



### Procedure for the Acquisition of Import Permits

1. Application forms for requesting permits to import plant and plant products, animal and animal products, veterinary drugs, veterinary biologicals, veterinary pesticides, supplementary animal feed, can be obtained from all of the BAHA offices listed below:

(i) Central Investigation Laboratory, Belize City	Tel: 224-4794	Fax: 223-4457
(ii) Orange Walk Office, Orange Walk Town	Tel: 302-1388	Fax: 302-1388
(iii) Santa Elena Northern Border, Corozal	Tel: 403-8058	Fax: 403-8058
(v) Permit Unit, Belmopan, BAHA Headquarters	Tel: 822-0818/0197	Fax: 822-3084
(vi) Animal Health Department, Central Farm, Cayo	Tel: 824-4899/4872	Fax: 822-4889
(vii) Plant Health Department, Central Farm, Cayo	Tel: 824-4899/4872	Fax: 824-3773
(viii) Quarantine Department, Central Farm, Cayo	Tel: 824-4899/4872	Fax: 824-3773
(ix) Benque Viejo Western Border, Cayo	Tel: 803-2455	Fax: 803-2455
(x) Phillip Goldson International Airport, Belize	Tel: 205-2521	Fax: 205-2521
(xi) Belize Port Authority, Belize	Tel: 207-1814	Fax: 207-1814
(xiii) Punta Gorda Town, Toledo	Tel: 702-2563	Fax: 702-2563
(xiv) Big Creek, Stann Creek	Tel: 523-2251	Fax: 523-2251
2. The application form with all relevant information is to be submitted at any BAHA office. Cost per application is included in S.I. # 182 of 2004.
3. For those products that require special permits or licenses by other Authorities, BAHA will liaise for the additional requirements with the relevant authorities.
4. Completed application forms will be submitted to the relevant authorities within BAHA for review and risk analysis, and if approved, issuance of the permit. Note, however, that
  - (i) the importation of certain commodities, from certain countries, may pose a risk to the human, plant and/or animal health in Belize. To minimize such risk, a risk analysis needs to be conducted. This helps to determine whether the product can be imported and under which conditions.
  - (ii) The result of the risk analysis determines whether:
    - (a) The import permit is granted, and if so the conditions that need to be satisfied for the importation, or
    - (b) Whether, due to the high risk to plant, human and animal health, the permit is denied. Example: the importation for certain animal products from countries reporting outbreaks of certain diseases such as Avian Influenza, Classical Swine Fever, etc.
    - (c) The time frame for the completion of a risk analysis may vary from several weeks to months, depending on the availability and accessibility of relevant information.
5. Under normal circumstances, the application process for a frequently imported commodity may take up to seven (7) days.
6. All imports must comply with the conditions as indicated on:
  - (i) the valid import permit from BAHA
  - (ii) conditions of importation attached to the BAHA import permit
  - (iii) special permits or licenses requested by other relevant authorities.
7. The issuance of an import permit does not guarantee entry as the pest or disease status of the country of origin may have changed from the date the import permit was issued and the date the commodity arrives in the Country.
8. Any liability associated with the importation of any commodity is the sole responsibility of the importer.