

BRIEF ON IMPORT CONTROL PROCEDURES FOR PLANT, LIVESTOCK AND FOOD PRODUCTS IN NEPAL



Government of Nepal

Ministry of Agriculture and Livestock Development

Department of Food Technology and Quality Control

SPS National Enquiry Point

Babarmahal, Kathmandu, Nepal

Phone: 01-5356947 / 5362369

Email: info.dftqc@spsenquiry.gov.np

Website: www.spsenquiry.gov.np

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WORLD TRADE
ORGANIZATION



World Organisation
for Animal Health



Nepal, as a member of the World Trade Organization (WTO), adheres to the principles and obligations outlined in the WTO's Agreement on the Application of Sanitary and Phytosanitary (SPS) Measures. This agreement authorizes member countries to implement control measures on imported goods to ensure they meet established sanitary and phytosanitary standards, thereby safeguarding the health and life of humans, animals, and plants.

Nepal is committed to SPS Agreement and its SPS measures based on internationally recognized standards or sound scientific evidence. These international standards are established by globally mandated organizations, including the Codex Alimentarius Commission (CAC) for food safety, the World Organization for Animal Health (WOAH, formerly OIE) for animal health, and the International Plant Protection Convention (IPPC) for plant health. Measures are implemented in accordance with their guidelines and recommendations.

Nepal retains the right to inspect and test imported consignments that may pose a risk to human, animal, or plant health. The import control system is governed by national legislation, including:

- **Food Safety and Quality Act, 2024**
- **Animal Health and Livestock Services Act, 1999**
- **Plant Quarantine and Protection Act, 2007**

These laws, along with their associated rules and guidelines, form the legal foundation for SPS-based import controls. Additionally, importers are required to comply with all other applicable national laws and regulations.

Import control procedures are applied uniformly and without discrimination among trading partners, provided that consignments present the same level of risk.

This leaflet provides brief guidance on the import control procedures as per existing law and regulation for:

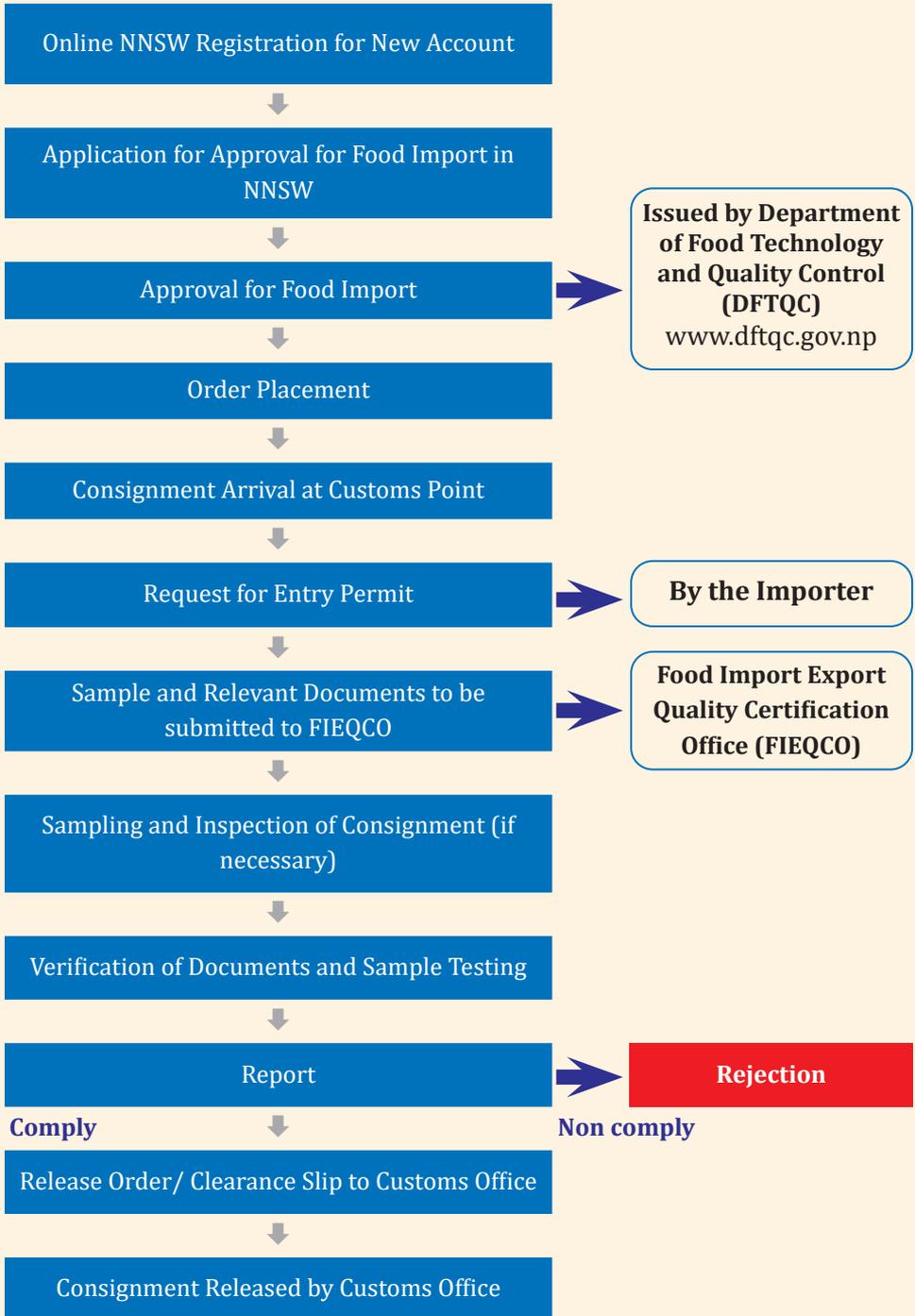
- **Food and food products**
- **Livestock and livestock products**
- **Plant and plant products**

It aims to support importers, exporters, and relevant stakeholders in understanding and complying with Nepal's SPS measures and legal requirements for safe and lawful trade.

Nepal National Single Window (NNSW) System is a platform which simplifies and speeds up Customs and trade processes for both traders and Government agents, providing a comprehensive online environment to process all trade transactions through a single interface.

License, Permit, Certificate and Other Approvals (LPCO) that is required as per existing law and regulations from Government Agency in order for traders to import/export goods to / from Nepal. The trader needs to create the user account in NNSW before apply import and entry permit or approval. For the NNSW online registration, he/she needs to go to User Registration and fill the required forms via www.nnsw.gov.np.

Food Import Control - General Flow Chart



List of Documents Required for Approval for Import of Food and Food Products:

1. Online registration for new account in NNSW:

- a. Copy of citizenship or passport (Individual)
- b. Copy of company registration and renewal certificate (Company/Firm)
- c. Copy of PAN or VAT certificate
- d. Copy of EXIM certificate
- e. Clearance of tax

2. Documents to be uploaded for approval for import:

- a. Pro-forma / Commercial Invoice
- b. Product label / photo of the product
- c. Copy of registration document of the exporting trader or company
- d. License of the manufacturer from the manufacturing country
- e. Copy of other certificate given by exporting country (e.g. quality certificate, health certificate etc.)
- f. Certificate of analysis of the product
- g. Copy of certificate of origin
- h. Receipt of revenue
- i. Other relevant documents: for special cases

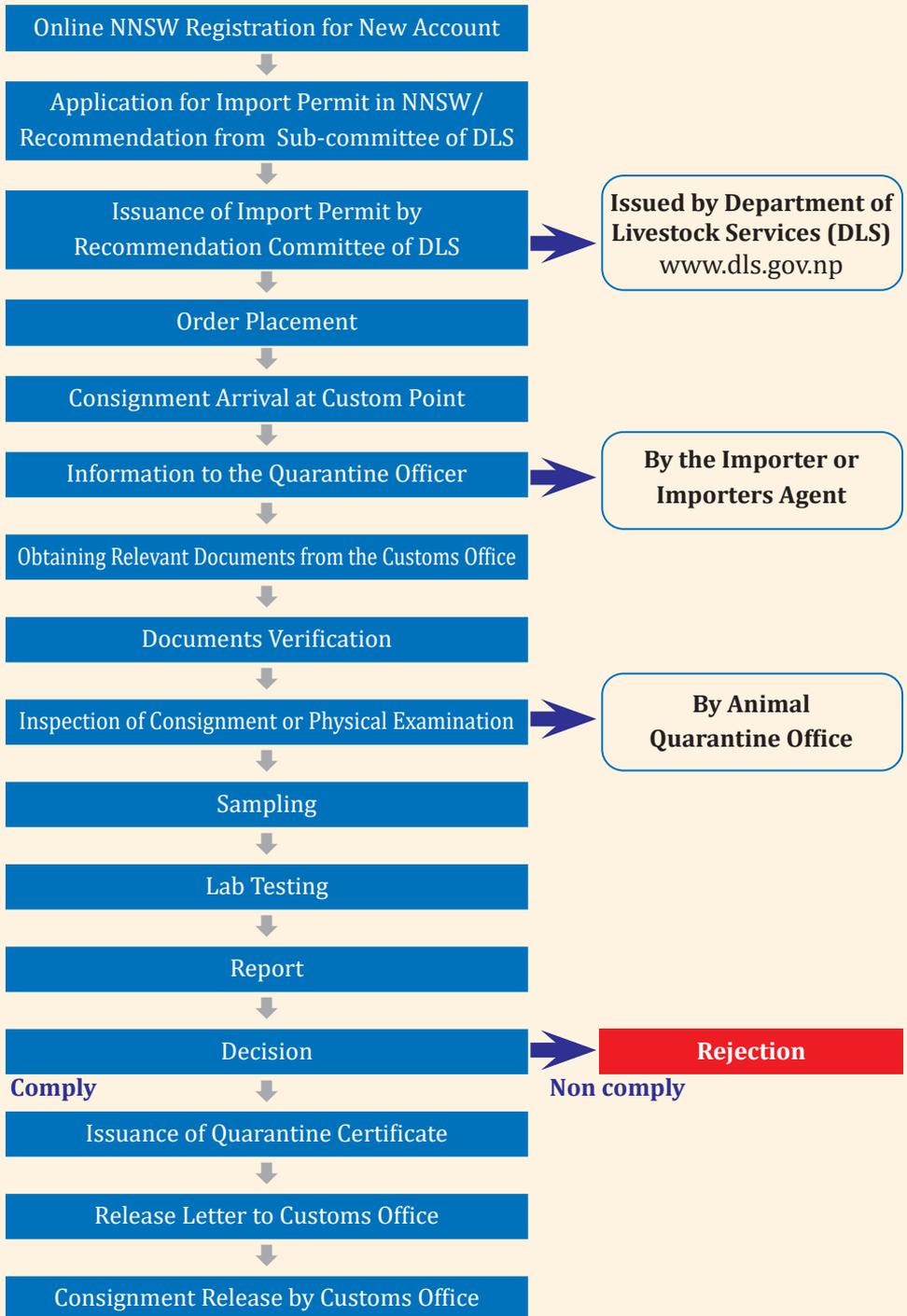
3. Entry permit documents

- a. Commercial invoice
- b. Analysis report of the food product
- c. Product label information

Reference documents for detail information:

- a. *Food Safety and Quality Act, 2024*
- b. *Directives on Export Import Inspection and Quality Certification System in Nepal, 2007*

Animal Quarantine and Import Control - General Flow Chart



List of Documents Required for Import Permit of Livestock and Livestock Products:

1. Online Registration for new account in NNSW:

- a. Copy of citizenship or passport (Individual)
- b. Copy of company registration and renewal certificate (Company/Firm)
- c. Copy of PAN or VAT certificate
- d. Copy of EXIM certificate
- e. Clearance of tax

2. Documents to be uploaded for import permit:

- a. Copy of Pro-forma Invoice
- b. Certificate of origin
- c. Letter of commitment from importer
- d. Quality assurance certificate of products/goods
- e. Quality certificate (ISO, HACCP, GMP, FSSAI, FSMS etc.) of the exporting/producing/manufacturer company
- f. Authorization letter/legal documents of exporting/manufacturing/producing company
- g. Third party (Accredited Lab) lab analysis report (Microbial and Chemical analysis including heavy metals, antibiotics and others)
- h. Slaughter House Information (for meat & meat Items)
- i. Halal certificate (If required)
- j. Product label and sample (if available)/ photo of the product

3. Special condition documents to be uploaded

- a. Disease free status from the authorized government agency or concerning international organization (e.g. WOA, WHO, etc.)
- b. Other documents: decided by Import Permit Sub-committee and Recommendation Committee

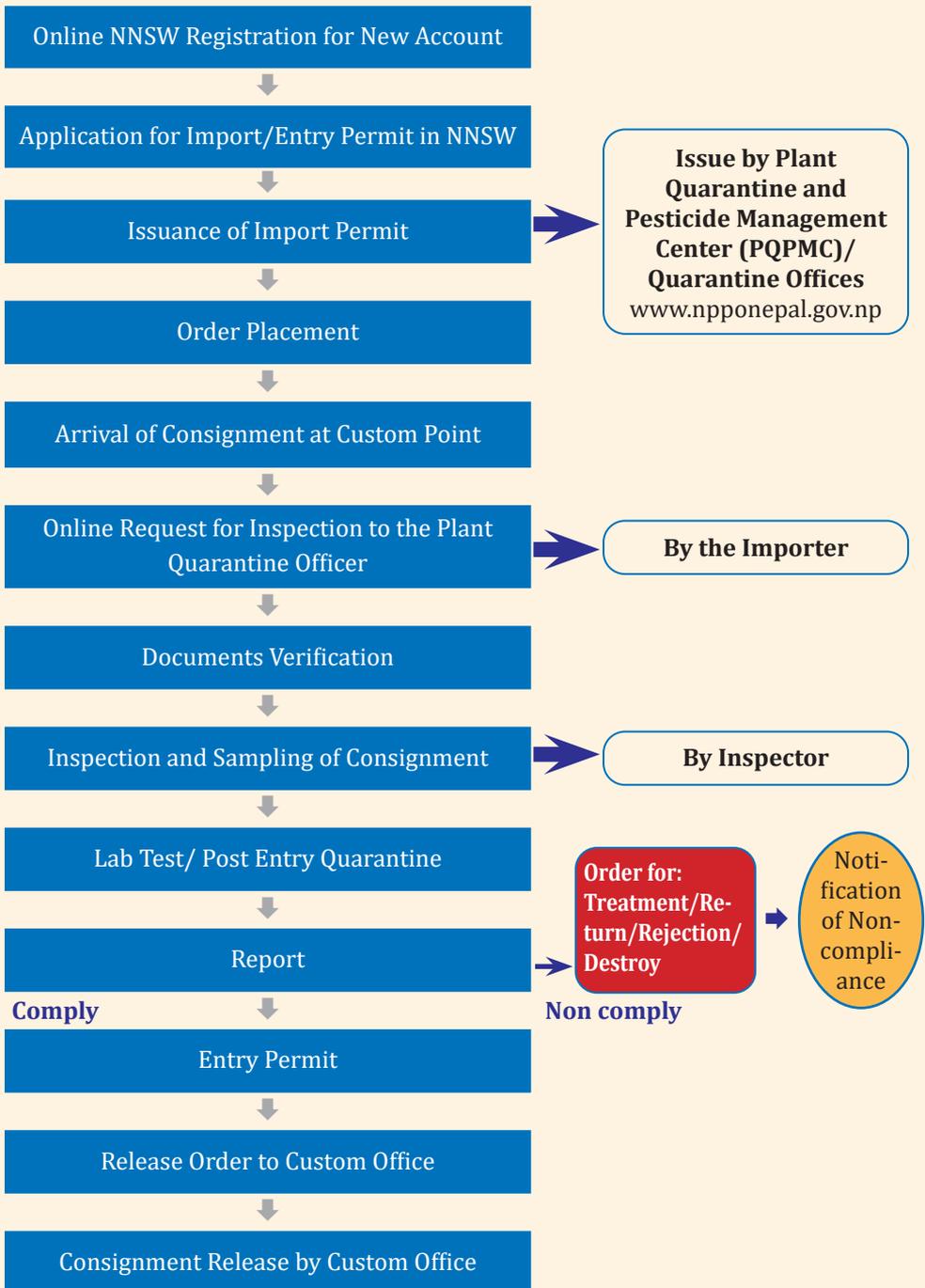
4. Entry permit documents:

- a. Sanitary/ Veterinary health certificate
- b. Commercial invoice

Reference documents for detail information

- a. *Animal Health and Livestock Services Act, 1999*
- b. *Animal Health and Livestock Services Rules, 2000*

Plant Quarantine and Import Control - General Flow Chart



List of Documents Required for Import Permit of Plant and Plant Products:

1. Online registration for new account in NNSW:

- a. Copy of citizenship or passport (Individual)
- b. Copy of company registration and renewal certificate (Company/Firm)
- c. Copy of PAN or VAT certificate
- d. Copy of EXIM certificate
- e. Clearance of tax

2. Documents to be uploaded for entry permit:

- a. Copy of Pro-forma Invoice
- b. Certificate of origin
- c. Recommendation letter of the Seed Quality Control Center if an import of seed is to be made

3. Special documents required to be uploaded

A commitment letter from the concerned processing industry stating that any imported living modified organisms (LMOs), genetically modified organisms (GMOs), or transgenic materials will not be used as seeds, and will only be sold or distributed after undergoing processing,

- a. For germplasm: letter of recommendations from the ministry of agriculture and livestock development.
- b. If an import is to be made for the purpose of research, a request letter of the researcher or institution and a letter of recommendation made by the Nepal Agricultural Research Council or other authorized body
- c. A deed of bond, as specified in Schedule-2 of Plant Quarantine and Protection Rules, 2010, in case of importing plant for private purpose

4. If import is intended for a program conducted by the Government of Nepal, a Provincial Government or a Local Level, a request letter with details including the location where such program will be carried out.

- a. If the plant and planting material are imported commercially for planting, a letter of recommendation from the concerned body in the format pursuant to Schedule-3 of Plant Quarantine and Protection Rules, 2010.

5. List of documents to apply for request for inspection after arrival of the consignment

- a. Phytosanitary certificate must be as per the conditions of entry permit.
- b. Certificate of origin
- c. Commercial invoice
- d. Non-GMO certificate (if required)
- e. Treatment certificate (if required)
- f. Test report (if required)

Reference documents for detail information:

- a. *Plant Quarantine and Protection Act, 2007*
- b. *Plant Quarantine and Protection Rules, 2010*