

REQUIREMENTS FOR IMPORT/EXPORT/INTRANIT PERMITS

Livestock Export permits

NB: The Meat Board head office does not issue livestock export permit unless the exporter comes from an area where there is no agent or the exporter is not a registered Meat Board producer.

Requirements for a livestock export permit are as follows:

- A. The proof of payment of the standard value of the animals to be exported is attached.
- B. Completed Meat Board permit application
- C. Veterinary import permit of the importing country.
- D. The permit is then issued and handed over to the exporter.
- E. Permit accompany the consignment to the border of exit.
- F. Permit is send back to Windhoek for further processes.

Livestock Export permits are available at the following agents: Agra, Karoo- Osche, Kaap Agri, Namboer, Marketing officers at Ongwediva and Rundu, Windhoek livestock Auctioneers and NLA.

Most agents use the old books to issue manual permits from the book.

- A. Completed application together with the veterinary health import permit of the importing country
- B. Permit is issued and handed over to the exporter
- C. Permit accompany consignment to the border
- D. Permit is send back to Windhoek from the border for invoicing
- E. Invoice send to the agents who in return pays over the levies collected to Meat Board

NB: most agents do not require their clients to pay up-front for the levies, most have accounts and onlypays later. However, they, the agents out to pay us upon receive of the invoice.

Livestock Import permits

Requirements for a livestock import permit are as follows:

- A. Completed Meat Board permit application
- B. Veterinary import permit of the importing country.
- C. Livestock Improvement permit from the Registrar of Livestock
- D. Proof of levy payment
- E. Authorization letter from the Namibia Stud Breeders Association (in case of stud animals)
- F. Permit accompany the consignment to the border.
- G. Permit is send back to Windhoek for further processes.

Meat and Meat product Export

Requirements for a meat and meat products export permit are as follows:

- A. There are no levies payable for the export of meat and meat products.
- B. Completed Meat Board application
- C. Veterinary import permit (Master Permit) of the importing country
- D. Permit is issued and handed over to the exporter
- E. Exporter send permit to the point of loading of the consignment
- F. Permit accompany consignment to the border
- G. Border send permit back to Windhoek

Meat and Meat products Import

Requirements for a meat and meat products import permit are as follows:

- A. Proof of payment of levies for the importers without account numbers.
- B. A pro-forma invoice of the commodities to be imported is required to work out the levies payable.
- C. Completed Meat Board application form and the veterinary import health attestation certificate
- D. Permit is issued and handed over to the importer.
- E. Importer send permit to the point of loading of the consignment
- F. Permit accompany consignment to the border
- G. Border send permit back to Windhoek

In-transit Meat and Meat or livestock:

Requirements for an in-transit permit are as follows:

- A. Proof of payment of in-transit handling fees or levies
- B. Completed in-transit application together with an In-transit veterinary permit required.
- C. Permit issued and handed over to the in-transit permit holder in some cases to their agents
- D. Permit send to country of origin of products
- E. In transit permit holder or agent present permit to our staff at point of entry together with bills of landings, customs declarations and veterinary transit permits
- F. Our staff issue a transit receipt and hand original to the driver together with the joint inspection certificate of Veterinary, Meat Board and Customs to the driver who will transit with the consignment.
- G. All border stakeholder seals consignment and documentary communication is send to the export border.
- H. Point of exit verify the seals and documents of truck with physical documents from driver and those send by mail to them.
- I. Permit with copies of those other documents are send back to Windhoek.
- J. Invoices are made and send to permit holder or agents for payment if not done in advance. Or recoup the cost with invoice if payments were done in advance