

## **Minister of Finance**

### **Policy guidelines for the approval of goods in an approved institution notice**

#### **CPC 4110 (Goods for educational institutions)**

These policy guidelines are issued by the Minister of Finance pursuant to the requirements of Customs Procedure Code (CPC) 4110 of the Fifth Schedule to the Customs Tariff Act 1970.

#### ***Duty relief for goods for educational institutions***

Duty relief is available for goods for approved institutions under CPC 4110 on condition that qualifying goods must be imported and used only for educational, developmental or training purposes by an approved institution.

In CPC 4110 “approved institution” means a not for profit society or organization founded for an educational, developmental or training purpose and approved by the Minister by notice published in the Gazette.

#### ***Policy guidelines for the approval of goods for the purposes of CPC 4110***

The Minister will decide the description and quantity of goods to be approved in any approved institution notice made under CPC 4110 on a case by case basis, and in accordance with the following policy criteria:

1. The description of goods approved must be appropriate to the particular objects and purposes of the relevant approved institution.
2. Approved goods may include—
  - a) raw materials
  - b) mixtures or combinations of materials or substances
  - c) finished goods (whether or not presented unassembled or disassembled)
  - d) incomplete or unfinished goods
  - e) composite goods consisting of different materials or made up of different components or modular parts.
3. The Minister will only approve goods where he is satisfied that they will be of sufficient benefit to those enrolled in an approved institution.
4. Approved goods must be in a quantity appropriate to the physical size, enrollment numbers and nature of the relevant approved institution.
5. The quantity of approved goods may take account of normal wastage in processing, construction or installation; damage; natural deterioration; wear and tear; or obsolescence.
6. In deciding the scope of relief, the Minister may take account of —

- a) other available or granted drawbacks, exemptions, reliefs, remissions and concessions
  - b) other assistance received from Government or other organizations, such as grants, duty deferments or Bermuda Economic Development Corporation (BEDC) loans
  - c) the need for relief in any particular case, bearing in mind the existing sources and level of funding of any particular approved institution.
7. The Minister may tailor the scope of relief to address any potential mischief such as the unwanted or unintended effect of any special duty rate.
8. The Minister will treat applications from similar institutions equitably, subject nevertheless to the foregoing criteria.

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