

IMPORT/EXPORT OF CANNABIS PROCESS INFORMATION

Import of Cannabis Seeds, Plants & Tissue Culture

1. To import seeds, the importer must complete and submit to the Barbados Medicinal Cannabis Licensing Authority (BMCLA) Compliance Department the Import Authorization Certificate Form for the Import of Cannabis Seeds at least two (2) months prior to shipment.
2. The BMCLA will review the Import Authorization Certificate Form for approval for the import of cannabis seeds to the importer. This Approved Import Authorization Certificate Form would be copied to the Plant Protection Unit (PPU) and the Customs and Excise Department. If necessary, a letter of approval can be issued to the exporter.
3. The importer would then submit an application for an import permit to the PPU, using the Approved Import Authorization Certificate Form from the BMCLA.
The PPU is located at:

Ministry of Agriculture and Food Security,
Graeme Hall, Christ Church, Barbados.
Website: <https://agriculture.gov.bb/Departments/Plant-Protection/>
Telephone: (246) 535-5100
plantprotection@agriculture.gov.bb

4. If all is in order, the PPU will issue an import permit to the importer.
5. Upon receipt of this import permit, the importer can proceed to ship the seeds to Barbados.
6. With the Approved Import Authorization Certificate Form and PPU import permit, the importer would be able to clear and subsequently collect the seeds from the Customs and Excise Department.
The importer is advised to engage the services of a registered Customs Broker or to train personnel in the use of the Automated System for Customs Data (ASYCUDA) Selectivity Module to guide them through this process.
7. Within fifteen (15) days of import, the importer shall notify the BMCLA in writing (via email or letter) that the items were received. This notification should carry the licensee's information, license number and details of shipment.

N.B. Each Approved Import Authorization Certificate Form is valid for six (6) months.

Import of Raw Cultivated Cannabis Raw Material ONLY

1. For the import of other medicinal cannabis material, a Licensee must submit to the BMCLA Application and Licensing Department prior to shipment of medicinal cannabis materials, the following:
 - a. Completed Import Authorization Certificate Form;
 - b. A pre-authorisation letter/certificate issued by the competent authority of the exporting country;
 - c. Certificate of Analysis from an accredited laboratory, where applicable; and
 - d. A phytosanitary Certificate for the import of plant material only.
2. On assessing the application, the BMCLA will approve on a case-by-case basis.
3. After reviewing the application, the BMCLA would notify the Licensee in writing (via email or letter) of the outcome of the application.
4. If all requirements have been met and the application is approved, the BMCLA would issue the Approved Import Authorization Certificate Form with the details of the specific shipment to the Licensee, with a copy to the PPU. The Approved Import Authorization Certificate Form will have an expiry date of six (6) months or the date of the shipment, whichever date is soonest.
5. The Licensee would then lodge an application for an import permit with the PPU, using the Approved Import Authorization Certificate Form from the BMCLA.
6. If all is in order, the PPU would issue an import permit; the Licensee is required to submit a copy of this permit to the Application & Licensing Department of the BMCLA in order to proceed.
7. If all requirements are met in accordance with the import and export regulations, and the BMCLA has issued the approved Import Authorization Certificate Form, the Licensee will make copies and disseminate as follows:
 - one (1) copy to the competent authorities of the exporting country;
 - one (1) copy to the exporting entity; and
 - one (1) copy to the Customs and Excise Department;
8. The Licensee can now proceed to ship the medicinal cannabis material to Barbados.
9. Using the import license (and the PPU import permit for the import of plant material), the Licensee would be able to clear and collect the items from the Customs and Excise Department. ***The importer is encouraged to engage the services of a Customs Broker or to train personnel in the use of the Automated System for Customs Data (ASYCUDA) Selectivity Module to assist in guiding them through this process.***

10. Within fifteen (15) days of collecting the items, on the form provided, the Licensee shall provide the BMCLA, with a declaration that contains the following information:
- a) the name of the licensee and a copy of the Import Authorization Certificate Form in respect of the shipment;
 - b) the date of release of the shipment; and
 - c) in respect of the imported medicinal cannabis product:
 - i. its description (including an indication as to whether it is in the form of seeds, plants, or dried cannabis, where applicable);
 - ii. intended use;
 - iii. brand name, if applicable; and
 - iv. quantity.

N.B. The applicant is not permitted to ship any items until an import license has been issue by the BMCLA. A separate Import Authorization Certificate Form is required for each shipment.

Export of Cannabis Material

1. To export medicinal cannabis material, a licensee must complete and submit to the BMCLA at least two (2) months prior to shipment:
 - a) Export Authorization Certificate Form for approval;
 - b) A copy of the import license / authorization / permit issued by a competent authority in the country of final destination that sets out the name and address of the site of the importer in the country of final destination, and the details of the medicinal cannabis product.
2. The BMCLA reviews the Export Authorization Certificate Form. Before granting approval, the BMCLA must be satisfied that the following criteria have been met:
 - a) The competent authority of the country of destination has issued an import authorisation / license / permit in good and due form.
In case of doubt with respect to the authenticity of that document, the BMCLA would contact the competent national authority of the importing country and/or the INCB Board for clarification;
 - b) The country of destination has an estimate for the drug it is seeking to import.
In case of doubt, the BMCLA would contact the competent national authority of the importing country and/or the INCB Board for clarification;
 - c) The quantity requested in the import authorisation/ license/ permit does not exceed the total of the estimates of the country of destination.
In case of doubt, the BMCLA would contact the competent national authority of the importing country and/or the INCB Board for clarification;
 - d) The exporter holds a valid BMCLA Export License permitting the handling of medicinal cannabis.
3. The licensee submits an application with the Plant Protection Unit (PPU) for a phytosanitary certificate where medicinal cannabis flower is to be exported.
For expediency, this application can be submitted concurrent with, or before the application for an export license.
4. If all is in order, the PPU will issue a phytosanitary certificate to the exporter.
5. If all requirements are met in accordance with the import and export regulations, the BMCLA would then issue an approved Export Authorization Certificate Form. The Licensee is then responsible for copies to be disseminated as follows:
 - one (1) copy to the competent authorities of the importing country;
 - two (2) copies to the exporter, one of which must accompany the consignment, the other copy may be kept for records; and
 - one (1) copy to the Customs and Excise Department.

6. Within fifteen (15) days after the day on which a shipment of the medicinal cannabis product is exported, the holder of the export license will submit to the BMCLA, a declaration that contains the following information:
 - the name of the licensee and a copy of the export license in respect of the shipment;
 - the date of export;
 - in respect of the exported medicinal cannabis:
 - its description (including an indication as to whether it is in the form of seeds, plants or dried cannabis, where applicable);
 - its intended use;
 - if applicable, its brand name;
 - its quantity; and
 - its percentages of any range of chemicals substances therein including phytocannabinoids, delta-9-tetrahydrocannabinol (THC) and cannabidiol (CBD).
7. After receiving the shipment, the importing authority would return the accompanying Export Authorization Certificate Form with an endorsement certifying the amount actually imported.

N.B. The applicant is not permitted to ship any items until an export license has been issue by the BMCLA. A separate Export Authorization Certificate Form is required for each shipment.