

TAXPAYER'S GUIDE



**PROCEDURES FOR
FAST TRACK CLEARANCE
OF PLANT, MACHINERY
AND EQUIPMENT**

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*A Publication of
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PROCEDURES FOR FAST TRACK CLEARANCE OF PLANT, MACHINERY AND EQUIPMENT

The URA has established a Fast Track clearance procedure in order to facilitate the clearance Plant, Machinery and Equipment imported into the country. However, in order to benefit from this facility, any importer or investor or any person or company appointed by the importer or investor to act on the latter's behalf, must fulfill certain conditions as specified below before benefiting from this procedure.

For the purposes of this facility, the terms "plant", "machinery" and "equipment" will mean plant, machinery and equipment designed to perform a specific function either on its own or in complement with other plant, machinery or equipment.

Conditions for Fast Track clearance.

- This facility will be availed only to persons who intend to establish or have already established a manufacturing entity or industry in the country.
- The importer or investor must be a VAT registered person and should present a copy of the VAT certificate or approved application and up to date VAT returns.
- If already in production, he or she must submit monthly VAT returns on time.

- A new importer or investor must provide proof of investment site or premises certified by the UIA, where the plant, machinery or equipment is to be installed.
- The premises, factory or industry will be subjected to periodic post audits by the Customs department. The Commissioner of Customs & Excise will determine the frequency of post audits. Investors must maintain import records for reference.
- Where a plant, or machine or equipment is imported in a disassembled or unassembled state whether imported as a single import or over a period of time if necessary for trade or transport, the importer/investor must provide the following:
 - (a) Diagram or, if necessary several diagrams of the plant or machinery in question showing the serial numbers of the most important constituent parts;
 - (b) A general inventory containing an indication of the characteristics and approximate weights of the different parts and the serial numbers of the principle parts referred to above. This should be presented in the form of a schedule describing the plant, machinery or equipment. An illustrated document for example instructions, prospectus, a page from a catalogue, a photograph giving the normal description of the machine its uses and essential characteristics and in respect of unassembled or disassembled machine, an assembly plant and a list of the contents of the various packages must also be produced.

The following procedures will apply when clearing plant, machinery and equipment through Customs

- The importer of plant, machinery or equipment should appoint a licensed clearing agent to lodge a pre-entry with the clearance station. All data pertaining to the imported plants and machinery should be captured via Direct Trader Input (DTI).
- All documents pertaining to the imported plant, machinery or equipment, including the Customs BOE will then be presented to the Customs ICD office for Verification/examination.
- After verification, the documents will be lodged in Longroom stamped with a receiving stamp and registered.
- The Bill of Entry (BOE) will then be passed directly to a special desk created in Longroom for assessment and payment of taxes where applicable or otherwise released.
- It is advisable that regular importers of plant, machinery and equipment open Gross Payment Accounts for purposes of paying taxes.

In case of further information please contact:

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