

Factsheet for import and re-export of sturgeon caviar through Singapore



(A) Import/re-export of caviar through Singapore

- All sturgeons (*Acipenseriformes spp.*) including paddlefish are listed on the Convention on the International Trade in Endangered Species of Wild Fauna and Flora (**CITES**). This means that all imports, exports and re-exports of sturgeons and paddlefish, including their parts and products such as caviar, would require **CITES permits**. The National Parks Board (NParks) is the national CITES authority in Singapore (wef 1 Apr 2019).
- In addition to the CITES permit requirement, please ensure that your company is registered with Singapore Food Agency (SFA) for **Licence for Import/Export/Transshipment of Meat and Fish Products** (<https://www.sfa.gov.sg/food-import-export/licensing-registration-of-traders>).
- A declaration must be submitted via TradeNet ([Singapore Customs \(SC\) | TradeNet®](#)) and Cargo Clearance Permit (CCP) is required for every import and export consignment via cargo.

(B) Trade document requirement for import/re-export of caviar through Singapore

Trade type	Import	Re-export
Requirement	<ul style="list-style-type: none">• CITES export/re-export permit from exporting/re-exporting country• CITES import permit from NParks• Customs declaration (import permit) using SFA-controlled HS and product codes	<ul style="list-style-type: none">• CITES re-export permit from NParks• Customs declaration (export permit) using SFA-controlled HS and product codes <p>*To check with the importing country on their import requirement</p>

*Check the contact details of the CITES authority of the foreign country on CITES website: <https://cites.org/eng/parties/country-profiles/national-authorities> for application and issuance of a CITES export/re-export permit for import shipment and to check the import requirements for re-export shipment.

**Please obtain all relevant CITES permits before arrival/departure of shipment through Singapore.

(C) Procedure to import caviar

CITES Documents required before import into SG	CITES export/re-export permit from exporting/re-exporting country CITES import permit from NParks, via GoBusiness:- https://www.gobusiness.gov.sg/licences
Supporting document	<ul style="list-style-type: none"> • Attach a copy of the foreign CITES export/re-export permit online • NParks reserves the right to verify the authenticity of the foreign CITES export/re-export permit prior to approval of the CITES import permit application.
Service standard	Typically 7 working days (normal service) for approval, as NParks may seek confirmation of foreign CITES export/re-export permit. Express service is not applicable for CITES import permit applications.
Printing	You may print the permit on your own and is required be printed on single-side, plain A4 white paper (normal 70 or 80gsm) in non-colour.
Fee	Each CITES permit is charged \$60 per consignment (\$12 per species subject to minimum of \$60 per consignment).
Customs declaration	Submit TradeNet declaration for SFA's approval.
Clearance & endorsement by NParks/AVS	<ul style="list-style-type: none"> • Original and valid CITES permits must be presented during import inspection and clearance by the Immigration & Checkpoints Authority (ICA). • Original CITES import permit must be endorsed on box 15 by ICA. • Surrender the original CITES export/re-export permit to NParks/AVS at the drop-off Box at Level 1, Raffles Building, Singapore Botanic Gardens, 1A Cluny Road Singapore 259597

(D) Procedure to re-export caviar

CITES documents required before export/re-export from SG	CITES re-export permit from NParks, via GoBusiness:- https://www.gobusiness.gov.sg/licences
Service standard	Typically 7 working days (for normal service) if all application information is correct. For express service, it will be within 2 working days.
Printing	You may print the permit on your own and is required to be printed on single-side, plain A4 white paper (normal 70 or 80gsm) in non-colour.
Fee	<ul style="list-style-type: none">• Each CITES permit is charged \$60 per consignment (\$12 per species subject to minimum of \$60 per consignment).• Express service will be double the charge.
Customs declaration	Submit TradeNet declaration to SFA for approval. Please check SFA website (https://www.sfa.gov.sg/tools-and-resources) for relevant HS and product codes.
Clearance & endorsement by NParks/AVS/ICA	<ul style="list-style-type: none">• Endorsement on box 15 and 16 of the CITES permit by NParks/AVS Changi Animal & Plant Quarantine (CAPQ) for air shipment or the Immigration & Checkpoints Authority (ICA)• Present the original CITES re-export permit with a Letter of Undertaking (LOU) to NParks/CAPQ/ICA for endorsement during clearance of the shipment. See LOU sample attached.

If you need clarifications or assistance on the import/re-export procedure, feel free to contact NParks or SFA:

	NParks (CITES permit application enquiries)	SFA (for enquiries on Licence for meat and fish product and TradeNet declaration)
Contact	https://www.nparks.gov.sg/feedback	(65) 6805 2871

For enquiries on clearance and inspection at CAPQ

Contact No.	(65) 6545 7523
Address	113A Airport Cargo Road, Changi Airfreight Centre, Singapore 819985
Operating hours	<u>Monday, Wednesday, Thursday, Friday</u> 0900H - 2100H (Lunch break: 1300H – 1400H) Last appointment at 2030H <u>Tuesday</u> 0900H - 1830H (Lunch break: 1300H – 1400H) Last appointment at 1800H <u>Saturday</u> 1000H – 2100H (Lunch break: 1300H – 1400H) Last appointment at 2030H <u>Sunday and Public Holiday</u> Closed

<COMPANY'S LETTERHEAD> or <INDIVIDUAL'S NAME>

(with address)

<DATE OF ISSUE>

To NParks/AVS/ICA

LETTER OF UNDERTAKING FOR ENDORSEMENT OF SINGAPORE CITES EXPORT/RE-EXPORT PERMIT

We would like to request NParks/AVS/ICA to endorse on box 15 and 16 of the following CITES export/re-export permit(s) for export/re-export of the shipment(s) that contain(s) the following item(s):-

S/N	CITES export/re-export permit no.	Scientific name	Description	Quantity & Unit
<i>Eg.</i>	<i>19SG001234CR</i>	<i>Acipenser baerii</i>	<i>Caviar</i>	<i>5g</i>

2 We will solely be liable for any discrepancies should the shipment not tally with the description recorded in the above-mentioned CITES export/re-export permit(s).

3 Please do not hesitate to contact the undersigned should you have any further queries.
Thank you and best regards.

<SIGNATURE>

<COMPANY'S REPRESENTATIVE NAME>

<DESIGNATION>

<CONTACT NUMBER>

<EMAIL>