

Pursuant to Article 26, Paragraph 1, Point c) of **Law on Control of Foreign Trade of Goods of Services of Strategic Importance for Bosnia and Herzegovina** (Official Gazette of BiH, No. 103/09) and Article 61, Paragraph 2 of the Law on Public Administration (Official Gazette of BiH, Nos. 32/02 and 102/09), the Minister of Foreign Trade and Economic Relations of BiH, issues the following

## **INSTRUCTION**

### **On the procedure of registration of legal natural persons for foreign trade of goods and services of strategic importance for the security of Bosnia and Herzegovina**

#### **Article 1 (Subject of Instruction)**

This Instruction defines the conditions and procedures of submission of application for the registration of legal and natural persons for foreign trade of goods and services of strategic importance for the security of Bosnia and Herzegovina, and the issuance of decision on entry into the Register of foreign trade operators (hereinafter: the Register), i.e. decision on rejection of application, in accordance with the Law on Control of Foreign Trade of Goods and Services of Strategic Importance for the Security Bosnia and Herzegovina (hereinafter: the Law).

#### **Article 2 (Definitions)**

Terms used in this Instruction have the same meaning as the terms used in the Law.

#### **Article 3 (Decision on entry into the Register)**

- (1) The performance of foreign trade of goods and services referred to in the control lists requires the issuance of decision on entry into the register.
- (2) Legal entities can get a decision on entry into the Register, for a longer and shorter period of time, permanently or temporarily, for the performance of foreign trade of items referred to in the control list, which is, upon the application submitted by legal entity, issued by the Ministry of Foreign Trade and Economic (hereinafter: the Ministry).
- (3) Natural persons can get a temporary decision on entry into the Register and only for performance of foreign trade of goods referred to in the List of Special Purpose Goods, which is issued by the Ministry, at the request of natural person.

**Article 4**  
**(Application for issuance of decision on entry into the Register)**

- (1) The following documents shall be attached to the application of legal entity for issuance of decision on entry into the register:
  - a) Certified copy of Decision on Entry into the Court Register, or excerpt from the Law for the state bodies;
  - b) List of authorised persons and their positions, and particularly the name of the person authorised for foreign trade, which is certified by the responsible person;
  - c) Evidence on registration / entry into the Single Register of Indirect Tax Payers on the basis of the VAT registration and for the performance of foreign trade;
  - d) Document issued by competent body for the performance of tasks in the registered activity, and in relation to goods and services referred to in the control lists;
  - e) Evidence that a 5.00 KM fee is paid for submission of application and a 15.00 KM fee for issuance of decision on entry into the Register.
  
- (2) The following documents shall be attached to the application of natural person for issuance of temporary decision on entry into the register, :
  - a) Certified copy of identity card;
  - b) Permission issued by relevant body for the purchase of goods for personal needs from the List of Special Purpose Goods;
  - c) Evidence that a 5.00 KM fee is paid for submission of application and a 15.00 KM fee for issuance of temporary decision on entry into the Register.

**Article 5**  
**(Issuance of decision on entry into the Register)**

- (1) The Ministry issues to legal entities its decision on entry into the Register, referred to in Article 3, paragraph (2) of this Instruction, and its decision to natural persons on temporary entry into the Register, referred to in Article 3, paragraph (3) of this Instruction.
- (2) The Ministry issues its decision on entry into the Register within 30 days from the day when appropriate, complete application has been submitted, i.e. 60 days, if the Ministry has requested additional information or checks to be conducted by other administrative bodies.

**Article 6**  
**(Rejection of application for issuance of decision on entry into the Register)**

The Ministry shall reject the application for issuance of decision on entry into the Register in the following cases:

- a) If data contained in the application are incomplete or incorrect, or if documents referred to in Article 4, Paragraph (1), or in Article 4, paragraph (2) of this Instruction, are not attached to the application.
- b) If, in the previous activities related to trade of goods referred to in the control list, legal or natural person has violated legal provisions.

**Article 7**  
**(Annexes)**

Application forms for issuance of decision on entry into the Register of persons in foreign trade, decision on temporary entry into the Register of persons in foreign trade, and decision on entry into the Register of persons in foreign trade, are an integral part of this Instruction.

**Article 8**  
**(Repeal)**

On the day of entry into force of this Instruction the validity of the Instruction on the Procedure of registration of legal Entities and Natural Persons for the Trade in Weapons and Military Equipment (Official Gazette of BiH, No. 14/03) shall be repealed.

**Article 9**  
**(Entry into force)**

This Instruction enters into force on the eight day from the day of its publishing in the Official Gazette of BiH.

**MINISTER**  
**Mladen Zirojević**

No 07-1-02-784/10  
2 March 2010  
Sarajevo