

Glossary of Container Application Terms

Container: Refers to a large shipping container, designed and built for intermodal freight transport. Meaning these containers can be used across different modes of transport – from ship to rail to truck without unloading and reloading their cargo. Size options are 20’ or 40’HC. (Add picture of shipping container)

Shipper: Refers to an individual or organization sending donated goods to a recipient in a designated country.

Consignee: Refers to the person or organization that is responsible for the receipt of a shipment at the port of destination. They must have any required registration with government entities in order to import donated goods and a tax identification number.

Notify party: Refers to the person that should be notified of the arrival of the cargo at the port of destination. The original Bill of Lading (BOL), Packing list and Donation Letter are sent via ground courier to the Notify Party to work with the consignee to release the container shipment to the recipient. This can be the same as the consignee.

Ship to/Recipient: Refers to the party that is actually the receiver of the donated goods.

Importing: Refers to the act of bringing in donated humanitarian equipment and supplies from outside the recipient’s country. Know the requirements that pertain to the recipient’s country. These can include:

- Can refurbished equipment be imported?
- How long items that have an expiration date can be included in the shipment. (e.g. 18 or 24 months before expiration)?
- Prior inspection by a third party inspection company such as SGS

Port of Entry: The shipping port where the container shipment will arrive. This is where the customs clearing process will occur.

Duty Free: This refers to the consignee obtaining a certificate from the Governmental Office (e.g. the Ministry of Finance and Health or Revenue Authority) in their country that declares the contents of the container shipment tax exempt. This is not part of the Value Added Tax (VAT) during Customs Clearing process,

Healthcare Institution: This is the facility information used to communicate with the professional personnel to discuss the needs of the institution. (e.g. infrastructure, location, hours of operation, staff capacity)

Equipment Requests: This section provides a basic list to be used as a wish list for needed items. By checking the most needed and include quantity. This does not indicate the items will be available at the time of shipment.

Funding: Money required to cover the handling fees, Shipping fees, in-country costs (e.g. permits, certificates & transportation) for clearing the container shipment through customs and transportation to the recipient.

Additional charges can include:

- Transformers to convert electrical equipment to meet in-country guidelines
- Crating for safe shipping of diagnostic equipment
- Prior inspection of shipment from third party inspection company (e.g. SGS)

Sponsoring Organization/Bill to: This is the individual/group that the invoice for all charges will be sent to for payment.

References: This is to list two persons other than yourself to validate the humanitarian service provided by the recipient.

Recipient Agreement: The legal Agreement with the recipient that all donations of medical surplus equipment and supplies are “as-is, where-is” basis and are to be used for humanitarian aid and are not to be sold.