



MINISTRY OF AGRICULTURE, WATER AND LAND REFORM

APPLICATION FOR VETERINARY IMPORT PERMIT FOR ANIMALS/ANIMAL PRODUCTS INTO NAMIBIA (ACT 1, 2011)

IMPORTANT NOTICE:

- a. Applications for permits must be made well in advance – not less than 3 days before it is required (30 days in case of animals or birds requiring quarantine on arrival in Namibia)
b. Please complete this form in BLOCK LETTERS and in full, prior to the return thereof. Incomplete forms will only lead to delays
c. Import permits are valid for a limited period and for one consignment only.
d. Imports may not be authorised telephonically or telegraphically.
e. After completion, return to: Director of Veterinary Services, Private Bag 12022, Windhoek, Namibia. (Fax: + 264 – 61- 303151); (Tell: +264 – 61 – 2087892) Vet.Permits@mawlr.gov.na
f. Processed permits will be posted to the address given unless other instructions are given.

A. PERSONAL DETAILS:

Form with 5 rows for personal details: 1. Name, 2. Postal address, 3. Telephone number in Namibia: Fax:, 4. Email:, 5. FAN Meat Number:

B. IMPORT DETAILS:

Form with 11 rows for import details: 1. The number and species of animals/quantity, weight and nature of infectious things sought to be imported, 2. Country of origin Province, 3. South Africa import permit No.\* Date of Importation into RSA.\*, 4. Name and number of farm/ Establishment of origin\*, 5. Livestock Improvement/Meat Board Permit No.\*, 6. Port, airport or place from which animals/products will be loaded, 7. Port of entry into Namibia Inspection Point, 8. Nature of conveyance, 9. Purpose for which the animals/products are to be imported, 10. Full address of immediate destination in Namibia after off-loading, 11. Date of embarkation

\*Where applicable

Signature of applicant

Date.....

Date received.....

Date processed.....

**DEAR VALUED CLIENTS,**

**GENERAL INFORMATION: IMPORTATION OF ANIMALS, ANIMAL PRODUCTS AND  
INFECTIOUS MATERIALS INTO NAMIBIA**

1. Complete the attached application form in **BLOCK** letters.
2. The permit fee of **N\$ 150.00** when paying within Namibia, and its payable at all government institution approved to receive state funds under this allocation number: **313722780** and the receipt should indicate "Vet Import permit" or EFT to the Ministerial account, Ministry of Agriculture, Water and Land Reform, Account number: **165003**, Bank of Namibia. Kindly take note that the import permit office in Windhoek does not receive state funds  
**BANK NAME: BANK OF NAMIBIA**  
**ACCOUNT NAME: Ministerial Deposit**  
**ACCOUNT Number: 165003**  
**BRANCH Number: 980172**  
**SWIFT CODE: CBKNNANX**  
**REFERENCE: 37 (a description of what was paid for & initial and surname of client or company name)**
3. **For clients who wish to pay for their permits outside Namibia, a permit fee of 50 Euros** or equivalent is payable at Namibia's diplomatic mission offices in their respective countries, using the allocation number: **313722780** and the receipt should indicate "Vet Import permit"
4. The proof of payment can either be submitted together with the application form or presented on the day of collection.
5. The permit takes maximum 3 working days to be processed; hence applications should be done well ahead of time.
6. Completed application forms and proof of payment should then be emailed to [Vet.Permits@mawlr.gov.na/vbenhard@hotmail.com/mahoto.liyemo@mawlr.gov.na](mailto:Vet.Permits@mawlr.gov.na/vbenhard@hotmail.com/mahoto.liyemo@mawlr.gov.na)
7. All queries should be forwarded to +264 61 303150/2087890/1/2
8. On the day of application submission/day of permit collection, clients are required to fill in/enter their details in the permit application register book kept at the reception.  
**The office is located at Ministry of Agriculture, Water and Land Reform, Government office park, Luther Street, East Wing, 2<sup>nd</sup> floor.**
9. Kindly take note that it is the responsibility of the client to ensure that his/her/their permit/s is/are collected on time from the import office.
10. Detailed import information/requirements will be well explained/furnished in the veterinary import permit.
11. Import permits are valid for 4 months and are for single use only, master import permits for animal feed only are valid for 6 months and are for multiple imports (this does not include veterinary import permits for animal feed from the Republic of Zambia.) and in transit permits are valid for 2 month.
12. Once you receive your permit, please read page 1 of every veterinary import permit and understand your duties and responsibilities with regards to the importation of the commodity of your choice into Namibia.
13. The veterinary official at the import office is authorized by law to request for more information necessary to issue you a permit.
14. No commodity should enter Namibia without a veterinary import permit and without

authorization by the veterinary official at the point of entry.

15. Upon entering Namibia, consignments/commodities are subjected to inspection by the veterinarian at destination and **MUST** not be offloaded or seals broken without their authorization. The name and the number of the state veterinary office responsible for inspection of your commodity will be provided to you on page 1 of your veterinary import permit.
16. Veterinary import permits are issued in terms of the Animal Health Act 1 of 2011.

### **Additional information regarding Import for Pets into Namibia.**

#### **a) Movement between South Africa and Namibia**

1. Only applicable to pets of either Namibian or South African origin or those which has been residents of either country for three months or more
2. The pet should've been vaccinated once or more than once with the last vaccination performed not less than 30 days before travel and not more than 1 year before travel.
3. An **inter-territorial movement permit is required**, which must be obtained through his/her local state veterinarian in South Africa. The same procedure is applicable to pet owners who wish to travel with their pets from Namibia to South Africa. Permits are obtainable at all state veterinary offices in Namibia.
4. The inter-territorial movement permit, vaccination record as well as the pet should be presented to the veterinary official at the port of entry/exit and should not leave the border without their authorization.
5. Bringing a pet into Namibia or taking a pet out of Namibia without meeting the requirement as indicated from 1 through 4 above is an illegal act and is punishable.

#### **b) Botswana and the rest of SADC**

1. Only applicable to pets of either Namibian or SADC origin or those which have been residents of either country for three months or more.
2. The pet should've been vaccinated once or more than once with the last vaccination performed not less than 30 days before travel and not more than 1 year before travel.
3. A **Veterinary Certificate of Identity, Rabies Vaccination and Movement permit for Dogs and Cats** is required, which must be obtained through local state veterinarians in Namibia. Permits are obtainable at all state veterinary offices in Namibia.
4. Importation of pets from SADC countries rather than Botswana and South Africa requires a veterinary import permit which is obtainable from the import office in Windhoek.
5. The Veterinary Certificate of Identity, Rabies Vaccination and Movement permit for Dogs and Cats/Import permit, vaccination record as well as the pet should be presented to the veterinary official at the port of entry/exit and should not leave the border without their authorization.
6. Bringing a pet into Namibia or taking a pet out of Namibia without meeting the requirement as indicated from 1 through 4 above is an illegal act and is punishable.

#### **c) Importation of pets from EU and USA**

1. No quarantine is required
2. Vaccination book/ pet's health book is required
3. The Pet must be fully vaccinated, NB: Rabies vaccination must be up to date. If the pet is less than 3 month old, we will need rabies vaccination of the mother, if older than 3 month, rabies vaccination must be up to date.
4. Your pet must be micro-chipped in case you will be transiting a country where Microchip is required
5. There are tests that must be done before the pet travel to Namibia (All tests are in the import permit)
6. You must apply for the import permit; the permit will be issued within 3 working days
7. A fee of **50 euro** is payable at our nearest Embassy (for UK embassy, ask for Mrs Ruth Kangwiya, she is responsible for payments), send the receipt and the application form to our email.
8. Please make necessary transport arrangements for your import permit.

9. Once the permit has been endorsed by the State Veterinarian in the exporting country, scan it and send it to our office together with the dogs passport and laboratory results, we will be able to issue you a landing permit.
10. Pets from South Africa do not require an import permit; an Inter-territorial movement permit must be issue by the state veterinarian.
11. **NB: Carefully read the conditions of the permit.**

**d) Importation of pets from other countries not mentioned above**

1. A 30 days Quarantine is required upon arrival in Namibia
2. Importers should follow the importation procedure as indicated in **C2 through C11 above.**

It should be noted that export requirements is the responsibility of the importing country hence, clients are expected to obtain such information from countries or states where they want to export their pets to and should comply fully before leaving Namibia.

**Contact details and the location of new office**

**Contact details**

Reception: Mr. Iiyambo/ Ms. lithete  
Telephone: +264-61-2087892

Dr. Mahoto Liyemo  
Tel: +264-61-2087891

Dr. Vistorina Benhard  
Tel: +264-61-2087890/303150

**Location:**

Ministry of Agriculture, Water & Land Reform (MAWLR)  
Government office Park,  
Luther Street  
East Wing (New Building), Second floor  
Reception  
Dr. Liyemo: Office no. SF22  
Dr. Benhard: Office no. SF21

**Sub-Division: Import/Export Control offers:**

1. Issuance of veterinary import and in transit permits
2. Provide scientific risk based advise to traders
3. Conduct animal health scientific risk assessment
4. Border control of animals and animal products
5. Negotiation of import, export veterinary health and food safety requirements/ veterinary health trade facilitation
6. Promote and ensure sanitary compliance
7. Inspection of veterinary commodities at the border and within Namibia

Names of all borders with veterinary offices which clients can exit/enter Namibia and their operating hours:

<b>Border</b>	<b>Contact numbers</b>	<b>Operating Hours</b>
Hosea Kutako	+264-62-540748	6AM-21HRS everyday
Trans-Kalahari	264-62-560419	6AM-23HRS everyday
Ariamsvlei	+264-63-280914	24HRS a day
Noordoewer	+264-63-297461	24HRS a day
Wenela		6AM-18HRS everyday
Katwitwi		8AM-17HRS weekdays, weekends and public holidays 10AM-12PM and 16HRS-17HRS
Oshikango		6AM-19HRS everyday
Kasamane		8AM-17HRS weekdays, weekends and public holidays 10AM-12PM and 16HRS-17HRS
Mahenene		8AM-17HRS weekdays, weekends and public holidays 10AM-12PM and 16HRS-17HRS
Walvis bay Port		8 AM- 17hrs Monday - Friday
Ngoma		Opening soon
Orangemund		Opening soon
Ruacana		Opening soon
Swartbooi Drift		Opening soon