
Organisations are advised that they are responsible for following the required customs procedures.

This document is subject to change according to the situation on the ground.

Customs procedures for humanitarian cargo entering Syria through Jaber-Nassib border crossing

- As of 15 October 2018, Jaber-Nassib border between Jordan and southern Syria has been open for civilian and commercial trucks.
- For locally purchased goods, the exporter should have a valid Jordanian tax number and an exporting license.
- For bonded and duty-free cargo, the exporter does not need a tax number, and does not need to issue a certificate of origin, packing list nor an invoice, as the commodities are considered as transit goods or re-exported goods. In this case, the exporter has the option to either issue new Certificate of Origin, Packing List and Invoice, or use the original documents that came from the source.
- For all incoming humanitarian cargo the following documents are required:
 - Waybill with weight & quantities (original + copies)
 - Original commercial invoice is to be issued by the supplier (or by the organisation in case of an internal transfer), and certified by the chamber of commerce in the country of origin/export;
 - Certificate of Origin (CoO) or gift certificate: should be endorsed and certified by the chamber of commerce in the country of origin/export;
 - Packing list; Verified Gross Mass certificate to be included in the packing list for containerized cargo starting 1 July 2016;
- In addition to this documentation, other requirements apply for specific cargo, namely:
- For Food and Health items:
 - Health Certificate, providing: name and address of exporter, place and country of destination, name and address of consignee, production and expiry dates, net weight and customs office of departure, stamp of Ministry of Health.
- For Food items:
 - Phyto-sanitary certificate: to be endorsed by Ministry of Agriculture (for raw unprocessed food commodities only). The difference in the issuance date of the phyto-sanitary certificate and the issuance date of the waybill should not exceed 20 days;
 - Veterinary certificate is required for food items that contain animal products (such as milk, tuna): it should clearly mention that the animals are in good health and free from all kinds of diseases (for milk);
 - Health Certificate for milk must be signed by the agricultural authorities in the country of origin;
 - Fumigation certificate for all commodities with USA origin, except for vegetable oil;
 - Any other required certificates based on the nature of the goods.
- UN goods are tax exempted. The VAT exemption should be asked to the Syrian Ministry of Foreign Affairs.
- Draft copy of all shipping documents and VAT exemption should be sent and confirmed by the customs agent before the shipping.
- The customs clearing agent issues the exporting custom declaration (called "Bayan") and the exporter sends the goods to the border. Customs authorities compare the data in the customs declaration with the documents (invoice and packing list) and they also compare it with the actual goods in the container (physical goods check).

- Parties to be notified:
 - o Consignee;
 - o Appointed customs clearing agent;
 - o Appointed carrier.

ANNEX I - Procedures for Importing Food Commodities

Marking Requirements

Item \ Marking	Bulgur Wheat	White Rice	WHF	Pasta	Chickpeas White beans	Lentils	Yeast	Canned Pulses	Plumpy Doz	Date Bars	Tomato Paste	White Sugar	Veg. Oil	Salt	Milk	Tuna
Product Name / Description	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√
Product Type / Grade	Fine/ Course	short/ medium / grain	-	Shape Type 1/2	√	√ Red	√	-	-	Filling Type	-	A / B	√	√ Iodized	√ UHT/ Full Fat	White
Producer Name & Trade Mark	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√
Producer Address	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√
Country of Origin	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√
Production/Expiry Dates (MM/YYYY)	√	√	√	√	√	√	dd/mm /y	√	√	√	√	√	√ Best Before:	√	dd/mm/y + shelf life after opening	mm/y
Batch Number				√			√	√	√	√	√	√	√	√	√	√
Net Weight KG	√	√	√	√	√	√	√		√	√	√	√	√ Liters	√	√ ml	-
Consignee Logo	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√
"Not For Sale"	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√	√
List of Ingredients	-	-	-	√	-	-	-	√	√	√ Fat Rate	√	-	√ Added materials	√	√ % Fat Rate	√
Drained Net & Gross Weights G	-	-	-		-	-	-	√	-	-	-	-	-			√
Packing & Storage Conditions	-	-	-	√	-	-	√	√	√	√	√	-	√		√	√
Crop Year	-	√	-	-	-	-	-	-	-	-	-	-	-	-	-	-

- All details should be in both Arabic and English.

Certificates & Documents Needed from Suppliers

Classification	Material	CI	COO	Packing list	Phyto-Sanitary Cert	Health Cert	Cert of Analysis	Crop year Cert	Prod .date / best used by date	Radiation Cert	Fumigation Cert. (For US origin only)
Cereals	Bulgur Wheat	√	√	√	-	√	√	√	√	-	√
Cereals	Rice	√	√	√	√	√	√	√	√	-	√
Cereals	Wheat Flour	√	√	√	√	√	√	√	√	-	√
Cereals	Pasta	√	√	√	-	√	√	-	√	-	√
Pulses	Chickpeas, green peas	√	√	√	√	√	√	√	√	-	√
Pulses	Lentils	√	√	√	√	√	√	√	√	-	√
Pulses	White Beans	√	√	√	√	√	√	√	√	-	√
Canned Pulses	Fava Beans	√	√	√	-	√	√	√	√	-	√
Mixed & Blended food	Plumpy Doz	√	√	√	-	√	√	-	√	√	-
Mixed & Blended food	Nutri-butter	√	√	√	-	√	√	-	√	√	-
Mixed & Blended food	Date Bars	√	√	√	-	√	√	-	√	√	-
Canned Food	Tomato Paste	√	√	√	-	√	√	√	√	-	√
White Sugar	White Sugar	√	√	√	√	√	√	-	√	-	√
Sunflower Oil	Sunflower Oil	√	√	√	-	√	√	-	√	-	-
Yeast	Yeast	√	√	√	-	√	√	-	√	-	√
Salt	Salt	√	√	√	-	√	√	-	√	-	√
Animal Products	Milk	√	√	√	Veterinary Cert.	√	√	-	√	-	-
Animal Products	Tuna	√	√	√	Veterinary Cert.	√	√	-	√	-	-

Commodities shelf life as per Syrain Specifications 2012/1781

Commodity	Shelf Life	Minimum shelf life requested when enter the country
Bulgur	2 years	1 year
Rice	2 years	1 year
Wheat Flour	9 month	4.5 months
Pasta	2 years	1 year
Chickpeas	2 years	1 year
Lentils	2 years	1 year
White Beans	2 years	1 year
Fava Beans	2 years	1 year
Nutri butter / plumpy doz	2 years	1 year
Date Bars	12 months	6 months
Tomato paste	2 years	1 year
Sugar	2 years	1 year
Veg. Oil (Sun flower)	2 years	1 year
Dry Yeast	12 months	6 months
Iodized Salt	12 months	6 months
Milk	6 months	3 months
Tuna	2 years	1 year

Annex 2: Procedures for Importing Medicines and Health Items

- In addition to the complete set of shipping documents from the forwarder (copies of invoice, packing list, certificate of origin, etc), a certificate of analysis and catalogue item for the equipment are needed.
- A tax exemption request should be sent to Ministry of Foreign Affairs, which will then communicate with Ministry of Health for their approval.
- Once the tax exemption approval is received, normally after one month, the Ministry of Health technical approval needs to be requested.
- Once all approvals are received, the organisation should inform the forwarder that it is now possible to proceed with shipping arrangements.
- Upon arrival of shipment, the appointed clearing agent will handle the customs clearance procedures.