

GUIDELINES FOR THE TRADE



Central African Republic Inspection and Verification of Conformity Program



This data sheet has been prepared specifically in respect of exports to Central African Republic (CAR)

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1. PRODUCTS CONFORMITY ASSESMENT

PROGRAM NAME	Verification of Conformity for products to be imported to Central African Republic
PROGRAM MANDATED BY	Ministry of Commerce and Industry (MCI)
IMPLEMENTATION DATE	1st March 2021
PROGRAM OBJECTIVE	<ul style="list-style-type: none"> • To ensure the quality of products as well as the health, safety and environmental protection of Central African consumers. • Protect the public against substandard products that can endanger public health, safety and the environment • Protect local manufacturers against unfair competition from imported products which do not comply to local Standards <p>In accordance with the Decree N°14/MCI/DIR-CAB/DGIPIN/DNQ/ SNEC.21 dated 21st February 2021, a penalty from three hundred thousand XAF (300'000XAF) twenty-five millions XAF (25'000'000 XAF) will be applied to any regulated goods arriving in CAR without CoC. Non-compliant goods will be systematically destroyed or re-exported by Administration at importer's expenses.</p>
SCOPE OF THE PROGRAM	To assess that all regulated imported products do comply with approved International Standards and CAR technical regulations.
VERIFICATION PROCESS	<p>Exporter submits to SGS the following documents through <i>Exporter Portal</i> (https://exporter-portal.sgs.com/):</p> <ul style="list-style-type: none"> • Request for Certification • PROFORMA Invoice • Quality Management System Certification • Conformity Documents (test reports, quality certificates, analysis reports, etc....) • Final invoice.

	<p>To obtain evidence that all requirements are met in the applicable standards or technical requirements, goods must undergo one or a combination of the following verification process:</p> <ul style="list-style-type: none"> • Remote inspection • Laboratory testing: Accepted laboratories are: <ul style="list-style-type: none"> -laboratory accredited according to ISO/IEC 17025 or equivalent, either owned by SGS or subcontracted by SGS; or - laboratories of the supplier/producer, provided that the facility is under the certified quality management system of the company, and of which the key elements of the ISO/IEC 17025 standard are fulfilled as follow: <ul style="list-style-type: none"> • the list of equipment to be used with the most recent calibration information (brands, certificates, etc.); • environmental controls for the laboratory. • the qualifications of the staff carrying out the tests (training records). - Other testing laboratories mutually approved by MCI and SGS <p>The laboratories will be able to test the parameters designated by the international standards or those in force in the Central African Republic.</p> <ul style="list-style-type: none"> • Factory audit • Documentary verification <p>After verification process is completed and results are satisfactory, exporter will have to submit the Final Invoice for the issuance of the CoC</p>
<p>ASSESSMENT METHODE</p>	<p>Three methods are proposed to the exporters to demonstrate the compliance of their products and obtain a Certificate of Conformity (CoC)</p> <ul style="list-style-type: none"> • ROUTE A: applicable to any goods and any trader • ROUTE B: Recommended for frequent exporter with homogeneous products • ROUTE C: For Certified products
<p>CERTIFICATE OF CONFORMITY (CoC)</p>	<p>A Certificate of Conformity (CoC) is the document issued to evidence the compliance of the shipment to the relevant approved standards.</p> <ul style="list-style-type: none"> • This document is required for Customs clearance. <p>Goods arriving to Central African Republic without the corresponding CoC will be not allowed for clearance and will not be permitted to enter the country.</p> <p>It is the seller's responsibility to ensure that shipments to Central African Republic are done only upon Inspection and Verification of Conformity Process has been carried out and certification decision by SGS has been confirmed</p>
<p>NON-CONFORMITY REPORT (NCR)</p>	<p>If the reports from the verification activities such as testing or inspection show discrepancies versus the standard</p>

	requirements, exporters will be informed accordingly and given sufficient time to make the necessary corrections; if those are not or cannot be made a “Non-Conformity Report” (NCR) will be issued. This implies that that goods are not allowed to be shipped to Central African Republic
FEES	<p>Fees are payable in advance by the exporter. Fees are net of any tax and are payable upon reception of the Request of Certification (RFC).</p> <p>Fees are due regardless of whether after assessment of the goods of the exporter or importer does not provide the information or document necessary for the final issuance of the CoC, or for any other reasons does proceed to the shipment of the goods</p> <p>NB: Fees structure detailed in section 4.</p>

2. LISTING OF REGULATED PRODUCTS	
02	MEAT AND EDIBLE OFFAL
03	FISH AND CRUSTACEANS, MOLLUSCS AND OTHER AQUATIC INVERTEBRATES
04	MILK AND DAIRY PRODUCTS; BIRD CEUFS: NATURAL HONEY; EDIBLE PRODUCTS OF ANIMAL ORIGIN. NOT OTHERWISE NAMED OR INCLUDED
05	OTHER PRODUCTS OF ANIMAL ORIGIN. NOT OTHERWISE NAMED OR INCLUDED
06	LIVE PLANTS AND FLORICULTURAL PRODUCTS
07	FOOD VEGETABLES, PLANTS, ROOTS AND TUBERS
08	EDIBLE FRUITS, CITRUS OR MELON PEEL
09	COFFEE, TEA, MATÉ AND SPICES
10	CEREALS
11	PRODUCTS OF THE MILLING MILL, MALT; STARCHES INULIN GLUTEN WHEAT
12	OILSEEDS AND OIL FRUITS: MISCELLANEOUS SEEDS, SEEDS AND FRUITS; INDUSTRIAL OR MEDICINAL PLANTS; STRAWS AND FORAGES
13	GUMS, RESINS AND OTHER VEGETABLE SUKS AND EXTRACTS
14	BRAIDING MATERIALS AND OTHER PRODUCTS OF PLANT ORIGIN, NOT ELSEWHERE SPECIFIED OR INCLUDED

15	ANIMAL OR VEGETABLE FATS AND OILS; PRODUCTS OF THEIR DISSOCIATION; PREPARED DIETARY FATS; ANIMAL OR VEGETABLE WAXES
16	PREPARATIONS OF MEAT, FISH OR CRUSTACEANS, MOLLUSCS OR OTHER AQUATIC INVERTEBRATES
17	SUGARS AND SWEETS
18	COCOA AND ITS PREPARATIONS
19	PREPARATIONS BASED ON CEREALS, FLOURS, STARCHES, STARCHES OR MILK; PASTRY
20	PREPARATIONS OF VEGETABLES, FRUITS OR OTHER PARTS OF PLANTS
21	MISCELLANEOUS FOOD PREPARATIONS
22	DRINKS, ALCOHOLIC LIQUIDS AND VINEGAR
23	RESIDUES AND WASTE FROM THE FOOD INDUSTRIES; PREPARED FEEDS FOR ANIMALS
24	TOBACCO AND MANUFACTURED TOBACCO SUBSTITUTES
25	SALT; SULFUR; LANDS AND STONES; PLASTERS, LIME AND CEMENT
26	ORES, SLAG AND ASH
27	MINERAL FUELS, MINERAL OILS AND PRODUCTS OF THEIR DISTILLATION; BITUMINOUS MATERIALS; MINERAL WAXES
28	INORGANIC CHEMICALS; INORGANIC OR ORGANIC COMPOUNDS OF PRECIOUS METALS, RADIOACTIVE ELEMENTS, RARE-EARTH METALS OR ISOTOPES
29	ORGANIC CHEMICALS
30	PHARMACEUTICAL PRODUCTS
31	FERTILIZERS
32	TANNING OR TINCTORIAL EXTRACTS; TANNINS AND THEIR DERIVATIVES PIGMENTS AND OTHER COLORING MATERIALS; PAINTS AND VARNISHES; SEALANTS; INKS
33	ESSENTIAL OILS AND RESINOIDS; PERFUMERY OR TOILET PRODUCTS PREPARED AND COSMETIC PREPARATIONS
34	SOAPS, ORGANIC SURFACE AGENTS, LAUNDRY PREPARATIONS, LUBRICATING PREPARATIONS, ARTIFICIAL WAXES. PREPARED WAXES, CARE PRODUCTS, CANDLES AND THE LIKE, MODELING PASTES, "DENTAL WAXES" AND PLASTER- BASED DENTAL COMPOSITIONS
35	ALBUMINOID MATERIALS; STARCH OR MODIFIED STARCH PRODUCTS; GLUES; ENZYMES

37	PHOTOGRAPHIC OR CINEMATOGRAPHIC PRODUCTS
38	MISCELLANEOUS PRODUCTS FROM THE CHEMICAL INDUSTRIES
39	PLASTICS AND ARTICLES THEREOF
40	RUBBER AND ARTICLES OF RUBBER
41	SKINS (OTHER THAN FURSKINS) AND LEATHER
42	ARTICLES OF LEATHER; SQUIRTS OR SADDLES; TRAVEL ARTICLES, HANDBAGS AND SIMILAR CONTAINERS; TUBED WORKS
43	SHOVELS AND FURS; FACTICATED SHOVELS
44	WOOD, CHARCOAL AND ARTICLES OF WOOD
45	CORK AND ARTICLES OF CORK
46	ARTICLES OF SPARTERY OR OF BASKETWORK
47	PULP OF WOOD OR OF OTHER FIBROUS CELLULOSIC MATERIAL; RECYCLED PAPER OR CARDBOARD (WASTE AND WASTE)
48	PAPERS AND CARDBOARDS; ARTICLES OF CELLULOSE PULP, OF PAPER OR OF PAPERBOARD
50	SILK
51	WOOL. FINE OR COARSE HAIR; HORSEHAIR YARNS AND FABRICS
52	COTTON
53	OTHER VEGETABLE TEXTILE FIBERS; PAPER YARNS AND PAPER YARN TABLES
54	SYNTHETIC OR ARTIFICIAL FILAMENTS; BLADES AND SIMILAR SHAPES IN SYNTHETIC OR ARTIFICIAL TEXTILE MATERIALS
55	DISCONTINUOUS SYNTHETIC OR ARTIFICIAL FIBERS
56	OUATES. FELTS AND NON-WOVEN, SPECIAL YARNS, TWINE, ROPES AND CORDAGE; CORDIE ARTICLES
57	CARPETS AND OTHER TEXTILE FLOOR COVERINGS
58	SPECIAL FABRICS; Tufted TEXTILE SURFACES; LACES; TAPESTRY: PASSEMENTERIES; EMBROIDERY
59	IMPREGNATED, COATED, COVERED OR LAMINATED FABRICS; TECHNICAL ARTICLES IN TEXTILES

60	KNITTED STUFFS
61	CLOTHING AND CLOTHING ACCESSORIES. IN KNITWEAR
62	CLOTHING AND CLOTHING ACCESSORIES, OTHER THAN KNITTED
63	OTHER MADE- UP TEXTILE ARTICLES ASSORTED: THINGS AND RAGS
64	FOOTWEAR, BOOTS AND SIMILAR ARTICLES; PARTS OF THESE OBJECTS
65	HAIRDRESSES AND PARTS OF HAIRDRESSES
66	UMBRELLAS, SHADOWS, PARASOLS, RODS, SEAT RODS, WHISKS, WHIPS AND THEIR PARTS
67	PREPARED FEATHERS AND DOWN AND ARTICLES MADE OF FEATHERS OR OF DOWN, ARTIFICIAL FLOWERS; ARTICLES OF HAIR
68	ARTICLES OF STONE, PLASTER, CEMENT, ASBESTOS, MICA OR SIMILAR MATERIALS
69	CERAMIC PRODUCTS
70	GLASS AND ARTICLES OF GLASS
72	CAST IRON AND STEEL
73	ARTICLES OF IRON OR STEEL
74	COPPER AND ARTICLES THEREOF
75	NICKEL AND ARTICLES OF NICKEL
76	ALUMINUM AND ARTICLES OF ALUMINUM
78	LEAD AND ARTICLES THEREOF
79	ZINC AND ARTICLES OF ZINC
80	TIN AND ARTICLES THEREOF
81	OTHER BASE METALS, CERMETS, ARTICLES THEREOF
82	TOOLS AND TOOLS, CUTLERY AND TABLE CUTLERY, OF BASE METAL PARTS OF SUCH ARTICLES. BASE METALS
83	MISCELLANEOUS ARTICLES OF BASE METAL

84	NUCLEAR REACTORS, BOILERS, MACHINES, MECHANICAL APPARATUS AND DEVICES; PARTS OF SUCH MACHINES OR APPARATUS
85	ELECTRICAL MACHINES, APPARATUS AND EQUIPMENT AND PARTS THEREOF; SOUND RECORDING OR REPRODUCING APPARATUS, APPARATUS RECORDING OR REPRODUCING IMAGES AND SOUND IN TELEVISION, AND PARTS AND ACCESSORIES OF SUCH DEVICES
86	VEHICLES AND EQUIPMENT FOR RAILWAY OR SIMILAR TRACKS AND THEIR PARTS MECHANICAL (INCLUDING ELECTROMECHANICAL) SIGNALING DEVICES FOR COMMUNICATIONS TRACKS
87	MOTOR CARS, TRACTORS, CYCLES AND OTHER LAND VEHICLES, THEIR PARTS AND ACCESSORIES
88	AIR OR SPACE NAVIGATION
89	SEA OR RIVER NAVIGATION
90	OPTICAL, PHOTOGRAPHY OR CINEMATOGRAPHY, MEASURING, CONTROL OR PRECISION INSTRUMENTS AND APPARATUS; MEDICO-SURGICAL INSTRUMENTS AND APPARATUS; PARTS AND ACCESSORIES OF SUCH INSTRUMENTS OR APPLIANCES
91	WATCHES
92	MUSICAL INSTRUMENTS; PARTS AND ACCESSORIES OF THESE INSTRUMENTS
94	FURNITURE; MEDICAL-SURGICAL FURNITURE; BEDDING AND SIMILAR LIGHTING APPARATUS NOT ELSEWHERE SPECIFIED OR INCLUDED LAMPS, ILLUMINATED SIGNS. LUMINOUS INDICATOR PLATES AND SIMILAR ARTICLES; PREFABRICATED CONSTRUCTIONS
95	TOYS, GAMES, ARTICLES FOR ENTERTAINMENT OR FOR SPORTS. THEIR PARTS AND ACCESSORIES
96	MISCELLANEOUS WORKS
98	INDUSTRIAL ASSEMBLIES
99	SPECIFIC CODES OF THE COMBINED NOMENCLATURE

3. EXEMPTIONS

The following items are exempted from Verification of Conformity for products to be imported to Central African Republic :

- Minimum value subject to the program USD 1'500.-
- Personal effects with minimum FOB value below USD 3'000
- Non-Commercial value postal shipments and express courier
- Commercial samples
- Donation from foreign governments or international organizations to foundations, welfare and human organizations recognized of public interest
- Personal gifts
- Humanitarian goods from foreign Governments, organizations or individuals in case of disaster
- Gifts and supplies imported by consular and diplomatic missions, or United Nations sponsored organizations for their own use
- Goods purchased with donations and external funds

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4. FEES STRUCTURE

Route A	<ul style="list-style-type: none"> Ad Valorem fee of 0.50% of the FOB Value of the goods imported Minimum fee per shipment EUR 300 (three hundred Euros)
Route B	<ul style="list-style-type: none"> Ad Valorem fee of 0.45% of the FOB Value of the goods imported Minimum fee per shipment EUR 300 (three hundred Euros)
Route C	<ul style="list-style-type: none"> Ad Valorem fee of 0.35% of the FOB Value of the goods imported Minimum fee per shipment EUR 300 (three hundred Euros)

Coverage and Conditions

The above fees cover the documentary verification and digital remote inspection of goods. In the event that a physical inspection is required (technical incapacity for a remote inspection) an additional fee of EUR 200 will be charged.

The above fees **do not include** the following activities:

- Bulk shipment sampling
- Laboratory testing
- Licensing and registration
- Manufacturing audit
- Containers sealing

These services will be invoiced directly by SGS on a case by case basis

The SGS fee shall be calculated on the basis of the value of the invoice presented by the exporter.

5. CONTACT FOR INFORMATION

PLEASE CHECK SGS CONTACT LIST AVAILABLE IN OUR WEBSITE.

IMPORTERS MAY CONTACT OUR SGS OFFICE

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