

## STEP 5

The Marketing Manager will apply for Shipping Bill(s) i.e. C 72 forms, requesting permission from the Customs Department to ship rice on the export vessel prior to processing the documents.

## STEP 6

After loading of the vessel, the Marketing Department of GRDB will coordinate the processing of the following documents.

- Bills of Lading
- Commercial Invoice
- Certificate of Quality
- Fumigation Certificate
- Phyto-sanitary Certificate
- Weight Certificate
- Certificate of Origin
- CARICOM certificate of Origin
- EUR 1 Certificate (when shipping to EU)

## STEP 7

All exporters are obligated to present a copy of the final claim settlement to the Board. This will enable the Marketing Department to prepare an accurate statement of the value of the rice shipped.

## STEP 8

It is stipulated in the Guyana Rice Development Board Act No. 15 that the Board collect fees for its role in rice exporting.

Section 21 (1) states that “the Board may, with the approval of the Minister, charge fees for the grading be it padi or rice or for any other service rendered by it”.

Section 21(2) further went on to state “the minister may make regulations regarding the procedure relating to the levy and collection of such fees”.

At this point in time, the Board collects a Commission of US\$6/mt for every metric tones of whole grains and US\$3/mt for every metric tone of broken grains, padi and other rice products exported.

For further information please contact:



# GUYANA RICE DEVELOPMENT BOARD

*EXPORT & TRADE FACILITATION*



**A GUIDE TO EXPORTING  
GUYANA'S RICE**

## **CRITERIA FOR MONITORING EXPORT OF GUYANA'S RICE**

The main principles which inform these criteria are as follows:

- A) The preservation of orderly competition among producers of rice and the products in the various export markets with a view to deriving the optimum return of Guyana for exports of rice and rice products in an ongoing manner.
- B) The fostering and maintenance of an international; reputation for Guyana as reliable supplier of good quality rice and rice products.

### **The criteria are as follows:**

i) The geographical territories to which private exporters of rice and rice products may export are, all countries of the world including CARICOM and EEC countries.

li) Prior to any export being made the exporter should submit the contract documentation prepared along guideline set out by the GUYANA RICE DEVELOPMENT BOARD for inspection and monitoring with respect to:

- A) The prices
- B) The appropriateness of payments terms, and arrangements.
- C) The quality and quantity of product to be exported.

D) Documentation.

lii) With respect to the quality or product to be exported, the exporter must be deemed to be a bona fide producer of that quality product in quantity adequate to meet his contractual obligation.

Iv) if an exporter obtains supplies from a mill other than his own, the contract for such supplies must be with a mill licensed to manufacture; and such contract must be submitted to the GUYANA RICE DEVELOPMENT BOARD for monitoring

V) Where deliveries are to be other than f.o.b. the exporter must demonstrate that adequate freight and other arrangements can be established.

The authority which shall be responsible for apply the criteria listed as (i) through (V) above, shall be the GUYANA RICE DEVELOPMENT BOARD (GRDB), and it shall be GRDB's responsibility to assist exporters in making satisfactory arrangements for the export.

The regimen of charges which GRDB will apply for the provision of its services shall be that fixed by its Board of Directors with approval from the senior Minister of agriculture.

## **THE EXPORT PROCEDURE**

Act No. 15 of 1994 Section 43 (1) states that “every manufacturer of other person holding a licence granted under Section 42 (1) shall, before he enters into any contract for, or involving, the export of padi or rice or any other product of padi, submit the contract to the Board for approval and he shall make the contract only in accordance with the terms and conditions approved by the Board”.

### **STEP 1**

The contract has to be submitted to the Board for approval. The Board will ensure that the contract is prepared along guidelines set by GRDB. Contract will be monitored with respect to:

- Appropriateness of payment terms and conditions
- Quality and quantity to be shipped.
- Documents required.
- Any other clause that be necessary.

### **STEP 2**

Approved copies of the contract will be sent to the following officers:

- Marketing Manager
- Quality Control Manager
- Regional Coordinator (Region in which rice will be shipped).

### **STEP 3**

A request (SHIPPING BILL) for the export of rice and/or rice products should be made to the Board when rice is being prepared for shipping. The request should have the following information:

- Name and Address of Exporter
- Name and Address of Buyer
- The type of product, quantity and quality
- The Destination of the cargo
- The name of the vessel transporting the cargo
- The name of the Port of Loading
- Expected time of arrival of vessel

### **STEP 4**

If approved, the request for shipping will be sent to the following offices:

- Marketing Manager
- Quality Control Manager
- Regional Coordinator (Region in which rice will be shipped).
- Shipping Manager of the Port of Loading