

TOGO REGULATIONS



- Waiver Control - CTN/BSC (Cargo Tracking Note)
- Destination Inspection
- Prohibited Imports
- Restricted Imports



TOGO >> Regulation Overview

Waiver Control

Type

A Bordereau de Suivi Cargaison/Cargo Tracking Note [BSC/CTN] is required for all exports to Togo under ministerial decree no: 2001-066 09/03/01 & 007/MTRH/2000 05/09/00 since 02/02/01. A BSC/CTN is available from the Togo Shippers Council/Conseil National de Chargeurs Togolais [CNCT]. The BSC/CTN number must be mentioned per Bill of Lading [B/L] and per vehicle unit and indicated on the shipping manifest. The BSC/CTN is also applicable for transit cargo to hinterland destinations.

Local CNCT Contact

BP 2991 Lomé
Togo
Tel: (228) 223.71.00
Fax: (228) 227 - 08-37
E-mail: cnct@cnct.tg
Website: www.cnct.tg

International CNCT Contact

ANTASER AFRIQUE GROUP
Duboisstraat 46 – 2060 ANVERS (Belgique)
Tel : +32 3-827.07.00
Fax : +32 3-827.06.00
Mail : info@antaser.com

CMA CGM trained staff members are available to assist customers in all aspects of the documentary requirements of the trade to Togo. Please contact your local agency office for advice.

Destination Inspection

Mandated by the Ministry of Economy & Finance and enforced by Cotecna the Destination Inspection Scheme [DIS] is applied to all Togo imports based on the Computerised Risk Management System [CRMS/SIAR].

COTECNA INSPECTION SA (LOME)

Boulevard du 13 Janvier
BP 6008
Lomé
Tel: +228 22221291 / 2222923
Fax: +228 2220789
Email: cotecna.lome@cotecna.tg

Please click here for [Cotecna's datasheet on Togo Destination Inspection](#).

Each import will be subject to one of the following by Togolese Customs:

- Fast track release [documentary check/no inspection]
- X-Ray scanning
- Physical examination

Documents required to issue DIS: Final invoice showing FOB value and Total value

The minimum order value subject to DIS: XOF (CFA) 1,500,000 for goods shipped by air and by sea / XOF (CFA) 1,000,000 for goods imported by road or train. Partial shipment with a FOB value below 225.000 XOF (CFA) will not be subject to DIS.

The information given has been given in good faith and believed to be correct at the time of writing. Please verify these facts with other relevant sources before using this as the basis of any action taken as we regret we cannot accept liability for any consequences due to inaccuracies in this information.



Type of Report Issued to Importer: Clean Report of Findings named ADV (Attestation de Vérification) in case of satisfactory results / Non Negotiable Report of Findings named ARA (Avis de refus d'attestation) in case of discrepancy results. The ADV assists the Togolese authorities in collecting the correct amount of import duties and Taxes

Type of Report Issued to Seller: Attested final invoice (with security label if applicable). Used for presentation by the exporter to the Negotiating Bank.

Inspection Fees: Paid by the Government. No fees to be paid by the exporter.

Exemptions from DIS:

A: Imports with a total FOB value below XOF (CFA) 1,500,000 when shipped by air or by sea, and below XOF (CFA) 1,000,000 when shipped by road. (1 EUR = 655.957 XOF (CFA) – fixed change rate).

B: Goods exempted:

- Live animals
- Plants and floriculture
- Natural and source mineral water
- Printed and developed cinematographic film
- Journals and periodicals
- Postal and fiscal stamps
- Stamped paper
- Bank notes
- Check books
- Books, brochures and similar printed material including single printed sheets of paper
- Architectural, engineering, commercial, industrial, topographic or similar plans and drawings
- Cartographic works of all kinds including maps
- Wax prints, African prints, fancy prints and Bazin prints
- Money both legal tender or other
- Personal effects including used personal items
- Used clothes and shoes, bags, belts
- Used vehicles
- Gifts to Government or to NGO (Non-Governmental Organisation)
- Objects of art
- Perishable goods, refrigerated goods such as fish, vegetables and fruits
- Commercial samples
- Arms and ammunitions
- Goods procured following an international tender
- Scrap material
- Explosive and pyrotechnic material
- Personal gifts
- Postal parcels
- Goods donated by foreign governments or international organizations or benevolent foundations TOGO - 29 September 2006 COTECNA Inspection S.A. - 4/4 -
- Goods manufactured (country of origin) in ECOWAS states i.e, CEDEAO in French
- Gold and precious metals
- Hydrocarbons and all petroleum products
- Goods imported by Diplomatic missions and International Organisations and Consulates accredited to Togo.
- Importations which are not paying import takes (must be declared with an I/I)

Local Cotecna Contact

Blvd du 13 janvier
BP 6008 Lome
Togo
Tel: (+228) 2221291

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Fax: (+228) 2220789
Email: cotecna.lome@cotecna.tg
Web: www.cotecna.tg

Customs Information
System: SYDONIA WORLD

Prohibited Imports

- Drugs /Narcotics

Restricted Imports

- To fight against counterfeited goods, Customs require an import license or company approval for all imported pharmaceutical products for the local market or the hinterland

Restricted Imports Contacts

Cotecna
Blvd du 13 janvier, BP 6008 Lome, Togo
Tel: (+228) 2221291
Fax: (+228) 2220789
Web: www.cotecna.tg
Email: cotecna.lome@cotecna.tg



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TOGO DATASHEET

Last modification April 2012

1. DESTINATION INSPECTION (DI) MANDATE

IS TOGO A MEMBER OF THE WTO:	Yes
DI MANDATED BY :	Ministry of Economy & Finance
APPLICABLE REGULATION(S) :	<p>Decree n° 94-088 - PR of 28 December 1994 Arrêté n°001/MEF/MCPT dated 23.01.95 Arrêté n°002/MEF/MCPT dated 23.01.95 Arrêté n°001/MEF/MCPT dated 11.03.96</p> <p>Contract signed in March 1994 for a verification system of the imports. Extended through five successive Addendums, one new Contract and its Addendums n° 1 "lease-sale" of scanner and risk management.</p> <p>On November 26, 2010 Cotecna signed an Addendum n° 2 to the Lease-Sale contract of the 24th of April 2003 for the implementation of advanced E-tracking Technology in Togo named S.S.E. (Système de Suivi Électronique).</p>
APPOINTED INSPECTION COMPANY :	COTECNA INSPECTION S.A.
SCOPE OF DI:	<ul style="list-style-type: none"> - export market price for foreign exchange purpose - customs valuation (ACV) - customs classification (WCO HS Codes) - import eligibility - E-tracking
MINIMUM ORDER VALUE SUBJECT TO PVI :	<p>XOF 1'500'000 for goods shipped by air and sea</p> <p>XOF 1'000'000 for goods imported by road or train</p>
PARTIAL SHIPMENTS :	For consignments with partial shipments (global value exceeding above value), partial shipments with a FOB value below XOF 225'000 will not be subject to inspection.
EXEMPTIONS FROM DI :	See " listing of goods exempted from DI "

2. INSPECTION ORDER "I.O." (the instruction for Cotecna to inspect)

I.O NAME :	Intention d'Importation (I.I.)
ISSUED BY:	Cotecna's Liaison Office in Lome - Togo
VALIDITY :	6 months - may be extended for a further 6 months
AMOUNT BY WHICH I.O VALUE MAY BE EXCEEDED :	Normal trade tolerance
AMENDMENT TO THE I.O:	Allowed as far as Cotecna's Liaison Office is informed

3. INSPECTION REQUIREMENTS / RESTRICTIONS

SECOND-HAND GOODS:	Yes - Should be declared as such on the I.O.- except the goods exempted (see " listing of goods exempted from DI ")
PROHIBITED IMPORTS:	To be checked with Cotecna's Liaison Office in Lomé
RESTRICTED IMPORTS:	FOB, freight, insurance and total value, (when applicable) as well as any advance payment.
SPECIAL REQUIREMENT:	Shelf life: minimum 50% remaining on arrival in Togo.

4. PRICE VERIFICATION / SELLER'S INVOICE REQUIREMENTS

BUYING / CONFIRMING COMMISSION:	No restriction but must be declared
INSURANCE:	Where applicable, no restriction
FINANCIAL INTEREST:	Where applicable, no restriction
FINAL INVOICE TO SHOW:	FOB, freight, insurance and total value, (when applicable) as well as any advance payment.

5. REPORTING REQUIREMENTS

FINAL DOCUMENTS REQUIRED BY COTECNA TO ISSUE REPORT:	<ul style="list-style-type: none"> - Final invoice, showing FOB and total value - Packing list - Other commercial documents (if applicable)
TYPE OF REPORT ISSUED:	<ul style="list-style-type: none"> - To seller: Security label affixed to the commercial invoice, or a Non Negotiable Report of Finding named Avis de Refus d'Attestation (ARA). - To importer: Clean Report of Findings (CRF) named ADV (Attestation de vérification) or Non Negotiable Report of Findings (ARA).
REPORT PURPOSE:	<p>Invoice with Security Label : for presentation (by seller) to Negotiating Bank</p> <p>Original CRF/ADV: for the Togolese Authorities to collect the correct amount of import duties and taxes.</p>

6. INSPECTION FEES

Paid by the Government.

7. LISTING OF GOODS EXEMPTED FROM DI

- > Imports with a total FOB value below XOF 1,500,000 when shipped by air or by sea, and below XOF 1,000,000 when shipped by road. (100 XOF = 0.15 €)
- > The following goods are exempted of the Destination Inspection:
 - Live animals
 - Plants and floriculture
 - Natural and source mineral water
 - Printed and developed cinematographic film
 - Journals and periodicals
 - Postal and fiscal stamps
 - Stamped paper
 - Bank notes
 - Check books
 - Books, brochures and similar printed material including single printed sheets of paper
 - Architectural, engineering, commercial, industrial, topographic or similar plans and drawings
 - Cartographic works of all kinds including maps
 - Wax prints, African prints, fancy prints and Bazin prints
 - Personal effects including used personal items
 - Used clothes and shoes, bags, belts
 - Used vehicles
 - Gifts to Government or to NGO (Non-Governmental Organisation)
 - Objects of art
 - Perishable goods, refrigerated goods such as fish, vegetables and fruits
 - Commercial samples
 - Arms and ammunitions
 - Goods procured following an international tender
 - Scrap material
 - Explosive and pyrotechnic material
 - Personal gifts
 - Postal parcels

- Goods donated by foreign governments or international organisations or benevolent foundations
- Goods manufactured (country of origin) in ECOWAS states i.e., CEDEAO in French
- Gold and precious metals
- Hydrocarbons and all petroleum products
- Goods imported by Diplomatic missions and International Organisations and Consulates accredited to Togo.

8. LISTING OF PROHIBITED IMPORTS

To be checked with Cotecna's Liaison Office in Lomé + Drugs/Narcotics.

9. LISTING OF RESTRICTED IMPORTS

To be checked with Cotecna's Liaison Office in Lomé.

10. DISCLAIMER

The information contained herein is for the purpose of facilitating Destination inspection, does not relieve exporters or importers from their obligation in respect of compliance with the import regulations of the country of importation and is not intended to affect the contractual obligations of the parties to a transaction and consequently does not affect the rights of the buyer, for whom COTECNA is not acting, and does not relieve the seller of his contractual obligations. Although every effort has been made to ensure the correctness of the information, as at the date the issuance of this data sheet, COTECNA does not accept any responsibility for errors and omissions and, furthermore, the information may subsequently be subject to change as may be announced by the Authorities in the country of importation. Consequently, exporters are advised to check with COTECNA, prior to shipment of goods, if there is any doubt concerning the issuance of a Clean Report of Findings. For further information, or clarification, please contact the COTECNA Affiliate in the country of inspection of the goods.