

## GUIDELINES FOR THE TRADE



# REPUBLIC SOUTH SUDAN

## Pre-shipment Verification of Conformity to South Sudan Standards



*This data sheet has been prepared specifically in respect of exports to the Republic of South Sudan*

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### 1. PRODUCTS CONFORMITY ASSESSMENT

PROGRAM NAME

Pre-Export Verification to Conformity (PVoC)

PROGRAM MANDATED BY

South Sudan National Bureau of Standards (SSNBS)

IMPLEMENTATION DATE

**1st May 2021**

PROGRAM OBJECTIVES

- Verification of conformity to South Sudan Standards or other approved standards and technical regulations.
- Ensure conformity of imported products to the applicable technical regulation and standards
- All products imported into South Sudan are subject to the programme and shall be accompanied by a Certificate of Conformity (CoC) issued by SGS.

VERIFICATION PROCESS

- 1. Request:** Importers or exporters submit request for CoC together with the initial set of supporting documents using Exporter Portal <https://exporter-portal.sgs.com/>. This action automatically registers application. Requests sent directly to SGS Liaison Office in Nairobi or the SGS Country Office will also be processed and transferred to the portal.
- 2. Verification:** The SGS Executing Office in the country of supply liaises with the exporter to request the mandatory documents and complementary information about the Products, i.e. detailed products description, place where the goods are available for verification as well as a copy of the invoice related to the shipment. The SGS Executing Office will then coordinate with the supplier/exporter for carrying out the applicable interventions (inspection, sampling/testing).
- 3. Evaluation:** Reports from the verification activities (Inspection Report, Test Report(s)) together with the mandatory supporting documents are submitted to SGS Certification Centre for review against the regulatory requirements in force.
- 4. Attestation:** The successful review of the various reports and other supporting documents lead to the issuance of Certificate of Conformity to evidence the compliance of the shipment. If discrepancies are identified, feedback is given to the exporter as well as guidance for implementing the necessary corrections to achieve compliance.

<p>ROUTES</p>	<ul style="list-style-type: none"> <li>• There are three routes to obtaining CoC.</li> <li>• <b>Route A</b> – for Unregistered Suppliers or Manufacturers of sensitive products</li> <li>• <b>Route B (Registration)</b> – for Registered Suppliers of Manufactured products</li> <li>• <b>Route C (Licensing)</b> – for Certified products from Manufacturers and their authorised representatives</li> </ul>
<p>APPROVED LABORATORY</p>	<ul style="list-style-type: none"> <li>• SGS laboratories</li> <li>• Any independent laboratory accredited to ISO / IEC 17025</li> <li>• Manufacturer's laboratory provided that:             <ul style="list-style-type: none"> <li>• Manufacturer has a quality management system – (QMS) in place</li> <li>• Manufacturer presents list of all laboratory equipment with the latest calibration records</li> <li>• Equipment is suitable to perform the test required in the applicable standard for the product.</li> </ul> </li> </ul>
<p>DOCUMENTATION</p>	<ul style="list-style-type: none"> <li>• Documents required for CoC issuance.             <ul style="list-style-type: none"> <li>• Completed Request for Certification (RFC)</li> <li>• Manufacturer's/Seller's declaration of conformity</li> <li>• Test Reports</li> <li>• Inspection report</li> <li>• Pro-forma/final Invoice</li> </ul> </li> <li>• Other documents: When applicable and/or relevant, the following documents may also be requested:             <ul style="list-style-type: none"> <li>• Quality management system certificates (e.g. ISO 9001).</li> <li>• Factory records on tests performed by the manufacturer.</li> <li>• Product's technical datasheets.</li> </ul> </li> </ul>
<p>CERTIFICATE</p>	<ul style="list-style-type: none"> <li>• A <b>Certificate of Conformity (CoC)</b> should be issued to evidence the compliance of the shipments.</li> <li>• The CoC is required for <b>every shipment</b>:</li> <li>• It Provides the South Sudan Bureau of Standards and Customs with a proof that the goods being imported are in compliance with the relevant standards and technical regulations.</li> <li>• It's a mandatory document for goods clearance at the border.</li> </ul>
<p>OTHERS</p>	<p>Other documents: When applicable and/or relevant, the following documents may also be requested:</p> <ul style="list-style-type: none"> <li>• Quality management system certificates (e.g. ISO 9001).</li> <li>• Factory records on tests performed by the manufacturer.</li> <li>• Product's technical datasheets.</li> </ul>
<p>SGS COVERAGE</p>	<p>SGS is mandated to provide PVoC globally- in all Countries of Supply/export.</p>

## 2. LISTING OF REGULATED PRODUCTS

The following products are subject to the Program:

- i. Toys and Sports Equipment
- ii. Electrical and Electronic
- iii. Automotive (including New and Used vehicles)
- iv. Chemical products
- v. Mechanical materials and Gas appliances
- vi. Paper and stationery
- vii. Furniture (wood and Metal articles)
- viii. Safety (Personal Protective Equipment)
- ix. Food and Food products
- x. Construction Materials
- xi. Medical Devices and Pharmaceuticals
- xii. Used products
- xiii. Fuel/Petroleum Products

## 3. SPECIAL REQUIREMENTS

ARE USED PRODUCTS SUBJECT TO THE PROGRAM?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
REQUIREMENTS TO ELECTRIC PLUGS	<ol style="list-style-type: none"> <li>1. Appliances with cord must be supplied with plugs compliant to BS 1363.</li> <li>2. Appliances with cord but with plugs not complying with BS 1363 can be provided with compliant to BS 1363-5 "Fused conversion plugs"</li> <li>3. Exceptions are made to appliances operating under current above 13A.</li> </ol>
LABELLING & SHELF LIFE REQUIREMENTS	<ul style="list-style-type: none"> <li>• All labeling of packaging of imports shall include English and /or Arabic.</li> <li>• All imports with a limited shelf life shall have more than seventy-five per cent (75%) shelf life for food items and 50% for non-food items from the date of expected landing in South Sudan.</li> <li>• Packaged goods (e.g. foodstuffs, pharmaceuticals, chemicals, cosmetics, and similar) shall indicate the batch numbers and dates of expiration and/or date of production.</li> <li>• Detailed actual description of the exported goods to include the name, type, size, model, make and/or shape, as applicable</li> </ul>
FLOOR VALUE	<ul style="list-style-type: none"> <li>• Consignment of FoB value less than USD 2000 are exempted from the program</li> </ul>

#### 4. FEES

##### Route A

Ad Valorem fee of 0.500% of the FOB Value of the goods imported  
 Minimum fee per shipment: USD 350 (three hundred and fifty US Dollars)

##### Route B

Ad Valorem fee of 0.450% of the FOB Value of the goods imported  
 Minimum fee per shipment: USD 300 (three hundred US Dollars)

##### Route C

An Ad Valorem fee of 0.400% of the FOB Value of the goods imported  
 Minimum fee per shipment: USD 275 (two hundred seventy-five US Dollars)

##### Product Registration fee:

Product/Line item(s)	Annual Registration fee in USD
First 15 products/line item(s)	375
Every additional product/line item above 15 product/line item(s)	20 per product/line item)

##### Coverage and conditions

The above fees are exclusive of Royalties, VAT and sales tax (the fees are net of tax).

All the above fees cover the documentary verification and the digital inspection of goods.

The quoted fees **do not include** the following activities which are to be quoted on case by case basis

- Re-inspection
- Sampling of bulk cargoes
- Sampling of containerized bulk shipments, sealing of containers
- Aborted inspection
- Laboratory Testing
- Manufacturer licensing

#### 5. SGS CONTACT LIST: available at SGS website

##### **SGS Kenya Ltd**

Victoria Towers, 2<sup>nd</sup> Floor  
Kilimanjaro Avenue, Upper Hill  
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00200 – City Square  
Nairobi  
Kenya

Phone: +254 709 633 461  
Mobile: +254 745 348 362

Generic email address: [pca.enquiries@sgs.com](mailto:pca.enquiries@sgs.com)

Email: [PCA.SouthSudan@sgs.com](mailto:PCA.SouthSudan@sgs.com)

*The information contained herein is for the purpose of facilitating pre-shipment inspection and does not relieve exporters or importers from their obligation in respect of compliance with the import regulations of the country of importation. Although every effort has been made to ensure the correctness of the information, as at the date of issuance of this data sheet, SGS does not accept any responsibility for errors or omissions and, furthermore, the information may subsequently be subject to change as may be announced by the Authorities in the country of importation. Consequently, exporters and importers are advised to check with SGS, prior to shipment of the goods, if there is any doubt concerning the issuance of a Clean Report of Findings or any other Certificate. For further information, or clarification, please contact the SGS GIS Administrative Office in the country of inspection of the goods.*