

## MAKING USE OF THE GUCE SERVICES

### Applying for a GUCE account

- 1 Enter the URL [www.guce.gouv.ci](http://www.guce.gouv.ci) in the address bar and validate to access the GUCE interface
- 2 Download the GUCE account application form for the relevant profile by clicking on the "Download" link and then click on the "GUCE Account Application Forms" option
- 3 Complete the form and attach all required documents and have the scanned
- 4 Email the scanned documents to "comptes@guce.gouv.ci"
- 5 Account creation request are processed within 72 working hours
- 6 Username and password are emailed to the Applicant. Password to be customized by the operator.

### Accessing the GUCE modules

- 1 Enter the URL [www.guce.gouv.ci](http://www.guce.gouv.ci) in the address bar and validate
- 2 The operator accesses the GUCE interface.
- 3 Enter the login and password in the dedicated fields.
- 4 Click on the connection button
- 5 Redirect to the Guce interface, click on the "Online transaction or follow-up" link
- 6 Choose the desired module from the drop-down list by clicking on the corresponding link.
- 7 The operator is redirected to the search page of the chosen module.

## CONTACTS

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[www.gucecotedivoire.ci](http://www.gucecotedivoire.ci)



# Single Window for Foreign Trade

A COMPREHENSIVE AND EFFICIENT TOOL FOR  
**THE SIMPLIFICATION AND PAPERLESS  
PROCEDURES OF FOREIGN TRADE**

GUCE (short for French Guichet Unique du Commerce Extérieur) is a web-based platform that allows economic operators involved in trade and transport to communicate information and issue standardized documents through simplified and paperless procedures in a single entry point, in order to meet all the required formalities for import, export and transit.

Implemented on an ongoing basis since 2013 by a private company and taken over by the company GUCE CI SA since July 2019, GUCE Platform brings together all the Stakeholders and players of Foreign Trade:

*Technical Ministries, Ivorian Customs, Félix Houphouët-Boigny International Airport, Abidjan Autonomous Port (PAA), Autonomous Port of San Pedro (PASP), Central Bank of West African States (BCEAO), Commercial Banks, Insurers, Carriers, Importers and Exporters, Freight Forwarders, Declarants, Consignees, etc.*

## GUCE CI

***Uniqueness of information***

***Speediness in the processing of submitted files***

***Saves time and transportation costs...***

[www.guce.gouv.ci](http://www.guce.gouv.ci)



GUCE embodies a number of procedures that dematerialize and improve import, export and transit activities. These are:

- **Pre-clearance procedures**
- **Customs clearance procedures**
- **Logistics procedures (PCS)**
- **Finance Modules**

This results in a single source of information, speediness in the processing of submitted files, savings in time and transport costs etc.

The platform is made up of two interfaces. The first, which is public, is accessible to any economic operator with the address <https://guce.gouv.ci>, for simple consultation.

The private part, dedicated to the Foreign Trade Stakeholders and the Roles assigned to them, is accessible after authentication of the user who accesses the desired module.

The GUCE procedures are designed on the basis of national and international regulations and tariffs which include, for example, HS code search and customs duty calculations in the Declaration module. As such, GUCE is a combined regulatory and tariff window.