



agriculture, forestry & fisheries

Department:
Agriculture, Forestry and Fisheries
REPUBLIC OF SOUTH AFRICA

Delpen Building, c/o Annie Botha & Union Street, Riviera, 0084
P.O. Box 40024, Arcadia, 0007

From: Directorate Food Import and Export Standards
Tel: +27 12 319 7514 / 7476
Fax: +27 12 329 8292
Enquiries: VetPermits@daff.gov.za

INFORMATION ON IMPORTING ANIMALS AND ANIMAL PRODUCTS INTO THE REPUBLIC OF SOUTH AFRICA

Legal requirement

- ❖ In terms of Section 6 of the Animal Diseases Act, 1984 (Act no 35 of 1984), no animal or animal product (including samples) may be imported into or moved in transit through South Africa without the importer obtaining a veterinary import permit from the Directorate Food Import and Export Standards.

Procedure to apply for an import permit

- ❖ In order to apply for a veterinary import permit, the **relevant application form** for the importation of the specific animal or animal product must be completed **legibly in block letters and in full**. The forms can be obtained as follows:-
 - a. From the veterinary import permit office.
 - b. (<http://www.daff.gov.za> → Branches → Agricultural Production, Health and Food safety → Animal Health → import/ Export Policy unit → application forms)
 - c. <http://www.daff.gov.za/daffweb3/Branches/Agricultural-Production-Health-Food-Safety/Animal-Health/importexport/forms>
 - d. (<http://www.daff.gov.za> → Import and Export Services → Imports → Veterinary Import Permits → application forms)
 - e. <http://www.daff.gov.za/daffweb3/Branches/Agricultural-Production-Health-Food-Safety/Animal-Health/importexport/permit>
- ❖ The completed application form can be **e-mailed or faxed or hand delivered** to the permit office. (See “Contact details of permit office” below). **In cases where an agent is used to apply for a permit, an authorization letter must also be attached to the application. This letter must state that the agent is authorized to act on behalf of the importer.**

- ❖ **Proof of payment** must accompany the application form. (See “Costs and payment options” below)
- ❖ Veterinary import permits are usually issued within **5 to 10 working days** once the permit has been approved by the state veterinarian **(if all relevant documentation is provided and is in order)**. In certain cases, veterinary approval and/or negotiations with foreign veterinary authorities are required and it is difficult to predict how much time this will take.
- ❖ Please state on the application form whether the permit must be **posted (normal post within the Republic)** or will be **collected in person or if the importer will arrange own courier**. We recommend that the permit is either collected in person or is collected by a courier service, as problems have been experienced with permits being lost in the post. Should a courier be used, it is the responsibility of the applicant / importer to arrange the service and at the applicant’s or importer’s expense.
- ❖ The courier service must have the following information when collecting the permit: -
 - a. full name of importer
 - b. full name of importers agent (where applicable)
 - c. Name of the commodity
 - d. Identity Number of applicant (as stated on the application form)
- ❖ Please wait to receive a short message service (**sms**) or confirmation that the permits are **ready for collection**, before making arrangements for the collection. Permits may be collected at the permit office at the physical address provided below.
- ❖ A **Veterinary Health Certificate** will also be provided to you with the Veterinary Import Permit. This needs to be completed **before departure and within 10 days of departure**, in **English**, by a veterinarian authorised thereto by the Veterinary Authority of the exporting country.
- ❖ The following **must be presented** to the South African State Veterinarian or his/her representative or agricultural import official at the Port of Entry:
 - Original Veterinary Import Permit
 - Original Veterinary Health Certificate
 - Any other documentation specified, e.g.: Indemnity Declaration, Rabies Vaccination Certificate / Pet Vaccination History, Waybill/Airway Bill, Packing & Ingredient Lists, SARS EDI etc.

Costs and payment options

- ❖ A tariff / payment is required for the following:-
 - a. Issuance of a veterinary import permit
 - b. Issuance of a master import permit
 - c. Issuance of certified copies for import and master permits
 - d. Issuance of extension / dispensation / amendment letters

- ❖ The applicant is responsible for bank charges as well as the Foreign Bank charges.

- ❖ **Applications will not be processed unless proof of payment is been received. The proof of payment must be sent to the permit office together with the application form.**

- ❖ In cases where you are applying on behalf of another person or company, please make sure that you make the transfer / deposit in that person's or company's name.

- ❖ **Banking details:**

Name of Bank:	STANDARD BANK OF SOUTH AFRICA
Account Holder:	NATIONAL DEPARTMENT OF AGRICULTURE
Account Number:	011219556
Branch Code:	010845
Branch Name:	ARCADIA
	IB BRAND 0001982 CENTRE CODE
	Swift Code SBZA-ZAJJ
Reference:	Importers Name & Surname

- ❖ Payments can also be made at the permit office at the physical address provided below.

Contact details of permit office

- ❖ Telephone number:
Switchboard: +27 12 319 7514 / 7476

- ❖ Fax numbers:
+27 12 329 8292
+27 12 319 7644

- ❖ E-mail
VetPermits@daff.gov.za

❖ Postal address:
The Directorate: Food Import and Export Standards
P.O. Box 40024
Arcadia
0007

❖ Physical address:
Room G52 Delpen Building
Corner of Annie Botha & Union Street
Riviera, Pretoria

Quarantine of animals

❖ In cases where **quarantine of animals** is required, the importer must contact the State Veterinarian or his/her representative at the port of entry:

- ◆ Johannesburg Tel +27 11 973 2827 Fax +27 11 973 2828
RomonaN@daff.gov.za
- ◆ Durban Tel +27 31 368 8552/04 Fax +27 31 368 8557 SharonS@nda.agric.za
- ◆ Cape Town Tel +27 21 551 2050 Fax +27 21 551 1378 NiekN@daff.gov.za

❖ The State Veterinarian or his/her representative will arrange the reservation for accommodation at the Quarantine Station and must **complete the applicable part** of the application form.

❖ An Indemnity Declaration (in respect of imported animals or birds undergoing quarantine) must also be completed and attached to the application form. This Indemnity Declaration form can also be obtained from the Permit Office.

General:

❖ The Directorate Animal Health, Sub-Directorate Import / Export Policy unit in Pretoria will be able to assist you with regard to technical information. The list of contact persons can be obtained from the website: (<http://www.daff.gov.za> → Branches→ Agricultural Production, Health and Food safety→ Animal Health→ Import/ Export Policy unit → contacts)

❖ If any information is needed on the exact requirements for a specific animal or animal product, **specimen copies** of the Veterinary Import Permit and the Veterinary Health Certificate can be obtained from the Permit Office.

- ❖ To apply for a veterinary import permit to import meat for own use from neighbouring countries, the **“Application for hunting trophies & Meat for own use”** must be completed.
- ❖ In cases of importing wet/dry hides & skins, the application form must be authorized by the state veterinarian of the area of final destination **BEFORE** the permit can be issued. The authorization given will also confirm that the facility is approved to receive imported products.
- ❖ **Importers of live animals e.g. cattle, sheep, goats, horses etc. (excluding cats and dogs) must obtain authorization from the Registrar: Animal Improvement BEFORE the veterinary import permit can be issued.** Contact details for Animal Improvement:

Hazel Madikologa +27 12 319 7590
Vivian Mvimbi +27 12 319 7576



FOR DIRECTOR: FOOD IMPORT AND EXPORT STANDARDS

