

MAKING TRADE WORK FOR WOMEN IN SOUTHERN AFRICA

An information brochure for women cross border traders

Empowering women with relevant knowledge
on trade-related and cross border regulatory
requirements for Southern Africa.



Preface

Small-scale cross border trade plays an important role in contributing to poverty reduction and food security. As an economic activity, it is making a difference in changing the economic landscape in developing economies in southern Africa. Income generated from these small-scale trading activities is key to reducing poverty.

A significant number of traders are women. It is estimated that 70 percent of cross border traders in Southern Africa Development Community (SADC) are women. The women traders are more vulnerable in comparison to the men and face a number of challenges when undertaking cross border trade. Some of the challenges among many others are; limited access and knowledge on customs and regulatory procedures to be completed at the border post, limited security provided for women and their children at the borders, and unavailable health and sanitation facilities.

This brochure aims to address one of these challenges, which is to provide information to women on the regulatory requirements at the border post. The areas covered in the brochure are; the non-tariff barrier reporting system, the Common Market for Eastern and Southern Africa (COMESA) Simplified Trade Regime, the common list of goods, provisions for the SADC Free Trade Area and the voice of women traders.



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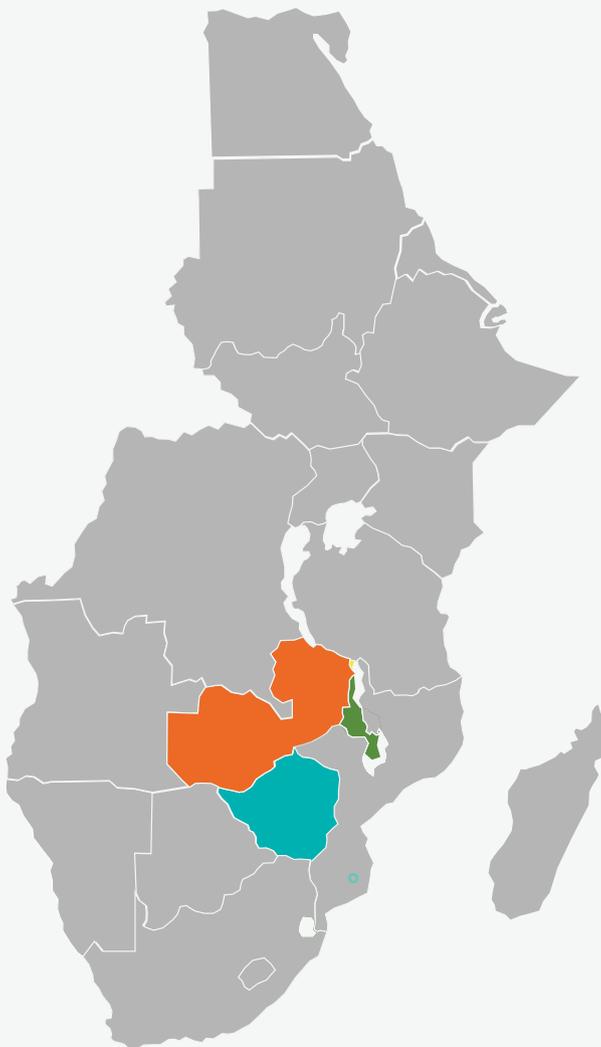
COMESA SIMPLIFIED TRADE REGIME (STR)



Zambia



Malawi



Zimbabwe

What is the COMESA STR?

The Common Market for Eastern and Southern Africa (COMESA) STR is an initiative implemented by COMESA to help increase trade by small-scale cross border traders dealing in small quantities of goods.



Traders can import and export products with a threshold value of \$2000, to benefit from tariff preferences available under COMESA.



The initiative aims at simplifying clearing procedures as well as reduce the cost of trading, for exporting and importing to enable small-scale cross border traders to undertake more cross border trade.



The COMESA STR is currently being implemented in three SADC countries Malawi, Zambia, and Zimbabwe.



The implementation of the trade regime uses four key tools; the Simplified Certificate of Origin, the Simplified Customs Document, the Common Lists, and the Threshold (value of products traded under the STR). The Trade Information Desk Officer (TIDO) is another important feature of STR.



Are you qualified to use the COMESA STR?

Do you meet any of these conditions:

- The goods grown and wholly produced in the COMESA region can be imported and exported under the STR.
- The goods will be sold in your neighbouring country and not in transit (the country you are passing through.)
- The goods are worth the STR value threshold or less (US\$2000.)
- The goods appear on the Common List of goods (you do not pay any duty for goods in the Common List.)
- Ask the customs officials/Trade Information Desk Officer(TIDO) for the Common List of goods if this not shown at the border on any notice board near you.
- The goods should be for sale in the country of final destination and not transit.

What is the Common List of goods?

The Common List refers to a list of products agreed upon between two neighboring states to be traded across their common border without levying import duties under the COMESA STR.



What documents do you require to use the COMESA STR?

To use the STR, traders should have the invoices for the goods to be imported or exported. In addition, export permits are required for controlled agricultural goods and animal products.

The Simplified Certificate of Origin enables the trader to enjoy duty-free and quota-free entry of their goods, provided that these goods appear on the Common list and must be submitted with the simplified certificate of origin.



Trade Information Desks

Trade Information Desk are structures established under the COMESA Simplified Trade Regime (STR) at various border points to provide facilitation services and relevant trade information to traders crossing the borders. They also serve small cross border traders seeking to form themselves into a formalized grouping.

Trade Information Desks are operated by Trade Information Desk Officers (TIDOs) are recruited by their respective Cross Border Traders Associations (CBTAs) or their relevant proxy organizations.



The role of the TIDOs is to provide trade facilitation services and relevant trade information including documents to traders crossing the border and where necessary to other traders and stakeholders that may require similar information or facilitation. This includes collecting all relevant information on (but not limited) to the following:-

- Common commodities traded
- Trader traffic (trends in numbers of traders crossing the border under STR)
- Incidences of illegal and or unfair treatment of cross border traders such as cases of corruption, harassment and any forms of non-tariff barriers
- A record for the duration to clear goods and cross the border
- Availability of documentation and general capacity of the border agencies in handling increasing numbers of traders
- Preparing monthly and quarterly reports for use by Cross Border Traders Associations (CBTA), COMESA and governments
- Conduct sensitization efforts on behalf of CBTA
- Obtain market prices for commonly traded products
- Provide information on customs procedures and any changes made
- Provide information on accommodation, transport, and any other essential services to traders
- Guide traders on customs, trade and border procedures and in filling out relevant forms and filing of the required documents to border agencies

Clearance procedure

When traders reach the border traders are required to separate goods that appear on the Common list from those that do not. Goods that are eligible are declared on the Simplified Customs Document Form. The COMESA Simplified Certificate of Origin has to be signed and stamped by the customs officer.

Controls on importation and exportation of goods under the COMESA STR

The following goods are subject to controls both for the importation and exportation by the relevant controlling authorities; Chemicals, agricultural foods, plants and animal products such as pesticides, oranges, bananas, milk, eggs, fish, meat or chicken.

Traders are to obtain import and export permits from the Ministry of Health, Ministry of Agriculture and Environmental Management Agency. Only goods that meet food safety, plant and animal health regulations included environmental protection will be imported or exported.

Do you still need to pay for Value-Added Tax or Withholding Tax on small consignments?

STR exempts import duty only, under the domestic tax systems in some countries Value-added tax (VAT) excise, duty and withholding Tax can be charged.

HOW TO CLEAR GOODS USING COMESA STR AT THE BORDER POST

STEP 1: CLEAR IMMIGRATION

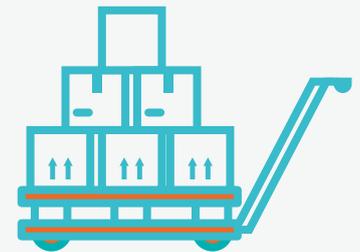
Report to the immigration office and get passport stamped



STEP 2: SORT OUT YOUR GOODS

If you are importing goods separate your goods into the following categories:

Goods produced in the COMESA region that appears on the Common List on which no duty is paid separated from goods produced in COMESA countries that do not appear on the Common List on which duty maybe paid.



STEP 3 SIMPLIFIED CERTIFICATE OF ORIGIN

Complete the COMESA Simplified Certificate of Origin. The Certificate has to be signed and stamped by a Customs official for the goods that are appearing on the Common List. NEVER PAY the Customs official any money for him to fill out this form.

If the Trade Information Desk officer is present at the border, you will be assisted to complete the form or answer queries that you may have.



HOW TO CLEAR GOODS USING COMESA STR AT THE BORDER POST

STEP 4: CLEARANCE ON AGRICULTURAL OR ANIMALS PRODUCTS

Get clearance from respective authorities if you have agricultural products or animals or any other that attracts special licenses or permits.



STEP 5: PAYING DUTY AND VALUE-ADDED TAX

Customs Duty on goods that appear on the Common List are not payable but you may still have to pay Excise duties or Value Added Tax (VAT) on these goods.

Customs Duties are different from Excise Duties. Excise Duty is normally payable on certain goods such as carbonated drinks, spirits, cigarettes, cosmetics and other goods imported into a country.

You then proceed to the Cashiers to pay any Customs duty, Excise Duty and VAT that is due.

After you complete all the requirements, you will be allowed to leave with your goods.

If you do not understand or require more information on the COMESA STR contact the Trade Information Desk located at the border or the customs office or Ministry responsible for Trade.



Annex 1: STR COMMON LIST of Eligible Products: Zambia and Malawi at the time of printing

Product	HS Code
Live goats	010420
Live sheep	010410
Live rabbits	010690
Fresh fish (live fish are not eligible)	030269
Dried, salted or smoked fish	030569
Fresh milk, yoghurt and cream	040110 - 040130
Potatoes (Irish and sweet)	070110 - 070190
Soya beans	120100
Ground nuts	120210 - 120220
Rice	100610 - 100640
Onion	070310
Bananas	080300
Mushrooms (with proper labelling, indicating where products has been cultivated)	070951
Tomatoes	070200
Sunflower seeds (not for planting)	120600
Dried beans (not for planting)	071310 - 071390
Dried chick peas (channa)	071320
Tea leaves	090230
Coffee	090111 - 090190
Sugar	170111
Wood curios	442010 - 442090
Cane chairs	940190
Animal feed	230800, 230910
Fruit juices	200912 - 200990

Product	HS Code
Lime for whitewash	252210



Annex 2: STR COMMON LIST of Eligible Products: Zambia and Zimbabwe at the time of printing

Product	HS Code
Live animals	0101 to 0106
Potatoes (fresh or chilled)	0701
Tomatoes (fresh or chilled)	0702
Onions, shallots, garlic, leeks cabbages, cauliflowers, etc.	0703
Lettuce	0704
Carrots, turnips, salad, beetroot, and other edible roots	0705
Cucumbers and gherkins	0706
Peas, beans and other legumes (fresh or chilled)	0707
Other vegetables (asparagus, eggplant, celery, mushrooms, etc)	0708
Dried vegetables (incl. mushrooms, wood ears, jelly fungi)	0709
Dried beans, chickpeas, lentils (including seeds for sowing)	0712
Seeds	0713
Bananas	0713
figs, pineapples, avocados, guavas, mangos	0803
Oranges, mandarins, grapefruit, lemons	0804
Grapes (fresh or dried)	0805
Paw-paws	0806
Coffee (roasted/not roasted, caffeinated/decaffeinated)	0807
Tea (green and black)	0901
Soya bean oil	0902
Groundnut oil	1507
Sunflower seed, safflower or cotton seed oil	1508
Other fixed vegetable fats and oils	1512
Margarine	1515
Cane or beet sugar	1517

Product	HS Code
Sugar confectionary (including white chocolate and chewing gum not containing cocoa)	1701
Chocolate and other food preparations containing sugar	1704
Preparations for infant use put up for retail sale (except for infant formul, i.e. Lactogen)	1808
Tomatoes (prepared or preserved otherwise than by vinegar or acetic acid)	190110
Jams, fruit jellies, marmalades	2002
Peanut butter	2007
Fruit juices	200811
Yeasts	2009
Soups and broths	2102
Waters (including mineral waters and aerated waters, containing added sugar or sweetener)	2104
Wine	2202
Whisky, rum, gin, vodka, liqueurs, etc.	2204
Vinegar	2208
Cement	2209
Cotton wool	2523
Paints and varnishes (brands: Astra, Chroma, Promac, Splash, Dulux and Prochem)	3005
Printing ink, writing or drawing ink and other inks	3208 - 3210
Perfumes and toilet waters	3215
Beauty or make-up preparations and preparations for the care of the skin	3303
Preparations for use on the hair	3304
Soap	3305
Organic surface active agents (i.e. cleaning products)	3401
Polishes and creams for footwear	3402
Plastic irrigation pipes and plastic tubing	3405
Plastic sheeting	3917
Plastic sacks and bags	392100

Product	HS Code
Tableware, kitchenware, other household articles and toilet articles of plastic (including plastic plant pots, plastic cups and plastic plates)	392321 - 392329
Plastic water tanks	3924
Surgical gloves	392510
Rubber raincoats	401511
Bags of leather handbags, etc.	401590
Leather accessories	4202
Particle board	4203
Wood windows, doors, posts and beams, assembled floor panels, etc.	A441011
Basketwork	4418
Waste paper	4602
Notebooks, letter pads, exercise books, binders, folders and file covers, etc.	4707
Paper	4820
Printed books, brochures, leaflets and similar printed matter	4821
Hand-woven tapestries and other needlework	4901
Embroidery (in the piece-in strips or in motifs)	5805
Quilted textile products	5810
Pile and terry fabrics knitted or crocheted	5811
Crocheted fabrics	6001
Clothing (new clothing only)	6002
Blankets and travelling rugs	Chapters 61 and 62
Bed linen, table linen, toilet linen and kitchen linen	6301
Waterproof footwear	6302
Footwear with outer soles of rubber, plastics, leather or composition	6401
leather and uppers of textile materials	6404

Product	HS Code
Parts of footwear	6405
Hair extensions	6703
Copper wire and cables	7408
'Freezit' machines	833880
Candle-making machines	841989
Ploughs and plough parts	843210 and 843290
Peanut butter making machines	843780
Car batteries: Chloride, Victor onion, Exide	850710



Annex 3: STR COMMON LIST of Eligible Products: Zimbabwe and Malawi at the time of printing

Product	HS Code
Live animals	Chapter 1 inclusive 0101 to 0106
Birds eggs, in shell, fresh, preserved or cooked (or for hatching)	0407
Potatoes, fresh or chilled	0701
Tomatoes, fresh or chilled	0702
Onions, shallots, garlic, leeks	0703
Cabbages, cauliflowers, etc.	0704
Lettuce	0705
Carrots, turnips, salad beetroot, and other edible roots	0706
Cucumbers and gherkins	0707
Peas, beans and other legumes, fresh or chilled	0708
Other vegetables (asparagus, eggplant, celery, mushrooms, other)	0709
Dried vegetables (incl. mushrooms, wood ears, jelly fungi)	0712
Dried beans, chickpeas, lentils, including seeds for sowing	0713
Seeds	0713
Bananas	0803



Annex 4: STR COMMON LIST of Eligible Products: Malawi and Zambia at the time of printing

Product	HS Code
Kitchenware (Aluminium and steel pots)	73.23 and 76.15
Mealie Meal/maize Flour	11.02
Maize	10.05
Fertilizer	31.05
Seeds	Chapter 12
Legumes (Fresh peas, beans)	07.08
Cabbages	07.04
Carrots	07.06
Vegetable	Chapter 7
Mangoes	08.04
Groundnuts	12.02
Dried beans and dried peas	07.13
Eggs	04.07
Cotton residues	23.03 23.06
Chillies/paprika	09.04
Mineral water	22.01
Cooking oil	15.12
Airvents	39.17
Stone Tiles	68.10
Dried Beans	07.13
Soap and Detergent Paste	34.01 34.02



Annex 5: STR COMMON LIST of Eligible Products: Malawi and Zimbabwe at the time of printing

Product	HS Code
Plastic air vents	3917/3917.33
Empty Sack	63.05
Cassava and Cassava Products	07.14 and 11.08
Plastic twine	56.07
Fresh milk and milk products	04.01
Ridges/twine (for making cane chairs abd cane products)	56.07
Charcoal burners and charcoal burner clay	68.15 and 25.08
Handicrafts (basket, woven tray)	46.02
Millet	10.08
Pack of pies(grease proof paper)	48.19
Chili Sauce	21.03
Tissue	48.18
Napkins	96.19
Plastics chairs	94.03
Candles	34.06
Pencils	96.09
Ice ingredients and corns	21.05
Waste paper	47.07
Ice cream machine	8418.69.00
Popcorn machine	84.19 and 85.16
Fibre glass resin	39.26
Fibre glass	70.19
Window panes	76.10
Wheat Flour	11.01
Window putty	32.14
Cotton/sunflower/vegetable/soyabean and groundnut oil	15.12,15.07 and 15.08

Product	HS Code
Empty sacks	63.05
Animal skin	41.04 and 41.05
Plasticware (containers, basins, chairs, plates and cups)	39.24, 39.26 and 94.03
Margarine	15.17
Petroleum jelly, Cosmetics and body lotions	33.04
Polish, floor and shoe polish	34.05
Sweets, bubble gum	17.04
Pens and Pencils	96.08 and 96.09
Knitting wool	51.09
Candles	3406.00.0
Snacks (potato and corn snacks)	19.04 and 19.05
Paint	32.08 32.09
Hoes/axes	82.01
Plastic bags	3923.21 3923.29
Spirits beers	22.08, 22.06
Millet	10.08
Roofing Timber	92.06
Musical Drums (Ng'oma)	92.06
Electrical cables and wire	85.44
Cultural instruments	92.02
Cultural Bells and Feet instruments	92.08
Malimba Lozi instruments	92.02
Tinned/packed beef	16.02
Cheese	04.06
Fresh packed fish	03.04
Opaque beer	22.06
Reeds Mat	46.01
Plumbing materials	39.17
Cassava and Cassava Products	07.14 11.06

Product	HS Code
Iron Roofing sheets	72.10
Plastic mats	39.26
Wheelbarrows/Cars	8716.80
Plastic drums	39.23
Large beers	22.03



NON-TARIFF BARRIER REPORTING SYSTEM

Common Market for Eastern and Southern Africa (COMESA) and Southern Africa Development Community (SADC) have introduced a Short Message Service (SMS) for reporting trade barriers within the region.

The Non-Tariff Barriers (NTBs) refer to restrictions that result from prohibitions, conditions, or specific market requirements that make importation or exportation of products difficult and/or costly.

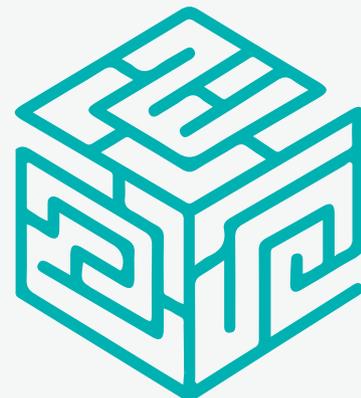
The SMS supplements the web-based online system for reporting, monitoring, and elimination of non-tariff barriers (NTB). The SMS tool is being rolled out as part of capacity building and empowerment to manage Non-tariff Barriers and fast-tracking their removal.

Examples of Non-Tariff Barriers

Import bans



Complex/discriminatory Rules of Origin



Examples of Non-Tariff Barriers

Quality conditions imposed by the importing country on the exporting countries



Unreasonable/unjustified packaging requirements

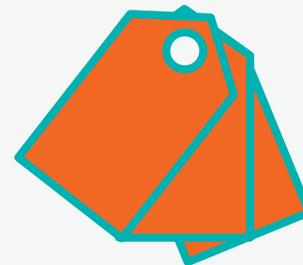


Determination of eligibility of an exporting country by the importing country

Unjustified Sanitary and Phyto-sanitary conditions



Labeling, product standards, complex regulatory environment



Determination of eligibility of an exporting establishment (firm, company) by the importing country

Are you experiencing the above challenges?

Did you know you can report to the non-tariff barrier monitoring system?

Are you having problems moving or clearing goods across borders?

Report using the mobile numbers below:

Zambia

SMS Number

+260976757643



Zimbabwe

SMS Number

+263715876373



Malawi

+265 992 595674



Eswatini

+27 72 949 2093



Mozambique

+27 72 949 2093



Select a country from the list above and SMS the NTB to the focal point.

- What is the problem?
- Where and when did it happen?
- What is the name of the trader?
- What is the contact number of the trader?

HOW DOES THE PROCESS WORK?

1

Complainant sends a text message to have their problem registered

2

Complaint stored in the NTB system and Administrator notified

3

The administrator assigns the Regional Economic Community and Focal Points to resolve the complaint

4

Complainant notified that the complaint has been referred to a Focal Point and is being attended to

5

Regional Economic Community and Focal Points start resolution process and post comments

6

If the issue is resolved the administrator changes status of the complaint to Resolved in system

7

Complainant notified that the complaint has been resolved

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