

> THE THRESHOLD VALUE

A Pre-shipment Inspection Order is issued for all eligible imports by the BIVAC Liaison Office, upon submission by the Importer of the Import Permit Declaration (IPD) set and approved by the Ministry of Commerce & Industry (MCI). Where the FOB value equals or exceeds USD 1,000, the goods will be subject to the Pre-shipment Inspection (PSI). The following imports irrespective of their values and mode of financing, shall be subject to inspection unless specially exempted by the Ministry of Finance : foods, beverages - alcoholic and non-alcoholic, pharmaceutical products, used or second-hand goods, vehicles.

> PAYMENT OF FEES

- Payment of fees for the services provided by BIVAC International shall be made by the importer to the nominated bank account of BIVAC International at either Global Bank or International Bank.
- Upon payment of the fees, the bank shall issue a receipt to the importer. The importer shall submit the receipt to BIVAC Liaison Office with the required documents.

> LIST OF EXEMPTED PRODUCTS

- Goods imported with a value below the threshold of USD 1,000 FOB;
- Reasonable amount of personal effect and household items;
- Supplies for diplomatic missions, and United Nations Organizations;
- Gold, precious stones;
- Explosives, pyrotechnic products, arms, ammunition, weapons and implement of war imported by the Liberian Armed Forces and the Liberian Police service;
- Fresh fish caught by local Liberian canoes;
- Goods imported by parcel post not exceeding USD 1,000.

> LIST OF RESTRICTED IMPORTS OR SUBJECT TO PRIOR REGISTRATOIN

Certain other goods are not allowed for importation into Liberia. Detail of these goods can be obtained from the Ministry of Commerce.

NEW AFTER OPENING AN IPD, YOU CAN MONITOR BIVAC PROGRESS ONLINE !

You can check online, the status of your inspection or CRF issuance through our Bivac online website. Free registration on: <http://online.bivac.com>

In case of problems using Bivac online, contact our IT Administrator on 077 08 06 70

For further information and last updates, please contact :

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BIVAC International Liberia
Broad Street - Monrovia
Tel: +231 77 08 06 70
www.bureauveritas.com/gsit



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2008/DEC

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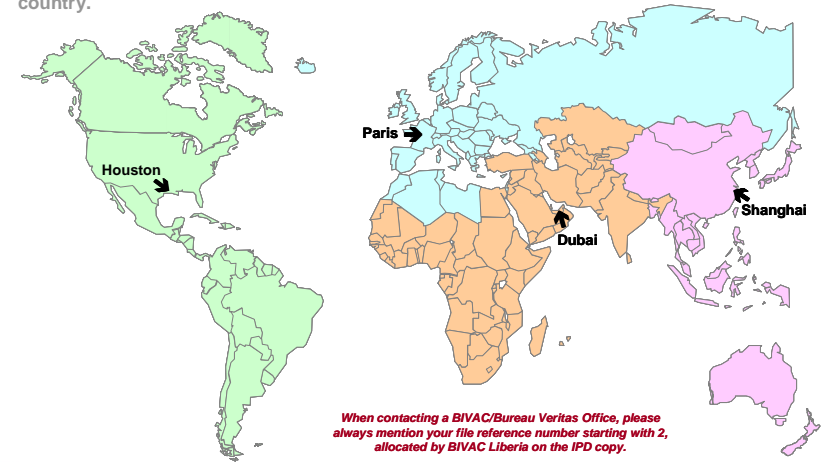
Pre-shipment Inspection Services Liberia Guide to Importers

BIVAC - Bureau Veritas Group is the exclusive Pre-shipment Inspection (PSI) provider for Liberia. The Pre-shipment Inspection Services are intended to facilitate international trade and contribute to the economic development of the country.

Since its creation, BIVAC International has provided Pre-shipment Inspection services to countries on every continent. It is a wholly-owned subsidiary of Bureau Veritas, one of the world's leading independent control and inspection groups.

Bureau Veritas is one of the most widely represented French companies in the world. This world-wide coverage is provided by nearly 850 offices, located in 140 countries on every continent with a total workforce of more than 40 000.

4 Global Regional Centers connected world-wide with over 300 inspection centers in every part of the world. See below the map for relevant Regional Centers according to exporters' country.



When contacting a BIVAC/Bureau Veritas Office, please always mention your file reference number starting with 2, allocated by BIVAC Liberia on the IPD copy.

Regional Centre Americas
Houston (USA)
Tel. (1) 281 986 13 00
Fax (1) 281966 13 57

Regional Centre Europe
Courbevoie (France)
Tel. (33) (0)1 47 14 62 00
Fax (33) (0)1 47 14 62 01
gsit.france@bureauveritas.com

Regional Centre
Middle-East & Africa
Dubai (UAE)
Tel. (971) (4) 345 28 22
Fax (971) (4) 345 11 47
cdg.contract@ae.bureauveritas.com

Regional Centre Asia
Shanghai (China)
Tel. (86) (21) 58 35 20 11
Fax (86) (21) 58 35 49 20
sha.fd@cn.bureauveritas.com

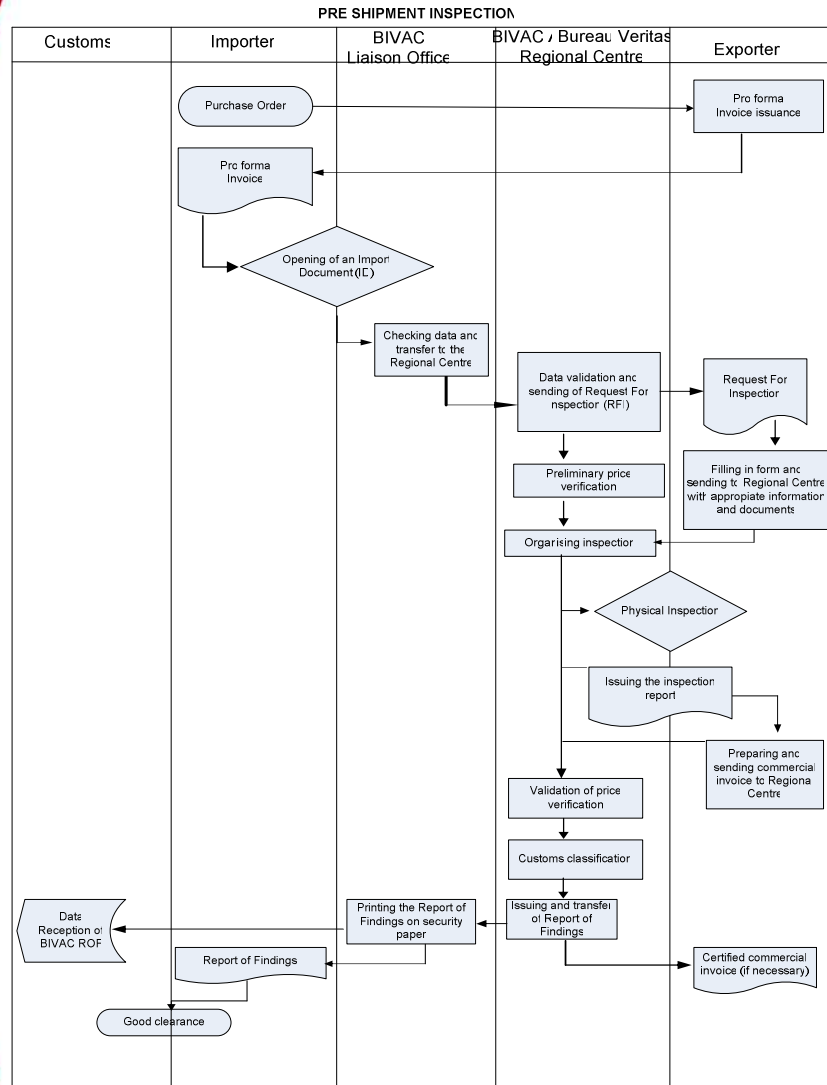
Services provided by BIVAC / GSIT Division of Bureau Veritas Group are designed to:

- Facilitate transparency in trading activities;
- Ensure that goods meet current regulations;
- Provide Authorities with effective means of overseeing and controlling foreign trade and protect revenues.

BIVAC
INTERNATIONAL



FLOW CHART FOR PSI LIBERIA



PROCEDURE

LIBERIA

1. Inspection order

An Import Permit Declaration Form (IPD) containing details of the intended import is lodged by the importer to the Ministry of Commerce & Industry (MCI). The importer pays the MCI calculated fees to one of the designated Bank for IPD (i.e. Global Bank or International Bank).

The full duly authorised IPD with 3 copies of the pro forma invoice and the bank's receipt slip are submitted to BIVAC Liaison Office in Monrovia, for each import subject to the programme.

It is very important that the exporter contact details are filled correctly on the IPD as the Regional Centre overseas will need to contact the exporter for inspection.

The IPD (Pre-shipment Inspection Order - PIO) data is transmitted electronically to the appropriate Bureau Veritas Regional Centre overseas.

COUNTRY OF SUPPLY

2. Contact with the Exporter

The Regional Centre is the Bureau Veritas Group Office overseas. It sends an email or fax correspondence to the seller asking for technical details of the goods, a copy of the pro forma invoice, the location and the date when the goods will be available for inspection.

To ensure a timely inspection, it is important that the exporter replies quickly to the Regional Centre. If exporters do not receive a correspondence from the Regional Centre within three (3) working days after having submitting their IPD to BIVAC Liaison Office in Liberia, they need to contact the relevant Regional Centre as per the map on the cover page of this brochure.

3. Physical Verification

A Physical Centre inspector physically checks the goods to ensure that the description corresponds to the details on the IPD and the pro forma invoice.

The inspectors are specialists who make their checks in the presence of the seller.

4. Documentary Check

- Regional Centre experts use inspectors' reports to determine the correct Customs classification code for goods which have been physically inspected.
- Regional Centre experts perform a final price analysis on the basis of the final commercial invoice presented by the seller.
- Regional Centre experts calculate the value for duty purposes in accordance with the Customs regulations of Liberia.

5. Compliance Certification

If the quantity, quality, specification and price are found to conform, or have been corrected in the case of discrepancy, the Regional Centre will issue a Clean Report of Findings (CRF).

LIBERIA

6. Certificate Delivery

The Clean Report of Findings (CRF) is electronically transmitted to the BIVAC Liaison Office, which delivers the printed documents to the importer. The importer submits this CRF to the Customs for clearance and goods delivery.