



## CIRCULAR

15 Mar 2019

To all plant importers and declaring agents

Dear Sir/Madam

### IMPORT, EXPORT AND TRANSHIPMENT OF PLANTS AND PLANT PRODUCTS

We would like to inform you that with effect from 1 April 2019, the import, export and transshipment of plants and plant products will be under the purview of the National Parks Board (NParks).

- (i) Live plants (with or without potting media)
- (ii) Cut flowers and foliages
- (iii) Seeds, bulbs, tubers and other propagating materials
- (iv) Organic fertilizers (plant based materials), soil, peat moss, bark and other potting media
- (v) Mushroom spawn
- (vi) Genetically modified plants
- (vii) Biological control agents
- (viii) CITES-listed insects and plant products (e.g. ginseng, agarwood, essential oils/extracts, timber)

While some HS codes and CA Product codes will be transferred from Plant Health Section to CITES Trade Permit Section, the import, export and transshipment requirements and procedures for these products remain unchanged.

2 Please note that AVA will be carrying out a TradeNet system maintenance on **29 Mar 2019, 1800 hrs – 1 Apr 2019, 0030 hrs**. Permit applications containing products listed which are pending at AVA after 29 Mar 2019, 1800 hrs, will be rejected (You may check on the status of the permit on your front-end system). As such, you are advised to submit permit applications for these products by **29 Mar 2019, 1500 hrs**, to facilitate permit processing.

3 Please also note that in view of the changes, TradeNet system enhancements will be performed from 31 Mar 2019, 1900 hrs to 01 Apr 2019, 0030 hrs. We seek your understanding that TradeNet will not be accessible during this period.

4 You are advised that NParks' operating hours for permit processing are as follows:

Operating Hours: Monday - Thursday: 8.30am – 6.00pm  
Friday: 8.30am - 5.30pm  
Lunch Hour: 12.30pm – 1.30pm  
Saturday, Sunday and public holidays: Closed

You are advised to submit your permit applications early to avoid delay in permit processing.

5 We would like to remind importers and declaring agents of the service standard for permit processing and that you can self-help by checking the status of your permit application from the system. Please download the circular for more details:

[https://www.ava.gov.sg/docs/default-source/default-document-library/circular-on-checking-status-of-permit-application\\_29-jan-2018.pdf](https://www.ava.gov.sg/docs/default-source/default-document-library/circular-on-checking-status-of-permit-application_29-jan-2018.pdf).

6 Please do not hesitate to email us at the following contacts if you have any queries.

CITES related products	gerald_neo@ava.gov.sg
Plants and plant products	eric_casiano_tulang@ava.gov.sg gloria_ong@ava.gov.sg

Yours faithfully

Yap Mei Lai  
Director/Plant Health Laboratory Dept  
Laboratories Group  
for Director-General  
Agri-Food and Veterinary Services

*This is a computer generated circular and no signature is required.*