REPUBLIC OF VANUATU

AGRICULTURE ACT NO. 17 OF 2018

Export of Agricultural Products Regulations Order No.136 of 2025

In exercise of the powers conferred on me by section 21 of the Agriculture Act No. 17 of 2018, I, the Honourable IAN TOAKALANA WILSON, Minister of Agriculture, Livestock, Forestry and Biosecurity, on the advice of the Director, make the following Regulations.

1 Purpose

The purpose of this Regulation is to prescribe conditions, rules and standards for the export of Agriculture products to another country.

2 Interpretation

In this Regulation, unless the contrary intention appears:

Committee means the Agriculture Advisory Committee established under Section 8A of the Agriculture Act No. 17 of 2018;

Department means the Department of Agriculture and Rural Development;

Export Pathway means steps and processes that are involved in selling goods from Vanuatu to another country which includes initiatives that the department provides to assist develop export capabilities of local businesses;

Export Readiness Checklist means a list of questions to guide businesses to ensure that they are export ready before they invest in an export business of agriculture products;

Agriculture Export Permit means a formal authorization issued by the Director, required for the export of Agricultural raw products, in particular the prescribed crops;

SOP means the Standard Operating Procedure that is produced for each prescribed crop.

3 Objectives of the Regulation

The Regulations has the following objectives:

(a) to increase the exports of fresh and frozen agriculture produce; and

(b) to increase the understanding and knowledge of local businesses in relation to the requirements for the export of agriculture produce; and

(c) to develop and approve export pathway and SOP, for all crops that have already been approved for export; and

(d) to enhance and support partnership between relevant government agencies and private sector companies to export agriculture produce; and

(e) to manage funding mechanism to promote and support exports of agriculture products; and

(f) to provide for online marketing and information system that support the effective implementation of the export of the agriculture produce, particularly the prescribed crops.

4 Comply to the Minimum Requirements of the Agriculture Export Permit

(1) An export business owner must comply with the Minimum Requirements under this Regulation.

(2) The Agriculture Export Permit has the following Minimum Requirements:

(a) ensure all businesses operate according to the Agriculture Act No. 17 of 2018 and this Regulation; and

(b) ensure all export businesses operate above the Minimum Requirements; and

(c) ensure all export businesses operate according to the export requirements.

(3) The Minimum Requirements for the Export of the agriculture produce is shown in Schedule 6.

5 Development of standard operating procedures for prescribed crops

(1) For the purpose of this clause, SOP means the set of standards that is developed by the Department for the different steps and processes along an export pathway.

(2) The Committee must ensure that the SOP for all prescribed crops under the Agriculture Act No.17 of 2018 is completed by the Department.

(3) The Department is to develop the SOP to educate indigenous ni-Vanuatu and exporters of the national and importing country about the requirements for the export of the prescribed crops.

(4) The prescribed crops under the Agriculture Act No.17 of 2018 are the crops that can be exported to an oversea market. The export of the crops to an oversea market must:

(a) be made according to the requirements and standards of the crops as approved by the Committee; and

(b) meet the requirements of the importing country.

(5) The only crops to be exported are the crops that have been approved by the government of the importing country.

6 Export pathway for prescribed crops

(1) The Department must ensure that the Export Pathway is developed to educate indigenous ni-Vanuatu on the requirements for export and to educate the different agencies on their different roles along the pathway and ensure that only quality crops are exported.

(2) The Department is responsible for the following:

(a) to develop an Export Pathway for all crops that have been approved for export to another country; and

(b) to ensure the local businesses understand and know the different steps and processes along the pathway; and

(c) to ensure the local businesses understand the different responsibilities of different agencies along the pathway; and

(d) to ensure only prescribed crops are produced for export; and

(e) to ensure an exporter complies with the different steps and processes along the pathway; and

(f) all crops for export are produced according to the national requirements and the requirements of the importing country.

7 Export business readiness

(1) A person who intends to invest in an export business must complete a Self-Assessment Form under Schedule 2.

(2) The Self-Assessment Form under Schedule 2 is to be developed by the Department, to ensure that the business is ready to participate in the export business.

(3) A new business owner must also complete an Export Business Readiness Checklist in Schedule 3, to ensure that all aspects of the exporting business have been considered and planned for before investing in an export business.

(4) The Self-Assessment Form and Export Business Readiness Checklist must be attached to the application for Agriculture Export Permit and submitted to the Director for consideration before approval of the Agriculture Export Permit.

8 Agriculture Export Permit form

(1) A local business that intends to invest in an export of a prescribed crops must apply to the Director for an Agriculture Export Permit, using the form in Schedule 1.

(2) A foreign investor who intends to operate an export business must apply to the Director for an Agriculture Export Permit according to the guidelines in Schedule 9.

9 Determination of Agriculture Export Permit Application

(1) The application for an Agriculture Export Permit is to be assessed by the Secretariat using the form under Schedule 8 before submitting to the Committee for its consideration and approval.

(2) The Secretariat after Assessing the applications of the Agriculture Export Permit must provide the applications to the Committee.

(3) If the applications have not met the Export Business Readiness Checklist, the Director is to respond to the application for Agriculture Export Permit made under clause 8 by the format in Schedule 4.

(4) If the applications meet the requirements in Export Business Readiness checklist and upon the Committee approval, the Director issues the Agriculture Export Permit for the export of a specific agriculture product.

(5) The Agriculture Export Permit under Schedule 5 must contain the following information:

(a) Name of business; and

(b) Name of business owner; and

(c) Location of business; and

(d) VFSC certificate of registration of business; and

(e) Business license; and

(f) Date of Issue; and

(g) Agriculture Export Permit number.

10 Commencement

This Order commences on the day on which it is made.

Made at Port Vila this 10th **day of** July **, 2025.**

REPUBLIC OF VANUATU MINISTER OF AGRICULTURE, LIVESTOCK, FORESTRY, FISHERIES & BIO-SECURITY REPUBLIQUE DE VANUATU

Honourable IAN TOAKALANA WILSON
Minister of Agriculture, Livestock, Forestry and Biosecurity

SCHEDULE 1: NI-VANUATU APPLICATION FORM-AGRICULTURE EXPORT PERMIT

NOTE: This application must be attached to the Self-Assessment Form, if completed by an indigenous ni-Vanuatu applicant

1. **Name of your company**

   _____

   (a) Address:

   _____

   (b) Agriculture Business Permit number (if it is an agriculture business)

   _____

   (c) Vanuatu Financial Services Commission Registration number

   _____

2. **Details of importer:**

   (a) Name of importer

   _____

   (b) Name of company

   _____

   (c) Address of importer

   _____

   _____

   (d) Which country _____ Which city

   _____

   (e) Port of destination for consignment

   _____

3. Have you entered into a written agreement with your importer? YES/NO

   (a) If yes, for how months _____ Price per kilo

   _____

(b) If NO, is it just a verbal agreement

(c) How will payment transactions be facilitated?

_____

4. Quantity and specification of product to be exported

(a) Product description _____

(b) Quantity to be exported _____

(c) Monthly or quarterly

_____

(d) Port from which product will be exported _____

(e) Expected date of export: _____

5. Do you have a warehouse or facility in the port of export to prepare the products for export?

_____

6. Is your facility Hazard Analysis and Critical Control Points certified?YES/NO

7. If NO, have you begun the process for certification?

_____

8. Does your importer require your facility to be Hazard Analysis and Critical Control Points certified? YES/NO

9. Declaration by exporter:

I hereby declare that the answers to questions 1 – 8 above are, to the best of my knowledge, as true and correct.

Name _____

Signed: _____

Date: _____

Note: *Providing an incorrect or false declaration on this form is an offence under the Act, and on conviction, may result in fines.*

SCHEDULE 2: <u>Indigenous Ni-Vanuatu Export Business Readiness Self-Assessment Form</u>

An Officer of the Department will take you through this Self-Assessment to assist you better understand the business of exporting

1. Name of business _____ Name of owner _____

2. Location of business _____ Years of operation _____

3. What commodity are you going to export and to which market or importing destination?

   _____

   What species or variety or crop? _____

4. How many tonnes of product are you going to export to your buyer monthly or have agreed to export?

   (a) 1 tonne; 5 tonnes; 10 tonnes; 20 tonnes Other (specify) _____

   (b) At what price per kilo? _____

5. Where is your processing facility located? Vila or Luganville

6. How do you communicate with your buyer?

   ☐ Telephone ☐ Email

   ☐ Social media - Facebook, Instagram, Messenger, WhatsApp, IMO

   ☐ Own Website ☐ A friend/family website or email

   ☐ DARD/DOI website/email

7. List what languages you speak, or your regular staff can speak: _____

8. Is your business already well-established in the domestic market?

☐ Selling products to locals and residents – how many kilograms per month _____

☐ Business has been actively operating for less than 2 years

☐ Business has been actively operating between 2 – 6 years

☐ Business has been actively operating for more than 6 years

☐ Not selling products to locals and residents.

9. Do you have a network of market vendors/farmers/own production for the domestic market?

   ☐ Within the past 12 month you have received orders from at least one market vendor or business

   ☐ Within the past 12 month you have received orders from more than one market vendor or business

   ☐ Within the past twelve months you have not received any orders from any local business

10. Have you prepared a Business Plan for your business and what planning cycle (how many years)?

    ☐ YES – have a business plan for 1, 2, 3, 4, or 5 years

    ☐ NO – have not prepared a Business Plan yet and would like help to prepare one

    (a) If YES, have you taken your employees through the Business Plan so they fully understand the objectives and your strategy for long term sustainability of supply of the product that you will be exporting? _____

11. Where are you physically located? _____

12. How many workers are you currently employing? _____

(a) Do you have someone who has experience and is looking after your accounts?

YES or NO

(b) How many of them understand or have some experience in the business of exporting? _____

13. Can you provide a consistent supply and quality of product, service and experience to support your export business?

☐ YES - always ☐ OFTEN – but not always ☐ SOMETIMES but could do more

14. Do you have a website or email to communicate with your importer and market?

☐ YES – have online system Website or email address_____

☐ NO – not currently communicating with the international market

15. Do you have a price structure for the different products that your company produces?

☐ YES – have rates that include domestic, international rates and commission fees.

☐ YES – but rates do not include different domestic and international rates.

☐ YES – but rates do not include commission fees.

☐ No – not currently working in the international market.

16. Have you established an accounting system for your business?

☐ YES – have a formal/written book keeping system that is used

☐ YES – have a book keeping system, but it is not formal/written.

☐ No – do not have a book keeping system but would like help to set one up

17. Have you decided with your buyer the system for the buyer to pay your business – through a letter of credit or SWIFT transfer or bank to bank transfer or how will the buyer pay you for the goods? If it is a letter of credit then for how many days – 30, 60 or 90 or 120 days.

☐ YES – I am currently using an international payment system PayPal or Visa or others

☐ NO – I am not currently using an international payment system.

18. Do you have a network of farmers or market vendors to supply you with the products for export?

☐ YES – I have 5 to 10, 10 to 20 or 20 to 40 farmers or market vendors.

☐ NO – I do not have anyone to supply me with the products for export.

(a) What is the capacity of each one to supply you for every monthly shipment?

20 kg 50kg 100kg 150kg 200kg One tonne or two tonnes

(b) What will be their total monthly supply?
_____

(c) If you don't have a network of farmers then how can you sustain the supply of products for export every month?
_____
_____
__

19. Do you also produce your own products for export?
_____

(a) Yes – If yes how many tonnes is your business going to supply the products for exports? _____
_____

20. Are your farmers or market vendors on Efate or Santo or on other islands too?

Efate Santo Other islands
_____

21. How many farmers or market vendors on: Efate _____ Santo _____
Other islands_____ Which islands _____

22. Do you currently work collaboratively with government agencies? YES or NO
If YES, Which agencies _____

23. Do you already have an online platform to promote and market your business and products?
_____

24. Have you attended the DARD Marketing of Agriculture Product Training Program or the DARD Post Harvest Management Training Program?
_____

25. Are you working with VCBN or Provinces or other government agencies to maximize your marketing and sales opportunities?
☐ YES ☐ NO

26. Are you prepared to work in partnership with the Department of Agriculture and Rural Development and the appropriate VPPA registered Association in your area?

☐ YES ☐ NO

Are you already a member of the Association? _____

27. Are you currently supplying some urban businesses in the country with your products?

_____

If yes which businesses and where are they located and which products?

_____

28. How much is the cost of each shipment that you will export to your buyer

(a) Product_____(b) Electricity _____ (c) Customs agent _____

(d) Ifira/NISCOL Stevedoring _____ (f) Freight _____

(e)Other costs _____

_____

(f) How will these costs be paid?

_____

29. Submission by the Owner of business

I hereby submit the above Assessment for your consideration that I am able to supply the products for the longer-term export business and have the network of farmers to supply the products for export and have the financial resources to finance the monthly shipment of products and technical staff to manage the export business.

Name of Owner of the Business_____

Signature _____ Date _____

SCHEDULE 3: Export Business Readiness Checklist

The following is a series of Checklist for the consideration of those local investors that plan to establish and operate an export business.

Department of Agriculture and Rural Development

Checklist

Are you Export Market Ready?

Some companies start exporting after they receive an enquiry from an overseas friend or customer or because the government is promoting exporting as a business, but then fail to ensure that ALL components of their business are export ready. Having received a request from a friend to export and the opportunity to make sales does not necessarily mean that the correct foundation for a successful exporting business has been established. If you are serious about starting an export business then you can use the following checklist as a tool to see if your business is export ready.

Why Do You Want to Export?

Why are you thinking of exporting? Your motivation in thinking about exporting is important in determining if you are serious and ready to establish an export business. If you are planning on establishing an export business as a long-term business operation, then you should continue to complete this checklist.

- ✓ Are you planning on establishing an exporting business because your friend has started an export business?
- ✓ Or are you wanting to export because the government has some funds to support local businesses to export?
- ✓ Do not be a copycat?
- ✓ Exporting is a serious and expensive business so do not plan to export if you are not serious about the business?

- ✓ Establishing a business exporting local products to a targeted overseas market is serious investment so you must not participate if you are not ready.

Your Business

Having an established Vanuatu customer base gives potential international customers confidence in your current operations. It allows them to see that you can be a reliable supplier and you are an established business. Also, local success will help you to build a strong foundation to consider an export opportunity and should also provide you with the necessary cash flow and working capital required to finance an export business successfully.

- ✓ Are you prepared to make exporting a serious part of your business plan?
- ✓ Are you prepared to make exporting a long-term commitment and be part of your local business and to sustain the company's export plan?
- ✓ Does your company currently and on the local market, have a good track record of meeting production and delivery deadlines?
- ✓ Do you have a proven track record of competing locally within the local market?
- ✓ Does your company have the capacity to supply all the products for export or are you going to source the products for export from a network of farmers with valid Agriculture Permits? How many farmers have you consulted and what is their current production capacity? Can they supply you consistently over the next few years?

What is Your Target Export Market?

Researching a viable market is the first and most vital step in selecting your export destination. Knowing how overseas markets work and who your competitors in the market are, will also help you to price your exports effectively and competitively. Also knowing the necessary requirements for accessing your chosen market are vital as these requirements will affect your export process and quality of your products.

- ✓ Do you know which market has a significant demand for your product?
- ✓ Have you researched the market that has a demand for your product?
- ✓ Have you conducted market research on your potential target market or have you sought assistance from the government to undertake this market research for your company?
- ✓ Have you checked if your product could have some implications on the religious and cultural practices in the market place?

- ✓ What about the Department of Customs and Inland Revenue requirements or the Department of Biosecurity requirements?
- ✓ You must consult with the relevant government agency on whether there could be any implications of your plans to export on current Trade Agreements and so on.

What Product Do You Want to Export?

If you are an existing business operating within the domestic Vanuatu market, are you going to have to make some alterations to your current product in order to prepare it for an overseas market or are you going to have to prepare a different product for your plans to export? Required changes may be just a different packaging or labelling but could be more complex depending on your plans, overseas market and the requirements of the importer.

- ✓ Is your product acceptable to your target market in its current form?
- ✓ Do you have a clearly defined unique selling proposition (USP) for your product and can you state why overseas competitors should buy from you and not your competitors? Who is your local competitor?
- ✓ Can you access appropriate packaging and labelling for your product locally or do you have to search overseas?

What Logistic Challenges?

Selecting the correct option of freighting for your business is critical and is vital to exporting success. In this respect, have you considered such factors as price and payment method and have you taken this into consideration? You must get your export pricing right because it can result in losses due to unforeseen costs that you may not have considered. Also, chasing outstanding debtors overseas is a very difficult task because you will be dealing with a company in another country not on another island in Vanuatu, so selecting the right payment system for your business will reduce the risk of non-payments.

- ✓ Have you considered the logistical demands of exporting? For example, where are you in the exporting supply chain, at the beginning, in the middle or at the other end?
- ✓ Have you investigated physical infrastructure that may limit your export potential? For example, is your business near the location of packing houses and the location of ports?
- ✓ Have you considered the possibility of using the services of a sales agent or distributor?
- ✓ Have you considered the potential of a freight forwarder or customs agent? Have you considered the best freight option for you? For example, will you

be freighting by air or by sea within Vanuatu and to your target overseas market?

- ✓ Have you considered and determine what pricing and do you understand what costs this pricing should include?
- ✓ Do not lose money because of your ignorance or because you underestimate the cost?
- ✓ Are you aware of and understand the different payment options for the international transaction with your importer, for example Letters of credit?

Is Your Product from Your Own Sources or from A Network of Farmers?

One of the fundamental principles of export readiness is understanding that your ability to export is dependent on the availability of your product ALL the time and not just one time. If you do not have a yield greater than the demand of your current domestic buyers then it may not be a worthwhile investment to seek an overseas order for your product.

- ✓ Can you produce a yield large enough to service your chosen target market?
- ✓ Are you willing to alter production methods according to particular biosecurity demands of your market?
- ✓ Does your product meet government regulations and safety standards in your target market?
- ✓ Can you increase production in response to demand? If so, do you have enough trained staff to handle the increased production?

Have You Produced Your Marketing Information?

You will need a website and other marketing materials that will help your overseas customers be confident in your abilities as a quality producer and reliable supplier. If you do not have overseas business connections then quality marketing materials will help you open doors to new opportunities. You should tailor your material for an export market and focus on commodities that are available for export rather than focusing materials on domestic customers.

- ✓ Do you have promotional materials suitable for overseas customers such as a website and brochures?
- ✓ Have you considered the translation of promotional materials into the language that is relevant to your target market?
- ✓ Have you consulted the Department of Agriculture or Department of External Trade or Department of Industry or Department of Biosecurity for assistance?

- ✓ Are you willing to undertake business trips to the target market in order to promote and market your product, as well as conduct business negotiations and get to know the market and your importer from first-hand information?

Financing Your Consignment for Export

Successful exporters support their overseas partners in a range of ways that include visiting the market. Exploring different funding options available to your business is important in understanding your financial ability to be a reliable exporter.

- ✓ Do you have sufficient financial resources from own sources to finance the exporting of the products to your target market?
- ✓ Are you going to rely on loan financing to develop an overseas export market? This includes financial resources for market visits and the ongoing promotion and marketing of your product overseas.
- ✓ Have you explored funding options such as from local commercial banks or any other government or private sector organizations?
- ✓ How much is the first consignment going to cost?
- ✓ Is your sources of funding sufficient to finance future consignment?

Have You Consulted the Department of Agriculture and Department of Biosecurity?

In order to be an exporter of a prescribed crop, you must be in contact with the Department of Agriculture and Rural Development (DARD), Vanuatu Bureau of Standards (VBS) and the Department of Biosecurity. Understanding the role of these government agencies and the role of other government agencies to your export operation is very critical to the success of your exporting business.

- ✓ Are you aware of relevant licensing and registrations required?
- ✓ Have you registered your business with the DARD as a commercial producer?
- ✓ Have you researched any other market specific documentation you may require?
- ✓ Have you explored government agencies database regarding your markets entry requirements?
- ✓ Have you familiarized yourself with the requirements of the Department of Biosecurity system and registered as an exporter?
- ✓ Do you have an Agriculture Export Permit from the Department of Agriculture?

Are you Export Market Ready?

This is perhaps the most important question and requires serious thought into whether or not your business is ready to take on an international customer. If you receive an export order tomorrow, are you confident your company could process and deliver the order on time for the next three or five years? Do you have the human, financial and administrative support services available to process the order? Have you established a network of commercial farmers to supply you with the monthly quantity of produce that your importer requires?

For more information see the guidelines on the website that has yet to developed by the partnership between DOI, DARD, VBS, Biosecurity, ORCBDS and VARTC that will provide complete information on all aspects of exporting and the products that can be exported as well as the Standard Operating Procedure for each prescribed crop or by-product for export.

The Department of Agriculture will assist investors to go through the Checklist to ensure that they fully understand and know what the Checklist is asking of them. This will include the Self-Assessment Form.

SCHEDULE 4: Recommendation from the Director

After the Self-Assessment Form is submitted to the Department of Agriculture, an officer from the department will assess and then recommend to the AAC on the readiness of the business to export. The following is a Sample letter from Director to Exporter to confirm whether the Business is Export Market Ready, according to the Self-Assessment Form.

SAMPLE LETTER

Dear Operator,

Subject: Export Business Market Ready Assessment and Checklist

This is to confirm to you that I have reviewed your Self-Assessment and the Export Business Readiness Checklist and wish to advice you of the following:

- You have not established an office for the business;
- You have not established a book keeping system for the business;
- The supply of products for export will not be sustainable because you have not established a network of farmers, with valid Agriculture Permit, to supply your business with the products to export. In addition, your own production is not sufficient to supply the quantity of products;
- Your business was only established four months ago; and
- You have not prepared a Business Plan for your business yet.

My overall assessment of your situation is that you are **NOT** market ready to be involved in an export business. I recommend that you address and resolve the above five deficiencies in your business operation before I can grant your business an Agriculture Export Business Permit.

I am giving you six to twelve months to complete the above tasks. The DARD Officer in your area will assist your business to address the above. I expect another report from the DARD Officer in six months' time or earlier.

I wish to thank you for your intention to participate and own an export business.

Yours sincerely,

_____

Antoine Ravo
Director

Copy CEO, VPP

SCHEDULE 5: Agriculture Export Permit

DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT

AGRICULTURE EXPORT PERMIT

To export an agriculture primary produce

This is to certify that:

is a Registered business and has met the Minimum Requirements of the Export Permit as prescribed by Section 21 of Agriculture Act No 17 of 2018

_____

Antoine Ravo
Director

_____ _____

ABP Category Business location

_____

Business license category

_____ _____

Date of Issue VPPA Product Grouping

_____ _____

Name of Owner of business VFSC Registration number

Agriculture Export Permit No._____

This permit does not allow the business holder to operate another export business or unless approved by the Director of the Department of Agriculture and Rural Development. The permit is valid only for one year and must be renewed annually.

SCHEDULE 6: DARD Assessment of Application for Agriculture Export Permit and Self-Assessment and Readiness Checklist from an indigenous applicant.

Name of Business _____

Name of Owner of Business _____

Location of Business _____

Member of VPPA Product Group _____

I confirm that, as a DARD Officer, I have fully assessed the Self-Assessment and Application for the Agriculture Export Permit and submit this form to confirm the result of my assessment.

Assessment	✓	**Assessment**	✓
Membership of VPPA Product Group (membership certificate attached)		Business plan prepared for 3 years (copy attached)	
Registration of business (certificate attached)		Payment schedule with importer	
Copy of Agriculture Business Permit attached		Packhouse secured and operational according to importer requirements	
Attended Marketing of Agriculture Product Training (certificate attached)		Inspection of packhouse by VBS (copy of certificate attached)	
Network of commercial farmers to supply crops (list and contract attached for information)		Workers for the packhouse recruited	
Office of business established		Confirmation of finance from bank (copy of bank letter)	
Bookkeeping system setup		Training of packhouse workers by VBS (letter of confirmation from VBS attached)	
Attended Post Harvest Management Training (certificate attached)		Transport arrangement secured from island to point of export	

Marketing agreement with importer (copy attached for information)		Transport arrangement in Port Vila or Luganville secured (name of transport owners attached)	
Training of packhouse workers according to importer's requirements		Assistance to prepare Packhouse operational plan provided by VBS	
Storage facility secured according to importer's requirements		Appropriate financial resources available to support consignment	
Confirmation of compliance to SOP for the crop		Confirmation of understanding of Export Pathway	
Confirmation of compliance to importer's requirements for packaging			

Confirmation of DARD Officer:

Name of DARD Officer _____

Post Title _____

Post Location _____

I certify that I have checked the Self-Assessment of the applicant against national requirements and confirm that the Exporter is in compliance.

Signature _____ **Date** _____

Approval by the Director:

I confirm that I have received the above assessment report from DARD officer of the application and have checked all documents and hereby signed the Assessment Report to show my approval for the issuance of an Agriculture Export Permit to the applicant.

Signature_____ **Date:** _____

Director, DARD

SCHEDULE 7: Application Form for foreign investors for An Agriculture Export Permit

The following is a guideline for use by foreign investors to assist them apply for Agriculture Export Permit.

1. **Details of investor**

(a) Name of investor _____

(b) City _____ Country of residence _____

2. Name of local company _____

   Local address of company _____

   _____

   Email address _____ Mobile number _____

   Website address _____

3. Attached a copy of the Vanuatu Financial Services Commission ("VFSC") certificate (you must register a local company with the VFSC before you apply for an Agriculture Export Permit)

4. Attached a copy of the Vanuatu Foreign Investment Promotion Authority ("VFIPA") certificate

5. The following documents that you submitted to the VFIPA should also be attached to the application
   (a) A copy of your passport

   (b) A copy of your bank statement

   (c) A copy of your utility bill

   (d) A copy of the Police Clearance report

   (e) A copy of your Oath with a Commissioner of Oath

6. If you have established a joint venture company with a local resident then you must also attach a copy of your joint venture agreement.

7. Attached a copy of your bank statement, from a local bank

8. Attached a copy of the map or GPS coordinates for the title of the land where your farm is located, if you are planning to be a commercial farmer.

9. What crop (s) are you planning to export _____

10. To which market destination _____

11. Sources of supply of the products for export (farmers who supply your company with products must have a valid Agriculture Business Permit)

Name of famers	Number of ABPC	Date of issue

12. Is the warehouse where you will prepare the crops for export located in Port Vila or Luganville.

_____

13. Is your warehouse Hazard Analysis and Critical Control Points certified _____?

14. Employees

Names of Foreign employees	Specialization
Names of Local employees	

15. Attach a copy of the business plan that you submitted to the VFIPA

FORM 8

[Section 21 (a)]

ASSESSMENT OF AN APPLICATION FOR AN AGRICULTURE EXPORT PERMIT

1.Name of company exporting:

_____

2. Agriculture Business Permit number

_____

3. Potential for the supply of product to be sustainable in the long-term

_____

(a) Own source of supply

_____

(b) Network of farmers _____Total number of farmers _____

4. Facility to process export of products – Hazard Analysis Critical Control Points certified? YES/NO

Or in the process of being certified

_____

_____

5. Does the importer require Hazard Analysis Critical Control Points certification YES/NO

6. Quantity and specification of product to be exported

Produce to be exported	**Quantity**

7. Port of Export

8. Description of Product for export _____

_____

_____

_____

9. Destination Port

_____

_____

10. Has the exporter complied with the SOP for the specific crop

_____

_____

11. Has the supplier of the crop been subjected to the SOP for the specific crop YES/NO

12. Confirmation of importer (please attached copy of agreement with importer)

_____

13. Other Considerations _____

_____

_____

14. Approved/Not approved

Declaration by DARD Agribusiness Officer:

I certify that I have checked the application and that the application is to my satisfaction correct and fully completed.

Name of Officer _____

Position _____

Signature _____

Date of Assessment _____

SCHEDULE 9: Guideline for foreign investors for the application for Agriculture Export Permit

The following is a guideline for use by foreign investors to assist them apply for Agriculture Export Permit.

1 Details of investor

(a) Name of investor_____

(b) City _____Country of residence _____

2 Name of local company _____

Local address of company _____

_____

Email address _____ Mobile number _____

Website address _____

3 Attached a copy of the Vanuatu Financial Services Commission ("VFSC") certificate (you must register a local company with the VFSC before you apply for an Agriculture Export Permit)

4 Attached a copy of the Vanuatu Foreign Investment Promotion Authority ("VFIPA") certificate

5 The following documents that you submitted to the VFIPA must also be attached to the application:

(a) A copy of your passport

(b) A copy of your bank statement

(c) A copy of your utility bill

(d) A copy of the Police Clearance report

(e) A copy of your Oath with a Commissioner of Oath

6 If you have established a joint venture company with a local resident then you must also attach a copy of your joint venture agreement.

7 Attached a copy of your bank statement, from a local bank.

8 Attached a copy of the map or GPS coordinates for the title of the land where your farm is located, if you are planning to be a commercial farmer.

9 What crop (s) are you planning to export
_____

_____

10 To which market destination
_____

11 Sources of supply of the products for export (farmers who supply your company with products must have a valid Agriculture Business Permit)

Name of famers	**Number of ABPC**	**Date of issue**

12 Is the warehouse where you will prepare the crops for export located in Port Vila or Luganville.

_____

13 Is your warehouse Hazard Analysis Critical Control Points certified _____?

14 Employees

Names of Foreign employees	**Specialisation**
Names of Local employees	

15 Attach a copy of the business plan that you submitted to the VFIPA.