



**Licensing &
Registration Service**

L.&.R.S



STAKEHOLDER MANUAL

**A step by step guide to using the PTCCB's
Digital Platform**

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Introduction to L.&.R.S

The Pesticides and Toxic Chemicals Control Board (PTCCB) is committed to safeguarding public health and the environment through the sound management of chemicals. As the regulatory authority, PTCCB oversees all activities related to pesticides and toxic chemicals in Guyana, ensuring that these substances are handled responsibly and in compliance with national and international standards.

The PTCCB understands the complexities of chemical management, from the initial registration of a product to the final issuance of a license. To make these regulatory requirements more accessible and manageable, the PTCCB has launched its Licensing and Registration Service, L.&.R.S.

This platform is not just a digital repository; it is a specialized tool designed to modernize and simplify the way you interact with our regulatory framework. By moving these processes online, we are aiming to:

- **Increase Convenience**
- **Enhance Transparency**
- **Products at any time.**
- **Track applications**
- **Track number of applications**
- **Be updated every step of the application process**

What are the core functions of L.&.R.S?

We will walk you through the core administrative functions of the system. L.&.R.S is designed to streamline the **regulatory pathway** for your products and operations, including:

- **Registration:** Specialized for registering Toxic Chemicals, Mercury, Radioactive Sources, and Refrigerant Gases.
- **Licensing Management:** Step-by-step digital applications for both Import and Export licenses across all chemical categories.
- **Specialized Approvals:** Dedicated pathways for Pesticide Import Approvals, ensuring you meet specific regulatory requirements.
- **Financial Tracking:** Integrated viewing of payment invoices and clear instructions on your options for payment.
- **Document Retrieval:** Direct access to download officially issued licenses.

The end goal is to ensure a smooth and convenient process, as you transition to navigating this new digital portal.

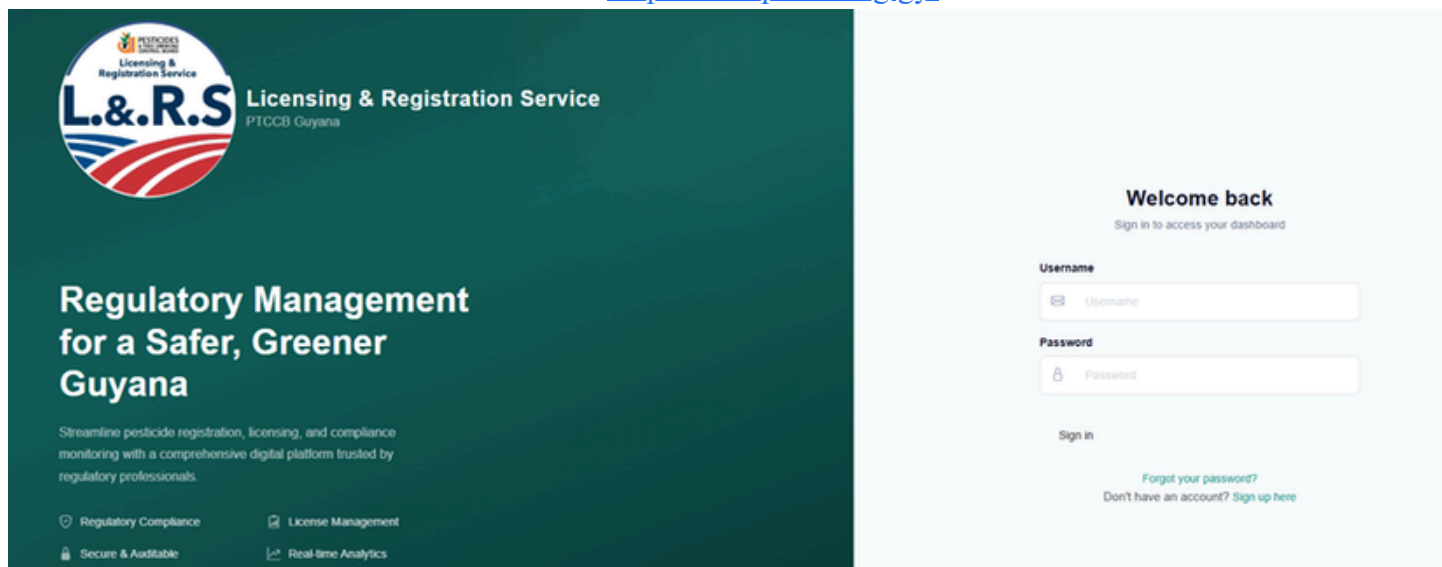
CREATING & VERIFYING YOUR ACCOUNT

- Stakeholder Account

Step 1:

Accessing the Portal; Click on the link below to access the Licensing and Registration Service (L.&R.S.) landing page.

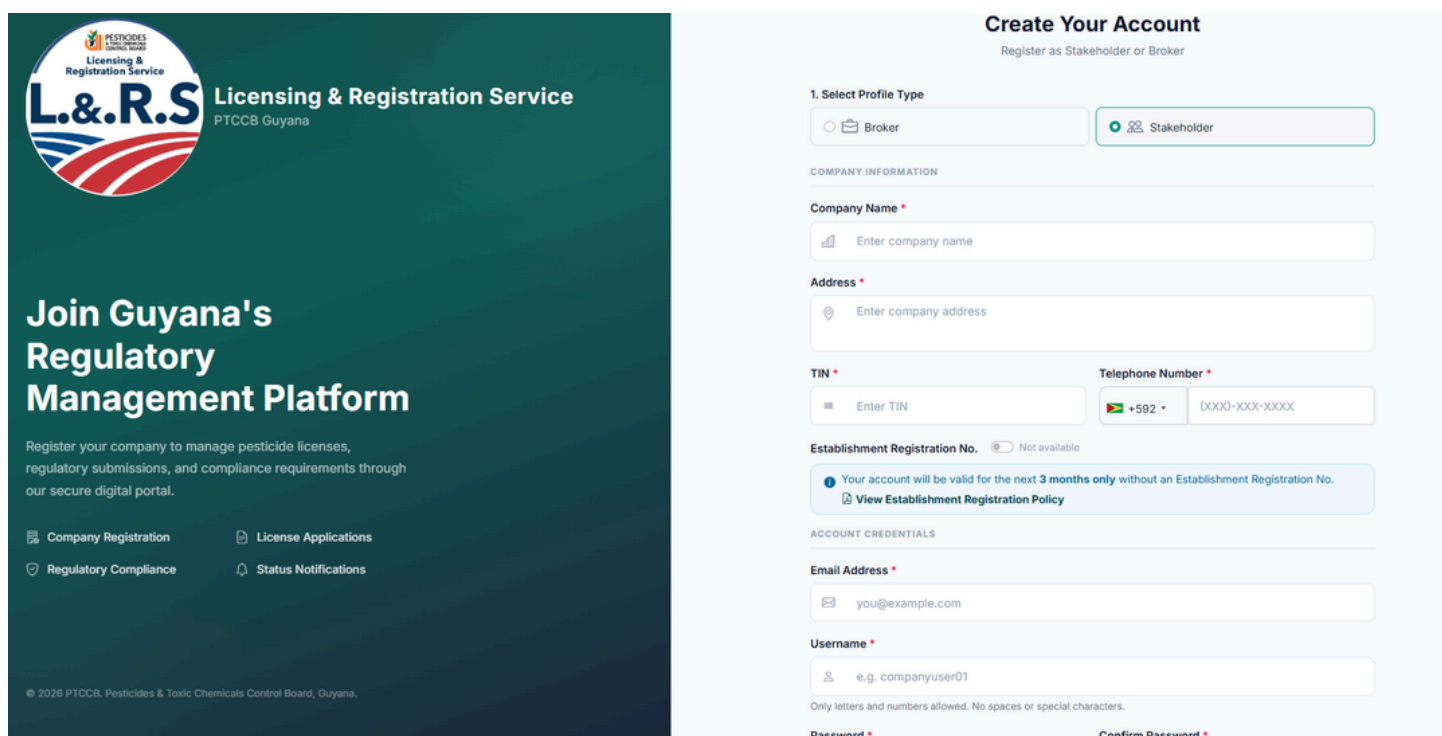
URL: <https://lars.ptccb.org.gy/>



The image shows two side-by-side screenshots from the L.&R.S. PTCCB Guyana website. The left screenshot is the landing page, featuring the L.&R.S. logo and the text 'Regulatory Management for a Safer, Greener Guyana'. It lists services like 'Regulatory Compliance', 'License Management', 'Secure & Auditable', and 'Real-time Analytics'. The right screenshot is a 'Welcome back' sign-in form with fields for 'Username' and 'Password', a 'Sign in' button, and links for 'Forgot your password?' and 'Don't have an account? Sign up here'.

Step 2:

Starting Your Registration: To begin, select the “Sign up here” option. You will then be prompted to select a profile type. Select “Stakeholder” and proceed to create an account by providing the required details for your company.




The image shows a 'Create Your Account' registration form. It starts with the L.&R.S. logo and the text 'Join Guyana's Regulatory Management Platform'. The form is divided into sections: '1. Select Profile Type' with radio buttons for 'Broker' and 'Stakeholder' (selected); 'COMPANY INFORMATION' with fields for 'Company Name', 'Address', 'TIN', and 'Telephone Number'; 'Establishment Registration No.' with a 'Not available' option and a note about account validity; 'ACCOUNT CREDENTIALS' with fields for 'Email Address', 'Username', and 'Password' (with a 'Confirm Password' field). A footer note states '© 2026 PTCCB, Pesticides & Toxic Chemicals Control Board, Guyana.'.

Step 3:

Important Notice on Establishment Permits: Please pay close attention to the Establishment Permit field:

- **If you possess a permit:** Enter the number accurately to ensure your account remains permanent.


Establishment Registration No. Available


 PTCCB/ER/SC/26/001

- **If you do NOT have a permit:** Your account will be issued on a temporary 3 months basis.

Note: Failure to acquire and input an establishment permit within this 3 months window will result in the expiration of the account and the loss of all saved data.

Establishment Registration No. Not available

 Your account will be valid for the next **3 months only** without an Establishment Registration No.

 [View Establishment Registration Policy](#)


Step 4:

Completing the Form: Ensure that all fields marked with a red asterisk (*) are completed. These are mandatory for the Inspectorate to verify your business identity.


Register your company to get started

COMPANY INFORMATION




Company Name *

 Stakeholder Company


Address *

 Stakeholder Address, Guyana

TIN * **Telephone Number ***


 0000000  +592  000-0000

Establishment Registration No. Available


 PTCCB/ER/SC/26/001

ACCOUNT CREDENTIALS

Email Address *



 yourname@stakeholdercompany.com


Username *

 Stakeholdercompany

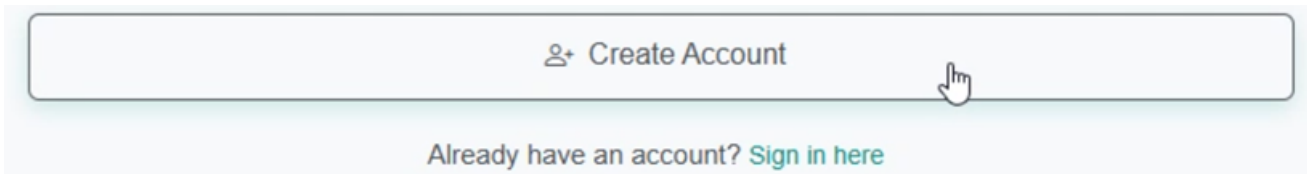
Only letters and numbers allowed. No spaces or special characters.

Password * **Confirm Password ***

 Create Account

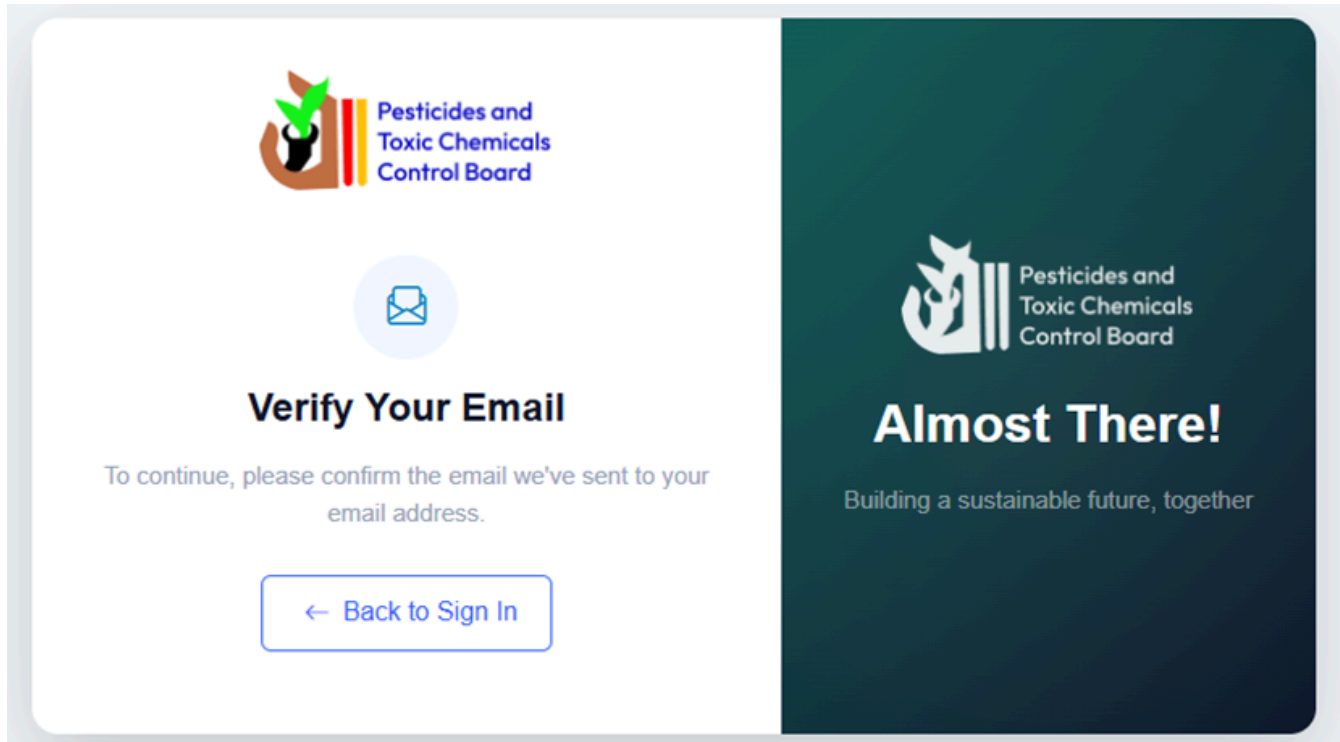
Once finished, click "Create Your Account."



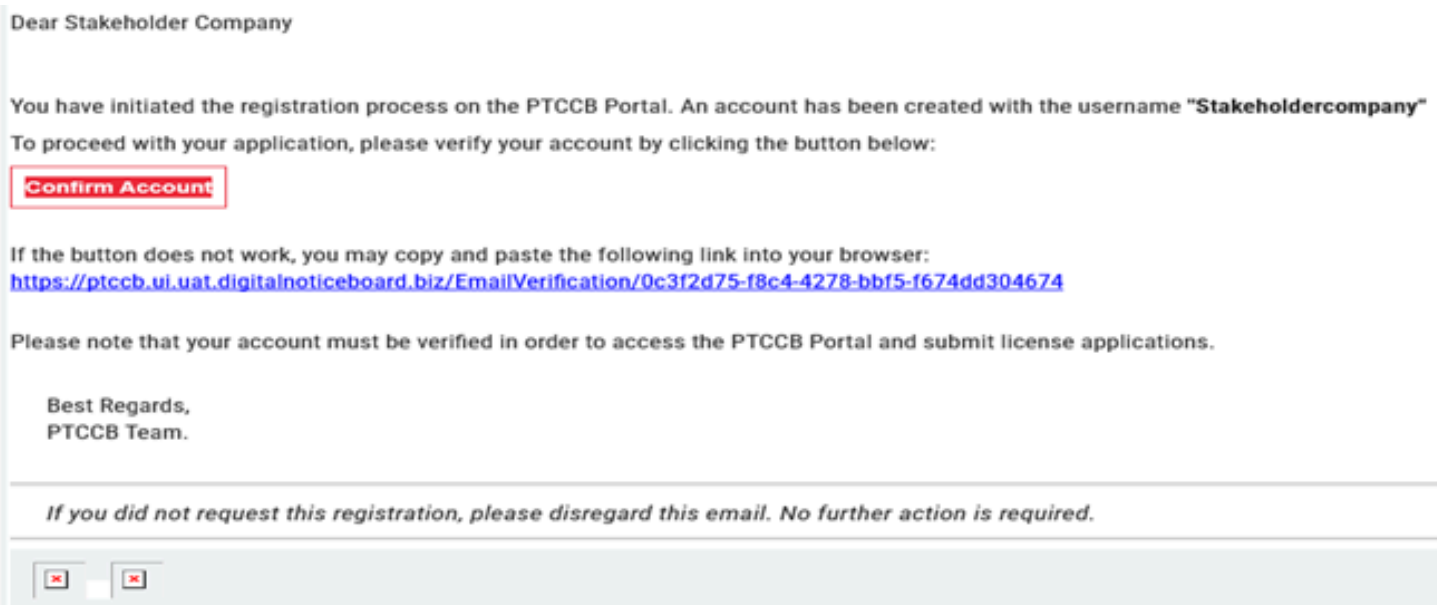
Step 5:

Email Verification: For security purposes, you must verify your email address.

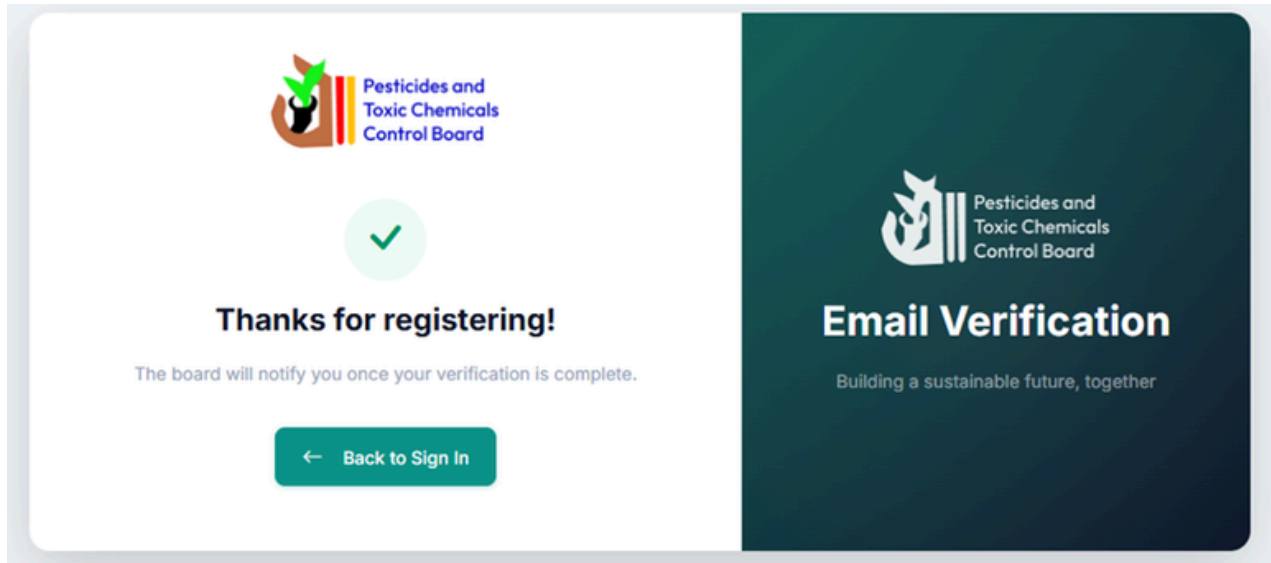
1. Check your inbox for a confirmation email from the L.&R.S. system.



2. Click the verification link provided.



3. After clicking, please wait a few moments for the system to synchronize.

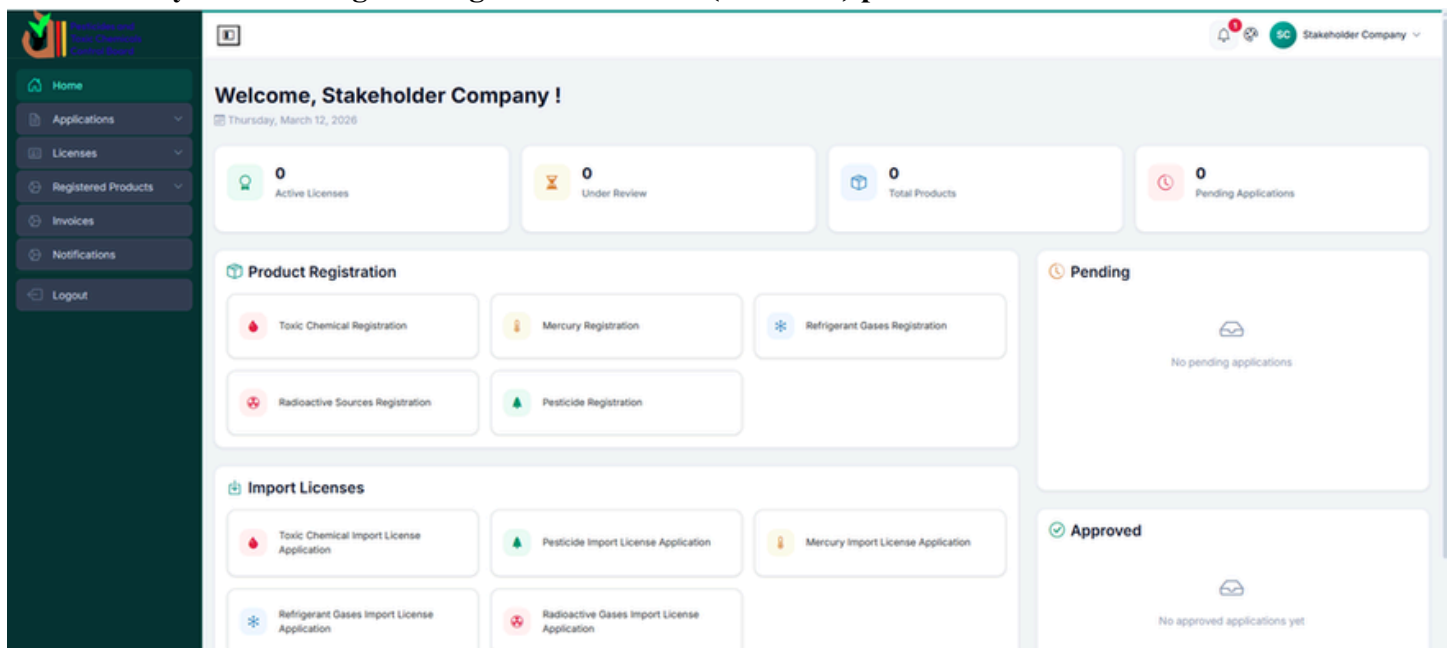


Step 6:

Final Sign In: Once you receive the “**Account Verified**” notification, return to the main sign-in page. You may now log in using your newly created **Username and Password** to access the dashboard.



Welcome to your Licensing and Registration Service (L.&R.S.) profile

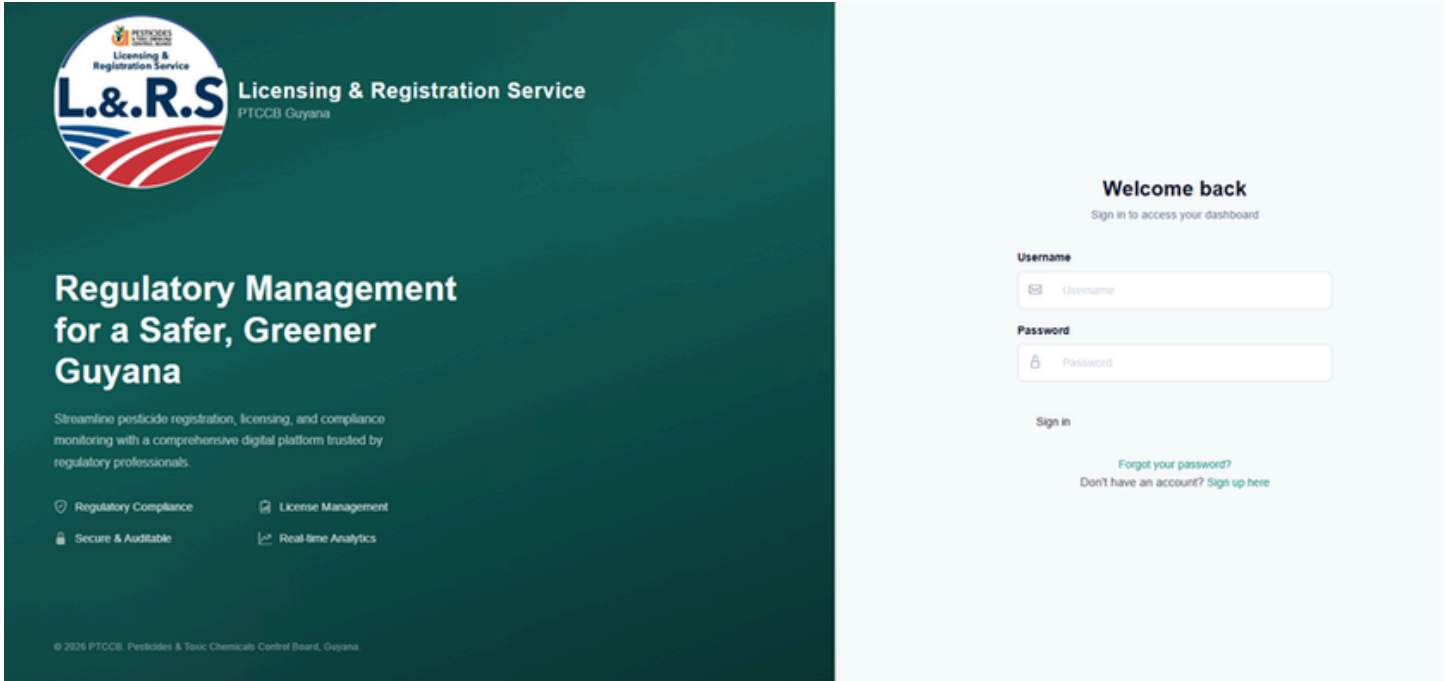


• Broker Account

Step 1:

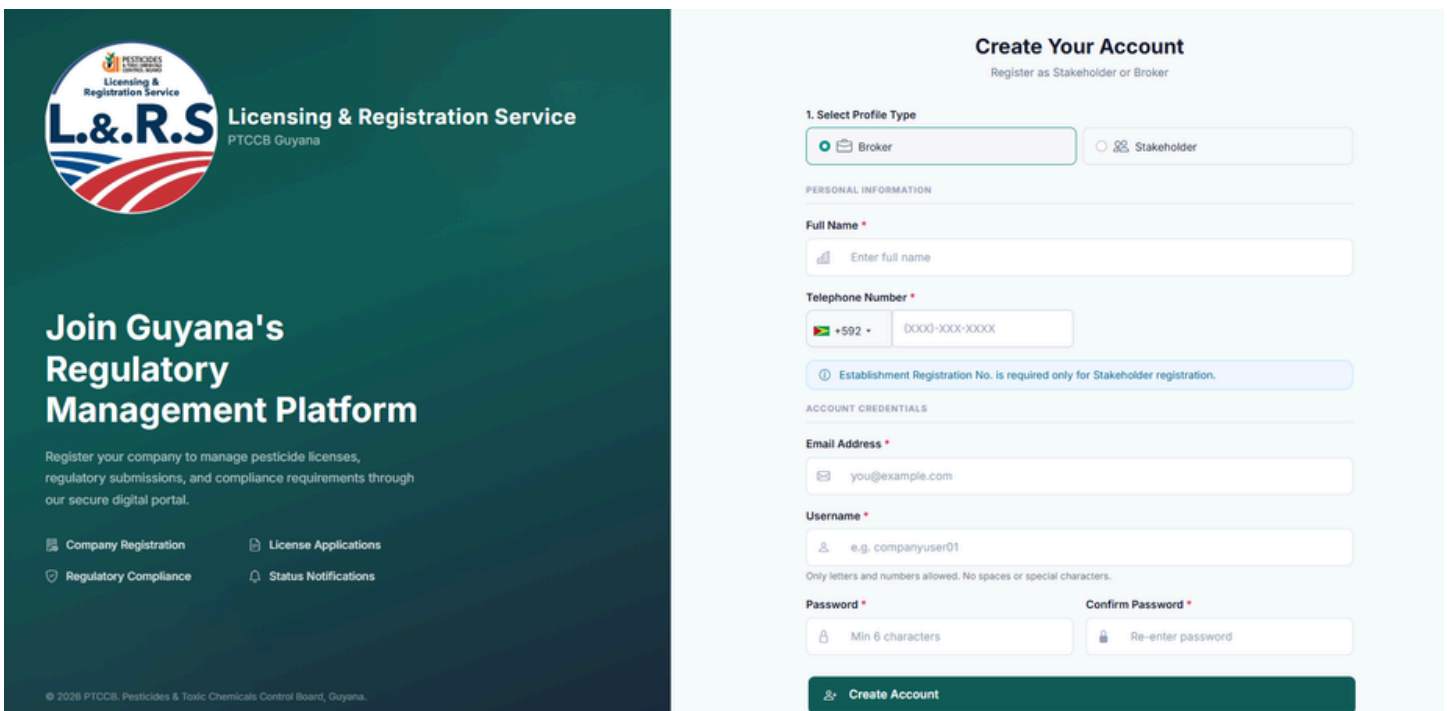
Accessing the Portal; Click on the link below to access the Licensing and Registration Service (L.&.R.S.) landing page.

URL: <https://ptccb.ui.uat.digitalnoticeboard.biz/>



Step 2:

Starting Your Registration: To begin, select the “Sign up here” option. You will then be prompted to select a profile type. Select “Broker” and proceed to create an account by providing the required details for your company.



Step 3:

Completing the Form: Ensure that all fields marked with a red asterisk (*) are completed. These are mandatory for the Inspectorate to verify your business identity.

Create Your Account

Register as Stakeholder or Broker

1. Select Profile Type

Broker Stakeholder

PERSONAL INFORMATION

Full Name *

Broker Company

Telephone Number *

+592 000-0000

Establishment Registration No. is required only for Stakeholder registration.

ACCOUNT CREDENTIALS

Email Address *

Broker@email.com

Username *

BrokerCompany

Only letters and numbers allowed. No spaces or special characters.

Password * **Confirm Password ***

.....

Once finished, click **"Create Your Account."**

Already have an account? [Sign in here](#)

Step 4:

Final Sign In: Once you complete the sign up process, return to the main sign-in page. You may now log in using your newly created **Username and Password** to access the dashboard.

The image shows a sign-in page for the Regulatory Management system. On the left, a dark green banner features the title "Regulatory Management for a Safer, Greener Guyana" and a sub-headline: "Streamline pesticide registration, licensing, and compliance monitoring with a comprehensive digital platform trusted by regulatory professionals." Below this are four icons representing: Regulatory Compliance, License Management, Secure & Auditable, and Real-time Analytics. On the right, a light blue box titled "Welcome back" contains a sign-in form with fields for "Username" and "Password", a "Sign in" button, and links for "Forgot your password?" and "Don't have an account? Sign up here".

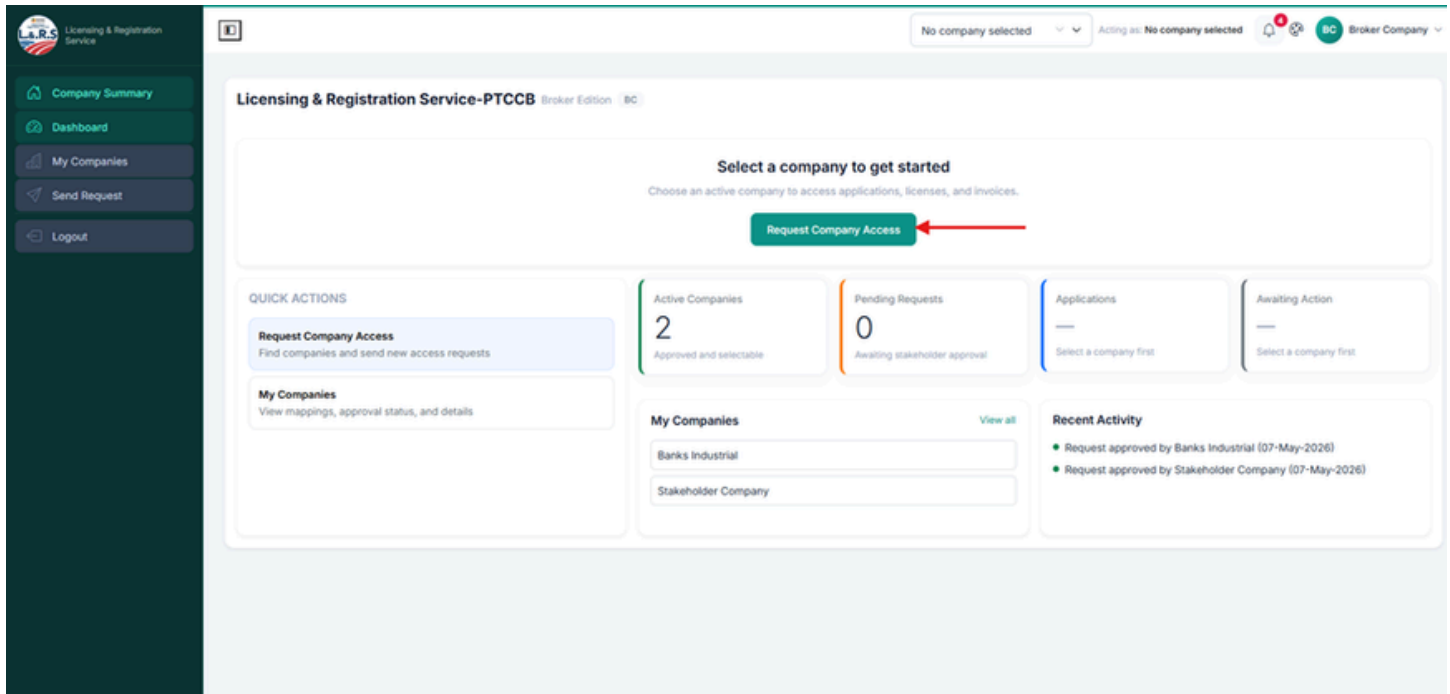
Welcome to your Licensing and Registration Service (L.&.R.S.) profile

The image displays the user profile dashboard for the Licensing and Registration Service (L.&.R.S.). The top navigation bar includes the L.&.R.S. logo, a dropdown menu showing "No company selected", and a status indicator "Acting as: No company selected". The main content area is titled "Licensing & Registration Service-PTCCB Broker Edition BC" and features a "Select a company to get started" section with a "Request Company Access" button. Below this are four summary cards: "Active Companies" (2), "Pending Requests" (0), "Applications" (0), and "Awaiting Action" (0). A "QUICK ACTIONS" section includes "Request Company Access" and "My Companies". The "My Companies" section lists "Banks Industrial" and "Stakeholder Company". The "Recent Activity" section shows two approved requests: "Request approved by Banks Industrial (07-May-2026)" and "Request approved by Stakeholder Company (07-May-2026)".

Broker: How to request permission to from a stakeholder to conduct business on their behalf?

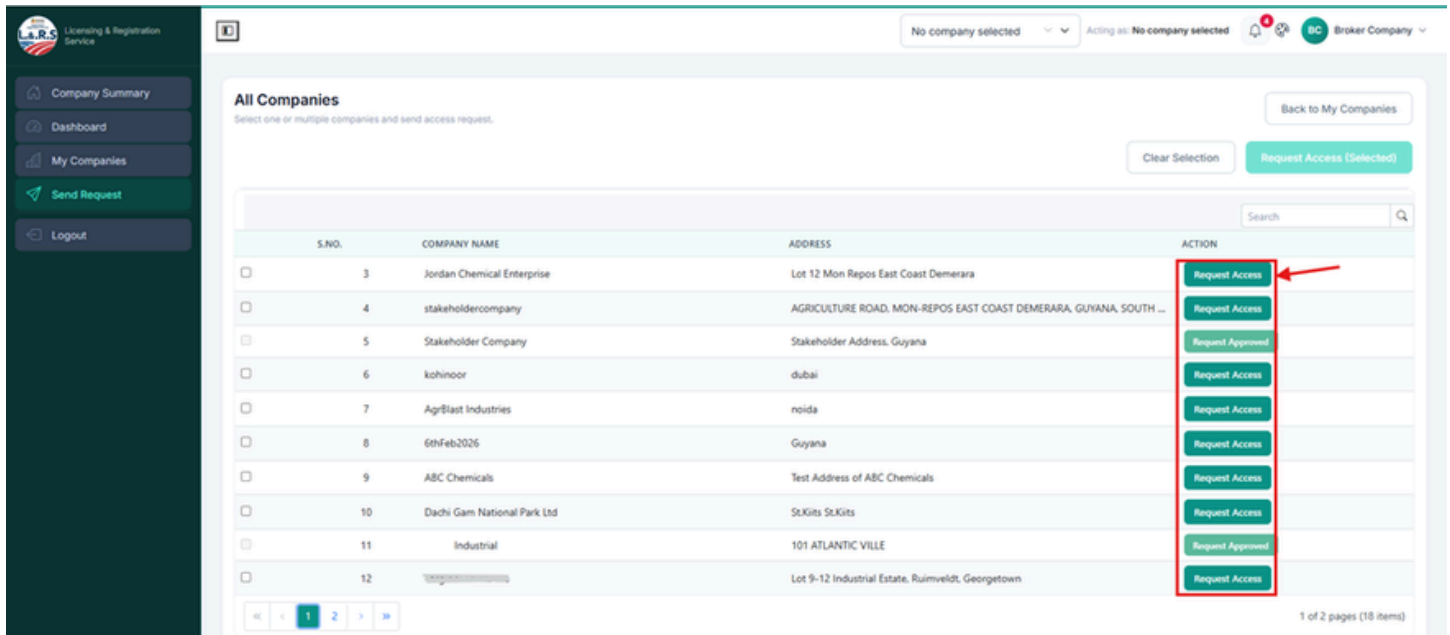
Step 1:

Request Company Access: Once logged in you will select the “Request Company Access” button found on the dashboard.



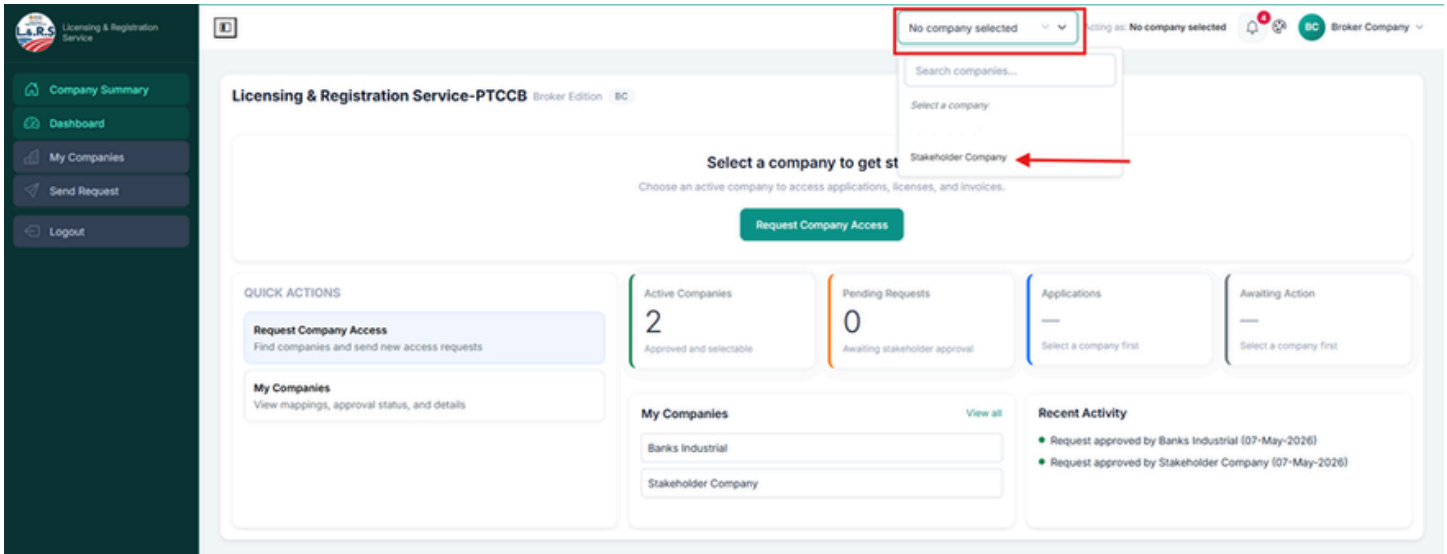
Step 2:

Search for Company: Upon finding the name of the stakeholder you wish to operate under you will then click the “Request Access” button. You will then have to wait until the selected stakeholder gives you (the broker) permission to operate on their behalf under their profile.



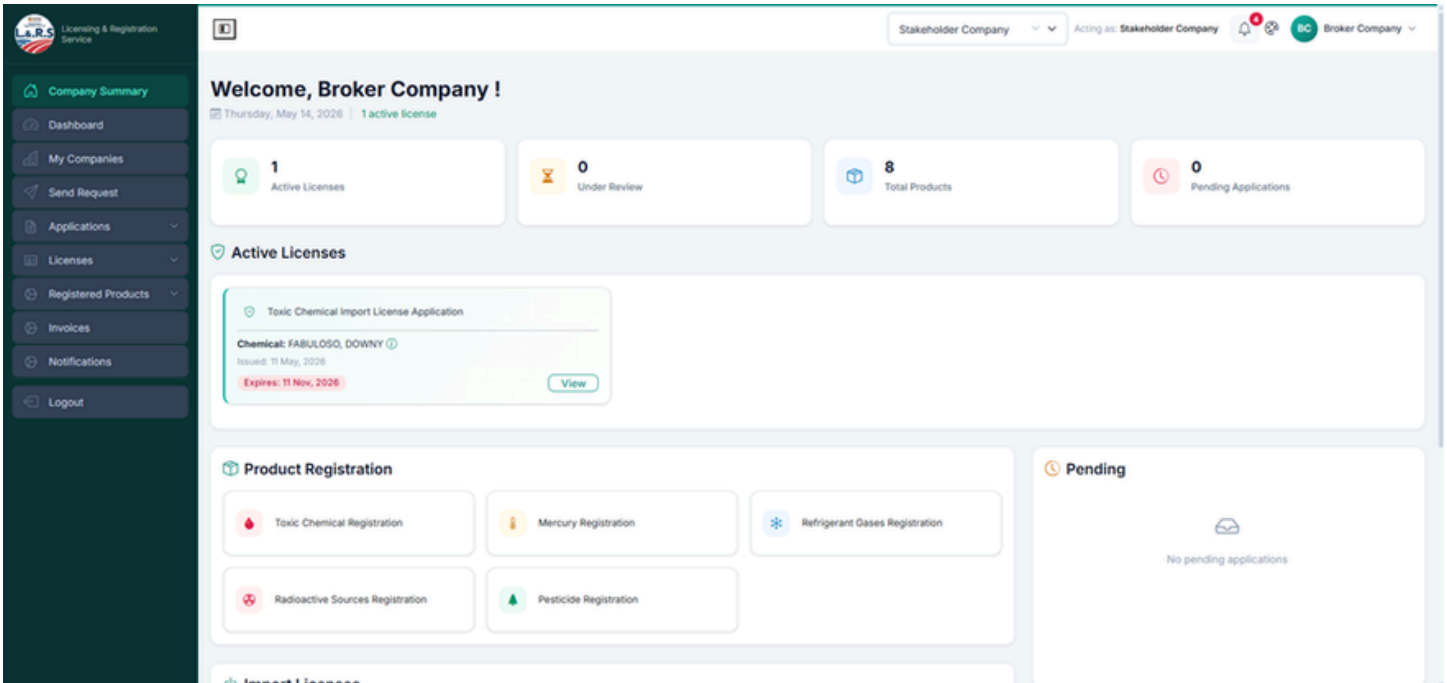
Step 3:

Permission Granted: After permission is granted by the stakeholder you can now select the stakeholder you wish to operate for on the dashboard.



Step 4:

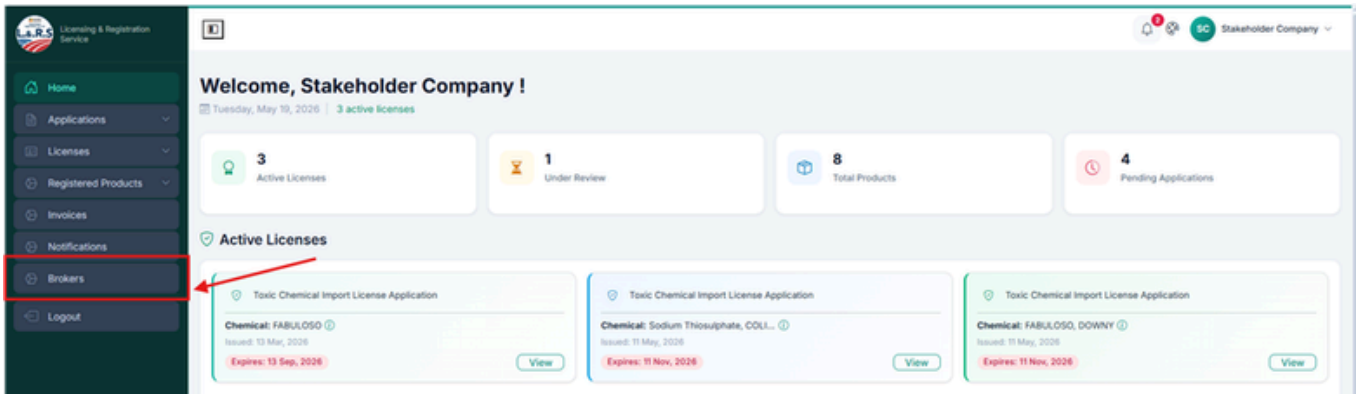
Access to Stakeholder Profile: You will now be able to apply on behalf of the stakeholder.



Stakeholder: How to give your broker access to your profile?

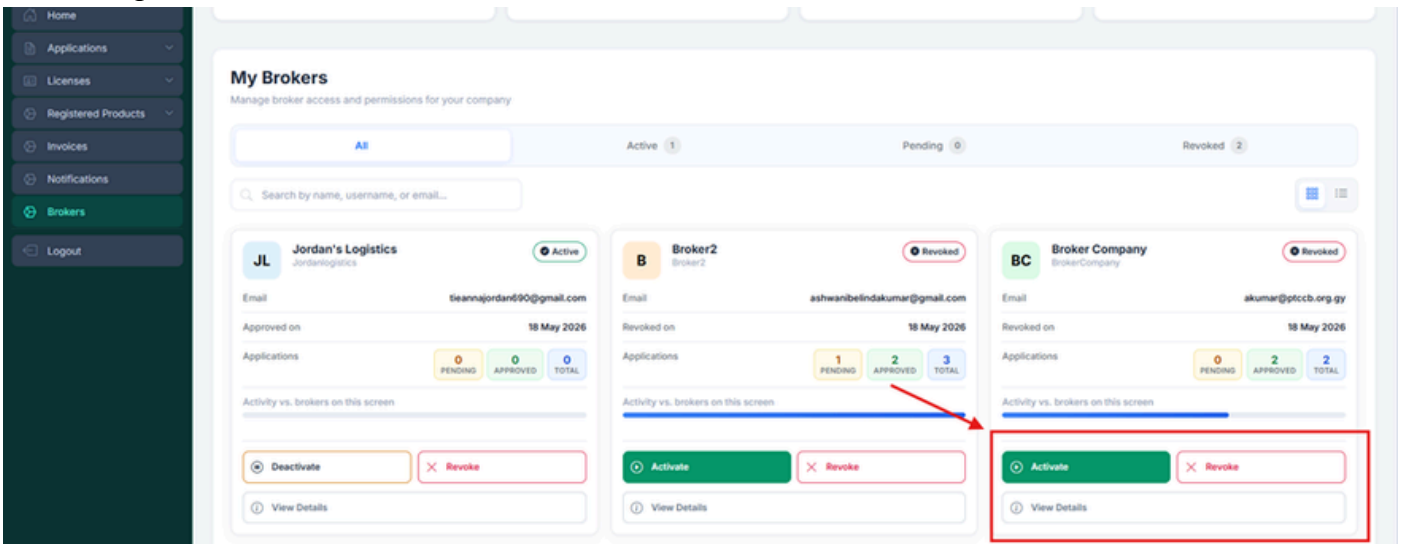
Step 1:

Using the side menu, click the “Brokers” tab.



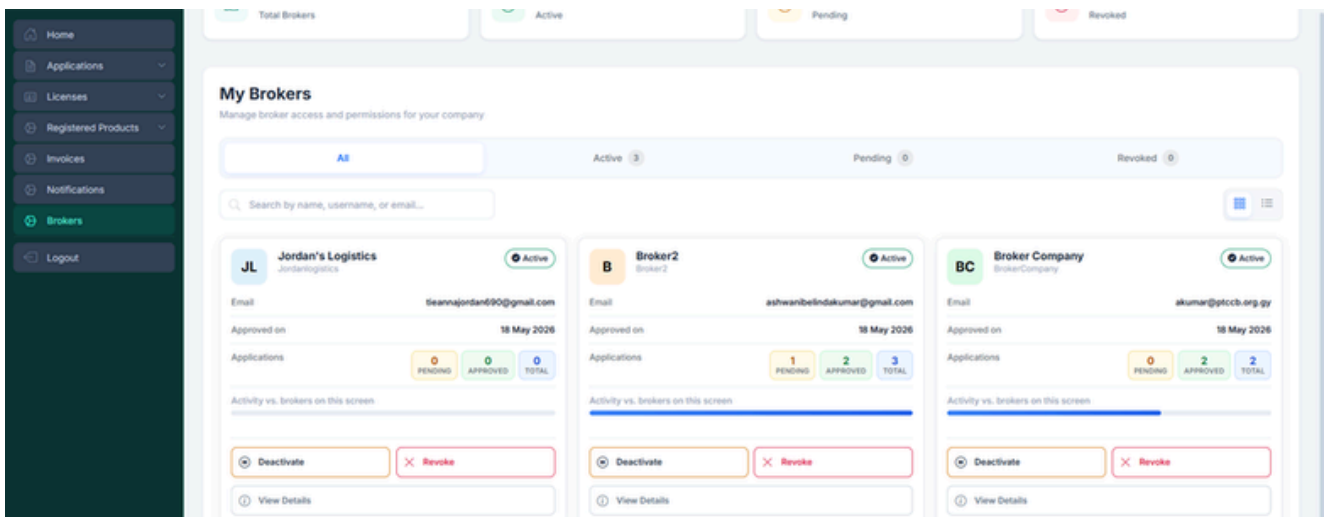
Step 2:

Select the option to activate the broker's account.



Step 3:

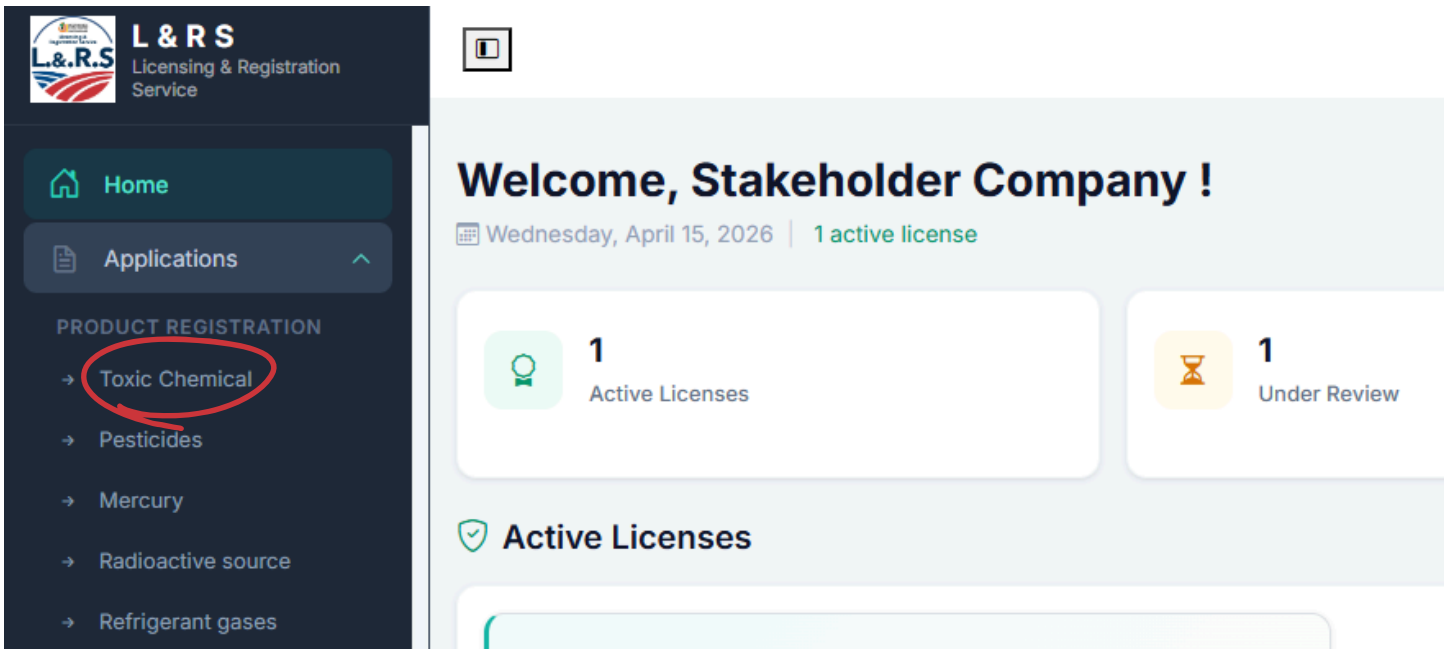
After the broker's account has been activated, the broker can now navigate the L&RS on the stakeholder's behalf.



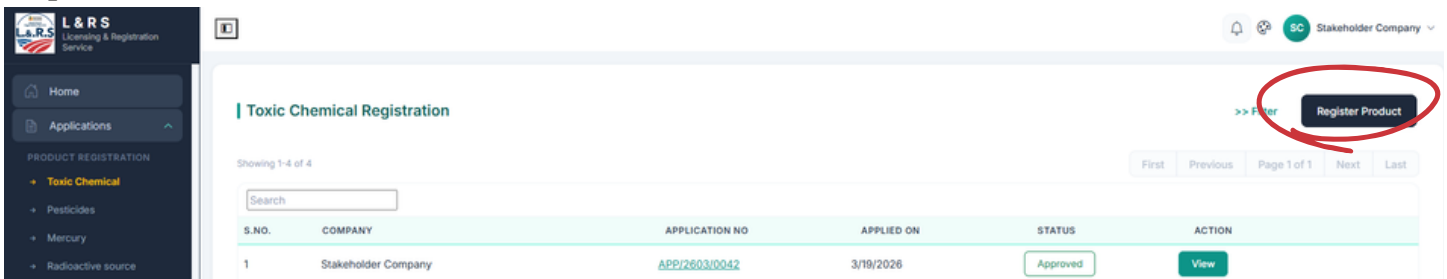
REGISTRATION

How to register a Toxic Chemical?

Step 1: To apply for the registration of a Toxic Chemical, you will first dropdown the applications tab, then under the “**Product Registration**” heading, select Toxic Chemical.

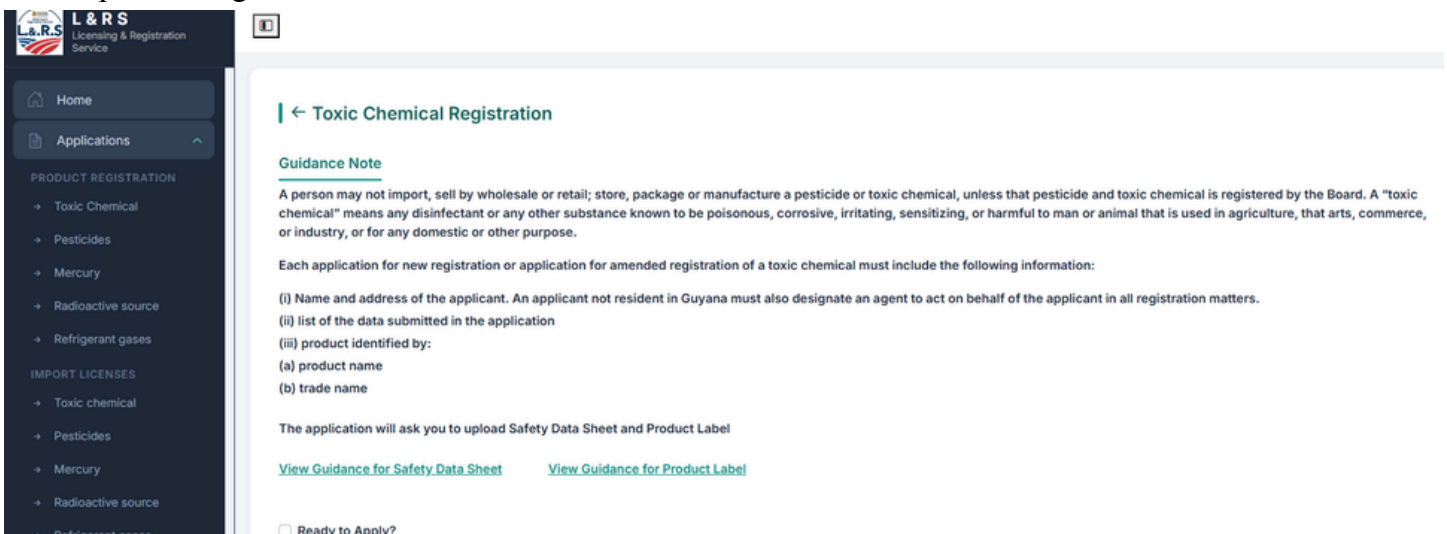


Step 2: Click on register product



S.NO.	COMPANY	APPLICATION NO	APPLIED ON	STATUS	ACTION
1	Stakeholder Company	APP/2603/0042	3/19/2026	Approved	View

Step 3: Once you click 'Register Product,' You will be met with a “Guidance Note” . Ensure it is read before proceeding.



Guidance Note

A person may not import, sell by wholesale or retail; store, package or manufacture a pesticide or toxic chemical, unless that pesticide and toxic chemical is registered by the Board. A "toxic chemical" means any disinfectant or any other substance known to be poisonous, corrosive, irritating, sensitizing, or harmful to man or animal that is used in agriculture, that arts, commerce, or industry, or for any domestic or other purpose.

Each application for new registration or application for amended registration of a toxic chemical must include the following information:

- (i) Name and address of the applicant. An applicant not resident in Guyana must also designate an agent to act on behalf of the applicant in all registration matters.
- (ii) list of the data submitted in the application
- (iii) product identified by:
 - (a) product name
 - (b) trade name

The application will ask you to upload Safety Data Sheet and Product Label

[View Guidance for Safety Data Sheet](#) [View Guidance for Product Label](#)

Ready to Apply?

- If you are unsure of what the Safety data sheet is supposed to be, click the options to “View Guidance for Safety Data Sheet”

L & R S
Licensing & Registration Service

Home

Applications

PRODUCT REGISTRATION

- Toxic Chemical
- Pesticides
- Mercury
- Radioactive source
- Refrigerant gases

IMPORT LICENSES

- Toxic chemical
- Pesticides
- Mercury
- Radioactive source
- Refrigerant gases

← Toxic Chemical Registration

Guidance Note

A person may not import, sell by wholesale or retail; store, package or manufacture a pesticide or toxic chemical, unless that pesticide and toxic chemical is registered by the Board. A "toxic chemical" means any disinfectant or any other substance known to be poisonous, corrosive, irritating, sensitizing, or harmful to man or animal that is used in agriculture, that arts, commerce, or industry, or for any domestic or other purpose.

Each application for new registration or application for amended registration of a toxic chemical must include the following information:

(i) Name and address of the applicant. An applicant not resident in Guyana must also designate an agent to act on behalf of the applicant in all registration matters.

(ii) list of the data submitted in the application

(iii) product identified by:

(a) product name

(b) trade name

The application will ask you to upload Safety Data Sheet and Product Label

[View Guidance for Safety Data Sheet](#) [View Guidance for Product Label](#)

Ready to Apply?

- Upon selecting that option a pop up will appear with the necessary information pertaining to what is an acceptable Safety Data Sheet.

Guidance For Safety Data Sheet

(i) The Safety Data Sheet which shall include the following sixteen headings, in accordance with the United Nations Economic Commission for Europe's (UNECE) Globally Harmonized System for Classification and Labelling in the order stated below –

SECTION 1: Identification of the substance/ mixture and of the company/undertaking;

SECTION 2: Hazards Identification;

SECTION 3: Composition/ Information on ingredients;

SECTION 4: First Aid Measures;

SECTION 5: Firefighting Measures;

SECTION 6: Accidental Release Measures;

SECTION 7: Handling and Storage;

SECTION 8: Exposure Controls/ Personal Protection;

SECTION 9: Physical and Chemical Properties;

SECTION 10: Stability and Reactivity;

SECTION 11: Toxicological information;

SECTION 12: Ecological Information;

SECTION 13: Disposal Considerations;

SECTION 14: Transport Information;

SECTION 15: Regulatory Information;

SECTION 16: Other Information;

(ii) numbering of all pages of a Safety Data Sheet and some indication of the end of the sheet as follows –

(a) marking, for example 'Page 1 of 3'; or

(b) numbering each page and indicating whether there is a page following, for example 'Continued on next page' or 'End of safety data Sheet'.

- If you are unsure of what the Product Label is supposed to be, click the options to “View Guidance for Product Label”

L & R S
Licensing & Registration Service

Home

Applications

PRODUCT REGISTRATION

- Toxic Chemical
- Pesticides
- Mercury
- Radioactive source
- Refrigerant gases

IMPORT LICENSES

- Toxic chemical
- Pesticides
- Mercury
- Radioactive source
- Refrigerant gases

← Toxic Chemical Registration

Guidance Note

A person may not import, sell by wholesale or retail; store, package or manufacture a pesticide or toxic chemical, unless that pesticide and toxic chemical is registered by the Board. A "toxic chemical" means any disinfectant or any other substance known to be poisonous, corrosive, irritating, sensitizing, or harmful to man or animal that is used in agriculture, that arts, commerce, or industry, or for any domestic or other purpose.

Each application for new registration or application for amended registration of a toxic chemical must include the following information:

(i) Name and address of the applicant. An applicant not resident in Guyana must also designate an agent to act on behalf of the applicant in all registration matters.

(ii) list of the data submitted in the application

(iii) product identified by:

(a) product name

(b) trade name

The application will ask you to upload Safety Data Sheet and Product Label

[View Guidance for Safety Data Sheet](#) [View Guidance for Product Label](#)

Ready to Apply?

- Upon selecting that option a pop up will appear with the necessary information pertaining to what is an acceptable Product Label.

Guidance For Product Label ✕

A draft label for the toxic chemical including a statement of all claims made for it, directions for use, ingredients, applicator warnings, and precautions and procedures for its safe transportation, storage and disposal. The information on the label must be consistent with those presented on the Safety Data Sheet.

An "add more" button (Stakeholders most often register more than one products, so the add more button should allow access to add additional product name, purpose, safety data sheet and label.

The person must date and sign the form by acknowledging that the information provided is true and correct etc.

The submit button shall only become active once all the before stated steps are completed.

The Form used at present is presented in Appendix I

Step 5: After reading through all the relative guidance, you're ready to apply for a "Toxic Chemical". Check the box next to "Ready to Apply?" then proceed to click the "Toxic Chemical Registration" Button.

The screenshot shows the L&RS web application interface. On the left is a navigation menu with categories like 'PRODUCT REGISTRATION', 'IMPORT LICENSES', and 'EXPORT LICENSES'. The main content area is titled 'Toxic Chemical Registration' and contains a 'Guidance Note' section. Below the guidance, there is a 'Ready to Apply?' checkbox which is checked and circled in red. Below this checkbox is a 'Toxic Chemical Registration' button, also circled in red. Two red arrows point to the 'Ready to Apply?' checkbox and the 'Toxic Chemical Registration' button respectively.

Step 6: After clicking the "Toxic Chemical Registration" button, you will now begin registering the Toxic Chemical product by selecting "+Add more products"

The screenshot shows the 'Toxic Chemical Registration' form in progress. The page title is 'Toxic Chemical Registration (Application "APP/2604/TMP" of "Stakeholder Company") - In-Progress'. The main section is 'Importer Info and Products'. The 'Importer Info' section contains several input fields: Date (04/15/2026), Importer name (Stakeholder Company), Email (akumar@ptccb.org.gy), Phone no. (+592 000-0000), and TIN number (0000000). Below this, there is a 'Products (0/20)' section. In the bottom right corner of the form, there is a '+ Add more products' button which is circled in red.

- Ensure all required information is filled out in all relevant fields.
- Ensure corresponding safety data sheet (16 section) and legible labels for the product are attached under the correct submission portal.
- Once all requirements are met/satisfied select save product.

Product Info ×

Tariff Code * [\(Check available Tariff Codes.\)](#)

3402.12.90.00

Product name * [\(Check Restricted Products\)](#)

FABULOSO

Purpose of Importation [\(View Guidance for Purpose of Importation\)](#)

Commercial ▼

State Purpose (If Other)

Upload Safety Data Sheet *

FABULOSO.pdf

[FABULOSO.pdf](#) 

[View Guidance for Safety Data Sheet](#)

Upload Product Label *

Label (1).jpg

- [Label \(1\).jpg](#) 

[View Guidance for Product Label](#)

Save Product

Step 7: After saving the product information, and you wish to add more products click the “+Add more products” button. And repeat the process again.

L&RS
Licensing & Registration Service

Home
Applications
Licenses
Registered Products
Invoices
Notifications
Logout

Stakeholder Company

Toxic Chemical Registration (Application "APP/2604/TMP" of "Stakeholder Company") - In-Progress

← Importer Info and Products

Leave Save Only Save & Submit

Importer Info

Date: 04/15/2026
Importer name: Stakeholder Company
Email: akumar@ptccb.org.gy
Phone no.: +592 000-0000
TIN number: 0000000
Address: Stakeholder Address, Guyana

Products (0/20)

+ Add more products

Step 8: After adding all products, add applicant’s signature and click “save and submit”

PRODUCT NAME	PURPOSE OF IMPORTATION	SAFETY DATASHEET	PRODUCT LABEL	ACTION
1 FABULOSO	Commercial	FABULOSO.pdf	Label(1).jpg	

Comments

No Comments Data found...

Applicant Signature *

Date: 03/12/2026
Signature: N. Persaud
Choose File: fk.sig.jpg
fk.sig.jpg

Leave Save Only Save & Submit

Step 9: Click “yes” to submit the registration applications.

You are going to SUBMIT this application.

Yes No

Note: Product has been submitted for registration review, The PTCCB will review your submission then issue any queries or approval.

The screenshot shows the 'Toxic Chemical Registration' page. On the left is a dark sidebar with a menu including 'Home', 'Applications', and 'PRODUCT REGISTRATION' with sub-items like 'Toxic Chemical', 'Pesticides', 'Mercury', 'Radioactive source', and 'Refrigerant gases'. The main content area has a header 'Toxic Chemical Registration' with a '>> Filter' link and a 'Register Product' button. Below the header is a search bar and a table with 2 rows. The table columns are S.NO., COMPANY, APPLICATION NO., APPLIED ON, STATUS, and ACTION.

S.NO.	COMPANY	APPLICATION NO.	APPLIED ON	STATUS	ACTION
1	Stakeholder Company	APP/2603/0032	3/12/2026	Submitted	View
2	Stakeholder Company	APP/2603/TMP	3/12/2026	In-Progress	View

How to register a Pesticide?

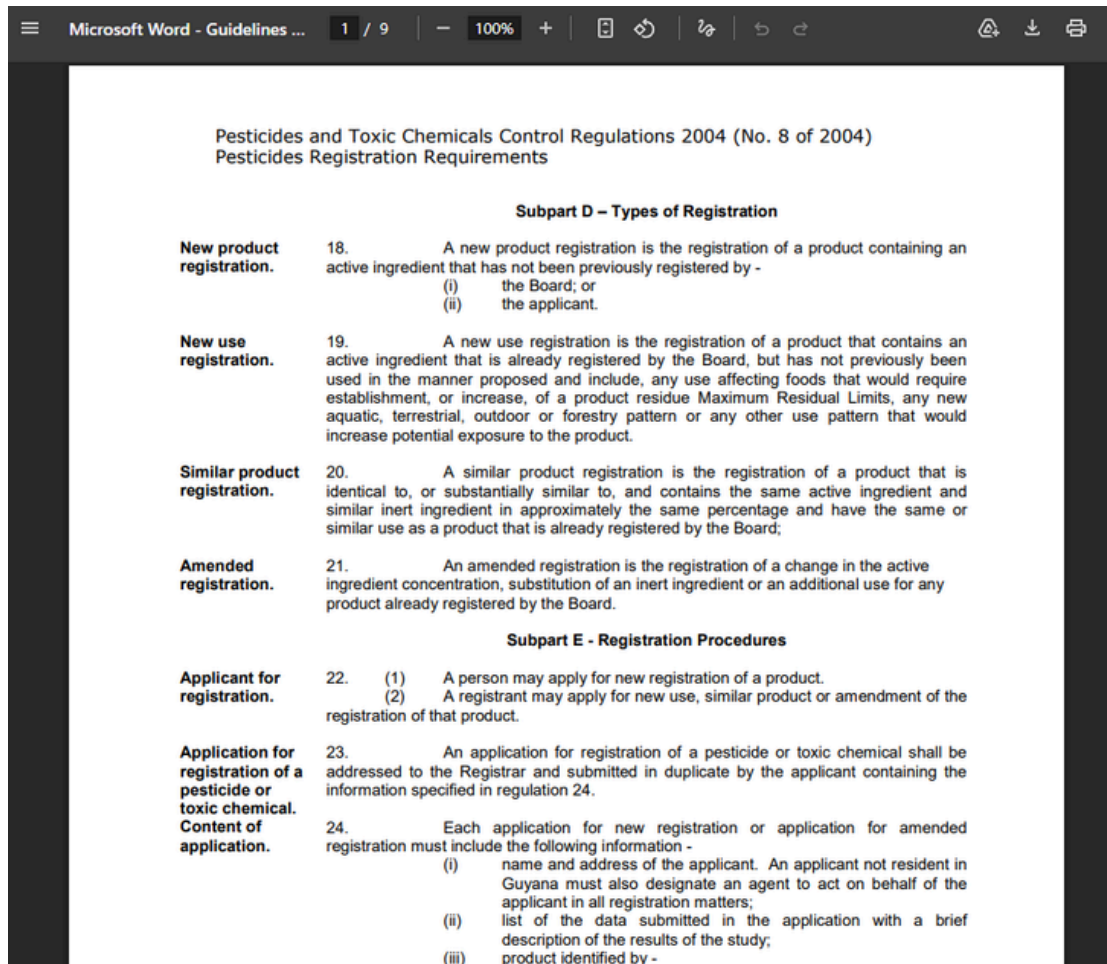
Step 1: To apply for the registration of a pesticide, you will first dropdown the applications tab, then under the “Product Registration” heading, select “Pesticides.”

The screenshot shows the L&RS Licensing & Registration Service dashboard. The left sidebar has 'Applications' selected, and under 'PRODUCT REGISTRATION', 'Pesticides' is circled in red. The main content area says 'Welcome, Stakeholder Company!' and shows 'Wednesday, April 15, 2026 | 1 active license'. There are two summary cards: '1 Active Licenses' with a green clock icon and '1 Under Review' with a yellow hourglass icon. Below these is a section for 'Active Licenses'.

Step 2: Upon selecting “Pesticides” you will be met with a “Guidance Note”. Ensure it is read carefully then select the “Requirements for Pesticide Registration (PTCCB Regulations 2004)” option.

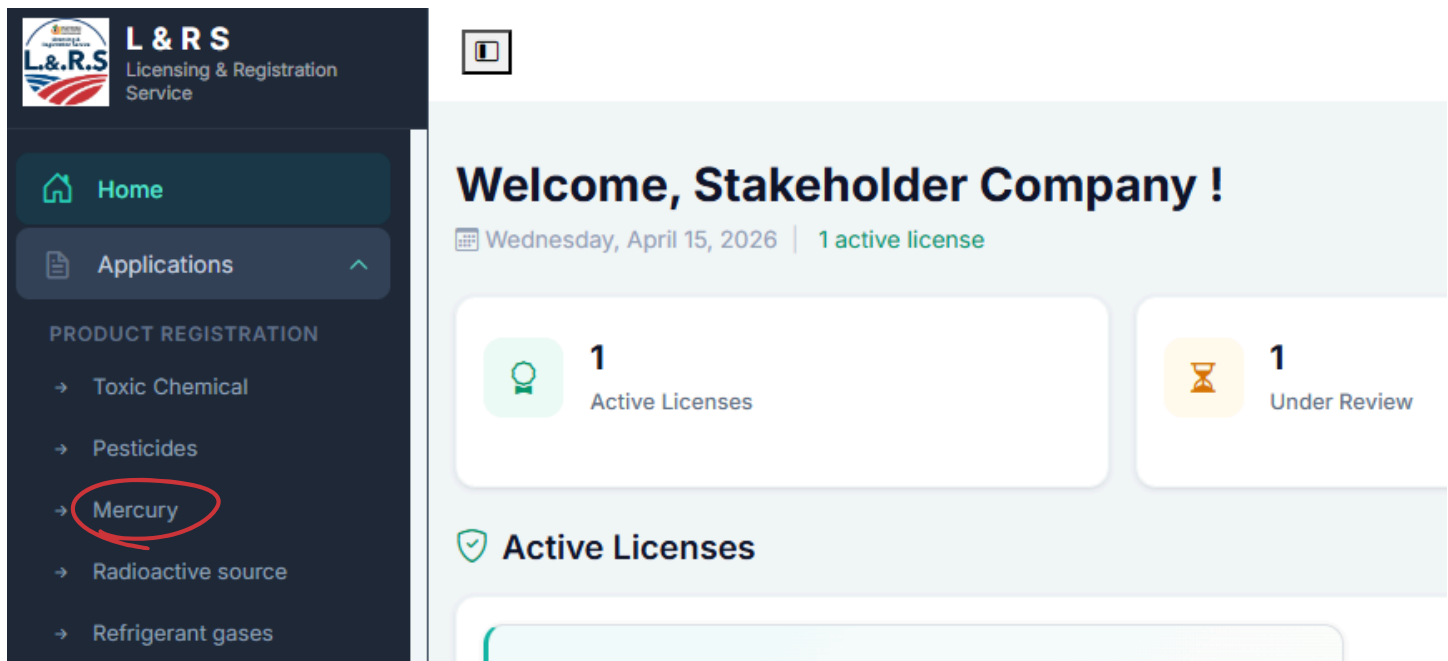
The screenshot shows the 'Pesticide Registration' page. The left sidebar has 'Pesticides' selected. The main content area has a header '← Pesticide Registration' and a 'Guidance Note' section. The text of the guidance note is partially visible. At the bottom, a link 'Requirements for Pesticide Registration (PTCC Regulations 2004)' is circled in red.

Step 3: IMPORTANT; This will lead you to the regulations that outline the Pesticide Registration Requirement. Pesticides will not be registered via L.&R.S but instead will be done in office.



How to Register Mercury?

Step 1: To apply for the registration of Mercury, you will first dropdown the applications tab, then under the “Product Registration” heading, select “Mercury.”



Step 2: Select “Register Product”

The screenshot shows the L&RS Mercury Registration page. On the left is a navigation menu with 'Mercury' selected. The main content area displays a table with one row of registration data. A 'Register Product' button is circled in red in the top right corner.

S.NO.	COMPANY	APPLICATION NO	APPLIED ON	STATUS	ACTION
1	Stakeholder Company	APP/2603/0031	3/12/2026	Approved	View

Step 3: You will be met with a “Guidance Note.” Ensure it is read before proceeding.

The screenshot shows the 'Guidance Note' section of the Mercury Registration page. It includes instructions on importation, a definition of 'toxic chemical', and a requirement to upload a Safety Data Sheet and Product Label. There are two links: 'View Guidance for Safety Data Sheet' and 'View Guidance for Product Label'. A 'Ready to Apply?' checkbox and a 'Mercury Registration' button are also visible.

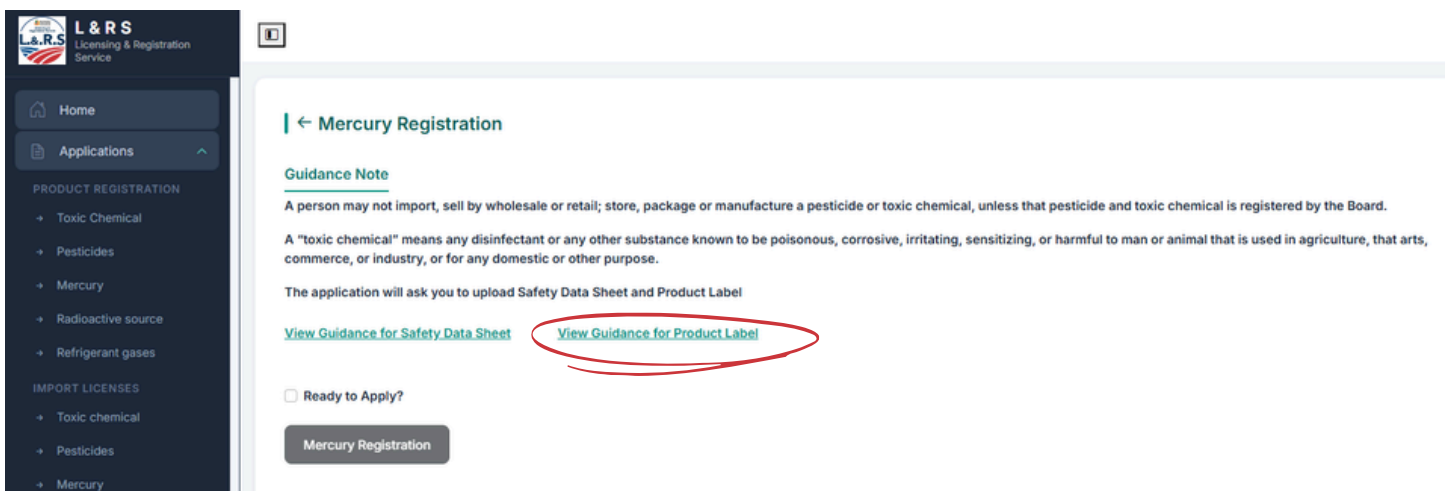
If you are unsure of what the Safety data sheet is supposed to be, click the options to “View Guidance for Safety Data Sheet”

This screenshot is identical to the previous one, but the link 'View Guidance for Safety Data Sheet' is circled in red to highlight it.

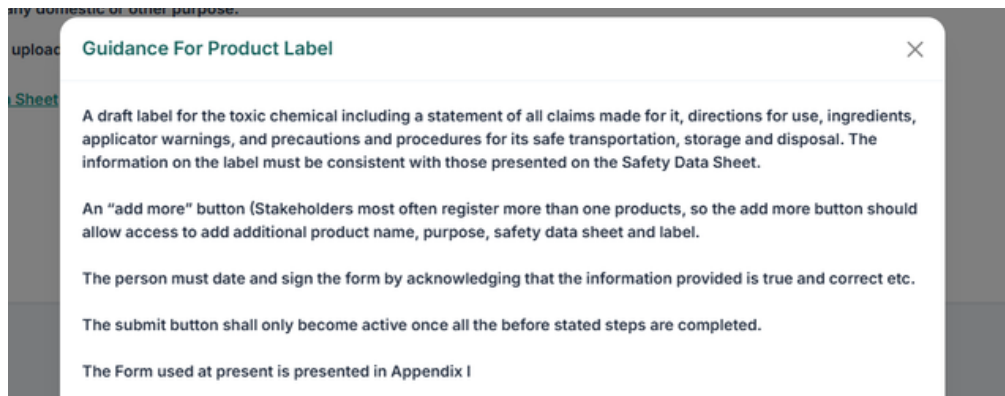
Upon selecting that option a pop up will appear with the necessary information pertaining to what is an acceptable Safety Data Sheet.



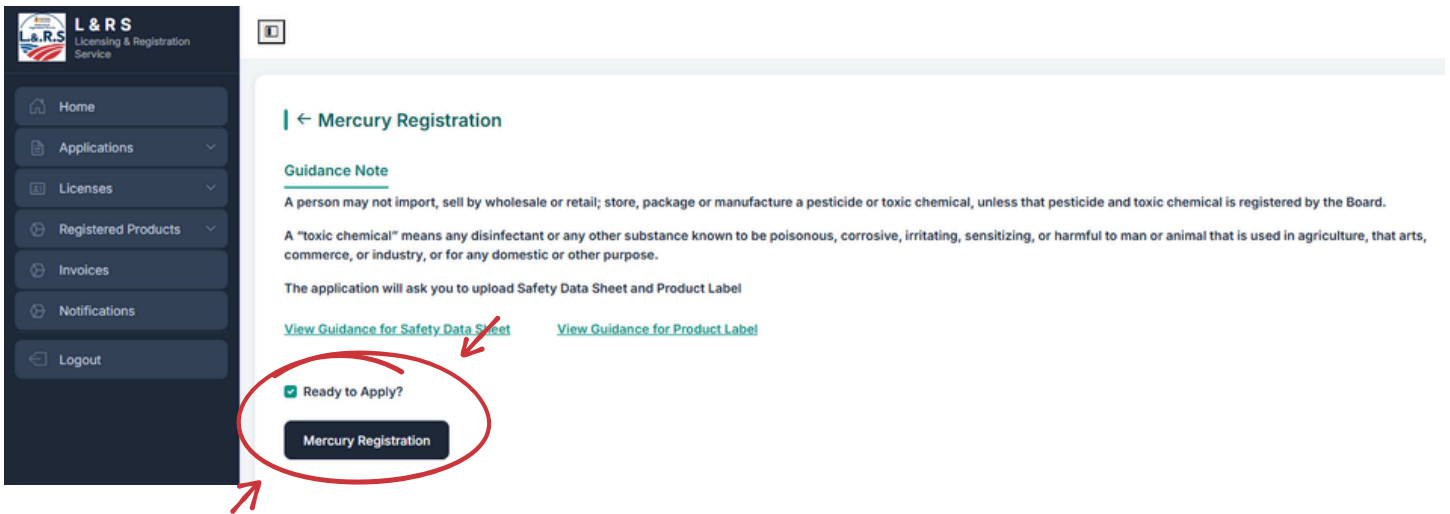
If you are unsure of what the Product Label is supposed to be, click the options to “ View Guidance for Product Label”



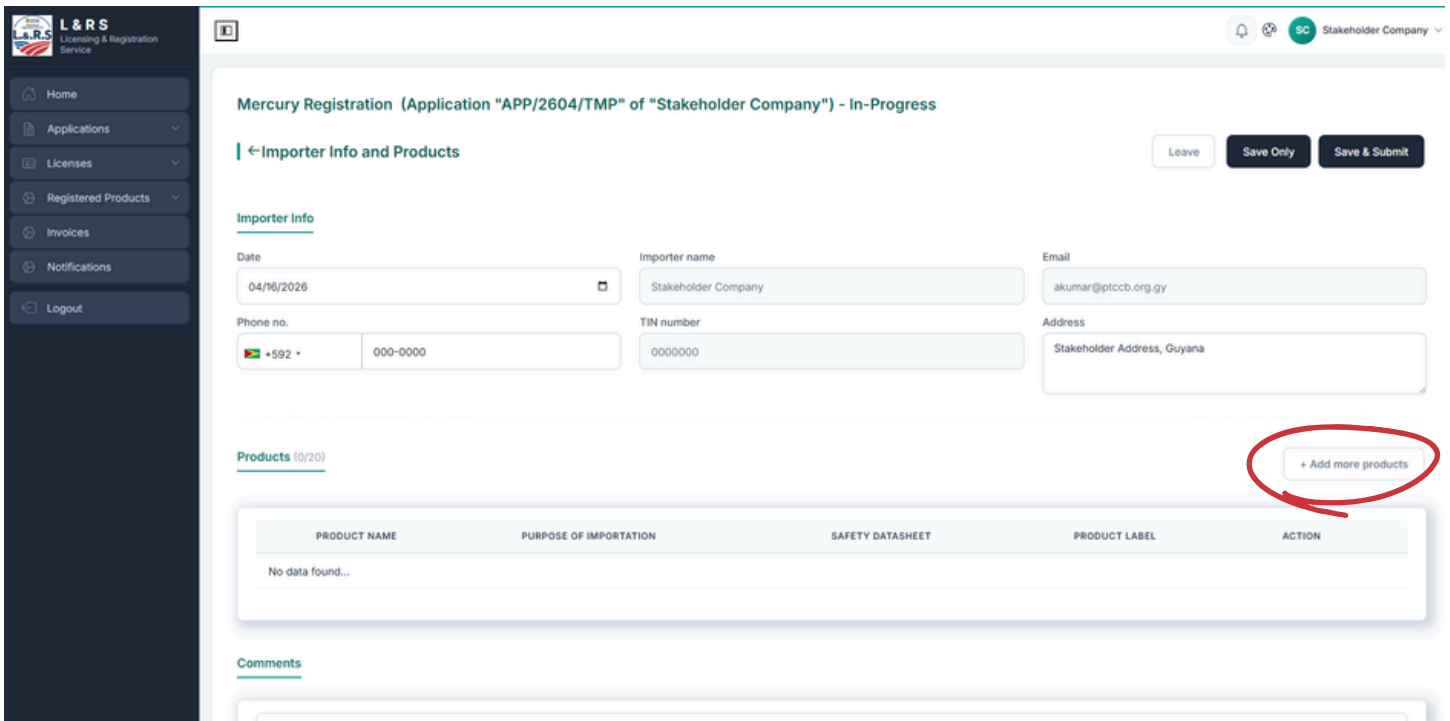
Upon selecting that option a pop up will appear with the necessary information pertaining to what is an acceptable Product Label.



Step 4: After reading through all the relative guidance, you're ready to apply for the “Mercury Registration.” Check the box next to “Ready to Apply?” then proceed to click the “Mercury Registration” button.



Step 5: After clicking the “Mercury Registration” Button, you will now begin registering the mercury product by selecting “+Add more products”



Step 6: Ensure all required information is filled out in all relevant fields.

Product Info ✕

Tariff Code * [\(Check available Tariff Codes \)](#)

Product name * [\(Check Restricted Products\)](#)

Supplier name

Supplier Address

Country of Origin

Name of Distributor

Address of Distributor

Purpose of Importation [\(View Guidance for Purpose of Importation\)](#)

State Purpose (If Other)

Establishment Registration No

Toxic Chemical Vending License Number

Step 7: Using the Choose file option you'll upload the **Certificate of Composition, Safety Data Sheet, Product Label, and Approved Environmental Permit** from the Environment Protection Agency all individually under each respective section.

Mercury Registration (Application "APP/2603/TMP" of "Stakeholder Company") - In-Progress

← Importer Info and Products

Importer Info

Date: 03/13/2026
Importer name: Stakeholder Company
Phone no.: +592 000-0000
TIN number: 0000000

Products (0/20)

PRODUCT NAME	PURPOSE OF IMPORTATION	SAFETY DATASHEET
No data found...		

Comments

Industrial
State Purpose (If Other)
Establishment Registration No: PTCCB/ER/SC/26/001
Toxic Chemical Vending License Number: PTCCB/HP/SC/26/001

Upload Certificate of Composition *
Choose File No file chosen

Upload Safety Data Sheet *
Choose File No file chosen
[View Guidance for Safety Data Sheet](#)

Upload Product Label *
Choose Files No file chosen
[View Guidance for Product Label](#)

Approved Environmental Permit from the Environment Protection Agency *
Choose Files No file chosen

Save Product

Step 8: After uploading all relevant information and documentation, click the **“Save Product”** Button.

Home Applications Licenses Registered Products Invoices Notifications Logout

Comments

● No Comments Data found...

Applicant Signature *

Date: 03/13/2026
Signature: Name of Authorized Individual

Purpose of Importation (View Guidance for Purpose of Importation): Industrial
State Purpose (If Other)
Establishment Registration No: PTCCB/ER/SC/26/001
Toxic Chemical Vending License Number: PTCCB/HP/SC/26/001

Upload Certificate of Composition *
Choose File MERCURY Ce...omposition.pdf
MERCURY_Certificate_of_Composition.pdf

Upload Safety Data Sheet *
Choose File MERCURY MSDS.pdf
MERCURY MSDS.pdf
[View Guidance for Safety Data Sheet](#)

Upload Product Label *
Choose Files Mercury Label.pdf
Mercury Label.pdf
[View Guidance for Product Label](#)

Approved Environmental Permit from the Environment Protection Agency *
Choose Files Mercury Appr... the EPA.pdf
Mercury Approved Environmental Permit from the EPA.pdf

Save Product

Step 9: After saving the product information, and you wish to add more products click the “+Add more products” button. And repeat the process again.

The screenshot shows a web application interface for product registration. On the left is a dark sidebar with navigation options: Home, Applications, Licenses, Registered Products, Invoices, Notifications, and Logout. The main content area has a top section with form fields for phone number (+592 000-0000), tax ID (0000000), and company address (Stakeholder Address, Guyana). Below this is a 'Products (1/20)' section. A table lists one product: MERCURY, with an industrial purpose. The table has columns for Product Name, Purpose of Importation, Safety Datasheet, Product Label, and Action. Below the table, a detailed view of the product shows supplier and distributor information, and links for Certificate of Composition and Environmental Permit. A red circle highlights the '+ Add more products' button in the top right corner of the product list area.

Step 10: After adding all products, you will have to click “save and submit”

The screenshot shows the registration application form. It includes sections for 'Products (0/20)' (empty table), 'Comments' (empty text area), and 'Applicant Signature*'. The signature section has fields for Date (04/16/2026) and Signature (Name of Authorized Individual), with a 'Choose File' button. At the bottom right, there are three buttons: 'Leave', 'Save Only', and 'Save & Submit'. A red circle highlights the 'Save & Submit' button.

Step 11: Click “yes” to submit the registration application.

The screenshot shows a confirmation dialog box with the text: "You are going to SUBMIT this application." Below the text are two buttons: a green 'Yes' button and a red 'No' button. A red circle highlights the 'Yes' button.

Note: Product has been submitted for registration reviewal, The PTCCB will review your submission then issue any queries or approval.

The screenshot shows the 'Mercury Registration' page. On the left is a dark sidebar with a menu. The main content area has a header with '>> Filter' and a 'Register Product' button. Below the header is a search bar and a table with one record. The table columns are S.NO., COMPANY, APPLICATION NO, APPLIED ON, STATUS, and ACTION. The record shows S.NO. 1, COMPANY Stakeholder Company, APPLICATION NO APP/2603/0031, APPLIED ON 3/12/2026, STATUS Submitted, and ACTION View.

S.NO.	COMPANY	APPLICATION NO	APPLIED ON	STATUS	ACTION
1	Stakeholder Company	APP/2603/0031	3/12/2026	Submitted	View

How to Register a Radioactive Source?

Step 1: To apply for the registration of a radioactive source, you will first dropdown the applications tab, then under the “**Product Registration**” heading, select “**Radioactive source.**”

The screenshot shows the L&RS dashboard. The sidebar on the left has a menu with 'Home' and 'Applications' tabs. Under 'Applications', there is a 'PRODUCT REGISTRATION' section with options: Toxic Chemical, Pesticides, Mercury, Radioactive source (circled in red), and Refrigerant gases. The main content area shows a welcome message for 'Stakeholder Company' dated Wednesday, April 15, 2026, with '1 active license'. Below this are two summary cards: '1 Active Licenses' and '1 Under Review'. A section titled 'Active Licenses' is also visible.

Step 2: Click on register product.

The screenshot shows the 'Radioactive Sources Registration' page. The sidebar on the left has a menu with 'Home' and 'Applications' tabs. Under 'Applications', there is a 'PRODUCT REGISTRATION' section with options: Toxic Chemical, Pesticides, Mercury, Radioactive source (highlighted in yellow), and Refrigerant gases. The main content area has a header with '>> Filter' and a 'Register Product' button (circled in red). Below the header is a search bar and a table with the text 'No records to display'.

Step 3: Once you click “Register Product,” you will be met with a “Guidance Note.” Ensure it is read before proceeding.

L&RS
Licensing & Registration Service

Home

Applications

PRODUCT REGISTRATION

- Toxic Chemical
- Pesticides
- Mercury
- Radioactive source
- Refrigerant gases

IMPORT LICENSES

- Toxic chemical
- Pesticides
- Mercury
- Radioactive source
- Refrigerant gases

EXPORT LICENSES

- Toxic chemical

← Radioactive Sources Registration

Guidance Note

A person may not import, sell by wholesale or retail; store, package or manufacture a pesticide or toxic chemical, unless that pesticide and toxic chemical is registered by the Board. A “toxic chemical” means any disinfectant or any other substance known to be poisonous, corrosive, irritating, sensitizing, or harmful to man or animal that is used in agriculture, that arts, commerce, or industry, or for any domestic or other purpose.

Each application for new registration or application for amended registration of a toxic chemical must include the following information:

- (i) Name and address of the applicant. An applicant not resident in Guyana must also designate an agent to act on behalf of the applicant in all registration matters.
- (ii) list of the data submitted in the application
- (iii) product identified by:
 - (a) product name
 - (b) trade name

The application will ask you to upload Safety Data Sheet and Product Label

[View Guidance for Safety Data Sheet](#) [View Guidance for Product Label](#)

Ready to Apply?

Radioactive Sources Registration

If you are unsure of what the Safety data sheet is supposed to be, click the options to “**View Guidance for Safety Data Sheet**”

Home

Applications

PRODUCT REGISTRATION

- Toxic Chemical
- Pesticides
- Mercury
- Radioactive source
- Refrigerant gases

IMPORT LICENSES

- Toxic chemical
- Pesticides
- Mercury
- Radioactive source

← Radioactive Sources Registration

Guidance Note

A person may not import, sell by wholesale or retail; store, package or manufacture a pesticide or toxic chemical, unless that pesticide and toxic chemical is registered by the Board. A “toxic chemical” means any disinfectant or any other substance known to be poisonous, corrosive, irritating, sensitizing, or harmful to man or animal that is used in agriculture, that arts, commerce, or industry, or for any domestic or other purpose.

Each application for new registration or application for amended registration of a toxic chemical must include the following information:

- (i) Name and address of the applicant. An applicant not resident in Guyana must also designate an agent to act on behalf of the applicant in all registration matters.
- (ii) list of the data submitted in the application
- (iii) product identified by:
 - (a) product name
 - (b) trade name

The application will ask you to upload Safety Data Sheet and Product Label

[View Guidance for Safety Data Sheet](#) [View Guidance for Product Label](#)

Upon selecting that option a pop up will appear with the necessary information pertaining to what is an acceptable Safety Data Sheet.

Guidance For Safety Data Sheet

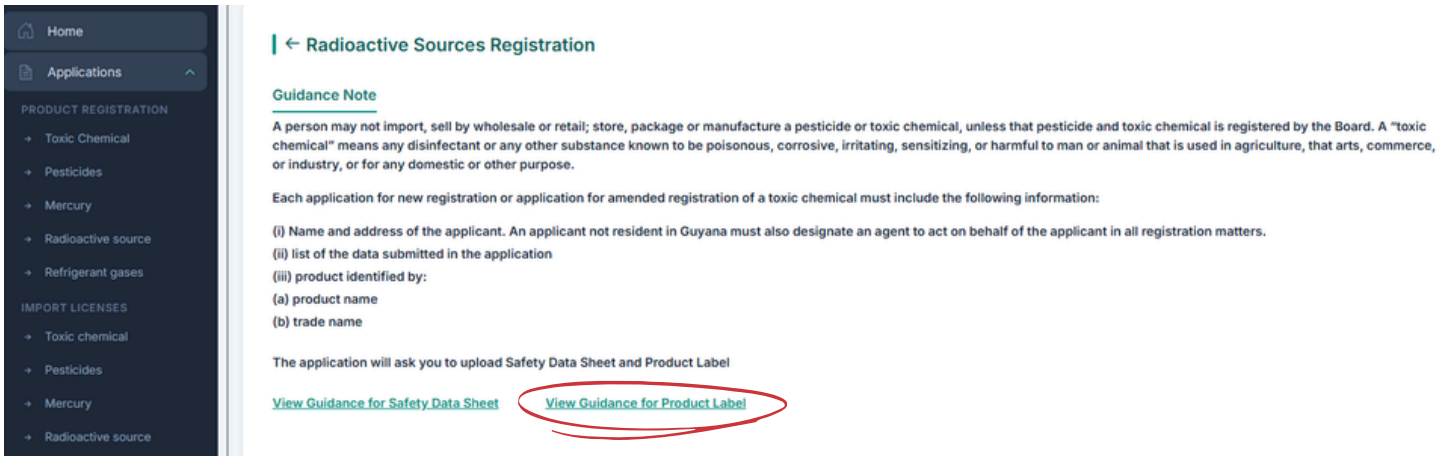
(i) The Safety Data Sheet which shall include the following sixteen headings, in accordance with the United Nations Economic Commission for Europe's (UNECE) Globally Harmonized System for Classification and Labelling in the order stated below –

- SECTION 1: Identification of the substance/ mixture and of the company/undertaking;
- SECTION 2: Hazards Identification;
- SECTION 3: Composition/ Information on ingredients;
- SECTION 4: First Aid Measures;
- SECTION 5: Firefighting Measures;
- SECTION 6: Accidental Release Measures;
- SECTION 7: Handling and Storage;
- SECTION 8: Exposure Controls/ Personal Protection;
- SECTION 9: Physical and Chemical Properties;
- SECTION 10: Stability and Reactivity;
- SECTION 11: Toxicological information;
- SECTION 12: Ecological Information;
- SECTION 13: Disposal Considerations;
- SECTION 14: Transport Information;
- SECTION 15: Regulatory Information;
- SECTION 16: Other Information;

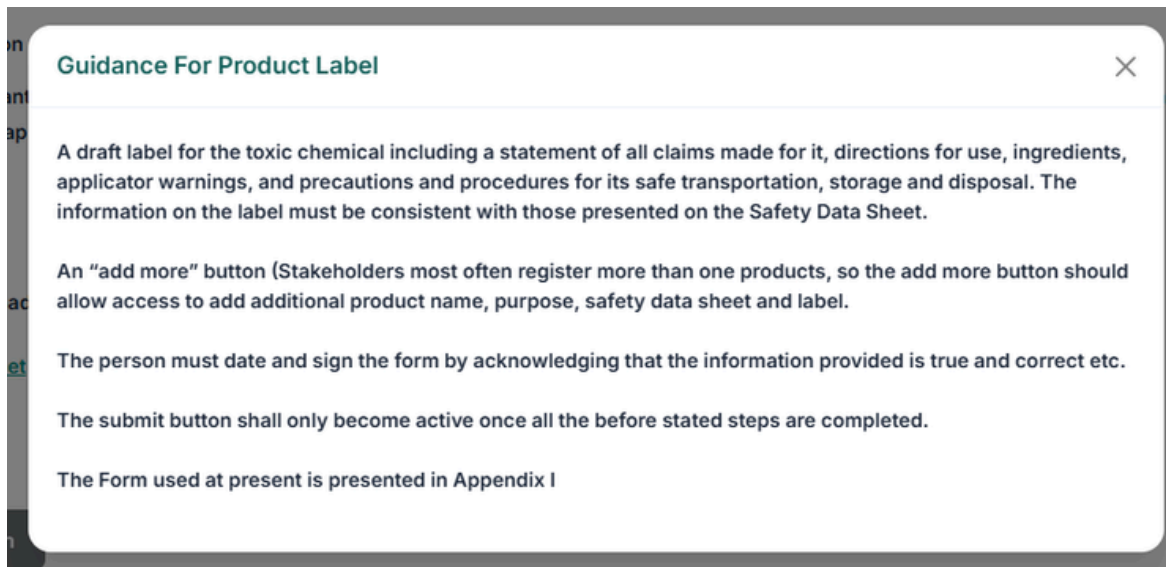
(ii) numbering of all pages of a Safety Data Sheet and some indication of the end of the sheet as follows –

- (a) marking, for example “Page 1 of 3”; or
- (b) numbering each page and indicating whether there is a page following, for example “Continued on next page” or “End of safety data Sheet”.

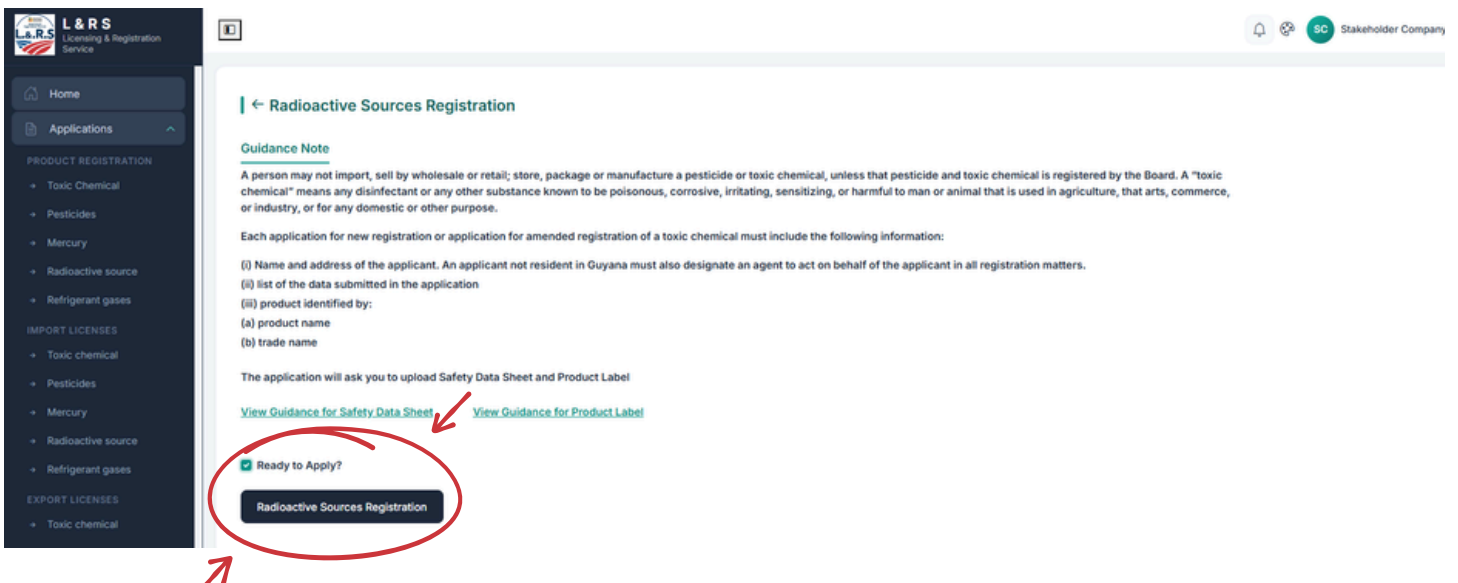
If you are unsure of what the Product Label is supposed to be, click the options to “View Guidance for Product Label”



Upon selecting that option a pop up will appear with the necessary information pertaining to what is an acceptable Product Label.



Step 4: After reading through all the relative guidance, you're ready to apply for a “Radioactive Source”. Check the box next to “Ready to Apply?” then proceed to click the “Radioactive Source Registration” Button.



Step 5: After clicking the “Radioactive Source Registration” Button, you will now begin registering the Radioactive Source product by selecting “+ Add more products”

Radioactive Sources Registration (Application "APP/2603/TMP" of "Stakeholder Company") - In-Progress

← Importer Info and Products

Leave Save Only Save & Submit

Importer Info

Date: 03/13/2026

Importer name: Stakeholder Company

Email: akumar@ptccb.org.gy

Phone no.: +592 000-0000

TIN number: 0000000

Address: Stakeholder Address, Guyana

Products (0/20)

+ Add more products

- Ensure all required information is filled out in all relevant fields.
- Ensure corresponding safety data sheet (16 section) and legible labels for the product are attached under the correct submission portal.
- Once all requirements are met/satisfied select save product.

Product Info

Tariff Code [*\(Check available Tariff Codes.\)](#)

2844.40.00.00

Product name [*\(Check Restricted Products\)](#)

CESIUM-137 (RADIOACTIVE MATERIAL)

Purpose of Importation [\(View Guidance for Purpose of Importation\)](#)

Industrial

State Purpose (If Other)

Upload Safety Data Sheet *

Choose File Cesium-137- SDS.pdf

[Cesium-137- SDS.pdf](#)

[View Guidance for Safety Data Sheet](#)

Upload Product Label *

Choose Files LABEL.JPG

• [LABEL.JPG](#)

[View Guidance for Product Label](#)

Save Product

Step 6: After saving the product information, and you wish to add more products click the “+Add more products” button. And repeat the process again.

Home Applications Licenses Registered Products Invoices Notifications Logout

← Importer Info and Products Leave Save Only Save & Submit

Importer info

Date: 03/13/2026
Importer name: Stakeholder Company
Email: akumar@ptccb.org.gy
Phone no.: +592 000-0000
TIN number: 0000000
Address: Stakeholder Address, Guyana

Products (1/20) + Add more products

Step 7: After adding all products, add applicant’s signature and click “save and submit”

Home Applications Licenses Registered Products Invoices Notifications Logout

PRODUCT NAME	PURPOSE OF IMPORTATION	SAFETY DATASHEET	PRODUCT LABEL	ACTION
1 CESIUM-137 (RADIOACTIVE MATERIAL)	Industrial	Cesium-137-SDS.pdf	LABEL.JPG	Edit Delete

Comments

No Comments Data found...

Applicant Signature *

Date: 03/13/2026
Signature: N. Persaud
Choose File: fk_sig.jpg
[fk_sig.jpg](#)

Leave Save Only Save & Submit

Step 8: Click “yes” to submit the registration application.

You are going to SUBMIT this application.

Yes No

Note: Product has been submitted for registration reviewal, The PTCCB will review your submission then issue any queries or approval.

Home Applications

PRODUCT REGISTRATION
+ Toxic Chemical
+ Pesticides
+ Mercury
+ Radioactive source
+ Refrigerant gases

IMPORT LICENSES

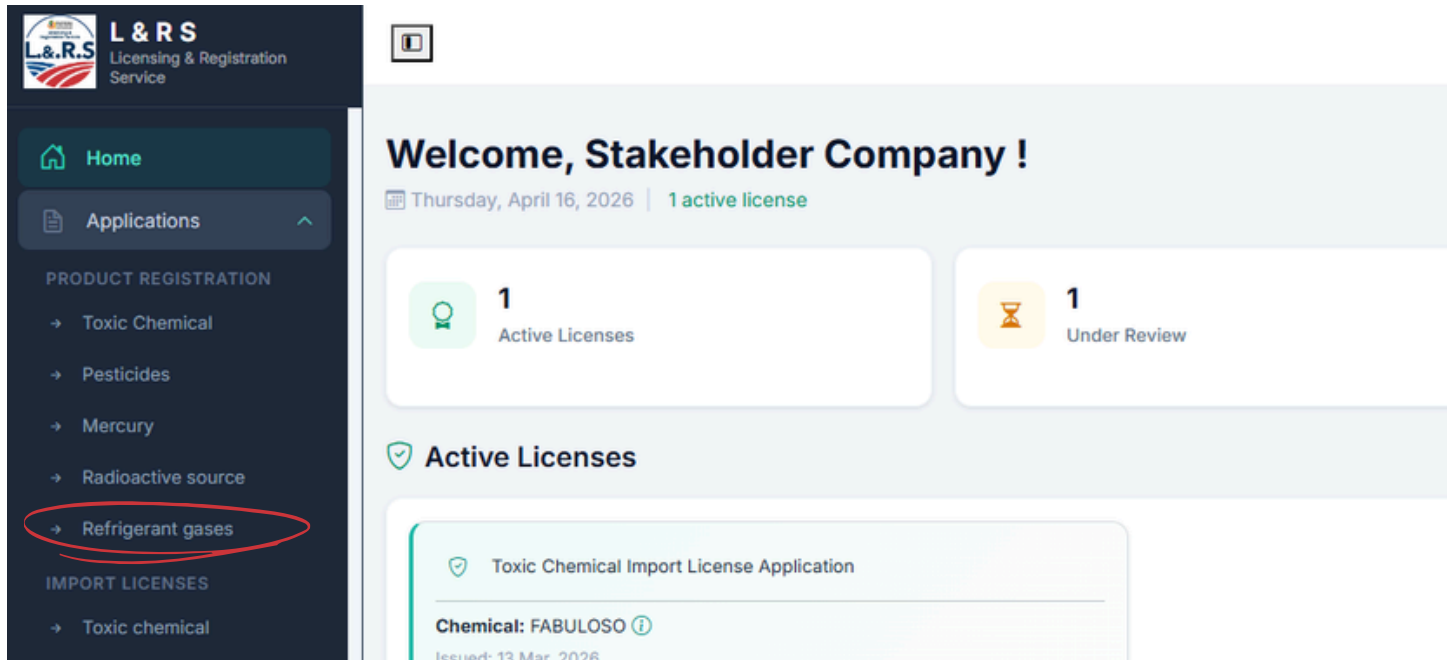
Radioactive Sources Registration >> Filter Register Product

Showing 1-1 of 1 First Previous Page 1 of 1 Next Last

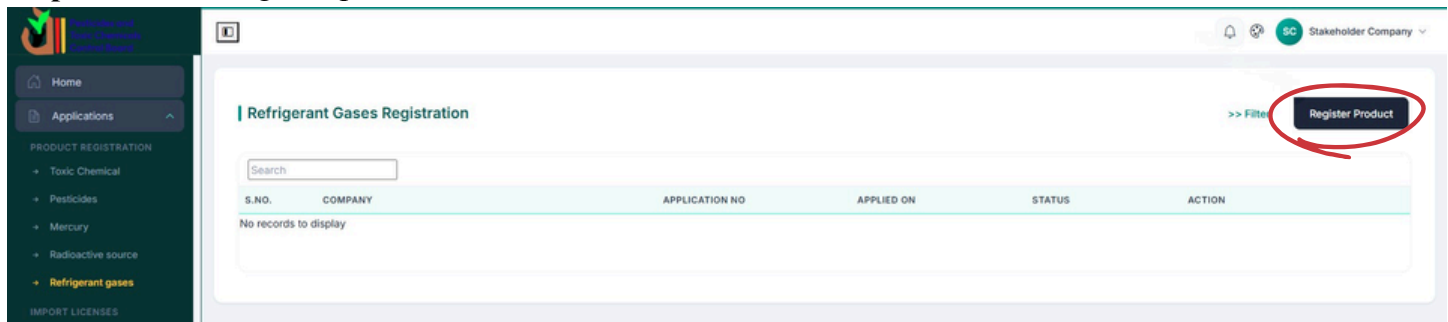
S.NO.	COMPANY	APPLICATION NO	APPLIED ON	STATUS	ACTION
1	Stakeholder Company	APP/2603/0033	3/13/2026	Submitted	View

How to Register Refrigerant Gases?

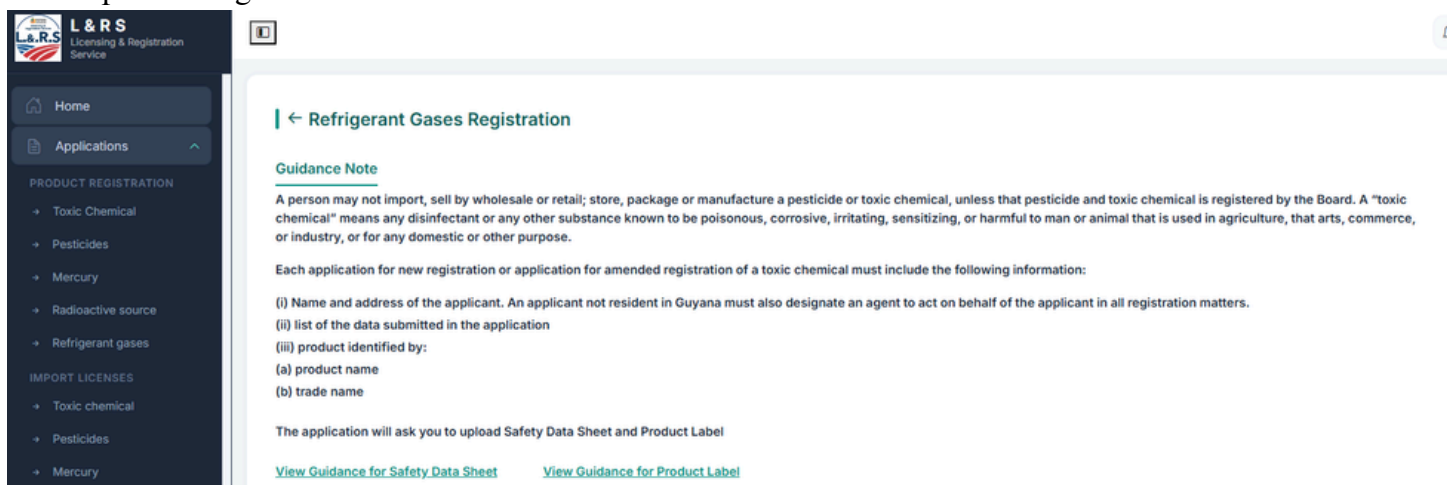
Step 1: To apply for the registration of Refrigerant gases, you will first dropdown the applications tab, then under the **“Product Registration”** heading, select **“Refrigerant gases.”**



Step 2: Click on register product.



Step 3: Once you click 'Register Product,' You will be met with a **“Guidance Note”** . Ensure it is read before proceeding.



If you are unsure of what the Safety data sheet is supposed to be, click the options to “View Guidance for Safety Data Sheet.”

The screenshot shows a web application interface for 'Refrigerant Gases Registration'. On the left is a dark sidebar with a 'Home' button and an 'Applications' menu. Under 'APPLICATIONS', there are two sections: 'PRODUCT REGISTRATION' and 'IMPORT LICENSES'. Under 'PRODUCT REGISTRATION', there are links for 'Toxic Chemical', 'Pesticides', 'Mercury', 'Radioactive source', and 'Refrigerant gases'. Under 'IMPORT LICENSES', there are links for 'Toxic chemical', 'Pesticides', 'Mercury', and 'Radioactive source'. The main content area has a header '← Refrigerant Gases Registration' and a 'Guidance Note' section. The note explains that a person may not import, sell, store, package, or manufacture a pesticide or toxic chemical unless it is registered. It lists required information for applications: (i) Name and address of the applicant, (ii) list of data submitted, and (iii) product identified by (a) product name and (b) trade name. Below this, it states that the application will ask for a Safety Data Sheet and Product Label. At the bottom, there are two links: 'View Guidance for Safety Data Sheet' (circled in red) and 'View Guidance for Product Label'.

Upon selecting that option a pop up will appear with the necessary information pertaining to what is an acceptable Safety Data Sheet.

The screenshot shows a pop-up window titled 'Guidance For Safety Data Sheet' with a close button in the top right corner. The window contains the following text: (i) The Safety Data Sheet which shall include the following sixteen headings, in accordance with the United Nations Economic Commission for Europe's (UNECE) Globally Harmonized System for Classification and Labelling in the order stated below – SECTION 1: Identification of the substance/ mixture and of the company/undertaking; SECTION 2: Hazards Identification; SECTION 3: Composition/ Information on Ingredients; SECTION 4: First Aid Measures; SECTION 5: Firefighting Measures; SECTION 6: Accidental Release Measures; SECTION 7: Handling and Storage; SECTION 8: Exposure Controls/ Personal Protection; SECTION 9: Physical and Chemical Properties; SECTION 10: Stability and Reactivity; SECTION 11: Toxicological information; SECTION 12: Ecological Information; SECTION 13: Disposal Considerations; SECTION 14: Transport Information; SECTION 15: Regulatory Information; SECTION 16: Other Information; (ii) numbering of all pages of a Safety Data Sheet and some indication of the end of the sheet as follows – (a) marking, for example 'Page 1 of 3'; or (b) numbering each page and indicating whether there is a page following, for example 'Continued on next page' or 'End of safety data Sheet'".

If you are unsure of what the Product Label is supposed to be, click the options to “View Guidance for Product Label.”

This screenshot is similar to the first one, showing the 'Refrigerant Gases Registration' page. The 'View Guidance for Product Label' link at the bottom is circled in red. Additionally, a 'Ready to Apply?' checkbox is visible at the bottom of the page.

Upon selecting that option a pop up will appear with the necessary information pertaining to what is an acceptable Product Label.

Guidance For Product Label

A draft label for the toxic chemical including a statement of all claims made for it, directions for use, ingredients, applicator warnings, and precautions and procedures for its safe transportation, storage and disposal. The information on the label must be consistent with those presented on the Safety Data Sheet.

An “add more” button (Stakeholders most often register more than one products, so the add more button should allow access to add additional product name, purpose, safety data sheet and label.

The person must date and sign the form by acknowledging that the information provided is true and correct etc.

The submit button shall only become active once all the before stated steps are completed.

The Form used at present is presented in Appendix I

Step 4: After reading through all the relative guidance, you're ready to apply for a “Refrigerant Gas”. Check the box next to “**Ready to Apply?**” then proceed to click the “**Refrigerant Gases Registration**” Button.

← Refrigerant Gases Registration

Guidance Note

A person may not import, sell by wholesale or retail; store, package or manufacture a pesticide or toxic chemical, unless that pesticide and toxic chemical is registered by the Board. A “toxic chemical” means any disinfectant or any other substance known to be poisonous, corrosive, irritating, sensitizing, or harmful to man or animal that is used in agriculture, that arts, commerce, or industry, or for any domestic or other purpose.

Each application for new registration or application for amended registration of a toxic chemical must include the following information:

- (i) Name and address of the applicant. An applicant not resident in Guyana must also designate an agent to act on behalf of the applicant in all registration matters.
- (ii) list of the data submitted in the application
- (iii) product identified by:
 - (a) product name
 - (b) trade name

The application will ask you to upload Safety Data Sheet and Product Label

[View Guidance for Safety Data Sheet](#) [View Guidance for Product Label](#)

Ready to Apply?

Refrigerant Gases Registration

Step 5: After clicking the “Refrigerant Gases Registration” Button, you will now begin registering the Refrigerant Gases product by selecting “**+Add more products**”

Refrigerant Gases Registration (Application “APP/2603/TMP” of “Stakeholder Company”) - In-Progress

← Importer Info and Products

Leave Save Only Save & Submit

Importer Info

Date: 03/13/2026

Importer name: Stakeholder Company

Email: akumar@ptccb.org.gy

Phone no.: +592 000-0000

TIN number: 0000000

Address: Stakeholder Address, Guyana

Products (0/20)

+ Add more products

- Ensure all required information is filled out in all relevant fields.
- Ensure corresponding safety data sheet (16 section) and legible labels for the product are attached under the correct submission portal.
- Once all requirements are met/satisfied select save product.

Product Info ✕

Tariff Code * [\(Check available Tariff Codes \)](#)

2903.11.00.00

Product name * [\(Check Restricted Products\)](#)

A-GAS R407 REFRIGERANT GAS

Purpose of Importation [\(View Guidance for Purpose of Importation\)](#)

Industrial ▼

State Purpose (If Other)

Upload Safety Data Sheet *

Choose File

RGAS R407A-SDS.pdf

[RGAS R407A-SDS.pdf](#)

🗑️

[View Guidance for Safety Data Sheet](#)

Upload Product Label *

Choose Files

labels (1).jpg

- [labels \(1\).jpg](#) 🗑️

[View Guidance for Product Label](#)

Save Product

Step 6: After saving the product information, and you wish to add more products click the “+Add more products” button. And repeat the process again.

- Home
- Applications
- Licenses
- Registered Products
- Invoices
- Notifications
- Logout

Refrigerant Gases Registration (Application "APP/2603/TMP" of "Stakeholder Company") - In-Progress

← Importer Info and Products Leave Save Only Save & Submit

Importer Info

Date 03/13/2026	Importer name Stakeholder Company	Email akumar@ptccb.org.gy
Phone no. +592 000-0000	TIN number 0000000	Address Stakeholder Address, Guyana

Products (1/20)

+ Add more products

Step 7: After adding all products, add applicant's signature and click "save and submit"

The screenshot shows a registration application form. On the left is a dark sidebar with navigation options: Home, Applications, Licenses, Registered Products, Invoices, Notifications, and Logout. The main content area has a table with the following data:

PRODUCT NAME	PURPOSE OF IMPORTATION	SAFETY DATASHEET	PRODUCT LABEL	ACTION
1	A-GAS R407 REFRIGERANT GAS	Industrial	RGAS R407A-SDS.pdf	labels.fl.jpg

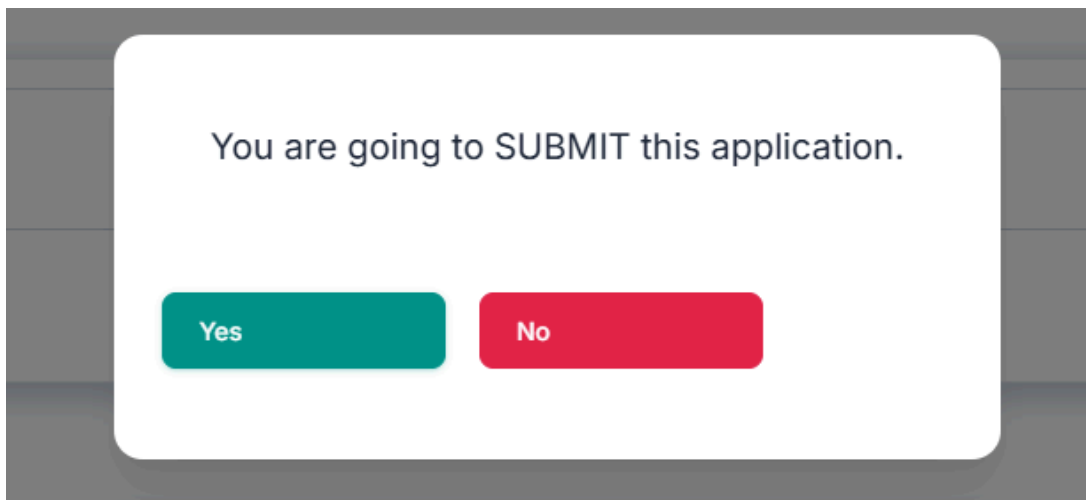
Below the table is a "Comments" section with a text input field and a message: "● No Comments Data found...".

The "Applicant Signature" section includes:

- Date: 03/13/2026
- Signature: N. Persaud
- Choose File: [fk.sig.jpg](#)
- Signature name is required (in red)
- [fk.sig.jpg](#)

At the bottom right, there are three buttons: "Leave", "Save Only", and "Save & Submit". The "Save & Submit" button is circled in red.

Step 8: Click "yes" to submit the registration application.



Note: Product has been submitted for registration review. The PTCCB will review your submission then issue any queries or approval.

The screenshot shows the "Refrigerant Gases Registration" page. The sidebar on the left has "Refrigerant gases" highlighted. The main content area has a "Register Product" button and a table with the following data:

S.NO.	COMPANY	APPLICATION NO	APPLIED ON	STATUS	ACTION
1	Stakeholder Company	APP/2603/0034	3/13/2026	Submitted	View

At the bottom of the sidebar, there are sections for "IMPORT LICENSES" and "EXPORT LICENSES", each with sub-options for Toxic chemical, Pesticides, and Mercury.

How to view your Registered Products?

Step 1: To view registered products, you will dropdown the “Registered Products” ta

The screenshot shows the L&RS (Licensing & Registration Service) dashboard. The left sidebar contains a navigation menu with the following items: Home, Applications, Licenses, Registered Products (highlighted with a red circle), Toxic Chemical, Pesticides, Mercury, Radioactive source, Refrigerant gases, Invoices, Notifications, and Logout. The main content area displays a welcome message for 'Stakeholder Company' dated Thursday, April 16, 2026, with 1 active license. Two summary cards are shown: '1 Active Licenses' and '1 Under Review'. Below these, the 'Active Licenses' section features a card for a 'Toxic Chemical Import License Application' for the chemical 'FABULOSO', issued on 13 Mar, 2026, and expiring on 13 Sep, 2026. A 'View' button is present on this card.

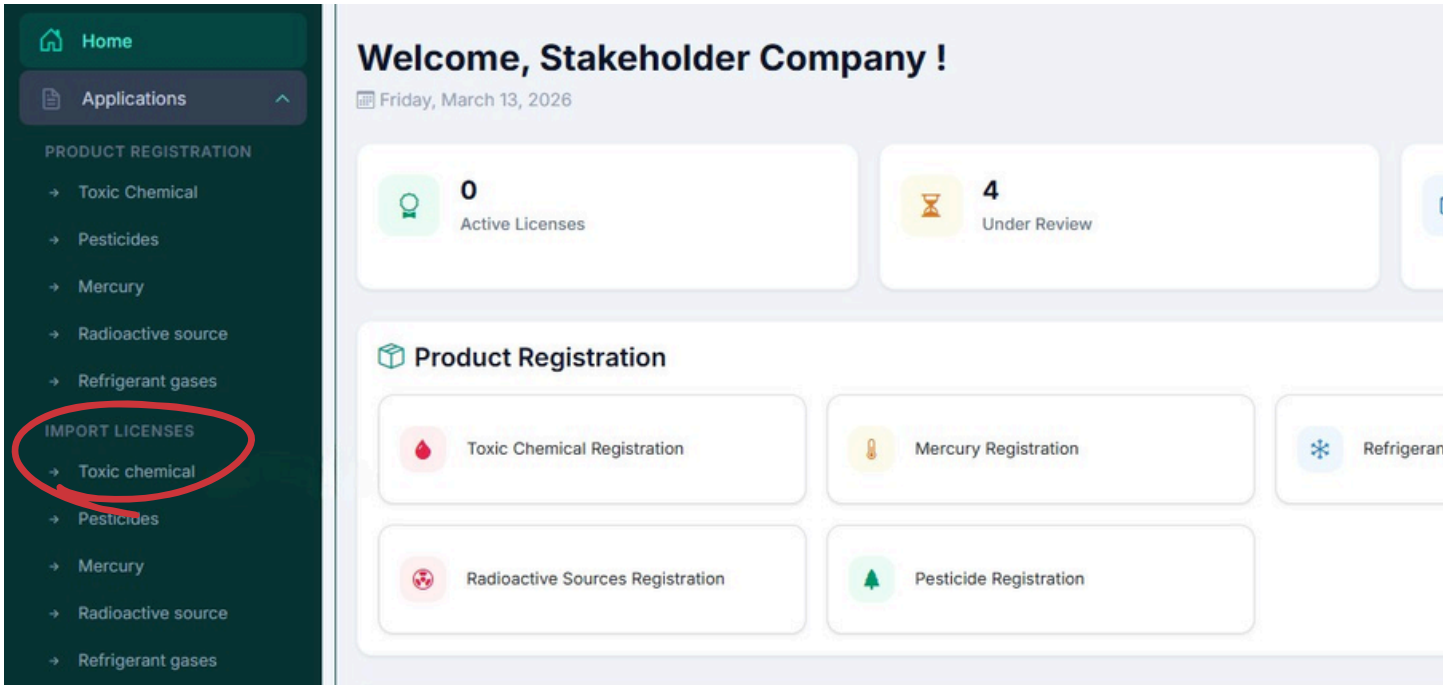
Step 2: You will select the related fields to view products that are registered.

The screenshot shows the 'Registered Products' page. The left sidebar is the same as in Step 1, but with red arrows pointing to the sub-categories under 'Registered Products': Toxic Chemical, Pesticides, Mercury, Radioactive source, and Refrigerant gases. The main content area has a title 'Registered Products' and a search bar. Below the search bar is a table with the following columns: S.NO., PRODUCT, COMPANY, REGISTRATION NO., PURPOSE, and ACTION. The table currently displays 'No records to display'. Navigation controls at the top right of the table area include 'First', 'Previous', 'Page 1 of 5', 'Next', and 'Last'.

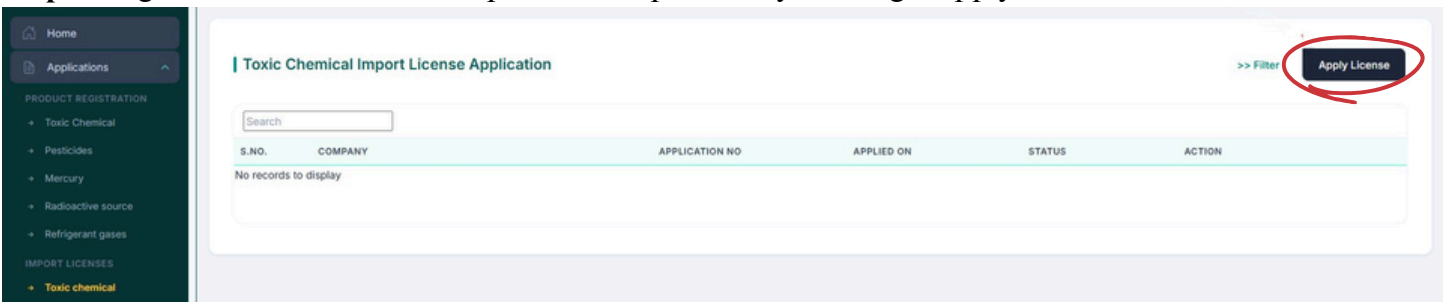
IMPORT LICENSE

How to apply for a Toxic Chemical Import License?

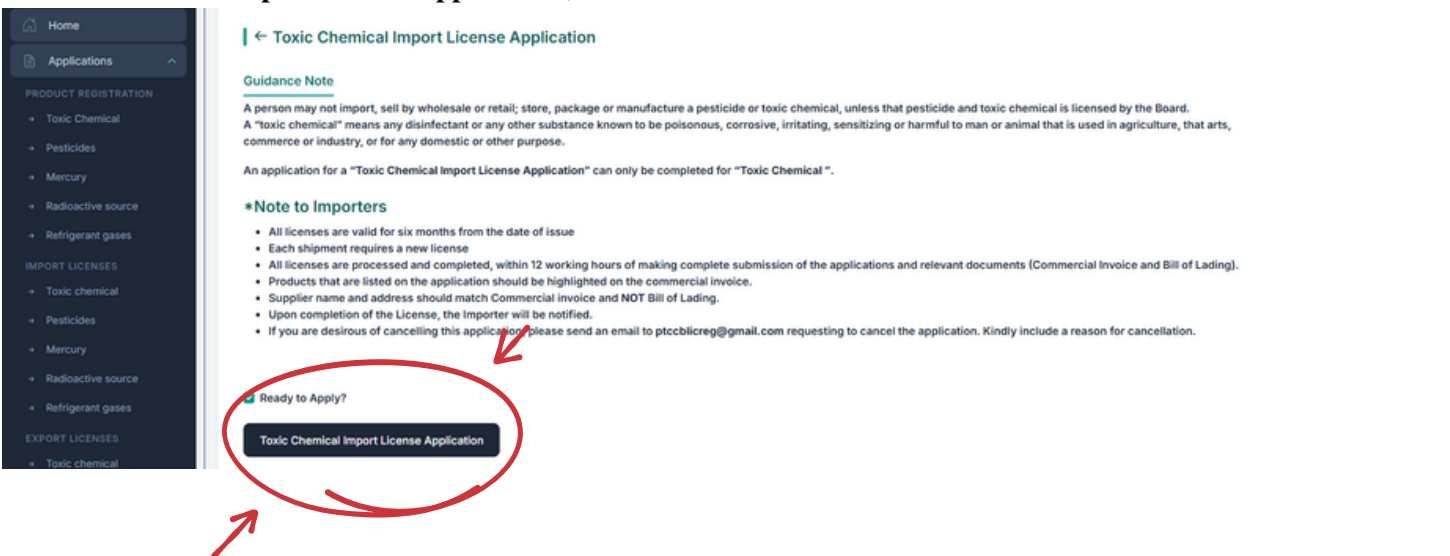
Step 1: To apply for a Toxic Chemical import license, you will drop down the applications tab, go to the Import license heading, then select “Toxic Chemical”.



Step 2: Begin the Toxic chemical import license process by clicking “Apply License”



Step 3: After reading the “Guidance Note”, check the box next to “Ready to Apply”. Then proceed to click “Toxic chemical import license application,”



Step 4: Fill out all fields requiring information on the company you will be importing from.

← Supplier and Buyer Agent Info

1. Company Info

Company Name: Stakeholder Company

Company Address: Stakeholder Address, Guyana

2. Supplier Agent Info

+ Add Supplier

- Ensure all required information is filled out in all relevant fields for the supplier.
- Once all requirements are met/satisfied select save product.

Supplier Info



Supplier Name*

Unilever Caribbean Limited

Supplier Email

unilever@gmail.com

Supplier Phone No

+1

(134)-566-7788

Supplier Fax no.

Supplier Address*

Albion Plaza, Third Floor, 22-24 Victoria Avenue Port of Spain



Country of Origin*

Trinidad and Tobago

Update Supplier

Step 5: If the Buyer Agent is another applicant kindly fill out the relevant information at #3. If not applicable, kindly disregard section 3.

The screenshot shows a web application interface with a dark sidebar on the left containing navigation items: Home, Applications, Licenses, Registered Products, Invoices, Notifications, and Logout. The main content area is titled '2. Supplier Agent Info' and contains a table with the following data:

SNO	SUPPLIER NAME	EMAIL	PHONE	ADDRESS	COUNTRY OF ORIGIN	ACTION
1	Unilever Caribbean Limited	unilever@gmail.com	+1 (134)-566-7788	Albion Plaza, Third Floor, 22-24 Victoria Avenue Port of Spain	Trinidad and Tobago	 

Below the table is section '3. Buyer Agent Info', which is highlighted with a red arrow. It contains several input fields: Buyer Agent name (if any different from applicant), Buyer Email, Buyer Phone No. (with a dropdown for country code showing '+592' and a masked input for the number), Buyer Fax No. (masked), Buyer Address, Commercial Invoice No., and a Currency dropdown menu currently set to '-- Select --'. Below this is section '4. We desire to forward the order of these on or about' with a dropdown menu.

Step 6: Select the correct currency used by the supplier and complete section 4.

This screenshot is a closer view of the 'Buyer Agent Info' section. A red arrow points to the 'Currency' dropdown menu, which is currently set to '-- Select --'. Below it is section '4. We desire to forward the order of these on or about' with a dropdown menu. The 'Products' section is visible at the bottom of the page.

Step 7: To begin adding products to import, select the “+Add more products” option.

The screenshot shows the 'Products' section of the application. At the top right, there is a button labeled '+ Add more products' which is circled in red. Below this is a table with the following columns: SNO, TARIFF NUMBER, DESCRIPTION OF GOOD, QUANTITY IN UNIT OF SALE, PRICE PER UNIT OF SALE ({}), DISCOUNT(%), TOTAL VALUE ({}), and ACTION. The table currently contains the text 'No data found...'. Below the table are several input fields for Freight and Insurance, each with a value of '0' and a checkbox for '[] Included in Product Cost'. At the bottom, there are fields for 'Total CIF' (Amount: 0.00) and 'Conversion of G\$' (Amount: G\$ 0.00).

Step 8: After inputting the product information for the product you will be importing, click **“Save Product”** to proceed.

Product Info ✕

Description of Good

FABULOSO

Tariff Code

3402.12.90.00

Quantity in units of Sale

36

Lt

Price Per Unit of Sale

280

Total Value

10080

Save Product



Step 9: If you wish to add more products, select **“+Add more products”** then repeat the previous step. After adding all products fill in the freight and insurance values, if the freight and insurance are already included in the FOB, then check the box under the options **“Included in Product Cost”** to state it is included.

The screenshot shows a web application interface for product registration. On the left is a dark sidebar menu with categories like 'PRODUCT REGISTRATION', 'IMPORT LICENSES', 'EXPORT LICENSES', and 'APPROVAL TO IMPORT'. The main area is titled 'Products' and contains a table with the following data:

SNO	TARIFF NUMBER	DESCRIPTION OF GOOD	QUANTITY IN UNIT OF SALE	PRICE PER UNIT OF SALE (I)	DISCOUNT(%)	TOTAL VALUE (I)	ACTION
1	3402.12.90.00	FABULOSO	36.00 Lt	280.00		10,080.00	

Below the table, there are input fields for 'Freight' and 'Insurance', both set to '0'. Each field has a checkbox labeled 'Included in Product Cost', which is checked. At the bottom, there are summary rows for 'Total CIF' (Amount: 10,080.00) and 'Conversion of G\$' (Rate: 208.5, Amount: G\$ 2,101,680.00). A red circle highlights the '+ Add more products' button in the top right corner of the main area.

Step 10: Upload all necessary documents such as the Commercial Invoice, and Bill of Lading file, you can make comments if necessary for the inspectors to see. And finally attach a signature to the application.

The screenshot shows a web application interface for document submission. On the left is a dark sidebar with a menu containing 'Home', 'Applications', 'PRODUCT REGISTRATION', 'IMPORT LICENSES', 'EXPORT LICENSES', and 'APPROVAL TO IMPORT'. The main content area is titled 'Commercial Invoice File' and 'Bill Of Lading File'. It includes a 'Choose Files' button, a file named '90759825.pdf', and a 'Not Applicable' dropdown. Below this are two bullet points: 'We hereby declare the above mentioned transaction is financed under the provision of Dealers in Foreign Currency and Licensing Act, 1989.' and 'We hereby declare that the above mentioned transaction is being financed by a foreign currency hel oversea.' A 'Comments' section has a text area and a message 'No Comments Data found...'. The 'Applicant Signature' section contains a 'Date' field with '03/13/2026', a 'Signature' field with 'N. Persaud', and a 'Choose File' button with 'fk.sig.jpg'. At the bottom right are three buttons: 'Leave', 'Save Only', and 'Save & Submit'.

Step 11: After uploading and inputting all relevant details; Click “save and submit” to submit your application to be processed.

This screenshot is identical to the one above, showing the same application form. The 'Save & Submit' button at the bottom right is circled in red, indicating the final step of the process.

Step 12: If after clicking “save and submit” any information is missing, a pop up will appear on screen letting you know that.

The screenshot shows a web application interface for pesticide and agrochemical registration. On the left is a dark sidebar with navigation options: Home, Applications, PRODUCT REGISTRATION (Toxic Chemical, Pesticides, Mercury, Radioactive source, Refrigerant gases), IMPORT LICENSES (Toxic chemical, Pesticides, Mercury, Radioactive source, Refrigerant gases), EXPORT LICENSES (Toxic chemical, Pesticides), APPROVAL TO IMPORT (Pesticides), Licenses, Registered Products, and Invoices. The main content area is titled 'Application' and contains several sections: 'Commercial Invoice File' with a file upload button and a file named '90759825.pdf'; 'Bill Of Lading File' with a dropdown menu set to 'Not Applicable'; a declaration section with two bullet points: 'We hereby declare the above mentioned transaction is financed under the provision of Dealers in Foreign Currency and Licensing Act, 1989.' and 'We hereby declare that the above mentioned transaction is being financed by a foreign currency hel oversea.'; a 'Comments' section with a text area and the message 'No Comments Data found...'; and an 'Applicant Signature' section with fields for 'Date' (03/13/2026) and 'Signature' (N. Persaud), along with a file upload button and a file named 'fk sig.jpg'. At the top right, a red notification box says 'check validations.' with a red arrow pointing to it. At the bottom right, there are three buttons: 'Leave', 'Save Only', and 'Save & Submit'.

Step 13: You can now submit your application and the PTCCB will begin the processing of your application.

The screenshot shows a confirmation dialog box overlaid on a blurred background of the application form. The dialog box is white with rounded corners and contains the text 'You are going to SUBMIT this application.' Below the text are two buttons: a teal 'Yes' button and a red 'No' button. The background shows the same application form as in Step 12, but it is dimmed. The text 'the above mentioned transaction is financed under the provision of Dealers in Foreign Currency and Licensing Act, 1989.' and 'that the above mentioned transaction is being financed by a foreign currency hel oversea.' is visible. At the bottom, the 'Signature' field with 'N. Persaud' and the 'fk sig.jpg' file upload button are also visible.

Step 14: You will receive a notification if there are any queries/ approval was granted for the application submitted.

SRNO	MESSAGE	DATE	Mark as Read
1	We would like to inform you that an invoice has been generated for your application APP/2603/0036 for Toxic Chemical Export License Application. Click here to view the Invoice. Please ensure timely payment to avoid any interruption in your service.	3/13/2026 11:28:54 AM	Mark as Read
2	We would like to inform you that an invoice has been generated for your application APP/2603/0037 for Toxic Chemical Import License Application. Click here to view the Invoice. Please ensure timely payment to avoid any interruption in your service.	3/13/2026 11:27:15 AM	Mark as Read
3	We would like to inform you that your APP/2603/0038 for Approval To Import Pesticide has been APPROVED by PTCCB Board.	3/13/2026 11:23:24 AM	Mark as Read
4	We would like to inform you that your APP/2603/0031 for Mercury Registration has been APPROVED by PTCCB Board.	3/13/2026 10:04:37 AM	Mark as Read
5	We would like to inform you that your APP/2603/0032 for Toxic Chemical Registration has been APPROVED by PTCCB Board.	3/13/2026 10:03:32 AM	Mark as Read
6	We would like to inform you that your APP/2603/0033 for Radioactive Sources Registration has been APPROVED by PTCCB Board.	3/13/2026 10:02:02 AM	Mark as Read
7	We would like to inform you that your APP/2603/0034 for Refrigerant Gases Registration has been APPROVED by PTCCB Board.	3/13/2026 10:01:18 AM	Mark as Read
8	We are pleased to inform you that your registration has been successfully approved. Thank you for registering with PTCCB. You can now access all services available to our members.	3/12/2026 1:36:25 PM	

Important:

The process remains the same when applying for a license for the following:

- Pesticide import license
- Mercury import license
- Radioactive Source import license
- Refrigerant Gas import license

EXPORT LICENSE

How to apply for a Toxic Chemical Export License?

Step 1: To apply for a Toxic Chemical export license, you will drop down the applications tab, go to the Export license heading, then select “Toxic Chemical”.

Welcome, Stakeholder Company !
Friday, March 13, 2026

0 Active Licenses | 3 Under Review | 0 Total Products

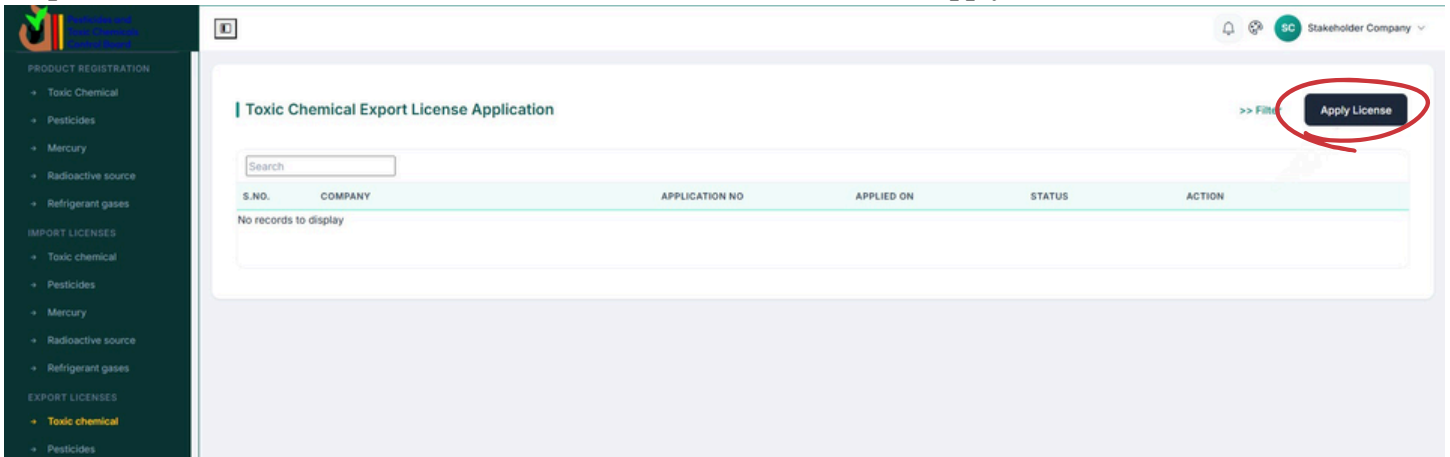
Product Registration

- Toxic Chemical Registration
- Mercury Registration
- Refrigerant Gases Registration
- Radioactive Sources Registration
- Pesticide Registration

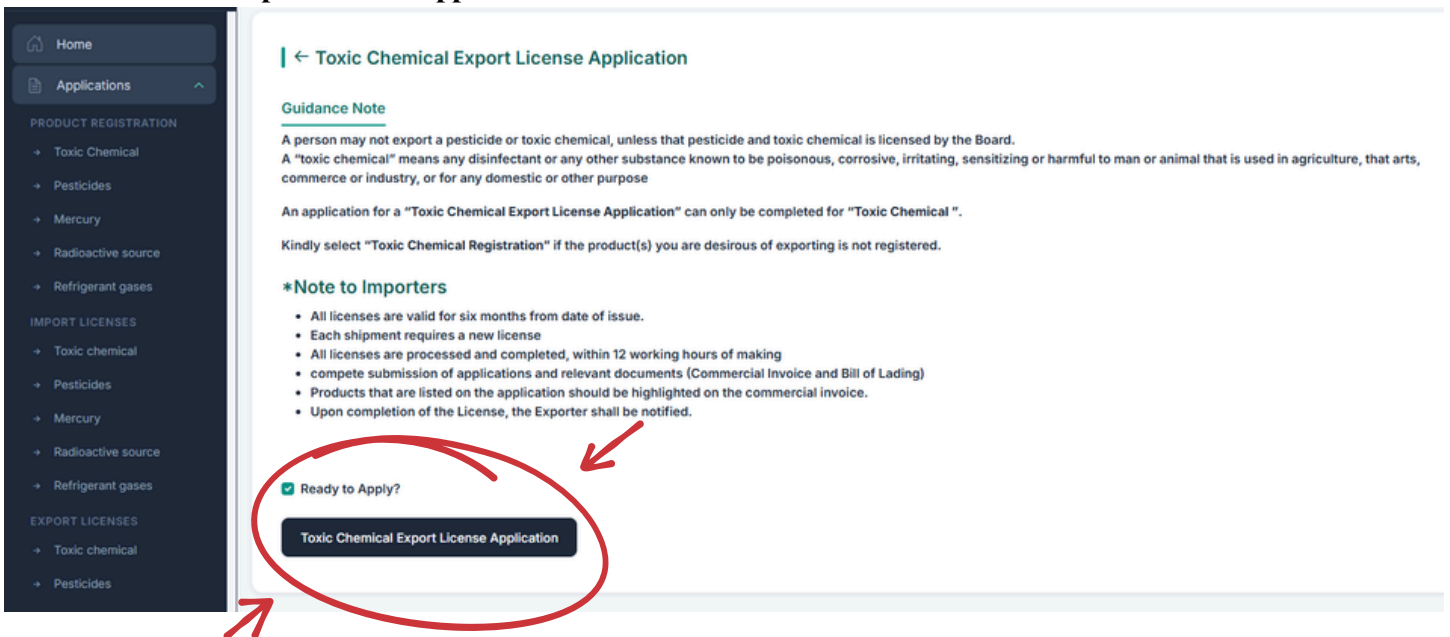
Import Licenses

- Toxic Chemical Import License Application
- Pesticide Import License Application
- Mercury Import License Application

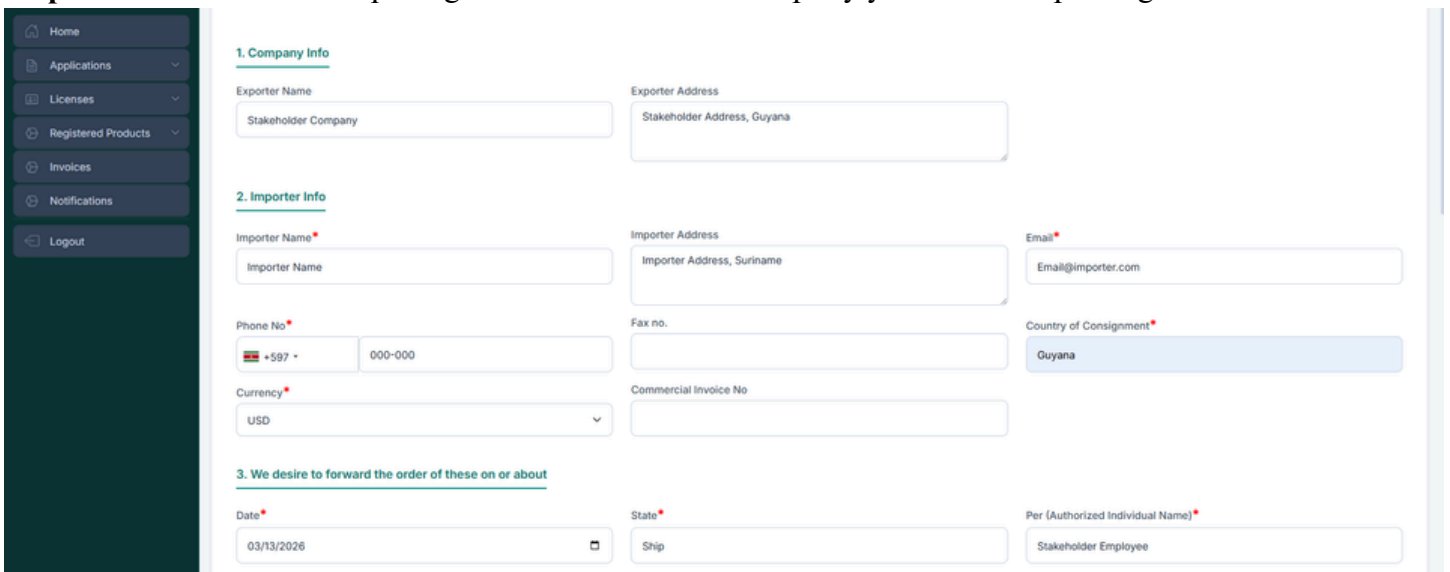
Step 2: Begin the Toxic chemical export license process by clicking “Apply License”



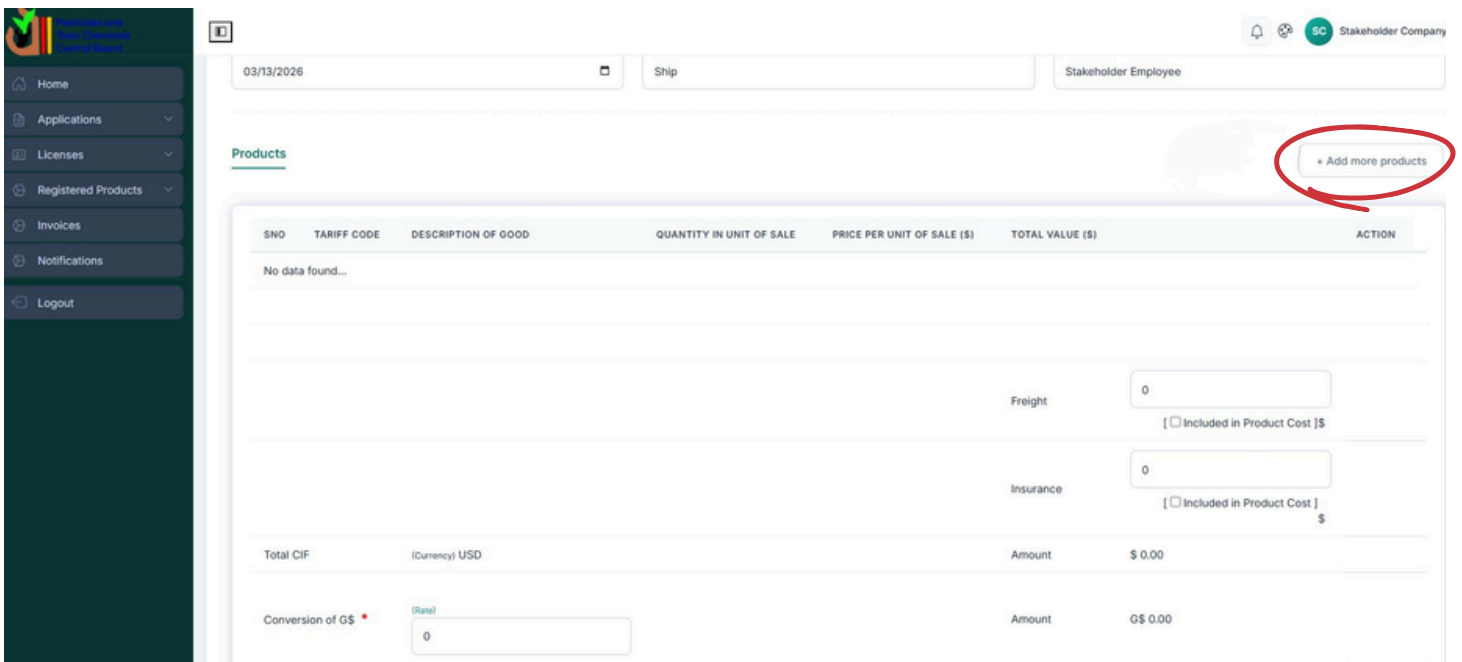
Step 3: After reading the “Guidance Note”, check the box next to “Ready to Apply.” Then proceed to click “Toxic chemical export license application.”



Step 4: Fill out all fields requiring information on the company you will be exporting to.



Step 5: To begin adding products to export, select the “+Add more products” option



03/13/2026 Ship Stakeholder Employee

Products

SNO	TARIFF CODE	DESCRIPTION OF GOOD	QUANTITY IN UNIT OF SALE	PRICE PER UNIT OF SALE (\$)	TOTAL VALUE (\$)	ACTION
No data found...						

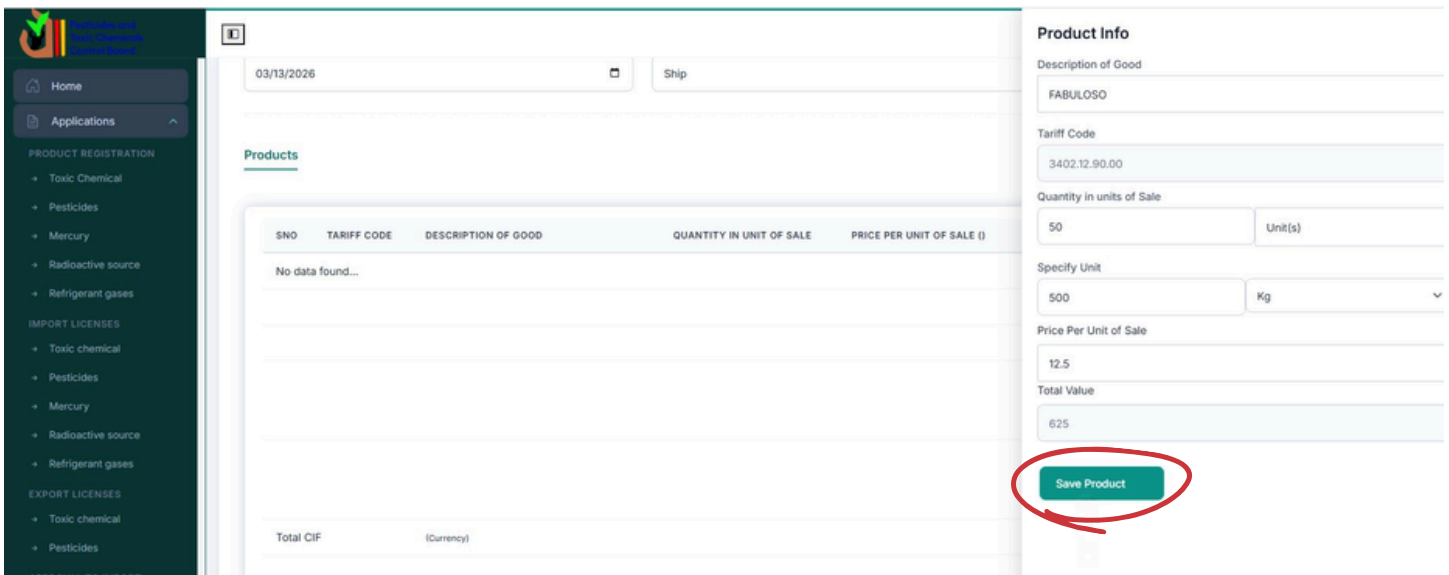
Freight 0 Included in Product Cost \$

Insurance 0 Included in Product Cost \$

Total CIF (Currency) USD Amount \$ 0.00

Conversion of G\$ (Rate) Amount G\$ 0.00

Step 6: After inputting the product information for the product you will be exporting, click “Save Product” to proceed.



03/13/2026 Ship

Products

SNO	TARIFF CODE	DESCRIPTION OF GOOD	QUANTITY IN UNIT OF SALE	PRICE PER UNIT OF SALE (\$)
No data found...				

Product Info

Description of Good: FABULOSO

Tariff Code: 3402.12.90.00

Quantity in units of Sale: 50 Unit(s)

Specify Unit: 500 Kg

Price Per Unit of Sale: 12.5

Total Value: 625

Save Product

Step 6: If you wish to add more products, select “+Add more products” then repeat the previous step. After adding all products fill in the freight and insurance values, if the freight and insurance are already included in the FOB, then check the box under the options “Included in Product Cost” to state it is included.

Products

SNO	TARIFF CODE	DESCRIPTION OF GOOD	QUANTITY IN UNIT OF SALE	PRICE PER UNIT OF SALE (\$)	TOTAL VALUE (\$)	ACTION
1	3402.12.90.00	FABULOSO	50.00 units (500 Kg)	\$ 12.50	\$ 625.00	

Freight: 115.2
 Included in Product Cost \$

Insurance: 0
 Included in Product Cost \$

Total CIF (currency) USD Amount \$ 740.20

Conversion of G\$ (Rate) Amount G\$ 154,331.70

Upload Documents

Step 7: Upload all necessary documents such as the Commercial Invoice, and Bill of Lading file, you can make comments if necessary for the inspectors to see. And finally attach a signature to the application.

Upload Documents

Commercial Invoice File Commercial Invoice.pdf [Commercial Invoice.pdf](#)

Bill Of Lading File
 Applicable BL.pdf
[BL.pdf](#)

- We hereby declare the above mentioned transaction is financed under the provision of Dealers in Foreign Currency and Licensing Act, 1989.
- We hereby declare that the above mentioned transaction is being financed by a foreign currency hel oversea.

Comments

Kindly expedite as the shipment is urgent

● No Comments Data found...

Applicant Signature

Date: 03/13/2026

Signature: Stakeholder Signature Signature.png
[Signature.png](#)

Step 8: After uploading and inputting all relevant details; Click **“Save and submit”** to submit your application to be processed.

The screenshot shows a web application interface with a dark sidebar on the left containing navigation options like 'Home', 'Applications', 'PRODUCT REGISTRATION', 'IMPORT LICENSES', 'EXPORT LICENSES', and 'APPROVAL TO IMPORT'. The main content area includes a 'Choose File' button for 'BL.pdf', a declaration section with two bullet points, a 'Comments' section with a text input field containing 'Kindly expedite as the shipment is urgent' and a 'No Comments Data found...' message, and an 'Applicant Signature' section with fields for 'Date' (03/13/2026), 'Signature' (Stakeholder Signature), and a 'Choose File' button for 'Signature.png'. At the bottom right, there are three buttons: 'Leave', 'Save Only', and 'Save & Submit', with the 'Save & Submit' button circled in red.

Step 9: If after clicking “save and submit” any information is missing, a pop up will appear on screen letting you know that.

This screenshot is identical to the previous one, but a red pop-up message with a white exclamation mark icon and the text 'check validations.' is overlaid on the top right of the form. A red arrow points from the pop-up message down towards the 'Save & Submit' button.

Step 10: You can now submit your application and the PTCCB will begin the processing of your application.

The screenshot shows a white confirmation dialog box with a grey border. The text inside reads 'You are going to SUBMIT this application.' Below the text are two buttons: a teal button labeled 'Yes' and a red button labeled 'No'. A red arrow points from the 'Yes' button towards the top left corner of the dialog box.

How to apply for a Pesticide Export License?

To apply for a Pesticide export license, repeat the same process as applying for the Toxic Chemical Export License.

APPROVAL TO IMPORT PESTICIDES

How to apply for an approval to import pesticides?

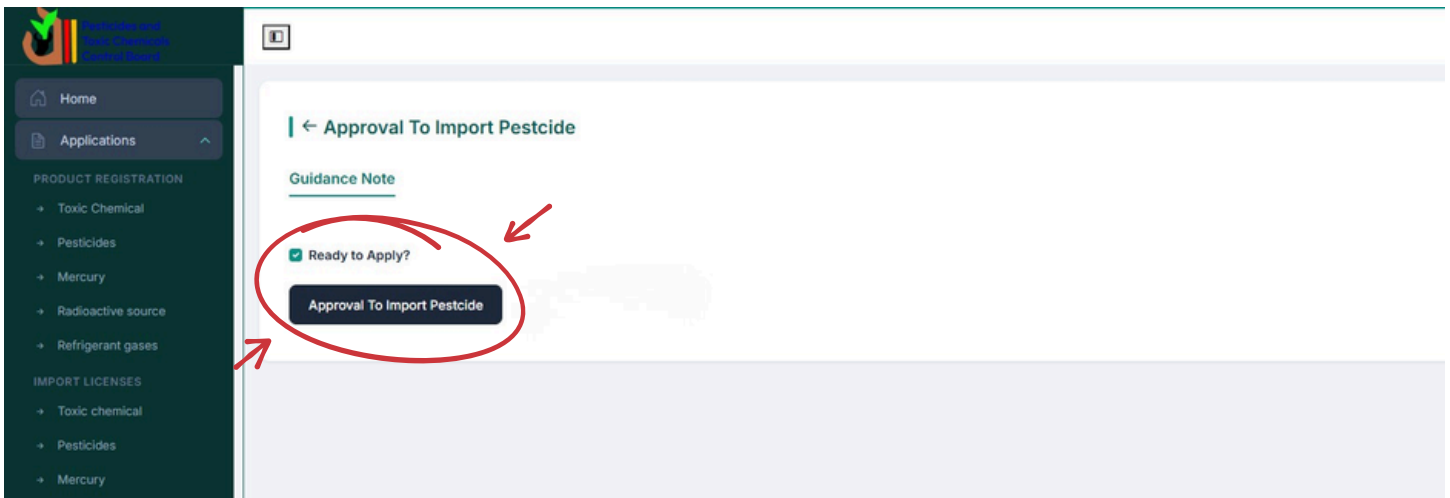
Step 1: To apply for an Approval to import pesticides, you will drop down the applications tab, go to Approval To Import heading, then select "Pesticides".

The screenshot shows the L&RS Licensing & Registration Service dashboard. The left sidebar contains a navigation menu with the following categories: Home, Applications, PRODUCT REGISTRATION (Toxic Chemical, Pesticides, Mercury, Radioactive source, Refrigerant gases), IMPORT LICENSES (Toxic chemical, Pesticides, Mercury, Radioactive source, Refrigerant gases), EXPORT LICENSES (Toxic chemical, Pesticides, Mercury, Radioactive source, Refrigerant gases), and Licenses. The 'Pesticides' option under 'APPROVAL TO IMPORT' is circled in red. The main dashboard area displays a welcome message for 'Stakeholder Company' on Thursday, April 16, 2026, with 1 active license. It features three summary cards: 1 Active Licenses, 1 Under Review, and 6 Total Products. Below these is a section for 'Active Licenses' showing a 'Toxic Chemical Import License Application' for 'Chemical: FABULOSO', issued on 13 Mar, 2026, and expiring on 13 Sep, 2026. A 'View' button is present. The 'Product Registration' section includes buttons for Toxic Chemical Registration, Mercury Registration, Refrigerant Gases Registration, Radioactive Sources Registration, and Pesticide Registration.

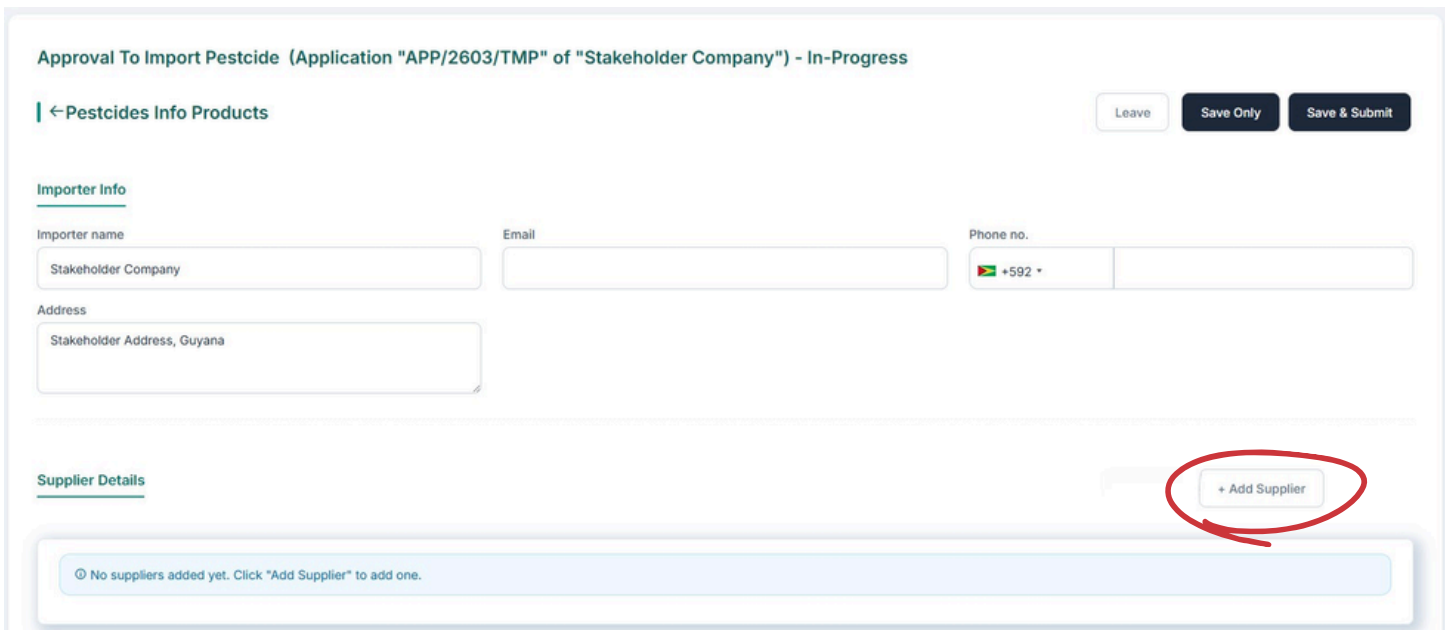
Step 2: Begin the process by clicking “File the Application.”

The screenshot shows the 'Approval To Import Pesticide' application page. The left sidebar is the same as in the previous screenshot. The main content area has a search bar and a table with columns: S.NO., COMPANY, APPLICATION NO, APPLIED ON, STATUS, and ACTION. Below the table, it says 'No records to display'. In the top right corner, there is a 'File the Application' button, which is circled in red. The user is logged in as 'Stakeholder Company'.

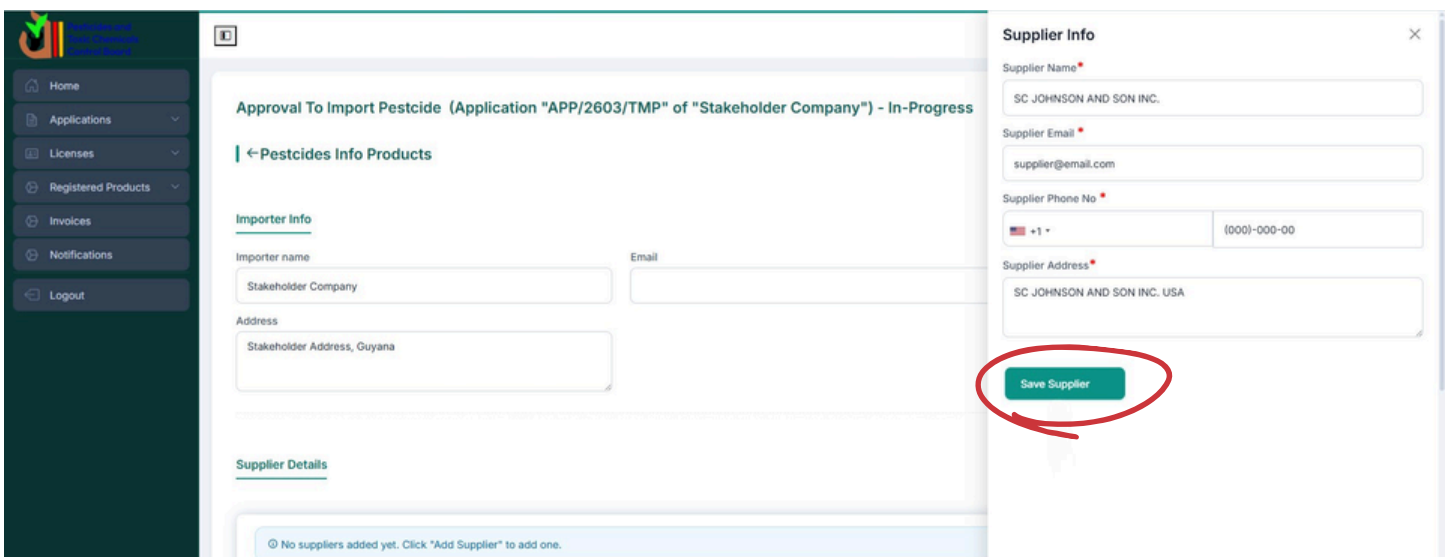
Step 3: Check “ready to apply”, then click the “Approval To import Pesticides” button



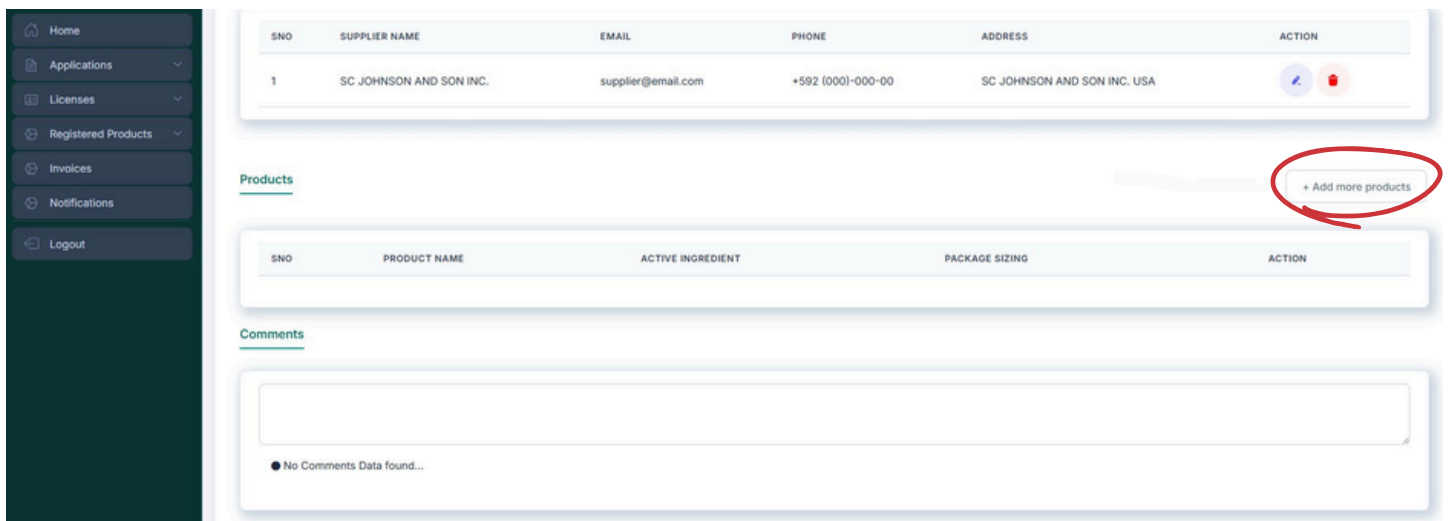
Step 4: You will be prompted to add your supplier.



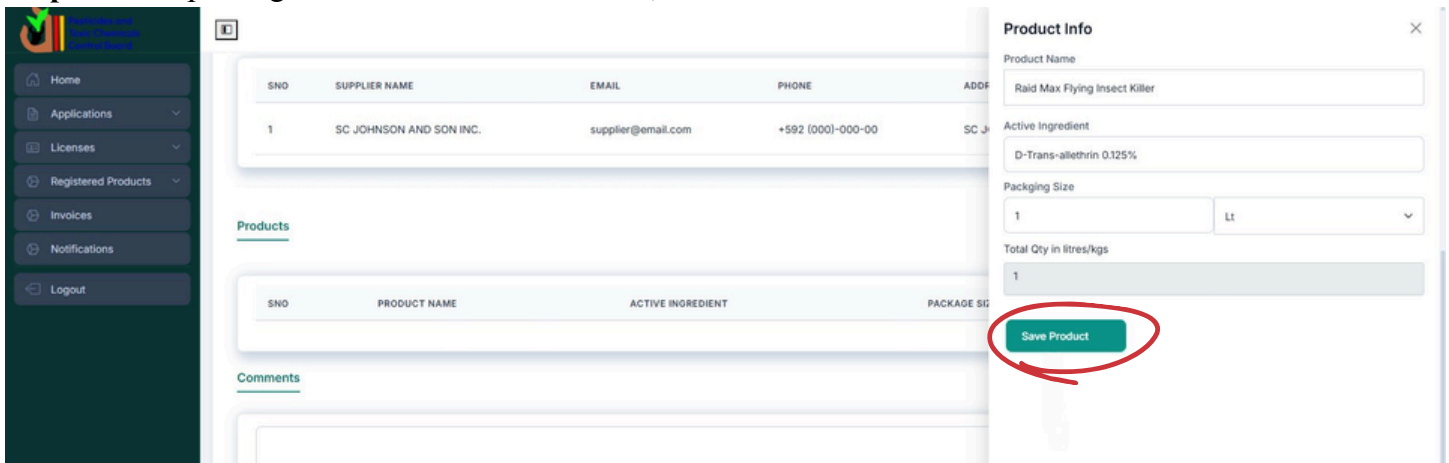
Step 5: After filling out all necessary information, click **save supplier** to move forward.



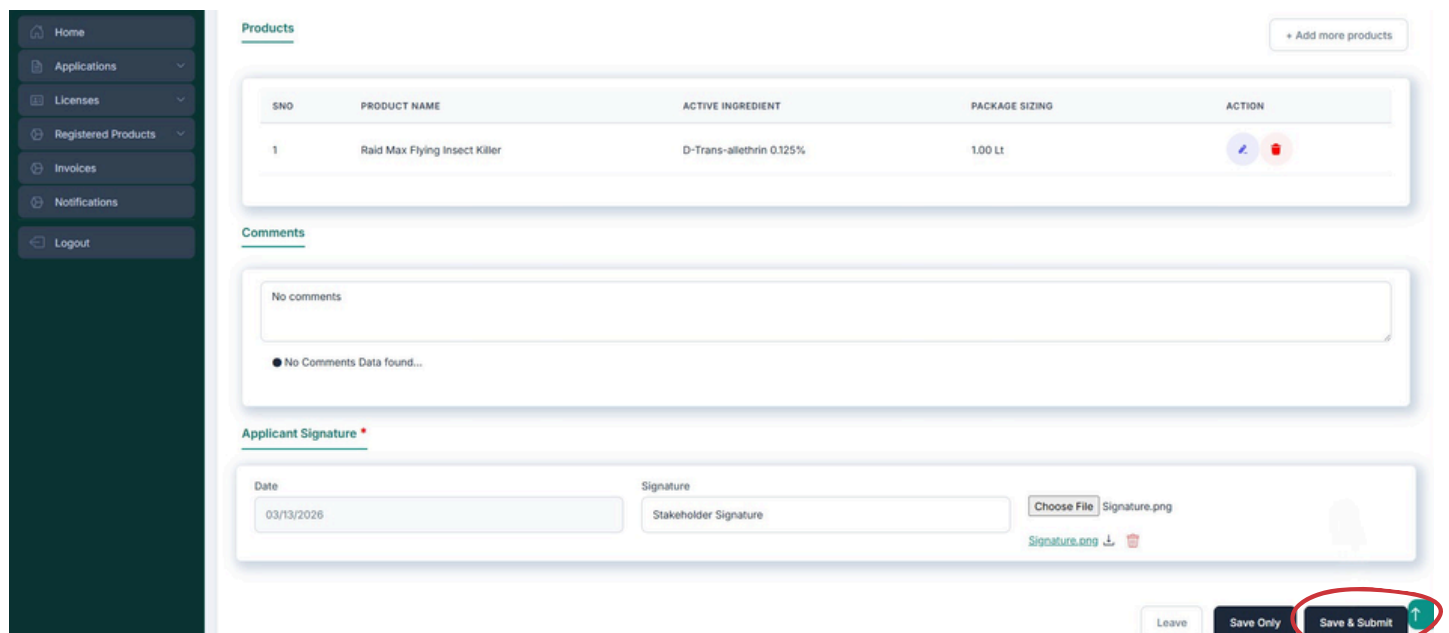
Step 6: Next you will add your products by selecting “+Add more products”



Step 7: After putting in all relevant information,click “Save Product”



Step 8: If necessary you can add more products by selecting “+Add more products,” comment if necessary, and ensure a signature is attached before clicking “Save and Submit.”



Step 9: After the approval has been submitted, you will await a response from the PTCCB.

Approval To Import Pesticide >> Filter File the Application

Showing 1-1 of 1

First Previous Page 1 of 1 Next Last

Search

S.NO.	COMPANY	APPLICATION NO	APPLIED ON	STATUS	ACTION
1	Stakeholder Company	APP/2603/0038	3/13/2026	Submitted	View

Step 10: When Approval is granted you will receive a notification.

Notifications

Showing 1-6 of 6

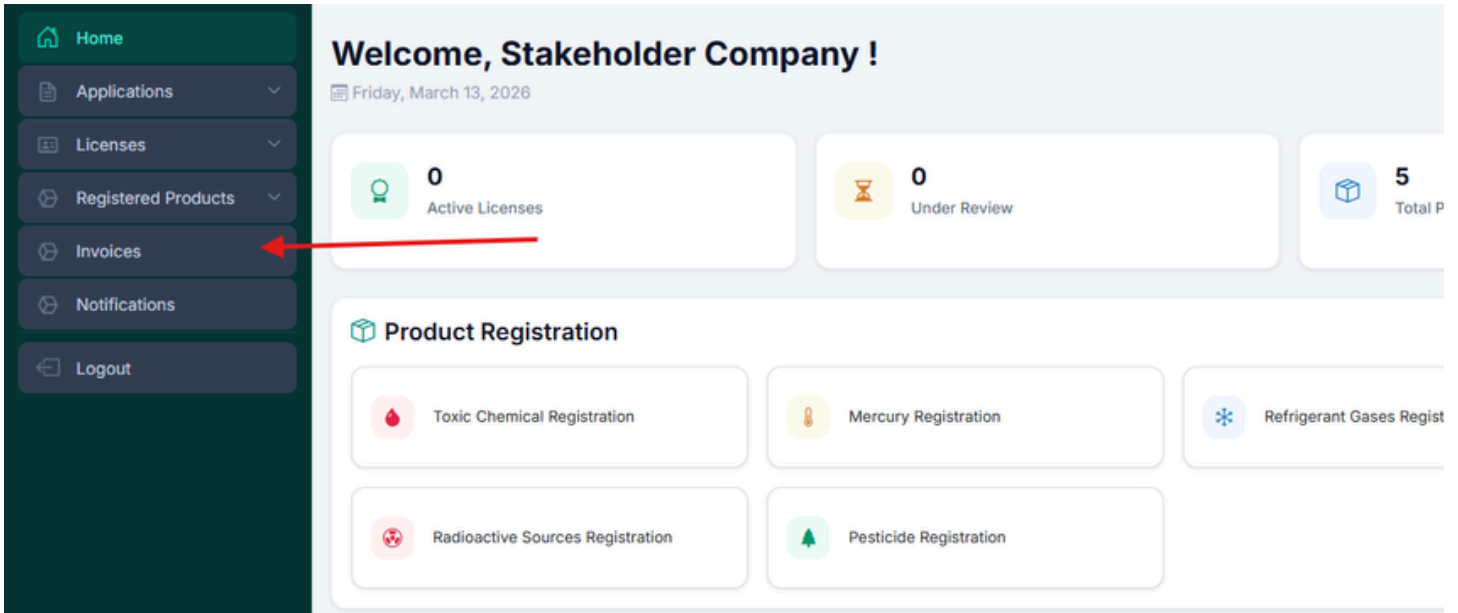
First Previous Page 1 of 1

SRNO	MESSAGE	DATE	
1	We would like to inform you that your APP/2603/0038 for Approval To Import Pesticide has been APPROVED by PTCCB Board.	3/13/2026 11:23:24 AM	Mark as Read
2	We would like to inform you that your APP/2603/0031 for Mercury Registration has been APPROVED by PTCCB Board.	3/13/2026 10:04:37 AM	Mark as Read
3	We would like to inform you that your APP/2603/0032 for Toxic Chemical Registration has been APPROVED by PTCCB Board.	3/13/2026 10:03:32 AM	Mark as Read
4	We would like to inform you that your APP/2603/0033 for Radioactive Sources Registration has been APPROVED by PTCCB Board.	3/13/2026 10:02:02 AM	Mark as Read
5	We would like to inform you that your APP/2603/0034 for Refrigerant Gases Registration has been APPROVED by PTCCB Board.	3/13/2026 10:01:18 AM	Mark as Read
6	We are pleased to inform you that your registration has been successfully approved!. Thank you for registering with PTCCB. You can now access all services available to our members.	3/12/2026 1:36:25 PM	

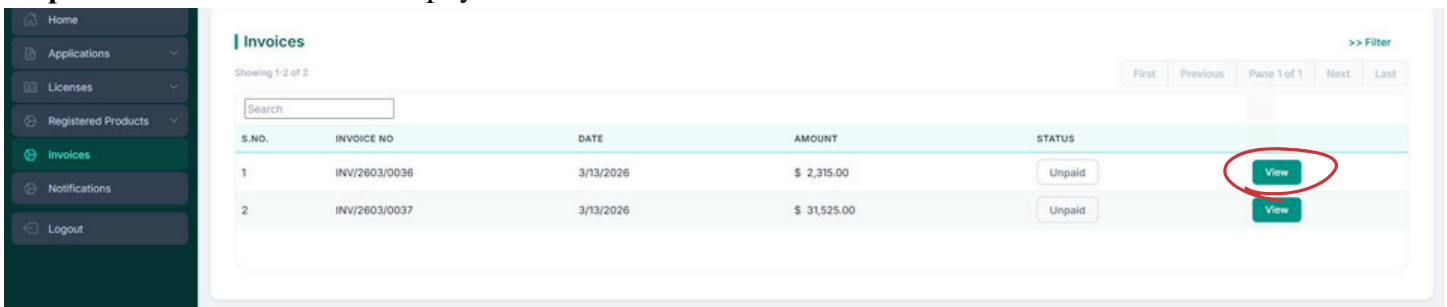
INVOICES

How to view your payment invoice?

Step 1: You will receive a payment notification once the application was processed. To view payment notification you can click on the “Invoices tab.”

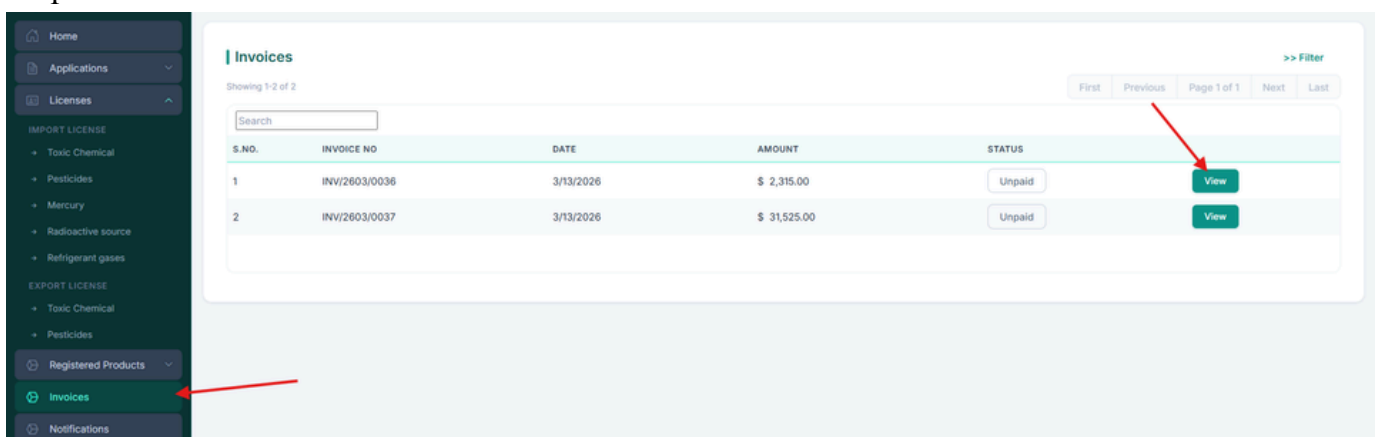


Step 2: Select “View” to access payment invoices.



How to make your payment?

Step 1: After going into the invoices tab, there will be an option to “View” your payment invoice, select that option to move forward.



Step 2: There will be a “Pay Now” option, select that option to view ways you can pay for your license.

The screenshot shows a web interface for an invoice. On the left is a dark sidebar with navigation options: Home, Applications, Licenses, Registered Products, Invoices, Notifications, and Logout. The main content area displays an invoice for INV/2603/0036, which is marked as [Unpaid]. A green button labeled 'Pay Now' with a download icon is circled in red. To its right is a 'Download' button. The invoice details include: NAREI Compound, Mon Repos, East Coast Demerara, Tel: 592-220-8880, Fax: 592-220-8933, E-mail: ptccb@guyana.net.gy. Invoice details: INVOICE NO.: INV/2603/0036, TIN: 010080533, Date: 03/13/2026. Bill to: Stakeholder Company, Address: Stakeholder Address, Guyana. Description: Administrative Fees (charged under the Pesticides and Toxic Chemicals Control (Amendment) Regulations 2007). License Number: PTCCB/2603/0036. CIF Value: G\$ 154,331.70. Amount Due: G\$ 2,315.00. Prepared by: [Signature] Inspector. Certified By: [Signature] Accounting Officer. A note at the bottom states: 'Please make cheques payable to Pesticides and Toxic Chemicals Control Board'. A disclaimer at the very bottom reads: 'The Pesticides and Toxic Chemicals Control wishes to advise that payments for Administrative Fees are calculated based on the declared Guyana Revenue Authority Exchange Rate at the time of payment. The above amounts are calculated based on the rate on the Date of Invoice and is only applicable for the mentioned month.'

Step 3: A pop up will appear with the “Payment Details Info Guide” showing you how to pay via MMG, online banking, or coming in person to pay.

The screenshot shows a 'Payment Details Info Guide' pop-up window. The window title is 'Payment Details Info Guide' with a close button (X) in the top right. The background shows the invoice details from the previous step. The pop-up content includes the logo of the Pesticides and Toxic Chemicals Control Board and the text 'Pesticides and Toxic Chemicals Control Board' with a 'More Information' link to <https://ptccb.org.gy/>. The main heading is 'Pay for your service using any of the following options:'. There are two options, each with a green checkmark icon: 1. 'MMG Platform': 'Open the MMG application, go to the "Government Section", select "Pesticides and Toxic Chemicals Control Board," and follow the prompts to complete your payment.' 2. 'Online Banking Platform': 'If you're a Republic Bank account holder, simply follow the steps below to complete your transaction.' Under 'Online Banking Platform', there are three steps: 'Step 1: Select Transfer', 'Step 2: Choose the Third-Party Republic Bank Account option, Select Debit Account then choose the account you would like your funds to be transferred from.', and 'Step 3: Simply add -'. Below these steps are the account details: 'Account Number: 962356540769', 'Account Name: Pesticides and Toxic Chemicals Control Board', and 'Type of Account: Chequing'. The pop-up is overlaid on the invoice page, which is partially visible in the background.

LICENSE ISSUED

How to access your license?

Step 1: You will only be able to access your license after making payments via any available option of your choice. Select the License tab, under import license select the type of import license you applied for. Or select the license of your choice under Active License.

The dashboard shows a sidebar on the left with 'Licenses' selected. The main area displays 'Welcome, Stakeholder Company!' and a summary of license status: 1 Active Licenses, 0 Under Review, 5 Total Products, and 1 Pending Applications. Under 'Active Licenses', a card for 'Toxic Chemical Import License Application' is shown with 'Chemical: FABULOSO', 'Issued: 13 Mar, 2026', and 'Expires: 13 Sep, 2026'. A red arrow points to the 'View' button on this card.

Step 2: Select the view option to view your license.

The page displays 'Toxic Chemical Import License' with a table of license details. A red circle highlights the 'View' button in the table row.

S.NO.	LICENSE NO	CATEGORY	VALID FROM	EXPIRES ON	
1	PTCCB/2603/0037	Toxic Chemical Import License Application	3/13/2026	9/13/2026	View

Step 3: Select the download option to download your license.

The page shows the full license details for 'Toxic Chemical Import License' with reference 'PTCCB/2603/0037'. A red circle highlights the 'Download' button. Below is a 'SCHEDULE' table and 'Conditions'.

TARIFF NUMBER	DESCRIPTION OF GOODS	QUANTITY IN UNITS OF SALE	PRICE PER UNIT OF SALE(\$)	TOTAL VALUE (\$)
3402.12.90.00	FABULOSO	36 Lt	\$ 280.00	\$ 10,080.00
			Freight Insurance	INCLUDED
				INCLUDED
Total CIF in USD				\$10,080.00
Conversion to G\$ at 208.50				G\$ 2,101,680.00

Conditions

1. This license is a single use license;
2. This license shall be valid for one importation ONLY, within six (6) months from the date stated hereunder;
3. The product is properly labeled and the text appears in English; and
4. The product shall not be used in contravention of the labelling instructions.

Dated : Friday, March 13, 2026


Step 3: When viewing the downloaded PDF license you will notice some restricted features, kindly ensure you read through them.

GUYANA

PESTICIDES AND TOXIC CHEMICALS CONTROL BOARD

Toxic Chemical Import License Application

Reference: **PTCCB/2603/0037**



License is hereby granted to **Stakeholder Company** of **Stakeholder Address, Guyana** to import the goods specified in **Stakeholder Address, Guyana** Caribbean Limited of **Trinidad and Tobago** as stated hereunder and the Pesticides and Toxic Chemicals Control Board and its associated regulations.

Tariff Number		Total value
		USD(\$)
3402.12.90.00		10,080.00
Freight		INCLUDED
Insurance		INCLUDED
Total CIF in USD		\$ 10,080.00
Conversion to G\$ at 208		G\$ 2,101,680.00

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OK

CONDITIONS

1. This license is single use license;
2. The license shall be valid for one importation only within six months from the date stated hereunder;
3. The product is properly labeled and text appears in English;
4. The product shall not be used in contravention of labeling instructions.

Dated: **Friday, March, 13th, 2026** Reference: **PTCCB/2603/0037**

