

BURUNDI REGULATIONS



- Waiver Control - ECTN (Electronic Cargo Tracking Note)
- Pre-Shipment Inspection / DII (Declaration of Intention of Import)
- Prohibited Imports



BURUNDI >> Regulation Overview

Waiver Control - Electronic Cargo Tracking Note [ECTN]

New Electronic Cargo Tracking Note [ECTN] regulations are to be enforced in Burundi. According to Burundi customs official's ECTN will be in place from May 2014 as per information from customs officials:

- ECTN is issued at origin and it is compulsory
- ECTN is checked before cargo reaches Burundi borders
- If cargo is sent to Burundi without a ECTN the Consignee is liable to cover penalties
- Penalties range between \$10,000 and \$50,000
- Official document from OBR regarding ECTN will be issued and circulated shortly
- Taxe de Surete / Security Charges has already been implemented for all imports @ 1.15 % of the commercial value.

Antaser Afrique www.antaser.com has signed a representation agreement with the Ministry of Finance of Burundi regarding the implementation of the Electronic Cargo Tracking Note [ECTN] for imports into the country.

Attached as an Appendix you'll find a copy of the corresponding Ministerial Ordonnance N° 540/409, together with the tariffs to be applied.

The ECTN number must be mentioned on the Bill of Lading and Cargo Manifest.

CMA CGM trained staff members are available to assist customers in all aspects of the documentary requirements of the trade to Burundi. Please contact your local agency office for advice.

Pre-Shipment Inspection / Declaration of Intention of Import (DII)

Burundi requires that Declaration of Intention of Import (**DII**) is carried out for all imports into the country. This exercise is undertaken in the port of load country for the purpose of Customs clearance of the goods. PSI is mandated by the Ministry of Finance under Ordonnance Ministérielle n° 540/054 dated January 24th, 2006, dated 31/12/94 Decree 94-108, dated 31/12/94.

PSI is managed by SGS.

SGS sa – Bureau de Liaison Burundi

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Burundi

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For [SGSs datasheet on Burundi please click here.](#)

Minimum value for PSI

USD 5000.- CFR Burundi;

USD 3000.- CFR for foodstuffs, chemicals, pharmaceuticals products and rags

Part Shipments

Subject to PSI if total order value exceeds minimum order value

Documents Required

Final invoice, transport document (B/L or AWB), Certificate of Origin (for PTA - COMESA)

Type of Report Issued

To the importer: Clean Report of Findings (CRF) or Non-Negotiable Report of Findings (NNRF). (In the latter case original NNRF is sent to BRB). Security Label or Inspection Report: for transactions subject to Documentary

The information given has been given in good faith and believed to be correct at the time of writing.
Please verify these facts with other relevant sources before using this as the basis of any action taken as we regret we cannot accept liability for any consequences due to inaccuracies in this information.



Control.

To the seller: Security Label or Discrepancy Report

Goods exempted from PSI:

- a) Used personal and household effects.
- b) Supplies to diplomatic and consular missions and supplies to international agencies dependent on the United Nations Organization or international, regional or sub-regional organizations imported into Burundi for their own use.
- c) Goods imported by parcel post.
- d) Goods financed by foreign aid contracted by the government or the private sector if the direct supplier is a foreign government. In such a case, the Bank of the Republic of Burundi reserves itself the right to require inspection of quality and quantity.
- e) Live animals
- f) Meat and edible offals, fresh, chilled or frozen.
- g) Fish, fresh (live or dead), chilled or frozen.
- h) Crustaceans, molluscs and shellfish, fresh (live or dead), chilled, frozen.
- i) Bird's eggs.
- j) Vegetables.
- k) Edible fruits.
- l) Explosives and pyrotechnic materials.
- m) Printed newspapers and periodicals, whether or not illustrated.
- n) Precious stones and metals.
- o) Scrap metal.
- p) Arms, ammunition and war equipment destined to the Army.
- q) Objects of art and antiques.
- r) Fuel

Prohibited Imports

- a) Narcotics.
- b) Pornographic publications.

Restricted Imports

None.



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**ORDONNANCE MINISTERIELLE N° 540/409 DU 18/3 /2014 PORTANT
INSTAURATION DU BORDEREAU ELECTRONIQUE DE SUIVI DES
CARGAISONS (BSSC)**

Le Ministre des Finances et de la Planification du Développement Economique ;

Vu la constitution de la République du Burundi ;

Vu la Loi n°1/35 du 4 décembre 2008 relative aux Finances Publiques telle que modifiée à ce jour ;

Vu la Loi n°1/11 du 14 juillet 2009 portant création, organisation et fonctionnement de l'Office Burundais des recettes ;

Vu la Loi n°1/32 du 31 décembre 2013 portant fixation du Budget Général de la République pour l'exercice 2014 ;

Revue l'Ordonnance N° 540/355 du 10/03 2014 portant instauration du bordereau électronique de suivi des cargaisons (BSSC) ;

ORDONNE :

Article 1 :

Il est institué en République du Burundi un Bordereau Electronique de Suivi des Cargaisons « BESC » en sigle.

Article 2 :

Le Bordereau Electronique de Suivi des Cargaisons régit la recevabilité des manifestes des autorités portuaires et douanières. Il est le document de référence en matière de transport international maritime et terrestre des marchandises à destination du Burundi.

Article 3 :

Toute marchandise à destination du Burundi doit obligatoirement se conformer aux prescriptions du Bordereau Electronique de Suivi des Cargaisons « BESC » et se soumettre à la procédure internationale y afférente.

Article 4 :

Les frais relatifs au Bordereau de Suivi des Cargaisons (BESC) sont payables dans le port d'embarquement par le chargeur à Antaser Afrique ou à son sous-agent local.

Les armateurs sont tenus à mentionner le numéro du BESC dans chaque connaissance et dans le manifeste de cargaison. En cas de non-respect, les mesures comme prévues dans l'Art. 6 seront appliquées.



Article 5 :

Les tarifs applicables sont déterminés dans le tableau suivant :

Destination:

Blanco Europe/Africa	€ 50
Blanco rest of the world	€ 70
FCL	€ 50/20' - € 100/40'
Roro	€ 50(<5t) - € 100 (>5t)
Groupage (LCL)	€ 5wm (min. € 50)
Conventional	€ 5wm (min. € 50)

Article 6 :

Le non-respect des prescriptions du BESC expose le contrevenant au paiement d'une pénalité de 10.000 à 50.000 dollars américains.

Article 7:

L'Office Burundais des Recettes (OBR) et ses partenaires techniques sont chargés, chacun en ce qui le concerne, de l'application de cette ordonnance.

Article 8 :

La présente ordonnance entre en vigueur à partir du 1er avril 2014.

Fait à Bujumbura le 18/3 /2014.

LE MINISTRE DES FINANCES ET DE LA PLANIFICATION DU
DEVELOPPEMENT ECONOMIQUE.



GUIDELINES FOR THE TRADE



BURUNDI

Pre-shipment Verification of Conformity to Standards



This data sheet has been prepared specifically in respect of exports to Burundi

Date issued : **20/02/2014**

Last modification : **14/03/2014**

1. PRODUCTS CONFORMITY ASSESMENT

PROGRAM NAME	Pre-shipment Verification of Conformity Program
PROGRAM MANDATED BY	Ministry of Finance and Economic Development Planning
PROGRAM SUPERVISED BY	Bureau Burundais de Normalisation (BBN)
IMPLEMENTATION DATE	15/03/2014 (shipping date)
PROGRAM OBJECTIVE	<ul style="list-style-type: none"> • To ensure conformity of imported products to the applicable National, Regional or International standards • Protect the public against substandard products that can endanger public health, safety and the environment • Establishing a quality import verification regime that harmonizes with the rest of State Members of the East African Community
SCOPE OF THE PROGRAM	To assess that all regulated imported products do comply with approved Burundi Standards
VERIFICATION PROCESS	<p>Exporter submits to SGS the following documents:</p> <ul style="list-style-type: none"> • Request for Certification (indicating the point of entry in Burundi) • Proforma Invoice • Quality Management System Certification • Conformity Documents (test reports, quality certificates, analysis reports, etc...) • Final invoice <p>To obtain evidence that all requirements are met in the applicable standards or technical requirements, goods must undergo one or a combination of the following verification process:</p> <ul style="list-style-type: none"> • Physical inspection • Laboratory testing <ul style="list-style-type: none"> - SGS laboratory - Third party laboratory accredited ISO/IEC 17025 - Manufacturer laboratory provided that: <ul style="list-style-type: none"> ◦ Manufacturer has a QMS in place ◦ Manufacturer presents the list of all his laboratory equipment with the last calibration records

	<ul style="list-style-type: none"> ◦ The equipment suffices to perform the test required in the standard for the product • Factory audit • Documentary verification <p>After verification process is completed and results are satisfactory, exporter will have to submit the Final Invoice for the issuance of the CoC</p>
ASSESSMENT METHODE	<p>Three methods are proposed to the exporters to demonstrate the compliance of their products and obtain a Certificate of Conformity (CoC)</p> <ul style="list-style-type: none"> • ROUTE A: applicable to all suppliers/manufacturers who do not have regular shipments and to sensitive products which require regular quality control with compliance to standards • ROUTE B: applicable to all suppliers/manufacturers with regular shipments and registered product (Registration is renewable annually, subject to continual compliance.) • ROUTE C: applicable for manufacturer only (For Certified products) <p>NB : Exporter must have completed 3 shipments under route A before using route B or C</p>
Certificate of Conformity (CoC)	<p>A Certificate of Conformity (CoC) is the document issued to evidence the compliance of the shipment to the relevant approved standards.</p> <ul style="list-style-type: none"> • This document is required for Customs clearance. • For consignments shipped to Burundi without CoC, importers may be issued a penalty of 15% of CIF. • BBN will only grant release of such goods upon completion of inspection, testing (where applicable) and verifying conformity to the Standard. It is the seller's responsibility to ensure that shipments to Burundi are affected only upon issuance of a Certificate of Conformity or confirmed certification decision
NON CONFORMITY REPORT (NCR)	<p>If the reports from the verification activities such as testing or inspection show discrepancies versus the verification criteria, exporters will be informed accordingly and given sufficient time to make the necessary corrections; if those are not or cannot be made a "Non Conformity Report" (NCR) will be issued. This may imply that goods are not allowed to be shipped into Burundi.</p>
FEES	<p>Fees are payable in advance by the exporter. Published fees in this datasheet are net of any tax..</p> <p>Fees are due regardless of whether after assessment of the goods of the exporter or importer does not provide the information or document necessary for the final issuance of the CoC, or for any other reasons does proceed to the shipment of the goods.</p> <p>NB: Fees structure detailed in section 3.</p>

2. LISTING OF REGULATED PRODUCTS

SUBJECT TO PVOC

A) Full list of submitted product :

The list of products subject to the PVOC program can be downloaded from [this link](#).

B) Used products under PVoC

- Clothing
- IT equipment
- Machineries
- Vehicles

Notes:

Burundi standards take precedence where applicable. Conformance to international/regional standards like IEC, ISO, EN etc. is acceptable provided the Burundi requirements are met.

This product list may be varied from time to time by mutual consent of both parties subject to confirmation of such variation by the parties in writing.

3. FEES STRUCTURE

ROUTES	% FOB VALEUR (%)	MINIMUM FEES (\$)	MAXIMUM FEES (\$)
A	0.65	350	7000
B	0.60	350	7000
C	0.55	350	7000

Coverage and Conditions

The above fees cover the documentary verification and the physical inspections of goods.

The above mentioned fees are net of taxes.

The above fees **do not include** the following activities:

- Testing: to be quoted on a case by case basis
- Containers sealing
- Product Registration
- Manufacture Licensing
- Additional fees where goods or facilities are not ready or available at the time the supplier has advised and therefore an additional inspection visit is required

The SGS fee shall be calculated on the basis of the value of the invoice presented by the exporter or the importer. SGS will be entitled to its fees regardless of whether after its assessment of the goods the exporter or importer does not provide the information or documents necessary for the final issuance of the CoC, or for any reason does not proceed with the shipment of the goods.

4. LISTING OF GOODS EXEMPTED FROM PVoC

1. Personal and household effects;
2. Precious stones and metals;
3. Objects of art and antiques
4. Explosives and pyrotechnic materials
5. Ammunitions, arms and war equipment
6. Live animals
7. Newspapers and periodicals
8. Post parcels and commercial samples
9. Donations by foreign governments or international organizations to Burundi government, foundations, known charities and humanitarian organization.
10. Supplies to diplomatic and consular missions and supplies to international agencies dependent on the United Nations Organization or international, regional or sub-regional organizations imported into Burundi for their own use
11. Goods below 1000\$



5. CONTACT FOR INFORMATION

**PLEASE CHECK SGS CONTACT LIST AVAILABLE IN OUR WEBSITE.
IMPORTERS MAY CONTACT OUR LIAISON OFFICE**

For importers and others countries, please contact our office in Burundi:

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19 bis, Avenue de l'Industrie
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The information contained herein is for the purpose of facilitating pre-shipment inspection and does not relieve exporters or importers from their obligation in respect of compliance with the import regulations of the country of importation. Although every effort has been made to ensure the correctness of the information, as at the date of issuance of this data sheet, SGS does not accept any responsibility for errors or omissions and, furthermore, the information may subsequently be subject to change as may be announced by the Authorities in the country of importation. Consequently, exporters and importers are advised to check with SGS, prior to shipment of the goods, if there is any doubt concerning the issuance of a Clean Report of Findings or any other Certificate. For further information, or clarification, please contact the SGS GIS Administrative Office in the country of inspection of the goods.