



GOVERNMENT ANALYST- FOOD & DRUG DEPARTMENT INSPECTORATE

APPLICATION TO IMPORT NARCOTIC DRUGS AND PSYCHOTROPIC SUBSTANCES (ACT NO. 2 OF 1988)

Application #:_____

I hereby apply for an Import Authorization to import Narcotic Drugs and Psychotropic substances and do agree to comply with the regulations mentioned below.

1. NAME OF IMPORTER: _____
2. ADDRESS OF IMPORTER: _____

3. TELEPHONE, FAX, EMAIL: _____
4. NAME OF EXPORTER: _____
5. ADDRESS OF EXPORTER: _____

6. TELEPHONE, FAX, EMAIL: _____
7. EXACT DESCRIPTION AND AMOUNT OF DRUG TO BE IMPORTED (please attach separate sheet, if necessary)

8. STATE INTENDED USE OF THE NARCOTIC DRUG OR PSYCHOTROPIC SUBSTANCE

9. DO YOU HAVE REGISTERED PREMISES FOR HOLDING OR STORING ARTICLES TO BE IMPORTED?
☐YES ☐NO **PLEASE ATTACH COPY OF BUSINESS REGISTRATION.**
10. HAVE YOU RECEIVED PERMISSION FROM THE CENTRAL HOUSING AND PLANNING AUTHORITY TO OPERATE?
☐YES ☐NO **PLEASE ATTACH A COPY OF APPROVAL LETTER**
11. WOULD YOUR BUSINESS BE UNDER THE DIRECT CONTROL OF A FULL TIME REGISTERED PHARMACIST?
☐YES ☐NO
12. WOULD YOU ENSURE THAT ARTICLES ARE MAINTAINED AT TEMPERATURES WHICH WILL NOT ADVERSELY AFFECT THEIR SHELF- LIFE/POTENCY? ☐YES ☐NO
13. WILL ADEQUATE SECURITY BE PROVIDED FOR THE HOLDING OR STORAGE OF NARCOTIC DRUGS AND PSYCHOTROPIC SUBSTANCES? ☐YES ☐NO
14. WILL BREAKAGE AND THEFTS BE PROMPTLY REPORTED TO THE NEAREST POLICE DEPARTMENT AND THE FOOD AND DRUG DEPARTMENT? ☐YES ☐NO
15. WOULD YOU INFORM THE DEPARTMENT WHEN A NARCOTIC DRUG OR PSYCHOTROPIC SUBSTANCE TO WHICH THE IMPORT AUTHORIZATION RELATES IS TO BE IMPORTED IN MORE THAN ONE CONSIGNMENTS? ☐YES ☐NO
16. WOULD YOU ENSURE THAT THE ARTICLE ARRIVES WITH AT LEAST SEVENTY-FIVE PERCENT (75%) OF ITS STATED SHELF- LIFE? ☐YES ☐NO
17. WOULD EACH CONSIGNMENT OF ARTICLES TO BE IMPORTED INTO THE COUNTRY BE ACCOMPANIED BY A BATCH CERTIFICATE OF ANALYSIS? ☐YES ☐NO

18. WOULD YOU ONLY SELL/DISTRIBUTE TO REGISTERED INSTITUTIONS AND HEALTH CARE PROVIDERS WHO ARE AUTHORIZED TO HANDLE NARCOTIC DRUGS AND PSYCHOTROPIC SUBSTANCE? ☐YES ☐NO
19. WOULD CUSTOMS ENTRIES, INVOICES AND RELATED DOCUMENTS PERTAINING TO THE ARTICLES TO BE IMPORTED BE EXAMINED BY THIS DEPARTMENT BEFORE THE ARTICLES ARE CLEARED FOR ENTRY INTO THE COUNTRY? ☐YES ☐NO
20. WOULD YOU PROVIDE PRODUCT BATCH NUMBER, MANUFACTURE AND EXPIRY DATES ON THE INVOICE? ☐YES ☐NO
21. WOULD LABELS COMPLY WITH THE LABELING REQUIREMENTS OF THE FOOD AND DRUG REGULATIONS OF 1977? ☐YES ☐NO
22. WOULD ENGLISH TRANSLATIONS BE PROVIDED FROM THE MANUFACTURER FOR ARTICLES WHICH ARE LABELED IN A FOREIGN LANGUAGE? ☐YES ☐NO

Declaration: I certify that I have read and understood all the above questions and the answers I have given on this form are true and correct to the best of my knowledge and belief.

SIGNATURE OF APPLICANT

DATE

REGULATIONS:

1. On approval of an Import Authorization, a fee of five thousand dollars (G\$5000.00) must be paid to the Ministry of Public Health. All cheques must be made payable to the Permanent Secretary, Ministry of Public Health before the Import Authorization is issued.
2. All custom entries and related documents including commercial invoices must be submitted for examination and processing before a consignment is cleared for entry into Guyana. Failure to do so will result in the delay or refusal to the granting of future Import Authorizations.
3. The Import Authorization must be endorsed by the customs officer at port-of-entry and returned to the Chief Medical Officer, Ministry of Public Health.
4. Distribution records must be kept and reports submitted quarterly to the Department.

FOR OFFICIAL USE ONLY	
Date received: _____ - _____ - _____	Received by: _____
Receipt No.: _____	Date: _____ - _____ - _____
Import Authorization #: _____	Expiry Date: _____ - _____ - _____

GOVERNMENT ANALYST FOOD AND DRUG DEPARTMENT INSPECTORATE SUBCONTRACTOR NOTIFICATION

The Government Analyst Food and Drug Department wishes to inform you that all or part of the inspection service may be subcontracted to an approved subcontractor. Notwithstanding, the final outcome of this inspection activity rests with the Food and Drug Department. All Persons acting on behalf of the Government Analyst Food and Drug Department are required to do so with fairness and honesty. Subcontractors are obligated to keep confidential all information obtained or created during the performance of their duties. Any breach of these requirements will result in the appropriate disciplinary action being taken by the Director.

Director
Government Analyst Food and Drug Department