

The purpose of this notice is to inform you about recent changes that have been implemented at Kyiv Central Specialized Customs and to remind you of the procedures which we have with the Ministry of Foreign Affairs (MFA).

Visa and Personal Accreditation at MFA Issues

On August 18, 2005 the President of Ukraine signed Decree No. 1175/2005 amending Presidential Decree No. 1008/2005 of June 30, 2005 on Ukrainian visa requirements for citizens of the United States of America.

According to Decree No. 1008/2005 and the amendments introduced by Decree No. 1175/2005, US citizens do not need a visa to enter Ukraine if the period of their stay does not exceed 90 days.

For US citizens who enter Ukraine with the purpose of employment, permanent residency, study or work at the diplomatic missions of the United States in Ukraine or with any other purpose, and the period of their stay in Ukraine is more than 90 days - VISAS ARE REQUIRED.

For USG implementing partners there is a special type of VISA – C-1 (service-1).

To obtain the visa, any employee of an implementing organization must apply to an Ukrainian Embassy abroad. USAID will provide the employee with a letter of invitation. USAID can also contact the Ministry of Foreign Affairs (MFA) to assist employees in such matters.

NOTE: VISA C-1 IS REQUIRED FOR INITIAL ACCREDITATION AT THE MFA. WITHOUT A VISA IT IS NOT POSSIBLE TO APPLY FOR ACCREDITATION. IT TAKES 15 (FIFTEEN) WORKING DAYS TO OBTAIN AN ACCREDITATION CARD.

Customs Issues

In December 2008, Kyiv Regional Customs was split into two organizations: Kyiv Regional Customs and Kyiv Central Specialized Customs. As a result of this reorganization, the diplomatic department for shipment registration became a part of Kyiv Central Specialized Customs.

The newly appointed officials at Kyiv Central Specialized Customs continue to follow existing procedures. However there are minor changes in their approach to the extension of the temporary import regime period. This can have consequences for USAID implementing partners who have issues with the registration of their project at the Ministry of Economy of Ukraine or who have delays obtaining personal accreditation at the Ministry of Foreign Affairs.

The importer of equipment/household goods/vehicles belonging either to an implementing partner or an employee has to send a request about the extension of the temporary import regime period to the Diplomatic Department of Kyiv Central Specialized Customs at least one week in ADVANCE of the expiration date of temporary import regime.

The following documents are required to support such requests:

Implementing organization:

Letter-request (provided by USAID), support letter from the Ministry of Economy, copy of the registration card of the project, customs declaration, and a list of equipment/vehicles that are imported.

Employee of implementing partner (accredited by MFA)

Letter-request (provided by USAID), copy of an accreditation card issued by the MFA, copy of the registration card of the project.

If it is not possible to provide Kyiv Central Specialized Customs with the full set of documents, the implementing partner or its employee must notify Kyiv Central Specialized Customs about their intentions regarding these goods or vehicles (i.e. whether these goods or vehicles are going to be extended or exported). The letter should describe the circumstances of the situation and should include a time frame when the final set of documents will be submitted.

For example:

An employee of an implementing organization imported a vehicle into Ukraine and registered it under the temporary import regime at the Diplomatic Department of Kyiv Central Specialized Customs on May 30, 2008. The temporary import regime registration will expire on May 30, 2009. Today is May 15, 2009.

Unfortunately, the personal accreditation card is not going to be finalized by the MFA until June 15, 2009 and the vehicle registration at Customs cannot be extended on time due to the absence of the accreditation card.

In this particular case, the importer has to inform the Customs Office that his/her accreditation card is in the process of extension and as soon as the card is issued, the documents for extension will be provided. Otherwise, the Diplomatic Department of Kyiv Central Customs will record a violation of existing Customs procedures. The Customs Inspector will fill in a protocol and transfer the issue to the Court for further consideration and decision making. The penalty for such a violation is 8,500.00 UAH. It is a full responsibility of implementing partner of its employee to deal with a court and/or a penalty.

IF YOU NEED ADDITIONAL INFORMATION PLEASE CONTACT Tatiana Kistanova at tkistanova@usaid.gov or (044) 537-4683