DOCUMENT
PRIOR IMPORT AUTHORISATION (API) FOR ORDINARY MEDICINES AND MEDICAL EQUIPMENT

DEFINITION	**Prior Import Authorization (API)** is a formality that falls under the procedure for obtaining prior to the confirmation of the order from a supplier. Only Health Professionals, as well as Approved Companies are authorized to import Pharmaceutical and Medical Products and Materials.
PROCEDURE DESCRIPTION	**1-Online procedure** The API can be obtained via the Single Window for Foreign Trader (GUCE). The request is made through the Guichet portal (GUCE) by the importer or authorised forwarder: - Start the procedure by requesting an Import Declaration Form (FDI) via the Commercial Transaction module. - Once the FDI has been obtained, apply to the Ministry for an API via the e-Licence module.. - Once the request has been submitted, the technical department concerned will receive an e-mail notification and will also log on to the GUCE site to process and issue the API. **2- Exceptional case: manual procedure** The importer must go to the Direction de la Pharmacie, du Médicament et des Laboratoires with the original documents (see Required documents section) to submit the application for a Preliminary Import Authorisation. Ministry of Health officials check and validate the application online in the GUCE **N.B.** : L'*Access to the* requires prior registration as an importer or forwarder (https://guce.gouv.ci/register/procedure).
STATE STRUCTURE(S) CONCERNED	**Single Window for Foreign Trade.** **Ministry of Health and Public Hygiene.** **Department of Pharmacy, Medicines and Laboratories (DPML).**
COST	**Free of charge -** (centralized at GUCE level by Decree no. 2016.296 of 11 May 2016 and Inter-ministerial Order 0005 MPMBE/MICOM/MSHP/MINADER of 30 December 2016 regulating Foreign Trade Certificates and Authorisations)

The Portail Web d'Information Commerciale (PWIC) is a platform for information on imports, exports and transit, as well as on all regulations, procedures and requirements relating to trade in Côte d'Ivoire
Website: pwic.gouv.ci
Address : Cellule de gestion du PWIC - Chambre de Commerce et d'Industrie de Côte d'Ivoire sise à Abidjan - Plateau
Avenue 6 Joseph Anoma Ave Berthe
Contact : +225 20 33 16 00 / +225 07 58 25 44

DELIVERY TIME	The deadline for validation of the online API by the technical department concerned is **a maximum of 120 hours (5 days).**

APPLICATION REQUIRED DOCUMENTS	- Pro forma invoice. - List of products to be imported. - One of the following documents: - Valid licence to practice. - Provisional certificate of practice. - Ministerial approval. - Certificate of conformity. - Ministerial agreement. - An Import Declaration Form.

LEGAL BASIS (LEGAL REFERENCE)	Order 2001-284/MSP/PPM of 21 August 2001.

CONTACT(S)	**Ministry of Health and Public Hygiene** Cité Administrative, Tour C 16ème étage Abidjan – Plateau Côte d'Ivoire Tel. : (+225) 20 21 08 71 / (+225) 20 22 58 11 Website : www.sante.gouv.ci Email : *ministere.sante@egouv.ci* **Department of Pharmacy, Medicines and Laboratories** 52 Boulevard de Marseille BP V 5 - Abidjan, Côte d'Ivoire Tel. :(+225) 21 35 73 13 / (+225) 21 35 13 24 Website : www.dpml.ci Email : *secretariat@dphm.ci* **GUCE portal** https://www.guce.gouv.ci Service Help Desk de Webb Fontaine Tel. : (+225) 21 21 23 95

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