

GOVERNMENT OF FIJI



FOOD UNIT- MINISTRY OF HEALTH AND MEDICAL SERVICES

LEVEL 4, NAMOSI HOUSE, AMY STREET TOORAK SUVA, FIJI

APPLICATION FOR IMPORT PERMIT

(In accordance with Food Safety Act, 2003- Part 4, section 24(3) (4) (5))

IMPORTANT NOTICE

1. Please complete this form fully, in **PRINT**, prior to the return thereof
2. Import Permits are valid for a limited period
3. Application for a permit must be made 14 days prior to the arrival of the consignment
4. Applicants advised to submit hard copy applications together with the required documents
5. It is the responsibility of the importer to read and comply with the conditions on the import permit
6. Original Import Permits must be made available at the port of entry to an Authorized Food Officer
7. Proof of payment must accompany the application form (Valid Importer Health License & other necessary Health Licenses).

NB: Please note that no Health Import Permit will be issued without correct and complete information being provided as requested.

Ensure following documents are attached with the application:

- **From the Supplier – Copy of Bill of Lading, Health Certificates / Certificate of Origin / Phytosanitary Certificates**
- **Raw Material – Product Specification / Manufactures Declaration / Certificate of Analysis Report / Finished Product Label**
- **Biosecurity Permit (Dairy, Meat, Fruits & Vegetables)**
- **Fisheries Permit (Seafood products)**
- **Labelling requirements** is attached on the next leaf for reference on packed goods.

“**Importer**” (for purpose of this application) includes a person who as owner, consignee, agent or broker is entitled to the possession, custody or control of imported food, whether or not it has been purchased by the person.

I / we Of

(Name of importer)

(Physical Address)

Hereby wish to apply for (Multiple/Single) Permit to Import

(Name of Product)

From On

(Supplier & Country of Origin)

(Expected Date of Product Arrival)

Consignment Description:Imported in bulk and repackaged/ Re-processed/ Reconditioned ☐Raw ☐Semi-Processed that need further processing ☐

| Product name/ Description | Quantity (kg) | Purpose of Import | Details on Finished good |
|---------------------------|---------------|-------------------|--------------------------|
| | | | |

I/We declared that the above particulars given above are true and correct in all respects.

By attesting my signature hereto, I-

- acknowledge that I have read and understand the provisions of the *Food Safety Act 2003 & Food Safety Regulation 2009* where applicable, as far as it relates to this application and anything contemplated herein
- declare that what I have stated or provided in this application is correct at the time the application is made
- understand that any false or misleading information provided may lead to my prosecution and/or other legal action taken against me
- realize that if in the opinion of the Department I am willfully providing false or misleading information this may be taken into consideration when considering future applications
- The permit is not transferable and cannot be used by any other importer except the importer specified on the permit.

Name: _____
 Position: _____
 E-Mail address: _____

Signature: _____
 Date: _____
 Phone: _____

DO YOU WANT THE PERMIT TO BE:

- ☐ COLLECTED – Personal
- ☐ COLLECTED – Courier (Importer to make arrangement
- ☐ POSTED

For a copy of the Food Safety Act 2003 & Food Safety Regulation 2009 visit:

<http://extwprlegs1.fao.org/docs/pdf/fij50969.pdf> / https://www.health.gov.fj/wp-content/uploads/2014/09/33_The-Food-Safety-Regulations-2009.pdf

Labeling Requirements as per Food safety Act 2009- Part V

| Requirements | |
|---|--|
| Name of Food products | |
| List of ingredients | |
| Allergens Specified if any | |
| Date Marking [expiry date or used-by date/ Best before Date] | |
| Net Weight or Drained Weight [Canned Products] | |
| Name and address of the manufacturer, packer, local distributor | |
| Lot identification | |
| Storage Instruction | |
| Instruction for use | |
| Labelling in English Language | |

- i. Your company is to apply for supplementary labeling to Central Board of Health if the labeling of imported food is not in accordance with the labeling requirements.
- ii. It is your responsibility to Declare to the Central Board of health if your company is importing a **NEW PRODUCT** in to Fiji.