Prime Minister's Secretariat National Disaster Management Authority Islamabad

Policy for Issuance of NOCs' for duty free import of relief items

The National Disaster Management Authority (NDMA) being the lead agency at the federal level for coordination and management of the whole spectrum of disaster management including preparedness, mitigation, response, relief, recovery and rehabilitation, also regulates relief activities undertaken by different government and humanitarian organizations. Besides regulation of activities by Humanitarians actors, the NDMA also undertakes resource mapping of its partners in Humanitarian community and facilitates these organizations by issuing NOCs to them for waiver of customs duties/taxes on the import of procured and donated relief goods. However, such facilitation through issuance of NOCs is required to be undertaken in an efficient but transparent manner. Therefore, the following SOPs shall henceforth be followed in letter and spirit regarding issuance of NOCs for waiver of all kinds of taxes and duties on import of Relief/Recovery/Rehabilitation/Reconstruction stores.

Eligibility:

- Government departments/agencies, international organizations and UN agencies, International and Local NGOs involved in humanitarian activities shall be eligible for NOCs. All such organizations shall be duly registered and legally allowed to undertake such activities under the law of the Islamic Republic of Pakistan.
- The NOC shall only be issued for items used for Relief /Recovery/ Rehabilitation/Reconstruction activities/operations.

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Medicines, Medical Equipments & Ambulances

- NOC for medicines shall only be issued if these have standard life/expiry deadline as per the regulations of the Government. The importing agency shall give a certificate to this effect.
- The Authority shall give preference for facilitating the stores clearly marked as Relief items on packing of medicines.

Food items:

- Food items imported by relief agencies shall be Halal and the packing shall be clearly marked as such as per international trading practices. A certificate from concerned authority of the country of origin shall also be submitted to this effect by the importing agency.
- The Food items shall be useable with sufficient expiry dates/deadlines.

Non Food Items (NFIs):

Quality and Non Food Items relating to Relief/Recovery/Rehabilitation/ Reconstruction shall be encouraged for entry/import in Pakistan by relief agencies.

Used items

NOC shall not be issued for import of used Relief Stores/donations. However, the Authority may consider issuing NOC for relief stores/items of used machinery and equipments of sophisticated technology, on case to case basis.

Miscellaneous:

The country of origin and the donating agency/country of relief items shall be intimated by the relief agency. Generally the import of those items shall be encouraged which are either not available in Pakistan or are donations. The importing agencies shall generally procure relief items within Pakistan (if available).

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Procedure of Application for NOC:

- An application/request containing details of the relief items and purpose of import along with distribution plan specifying areas of distribution i.e. Districts, may be submitted to Director (R&R), National Disaster Management Authority, Prime Minister' s Secretariat. The following documents shall be attached with the application;

  (i) Bill of Lading/Airways Bill.
  (ii) Packing list
  (iii) Gift Certificate
  (iv) Certificate to the effect that relief items are meant for Humanitarian/Relief activities.
  (v) Other supporting documents(if any)
  (vi) Distribution plan.

- After issuance of NOC the relief agency concerned will be held responsible to collect its relief goods from Airport/Port within stipulated period of time. NDMA will not be held responsible for any demurrages/late charges imposed by the respective authorities. Therefore, the agencies/ organization shall give sufficient time to NDMA for processing of their application/requests.

Monitoring Mechanism

- A multi-tier monitoring mechanism is very much necessary to ensure that the relief stores imported for the purpose are utilized efficiently and reach the targeted affectees/beneficiaries.
- The NOC issued shall be endorsed to the District Coordination Officer being Head of DDMA of the concerned District to ensure that the relief items are distributed properly. The DCO shall give a certificate to this effect.

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- The NOC issued shall also be endorsed to the concerned PDMA to ensure that the relief items are distributed properly. A report/certificate for proper utilization shall be sent to the NDMA by the concerned PDMA with respect to each NOC.

- The NDMA may also send its monitoring teams to carry out inspections of the relief activities and verify the actual distribution of relief items by the concerned humanitarian agencies.

- The issuance of NOCs for import of relief items shall be subject to satisfactory performance of the agency/ organization concerned.

Note: For NDMA's priorities for relief items please visit main page of our Website: **www.ndma.gov.pk**

Focal persons for facilitation of issuance of NOCs are as under:-

1. **Syed Junaid Akhlaq, Director (R&R), NDMA**
   Tel: 051-9207066
   Cell: 0333-5999418
   Email: dir_rr@ndma.gov.pk

2. **Dr. Sabina Imran Durrani, Deputy Director (R&R), NDMA**
   Tel: 051-9215844
   Cell: 0334-5066662
   Email: dd_rr@ndma.gov.pk

3. **Mr. Zahoor Hussain, Assistant (R&R), NDMA**
   Tel: 051-9207066