials of plants origin.

The Biosecurity Import Permit is a legal document that can only be obtained and issued by the Agriculture Department-Border Control and Support Division Services to facilitate the importation of plants and plant products into the Seychelles.

→ After receiving the BIOSECURITY IMPORT PERMIT, the individual, organization, importer, trader or dignitary must send the document to the supplier of the exporting country to ensure compliance with the Phytosanitary requirements or specific conditions stated on this Phytosanitary document.



# PROCEDURE FOR IMPORTATION OF PLANT AND PLANT PRODUCTS



## Import and Export Permit Unit

### PHYTOSANITARY PROCEDURES AND REQUIREMENTS FOR THE IMPORTATION OF PLANT AND PLANT PRODUCTS

#### IMPORTERS OF PLANT AND PLANT PRODUCTS ARE REMINDED OF THE FOLLOWING REQUIREMENTS:

- A Legal PHYTOSANITARY CERTIFICATE/ADDITIONAL TREATMENT CERTIFICATE duly signed by the relevant agricultural authorities from the exporting country or the country of origin must be obtained. Together with the original Biosecurity Import Permit, it shall accompany all the imported consignments of plants and plant products to Seychelles.
- Upon the arrival of the consignment(s) at the point of entry, all plants and plant products shall be declared for PHYTOSANITARY INSPECTION and VERIFICATION of PHYTOSANITARY DOCUMENTS (Biosecurity Import Permit, Phytosanitary/Treatment Certificate) in accordance with the Phytosanitary requirements of the Animal and Plant Biosecurity Act, 2014 of Seychelles.
- The imported consignments of plants and plant products will be RELEASED only if it is in conformity with the Phytosanitary requirements of the Animal and Plant Biosecurity Act, 2014 of Seychelles, if not, the consignment (s) will be detained for FURTHER ANALYSIS or CONFISCATED for DESTRUCTION or RESHIPED/REFUSED ENTRY.

# PROCEDURE FOR IMPORTATION OF PLANT AND PLANT PRODUCTS



## Import and Export Permit Unit

All plants and plant products that are restricted under the Customs Management (Prohibited & Restricted Goods) Regulations, 2023, shall be accompanied by a Biosecurity Import Permit - that must be obtained at the Agriculture Department- Border Control and Support Division Services and a Phytosanitary Certificate issued by the National Plant Protection Office (NPPO) of the exporting country upon clearance at the Point of Entry.

**\*CONTACT US\***

Agriculture Department  
Border Control and Support Division  
Biosecurity Services  
1st Floor, Espace Building  
Tel No: 432400

Import/Export Permit Unit  
Trade Department  
2nd Floor, Maison L'Esplanade  
Tel No: 4382143, 4382161, 4382162  
Email: [iepermit.info@finance.gov.sc](mailto:iepermit.info@finance.gov.sc)

The Trade Department may periodically update and amend the leaflet to ensure alignment with current practices.

**Contact Us**



4382143, 4382161, 4382162

August 2024