
Best Practices Guide on How to Import Goods to the Philippines

**9:00 am to 5:00 pm, Thursday, August 9, 2018
EDSA Shangri-La Hotel, Mandaluyong City, Philippines**

Course Outline

I. IMPORTING INTO THE PHILIPPINES

A. Applying for an Import License

- CAS & TIN
- Additional License

B. Classification of Imports

- Freely Importable
- Regulated
- Prohibited
- Banned
- Import Quotas
- Anti-dumping

C. Delivery Terms with your Suppliers

- Incoterms 2010

D. Sending my Goods into the Philippines

- Use of a Freight Forwarder
- Charges Billed by a Freight Forwarder
- Mode of Transportation (Air or Sea)
- Packing and Labeling of Cargo

E. Arrival of Goods in the Philippines

- Customs Broker
- Documentary Requirements
- Computation of Duties & Taxes by Broker (Sample Computations)

F. Navigating the Maze at the Bureau of Customs

G. Entry Process of Goods at Customs

- Port & Airport of Entries
- Types of Import Entry
- Entry Selectivity

H. How will Customs Examine my Goods?

- Conditions for Examination
- Final Assessments of Duties and Taxes
- Valuation Issues
- Payment Under Protest

I. Delivery of Cargo

- Types of Truck (Photos, Capacity)

II. REGULATED SHIPMENTS REQUIRING DOCUMENTARY CLEARANCE FROM OTHER GOVERNMENT OFFICES

III. SPECIAL TYPES OF SHIPMENTS

- Personal Effects
- Diplomatic Shipments
- Motor Vehicles/ Boats/ Yachts/ Motorcycles
- Hand-carried/ Accompanied Baggage
- Donations
- Exhibition
- Private Demo
- Public Entertainments
- Dangerous Goods
- Shipment for Repair
- Governments Projects
- Human Remains
- Books
- Perishables

IV. FREE-TRADE AGREEMENTS (WITH ZERO AND LOWERED TARIFFS)

V. RATE OF DUTY FOR TOP 20 IMPORTED PRODUCTS INTO THE PHILIPPINES

VI. SUGGESTIONS TO THE IMPORTER FOR FASTER CUSTOMS CLEARANCE

VII. FREQUENT ERRORS RESULTING TO CUSTOMS CLEARANCE DELAY

VIII. GIVE AWAY TEMPLATE & A WALK THROUGH ON

- A. Sample Documents**
- B. Other Popular Documents**
- C. Airline Codes**
- D. Aircraft Specifications**
- E. Container Specifications**
- F. Entry Process Flowchart**

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