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COMISIÓN INTERAMERICANA PARA EL
CONTROL DEL ABUSO DE DROGAS

CICAD

Secretaría de Seguridad Multidimensional

**PROCEDURES MANUAL FOR IMPORTS AND EXPORTS
OF CONTROLLED CHEMICAL SUBSTANCES AND
PRODUCTS THAT CONTAIN THEM**

QUITO, JULY 11 to 15, 2011

1. BACKGROUND

During the meeting of the group of experts on chemical substances and pharmaceutical products of CICAD-OAS, held in Quito from July 11th to July 15th, 2011, a working group was conformed to analyze the Manual of Procedures for the Import and Export of Controlled Chemical Substances and Products that contain them, presented by the delegation of Ecuador.

The working group included representatives of the following delegations:

- Argentina
- Brazil
- Canada
- Ecuador
- Trinidad and Tobago
- Uruguay

1. OBJECTIVE

Implement standardized mechanisms, procedures, requirements and forms for the import and export of controlled chemical substances to be followed at ports, airports and border crossings in coordination with competent authorities, in order to prevent their illegal use and possible diversion.

2. SCOPE

To prevent the diversion of controlled chemical substances at ports, airports and border crossings through the implementation of procedures based on joint operations coordinated with competent authorities, and taking advantage of the technical resources available in each country.

3. PROCEDURE

3.1 IMPORT LICENSE

1. The registered entity must submit an official request to the competent authority and attach all required documentation in order to obtain import authorization.
2. The competent authority will enter the import data into the system and determine the available quota of the controlled substance (only in countries that implement quota allocations).
3. The competent authority will issue the import license for precursors, chemical substances, and mixtures and preparations that contain them.

PROPOSAL 1:

The entity registered with the competent authority must include the CAS number (Chemical Abstract Service) in the import license, which makes the precise identification of a chemical

substance possible, in order to improve the control of substances at a country's ports, airports and border crossings.

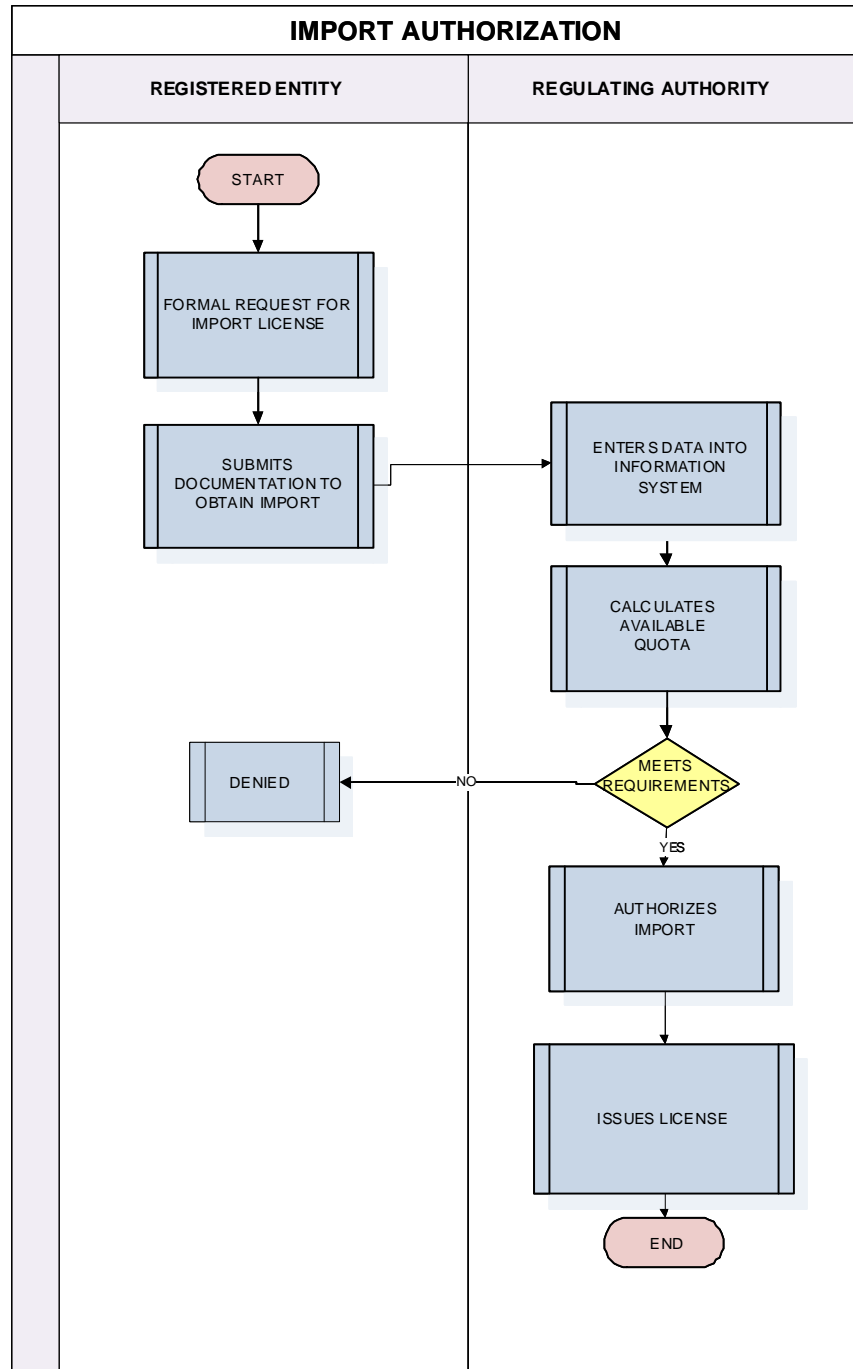


Figure 1

PROPOSAL 2:

SELECTING CARGO IN ORDER TO CONDUCT A PHYSICAL ASSESSMENT OF CONTROLLED CHEMICAL SUBSTANCES AND PRODUCTS THAT CONTAIN THEM

PROCEDURE

1. The shipping manifest must be submitted to the competent authority either in person or through electronic data transfer and must include the following information:
 - a) Identification of mode of transportation and freight agent.
 - b) Identification of place where shipment originated and destination.
 - c) Date the products were shipped and the date they arrived.
 - d) Number of each bill of lading, airway bill or consignment note, as the case may be.
 - e) Identification of the unit load in the case of maritime freight.
 - f) Number of bundles or bulk goods, where applicable.
 - g) Weight and generic identification of products.
 - h) Indication of consolidated cargo, if applicable, and the number of shipping documents in which the cargo is listed.

In the case of hazardous materials, these must be clearly identified as such.

2. Once the shipping manifests have been forwarded to Customs, the information will be shared with the registry system of the authority regulating controlled substances.
3. The importer itself, or a Customs Broker representing the importer, will present the Customs Declaration (depending on each country) either in person or by electronic data transfer. The information to be included in the declaration and the format will be determined by customs.
4. Once the Customs Declaration has been presented with all pertinent supporting and accompanying documentation, customs will carry out the selection of chemical substances, mixtures, preparations and others (resins, paints, inks, spray) and share it with the authority regulating controlled chemical substances.
5. Through an evaluation process, the authority regulating controlled substances will select products in two categories: controlled and non-controlled substances, and will operate in the following manner:
 - a) Substances imported by registered entities will undergo a physical assessment by the competent authority.
 - b) For chemical and other substances (resins, paints, inks, spray, etc.) which, according to the customs declaration submitted, do not require import authorization, the selection will be made based on the risk profile developed by the authority regulating controlled substances, and the results will be forwarded to Customs in order for the entity to conduct physical assessments of the products selected from those groups.

6. If irregularities are found in the unloading of products that contain controlled substances at Customs facility, the authority that regulates controlled substances will be notified of the irregularities and a physical assessment of those products will be scheduled.
7. A consolidated report produced by the entities that took part in the assessment will be issued in order to determine further steps to be taken.

3.2.EXPORT LICENSE

1. The registered entity must submit a formal request to the competent authority for an export license to be issued.
2. The competent authority forwards a pre-export notification to the importing country.
3. The importing country must respond within 15 days and inform whether there are any objections to the export. If the exporting country does not receive a response from the competent authority in the importing country within the prescribed period of time, the export will be considered accepted.
4. If no objections to the export are raised, the appropriate license is issued.

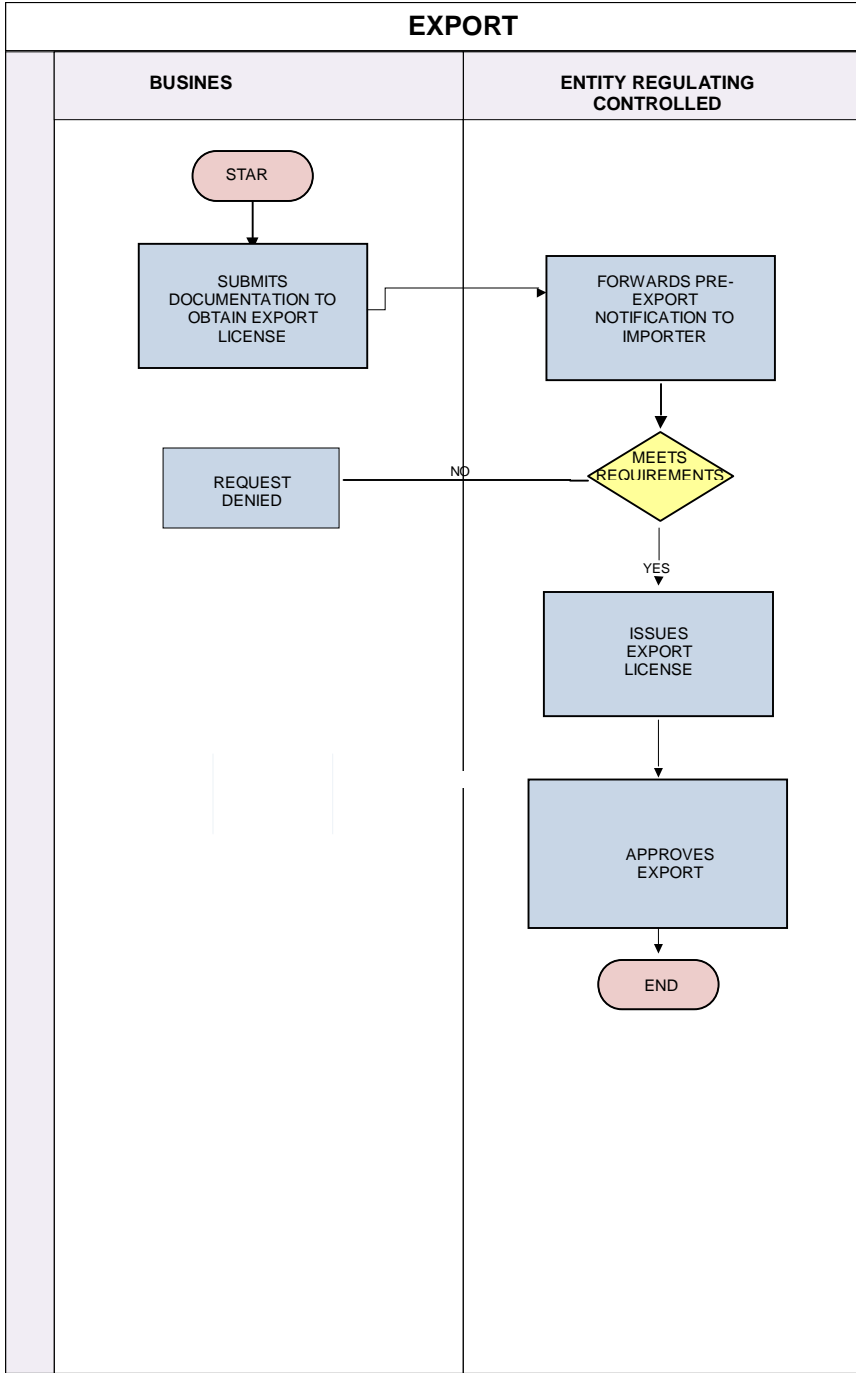


Figure 2