

Bosnia and Herzegovina
Brcko District of
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G O V E R N M E N T
Department of
Administrative Support



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File number: 48-000827/14
Act number: 02-0265PM-0001/14
Date: May 24, 2014
Place: Brcko

Pursuant to Article 21 of the Law on the BD of B&H Government (Official Gazette of the Brcko District of B&H, no. 19/07, 36/07, 38/07, 2/08, 17/08, 23/08, 14/10 and 28/12) and based on the Conclusions passed at the 10th sequel of the 27th irregular session of the Brcko District of B&H Government which was held on May 24, 2014, and in terms of Article 176 of the Law on Customs Policy of B&H (Official Gazette of B&H, 57/04) the Head of Department of Administrative Support passes the following

INSTRUCTION FOR SENDING HUMANITARIAN AID TO THE FLOOD-STRICKEN AREAS OF THE BRCKO DISTRICT OF B&H

Article 1

This Instruction elaborates the method of import of humanitarian aid designated for the flooded areas of the Brcko District of B&H and the population of the Brcko District of B&H affected by the floods.

Article 2

If one wishes to send humanitarian aid to the flood-stricken areas of the Brcko District of B&H and its affected population, it is necessary to coordinate sending of the humanitarian aid with the recipient registered for its receiving, i.e. a registered humanitarian organization in the Brcko District of B&H.

Registered humanitarian organizations in the Brcko District of B&H are: Red Cross, Association of Serb Women "Majka Jevrosima", Merhamet and Caritas.

Article 3

The recipient of the sent humanitarian aid must be clearly specified. Besides the clearly specified recipient of the humanitarian aid there has to exist other accompanying documentation in which it is clearly stated who the sender of humanitarian aid is, a deed of donation, a specification of humanitarian aid goods, a donor's statement that the goods are donated solely for humanitarian purposes (for flooded areas of the Brcko District of B&H and its population affected by floods).

The deed of donation has to contain the following information: the name of recipient (registered humanitarian organization in the Brcko District of B&H or a public administration body of the Brcko District of B&H), the name of sender, the exact quantity, type and value of

the sent goods, the location from where the goods will be taken over and distributed, as defined by the recipient in coordination with the donor.

Article 4

All the humanitarian aid shipments are directed to customs offices at the border crossings where a customs declaration is filed.

The registered humanitarian organizations in the Brcko District of B&H or public administration bodies of the Brcko District of B&H file a request for exemption from payment of customs duties in accordance with Article 9 and 10 of the Law on Customs Policy of B&H (goods intended for victims of disasters or goods for charity or humanitarian organizations) to the Department of Administrative Support of the Brcko District of B&H Government.

Along with this request it is necessary to attach the deed of donation, the specification of goods and the sender's statement that the sent goods represent humanitarian aid intended for the flood-stricken areas of the Brcko District of B&H and affected population in those areas, as well as the recipient's statement about the purpose of the goods.

When all the conditions are met, the Department of Administrative Support of the Brcko District of B&H issues a confirmation that the humanitarian aid goods are to be exempted from the payment of customs duties to the authorized customs authority. With this activity the customs procedure is finished and the goods can be directed to the final user.

**Head of
Department of Administrative Support
Pejo Mendes, engineer**

COPY TO:

1. Red Cross of the BD of B&H, P. Jovanovića 4
2. Merhamet, G. Rahic, Okarjci bb
3. Caritas
4. Association of Serb Women "Majka Jevrosima"
5. Records
6. Archives