



Guidelines for Import of Medicinal Products into Fiji.

Including for Donation, Personal Use and by Travellers.

20th May 2025

Abbreviations

- FCCC - Fiji Competition and Consumer Commission
- Fiji MRA – Fiji Medicines Regulatory Authority
- Fiji MPB – Fiji Medicinal Products Board (the Board)
- FRCS – Fiji Revenue and Customs Service

1. Purpose and Principles

- a) The *Medicinal Products Act 2011* & *National Medicinal Products Policy 2013* apply to the regulation of medicinal products in Fiji.
- b) The *Medicinal Products Act 2011* provides for the Medicinal Products Board (the Board) to require that medicinal products imported into Fiji meet prescribed standards of quality, safety, and efficacy, and that they are imported only by authorised and licensed persons.
- c) The Board has assigned to the Fiji MRA the functions of receiving, assessing, and referring applications for import permits to the Board for decision, implementing the decisions of the Board, and supporting the Board to promote the objects of the *Medicinal Products Act 2011*.
- d) The Fiji MRA assesses applications for import permits against criteria to ensure that medicinal products supplied in Fiji meet acceptable standards of quality, safety, and efficacy, and that they are sourced from reputable manufacturers through legitimate supply chains.
- e) The *Customs Act 1986* applies to the import and export of all products regulated under the *Medicinal Products Act 2011*.
- f) The Board has appointed officers of FRCS as authorised officers to enforce the *Medicinal Products Act 2011*.
- g) These Guidelines are endorsed by the Board to promote the objects of the Act.
- h) These Guidelines apply to all Medicinal Products included in Schedules 1, 2, 3, 4 and 8 of the *Medicinal Products (Classification Scheme) Regulations 2021*.
 - i. Medicinal Products have the same definition as in the *Medicinal Products Act 2011* [s3 Interpretation].
 - ii. Complementary medicines in Schedule 1 are exempted from listing until the Board notifies otherwise and are thereby exempted from the requirements of these Guidelines.
 - iii. Complementary medicines have the same definition as in the *Medicinal Products (Classification Scheme) Regulations 2021* [reg2 Interpretation].
 - iv. Schedule 8 (Dangerous Drugs) may only be imported by the Chief Pharmacist.
- i) Medicinal products that are also included in Schedule 1 of the *Illicit Drugs Control Act 2004* also require a separate import permit issued by the Fiji MRA.

2. Applying for an Import Permit

- a) The Fiji MRA Online Services Portal is used by applicants and the Fiji MRA to apply for, receive, process, and record import permits.
 - i. The Portal is accessible from the Fiji MRA website at <https://www.health.gov.fj/fiji-mra/>
 - ii. All applicants are required to register an account on the Portal.
 - iii. Instructions for using the Portal are available on the Fiji MRA website and from the Help menu within the Portal.
 - iv. All communication between applicants and the Fiji MRA is through the Portal or by email.
- b) An application to import a medicinal product must be approved by the MRA before the applicant may import that medicinal product.
- c) Applicants should apply for and receive an approved import permit before exporting a medicinal product from the country of origin to avoid possible detention or destruction of goods at the Fiji border.
- d) The Fiji MRA reserves the right to:
 - i. issue, or not issue, all or part of an import permit; and
 - ii. change the requirements for an import permit; and
 - iii. require compliance with special conditions of an import permit.

3. Import of Medicinal Products

- a) This section applies to the import of all medicinal products into Fiji, except for:
 - i. medicinal products imported for donation, personal use or by travellers.
 - ii. prequalified medicinal products imported by Fiji Pharmaceutical and Biomedical Services (FPBS).
- b) Importers of medicinal products into Fiji must:
 - i. be registered by the FCCC, and have a current valid license authorising them to import medicinal products into Fiji; and
 - ii. comply with every other law in Fiji that relates to medicinal products; and
 - iii. meet every other requirement that relates to importing goods into Fiji, including those set by the FRCS.
- c) Importers must apply for an import permit for each medicinal product they wish to import into Fiji, for each importation of that product.
- d) Importers may only apply to import medicinal products which they have either:
 - i. listed on the Provisionally Authorised Medicinal Products Register; or
 - ii. registered on the Registered Medicinal Products Register.

4. Import of Medicinal Products for Donation

- a) This section applies to all donations of medicinal products into Fiji for any purpose, including all medicinal products that enter Fiji with visiting medical teams or similar arrangements.
- b) Donors must apply for an import permit for each medicinal product they wish to donate into Fiji, for each donation of that product.
- c) Donors of medicinal products into Fiji must:
 - i. comply with every other law in Fiji that relates to medicinal products; and
 - ii. meet the requirements for donations of medicinal products in the:
 - i. *National Medicinal Products Policy* at <https://www.health.gov.fj/wp-content/uploads/2018/02/Fiji-National-Medicinal-Products-Policy-2013.pdf> ; and
 - iii. receive approval for the proposed donation as evidenced by a valid certified copy of the duly signed *Donations Checklist* available on the Fiji MRA website.
- d) A donor who wishes to donate a medicinal product which does not meet these requirements must include the reason in their application for an import permit.
 - i. Fiji MRA will assess the reason on a case-by-case basis and determine if the medicinal product:
 - i. meets acceptable standards of quality, safety, and efficacy for donation into Fiji; and
 - ii. is sourced from a reputable manufacturer through a legitimate supply chain; and
 - iii. meets an identified need of the Fiji MHMS.

5. Assessing and Issuing an Import Permit

- a) Upon receipt of an application for an import permit, the Fiji MRA will:
 - i. assess each application for completeness and accuracy; and
 - ii. at its discretion, provide feedback to applicants and opportunity for corrections to be made to the application.
- b) When Fiji MRA is satisfied that an application for an import permit is complete and accurate, it may issue an import permit authorising the importation or donation of the medicinal products described in the permit.

6. Use of an Import Permit

- a) An import permit is valid only for the importer or donor, products, and importation or donation specified in the permit.
- b) Any special conditions specified in an import permit must be met for it to be valid.
- c) The import permit must accompany the imported or donated products until such time as FRCS no longer requires.
- d) Import permits remain the property of the Fiji MRA and must be returned, surrendered, or destroyed upon request by the Fiji MRA.
- e) An import permit is conditional on the importer or donor complying with every other law in Fiji that relates to medicinal products.

- f) All importers must include the import permit with documentation submitted to FRCS via the Automated System for Customs Data (ASYCUDA-World). Customs agents / brokers may do this on behalf of importers.
- g) Shipment must be identified as medicinal products by using Harmonised Commodity Description and Coding System (HS) Chapter 30.

7. Import of Medicinal Products for Personal Use

- a) A person who wishes to import a medicinal product into Fiji for their personal use, or use by a person under their care, must make suitable arrangements with a licensed Fijian pharmacy to import the medicinal product on their behalf.
 - i. The pharmacy must meet the requirements of Section 3: Requirements for Import of Medicinal Products.
- b) The pharmacy, upon receipt of a valid prescription, will import the medicinal product and dispense it to the person with appropriate labelling and instructions for use.

8. Import of Medicinal Products by Travellers

- a) A person who is entering, leaving, or transiting through Fiji with a medicinal product for their personal use, or use by a person under their care, must provide evidence at the Fiji border that the medicinal product has been legally prescribed and supplied to that person. Evidence may include:
 - i. An original or certified copy of a valid prescription; or
 - ii. An original or certified copy of a signed letter from the prescriber, including their contact details; or
 - iii. Labelling on the medicinal product that identifies the person, the prescriber, and the supplier, including their contact details.
- b) The *Illicit Drugs Control Act 2004* [s11 Exempted persons] includes the exemption:
 - i. “a person undergoing treatment of a medical condition, who is entering, leaving or transiting through Fiji, may possess such quantities of an illicit drug that have been lawfully prescribed or supplied to that person or person under his or her care for the purpose of treating a medical condition for a period of not more than one month”.