

Directions on Application for Import and Export of Reproductive Cells and Embryos

Promulgated by Kuo-Chien-Fu-Tzu Order No.1050402136 on October 4, 2016
Amended on July 18, 2018
Amended on May 9, 2019

1. This Direction is enacted for the purpose of fostering the sound development of assisted reproduction, maintaining social ethics and health.
2. For the import or export of reproductive cells or embryos, the owners of reproductive cells or joint owners of embryos should authorize assisted reproduction institution holding their reproductive cells or embryos in writing to apply for approval from the Health Promotion Administration, Ministry of Health and Welfare (hereinafter referred to as HPA).

The aforementioned owners or joint owners should sign an affidavit for restricting the use of the imported or exported reproductive cells or embryos for the owners' own reproduction and guaranteeing that these reproductive cells or embryos will not be used in any other way violating Taiwan's and/or the import country's laws and regulations.

The format for the aforementioned letter of authorization is shown in Appendix 1, application form is shown in Appendix 2.1 (import) and Appendix 2.2 (export). The format for the aforementioned affidavit is shown in Appendix 3.1 (import) and Appendix 3.2 (export).

3. Donated reproductive cells and embryos formed by accepting donated reproductive cells are not allowed for import or export.
4. The following documents should be provided when applying for the import/export of reproductive cells or embryos:
 - (1) A photocopy of the owner's ID (e.g., the national identification card or the passport).
 - (2) The application form.
 - (3) The letter of authorization and the affidavit.
 - (4) The import or export approval certificate issued by the competent authority of the import/export country (place) and verified by the ROC embassies and missions abroad, or institution authorized by ROC embassies and missions abroad, or other documents demonstrating that the import/export is not restricted by the import/export country (place). However, the above certificate is exempted if Taiwan is the import/export country.
 - (5) A letter of approval issued by the recipient institution of the import country (place) that is going to take possession of the reproductive cells/embryos and verified by the ROC embassies and missions abroad, or institution authorized by ROC embassies and missions abroad. However, the above certificate is exempted if Taiwan is the import country and the assisted reproduction institution applying for the import is also the institution taking possession of the reproductive cells/embryos.

The aforementioned affidavit in (3), Appendix 3.2, should be certified and signed by the recipient institution taking possession of the reproductive cells/embryos when applying for the export.

5. Application for import/export of reproductive cells/embryos is to be filled online (see Appendix 4 for the procedure). Once the application is completed online, send all the required documents mentioned in No.4 by registered mail to HPA at No. 36, Tacheng St., Datong Dist., Taipei City. Please write "Export/Import Application" at the front side of the envelope.
6. If the HPA requires other necessary documents when reviewing the case application, the applicant shall be notified to submit additional documents within a certain time limit by email or post. Late submission of these documents will not be accepted, and the case application for approval will be denied.
7. Once the HPA has reviewed and approved the application, a letter of approval will be issued specifying the time duration for the import/export for the applicant to be used for customs clearance.

Appendix 1

Affidavit

I hereby authorize _____ (title of the assisted reproductive service provider in Taiwan) to apply for my reproductive cells / the jointly owned embryos of me and my spouse to be imported to Taiwan / exported abroad.

Sincerely to: Health Promotion Administration, Ministry of Health and Welfare, Taiwan

Applicant (1): _____ (Signature)

Taiwan Citizen ID No.: _____

Foreign Citizen ARC No.: _____

Foreign Citizen Passport No.: _____

Residential Address: _____

Current Address: _____

Tel: _____

Applicant (2, the Spouse): _____ (Signature) *(Only for embryo importation/exportation)*

Taiwan Citizen ID No.: _____

Foreign Citizen ARC No.: _____

Foreign Citizen Passport No.: _____

Residential Address: _____

Current Address: _____

Tel: _____

Date: _____

Appendix 2-1

Reproductive Cells and Embryos Import Application

Application Date	____/____/____ (MM/DD/YYYY)		
Institution Originally Holding Reproductive Cells/Embryos		Exporting Country (Place)	
Contact Person of the Institution Originally Holding the Reproductive Cells/Embryos		Phone No. and Email	
Title of Taiwan's Assisted Reproduction Institution Taking Possession of the Reproductive Cells/Embryos		Assisted Reproduction Institution's Permit No.	
Contact Person of Taiwan's Institution Taking Possession of the Reproductive Cells/Embryos		Phone No. and Email	
Purpose of Import	For self-fertility use by the owner/joint owners of the reproductive cells/embryos in Taiwan.		
Number of Reproductive Cells or Embryos for Import	<input type="checkbox"/> ____ straw/straws of sperm obtained from _____; obtained date __/__/____ (MM/DD/YYYY) <input type="checkbox"/> ____ ovum/ova obtained from _____; obtained date __/__/____ (MM/DD/YYYY) <input type="checkbox"/> ____ embryos formed by the reproductive cells of _____ and the spouse _____; formation date __/__/____ (MM/DD/YYYY); age in days of the embryos: _____.		

Director of the Institution: _____ (Signature)

Applicant Institution: _____ (Stamp)

Reproductive Cells and Embryos Export Application

Application Date	____/____/____ (MM/DD/YYYY)		
Title of Applicant Institution		Assisted Reproduction Institution's Permit No.	
Contact Person of the Assisted Reproduction Institution		Phone No. and Email	
Import Country (Place)		Title of Institution Taking Possession of the Reproductive Cells/Embryos at Import Country (Place)	
Phone/Email of Institution Taking Possession of the Reproductive Cells/Embryos at Import Country (Place)			
Purpose of Export	For self-fertility use solely by the owner/joint owners of the reproductive cells/embryos abroad.		
Number of Reproductive Cells or Embryos for Import	<input type="checkbox"/> ____ straw/straws of sperm obtained from _____; obtained date __/__/____ (MM/DD/YYYY) <input type="checkbox"/> ____ ovum/ova obtained from _____; obtained date __/__/____ (MM/DD/YYYY) <input type="checkbox"/> ____ embryos formed from the reproductive cells of _____ and the spouse _____; formation date __/__/____ (MM/DD/YYYY); age in days of the embryos: _____.		

Director of the Institution: _____ (Signature)

Applicant Institution: _____ (Stamp)

Affidavit
(For Application to Import Human Sperms, Ova or Embryo)

I/We _____, _____ hereby approve and authorize
_____ (title of the assisted reproductive service
provider in Taiwan) to export the following to _____ (name of the receiving
country):

1. Reproductive cells (sperms ova) which are indeed obtained from myself ;
2. Embryo which is indeed formed by our reproductive cells (husband and wife).

The aforementioned reproductive cells/ embryos, will only be used for self-fertility purpose in the receiving country, and will not be used for any purpose that violates the laws and regulations of the exporting country (Taiwan) or the receiving country.

Sincerely to: Health Promotion Administration, Ministry of Health and Welfare, Taiwan

Applicant (1): _____ (Signature)

Taiwan Citizen ID No.: _____

Foreign Citizen ARC No.: _____

Foreign Citizen Passport No.: _____

Residential Address: _____

Current Address: _____

Tel: _____

Applicant (2, the Spouse): _____ (Signature) (*only for embryo importation*)

Taiwan Citizen ID No.: _____

Foreign Citizen ARC No.: _____

Foreign Citizen Passport No.: _____

Residential Address: _____

Current Address: _____

Tel: _____

Date: _____

Affidavit
(For Application to Export Human Sperms, Ova or Embryo)

I/We _____, _____ hereby approve and authorize _____ (title of the assisted reproductive service provider in Taiwan) to export the following to _____ (name of the receiving country):

1. Reproductive cells (sperms ova) which are indeed obtained from myself ;
2. Embryo which is indeed formed by our reproductive cells (husband and wife).

The aforementioned reproductive cells/ embryos, will only be used for self-fertility purpose in the receiving country, and will not be used for any purpose that violates the laws and regulations of the exporting country (Taiwan) or the receiving country.

Sincerely to: Health Promotion Administration, Ministry of Health and Welfare, Taiwan

Applicant (1): _____ (Signature)

Taiwan Citizen ID No.: _____

Foreign Citizen ARC No.: _____

Foreign Citizen Passport No.: _____

Residential Address: _____

Current Address: _____

Tel: _____

Applicant (2, the Spouse): _____ (Signature) (*only for embryo exportation*)

Taiwan Citizen ID No.: _____

Foreign Citizen ARC No.: _____

Foreign Citizen Passport No.: _____

Residential Address: _____

Current Address: _____

Tel: _____

Date: _____

**The recipient institution shall complete the following form and send a copy to the assisted reproductive service provider in Taiwan.*

Our institution (_____) is willing to accept his/ her/ their

sperm ova embryo, based on the abovementioned statement by the owner/ owners.

Signature/ Stamp: _____

Date: _____

Application Procedure

1. The applicant (for the assisted reproduction institution only) should carry out the application online by visiting the website of the Ministry of Health and Welfare → Service for the Public → Online Application Service → Department of Medical Affairs → Application for Import and Export of Reproductive Cells and Embryos (<https://e-service.mohw.gov.tw/>).
2. Fill out the application form.
3. Preview the application form to make sure the information provided is correct before submitting online.
4. A 17-digit application number generated automatically by the system will be sent to the applicant's email box.
5. If there is any abnormality with the online application system preventing the applicant from connecting to the system, please contact Health Promotion Administration (Phone No. 02-25220888). The responsible agency will determine if the following alternative methods should be adopted:
 - (1) Please download the e-file "Reproductive Cells and Embryos Import/Export Application" from the website of the homepage of Health Promotion Administration → Health-Related Topics → Assisted Reproduction → Announcements. (<http://www.hpa.gov.tw/BHPNet/Web/HealthTopic/Topic.aspx?id=201109210001>).
 - (2) After filling out the e-form, print it out and send it together with the required documents in person or by registered mail to HPA at No.36, Tacheng St., Datong Dist., Taipei City. Please write "Import/Export Application" on the front side of the envelope, and the responsible agency will upload the application information once the system is repaired.