



جابتن څرتانين دن اکري ماکن

Department of Agriculture & Agrifood
Ministry of Primary Resources and Tourism

GUIDELINES ON APPLICATION FOR INDIVIDUAL IMPORT PERMIT DURING COVID-19 SITUATION

1



Assign a Forwarding Agent (FA) registered with the Royal Customs and Excise Department (RCED)

2

Complete the Trader Authorisation Form* and email to coa.renew@customs.gov.bn (with subject title: **Assigning Customs Agent**)



3



FA applies for import permit through the Brunei Darussalam National Single Window (BDNSW) after approval is given by JKED

4

Pay online and email payment receipt to:
plantimport@agriculture.gov.bn, cc: plantbios@gmail.com
(Plants and Plant Products)
Or
animalimport@agriculture.gov.bn, cc: animal.qu@gmail.com
(Animals and Animal Products)



5



For exporting country Malaysia (Sabah & Sarawak):
Receive Import Permit via email

For other exporting countries:
An appointment will be set up via email to collect the import permit over-the-counter

*Download the “Trader Authorisation Form” from the link below:

<https://tradingacrossborders.mofe.gov.bn/Downloadable/Trader%20Authorisation%20Form.pdf>

“TRADER AUTHORISATION FORM”



<https://tradingacrossborders.mofe.gov.bn/Downloadable/Trader%20Authorisation%20Form.pdf>

“LIST OF REGISTERED FORWARDING AGENTS”



<https://tradingacrossborders.mofe.gov.bn/Downloadable/List%20Of%20Forwarding%20Agent%202020.pdf>