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)

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:
	  o Valid licence to practice.
	  o Provisional certificate of practice.
	  o Ministerial approval.
	  o Certificate of conformity.
	  o Ministerial agreement.
	• An Import Declaration Form.

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

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