

Data Sheet for Exporters

SOUTH SUDAN NATIONAL BUREAU OF STANDARDS

For the attention of importers: This document is intended for exporters in order to explain how to comply with Republic of South Sudan Standards. It is the responsibility of importers to inform exporters of the existence of the present procedure. Verifications are executed at origin on seller or exporter's initiative; therefore, importers do not need to approach Baltic Control A/S

General Information

Pre-Shipment Inspection and supervision of imported regulated and exported products under Consignment Based Conformity Assessment (CBCA):

PROGRAM MANDATED BY:	South Sudan National Bureau of Standards SSNBS
STANDARDS:	EAC standards, SSNBS standards or the international standards recognized by the Republic of South Sudan
BASED ON THE LAWS:	Republic of South Sudanese law
STARTING DATE:	11 January 2017
APPOINTED COMPANIES:	Baltic Control A/S

1. Process of the program:

In order to clear their goods in Republic of South Sudan, importers need to have for every consignment a set of documents to present to customs, including a Certificate of Conformity issued by Baltic Control A/S. Including all quantity parameters with specific remarks and comments as detailed in point 5 of this Data Sheet.

2. Documentation verification

Exporter/seller should provide Baltic Control A/S with documents (pro-forma invoice, packing list, valid conformity documents such as test reports, quality certificates, analysis reports, and other relevant documents as needs may be).

Based on the documents received, Baltic Control A/S will verify the conformity of goods to the applicable standards and decide if testing is required. Testing is not required when valid conformity documents are presented to Baltic Control A/S.

3. Detailed information of the program:

Exporters must submit to Baltic Control A/S the following documents:

- Valid Conformity Documents, such as ISO 9001 certificate, technical specification, product datasheet and analysis reports issued by ISO 17025 approved laboratory (if available, if not Baltic Control A/S will arrange for the necessary tests to be performed).
- Commercial Invoice
- Packing List
- Filled RFC (Request for Certificate form)
- B/L or AWB (optionally)

Exporter must submit to Baltic Control A/S the following information, which will be part of the RFC (Request for Certificate) form that shall be filled in:

- Method of Shipment
- Quantity of goods
- Value of goods
- Country of manufacture
- Name and address of importer and exporter/seller
- Standard required for laboratory test – ISO or National Standard
- Goods Description (design/brand/model)
- Date goods available for inspection
- Place of inspection
- Contact details to place of inspection

4. Products subjected to the program – Regulated Products:

All products (new and used) are subject to the CoC, except for diplomatic cargo and cargo with value below 2000 USD.

5. Special requirements:

- I. All labeling of packaging of imports shall include English and/or Arabic language.

- II. In case of packaged pharmaceutical, chemicals, cosmetics, fertilizers, and similar goods subject to quality inspection the Baltic Control will check the batch numbers, dates of expiration & integrity of the packaging.
- III. All imports with a limited shelf life shall be subjected to quality inspection and the inspector shall ensure that such goods have more than seventy-five percent (except pharmaceuticals which shall have more than fifty percent of shelf life) from the date of expected landing in Republic of South Sudan. The shelf life will be ascertained on the basis of supplier's records and labelling indications.
- IV. Verification of imported Regulated Products shall be performed in accordance with the following process – to be agreed after required documentation is provided:
 - 1. Consignment inspection and testing**
Where no recognized test reports can be provided then samples shall be taken from the consignment and their compliance shall be verified against the essential requirements of the appropriate standards.
 - 2. Registration, Inspection and Random Testing**
Where a recognized test report is available then the Baltic Control will evaluate the test report provided by exporter/seller, perform consignment inspection and undertaken, at random intervals, testing to the essential requirements of the appropriate standards.
 - 3. Product Licensing**
Where a recognized test report is available and the product is manufactured under a recognized quality management system then the Baltic Control will evaluate the test report provided by exporter and undertaken, at random intervals, consignment inspection and testing to the essential requirements of the appropriate standards.
- V. Inspection of vehicles shall be performed to an agreed check list issued by the SSNBS.

STANDARDS

The standards to be used are EAC (East African Community) Standards. Products which are certified and carrying a certified product logo, issued by any of EAC countries National Bureaus are exempted of sampling and laboratory analysis. EAC countries National Bureaus are issuing a certified product logo after performing the sampling and laboratory analysis of these products. Certification process is repeated every quarter to make sure the quality of certified products shall remain as per the approved standards.

Baltic Control as approved inspection agency by the SSNBS has to verify the quantity, marking and packing of such certified products, while conducting verification procedures as per CoC contract with the SSNBS. However, suppliers of the certified products have to provide the valid permit of the certified products, which Baltic will verify from the issuing National Bureau to check the authenticity of the permit and if the permit will not be valid, full inspection / verification procedures will be followed including sampling and laboratory analysis as per CoC contract. Imports which are being made from outside of EAC must be performed as per usual procedures of CoC.

SSNBS priority is to establish its own Republic of South Sudanese Standards which will be followed during inspection. If EAC standards or SSNBS standards were not available, Regional Standards can be used, and where these are not available, then International Standards may be used.

In the absence of all standards then Baltic Control shall use its experience and technical expertise to make a judgment as regards the acceptability of the Regulated Products for the Republic of South Sudanese market. In case of dispute the client (being the importer or the exporter of the Regulated Products, hereinafter the Client) has the right to refer to regional the latest international standards.

Certificate of Conformity (CoC) issued by Baltic Control A/S will be delivered to SSNBS electronically upon issuance.

6. Fees paid by exporter

The fees to be paid by the Exporters or Importers to RSS prior to the issuance of CoC or Non CoC to Baltic Control A/S or any appointed representatives. No goods will be permitted into RSS unless a Certificate of Conformity issued by Baltic Control A/S or Baltic Control representative is evidencing that the fees have been paid is accompanying the goods at time of presentation to the Custom's authorities.

Table 1. Fees for Issuance of Certificate of Conformity or Non-Conformity Report in USD*

Declared value of the shipment **	Applicable fees	Minimum fees	Maximum fees
up to 80,000	650	650	650
80,001 to 200,000	650 + 0.4% (shipment value – 80,000)	650	1,130
200,001 to 1,000,000	970 + 0.3% (shipment value – 200,000)	970	3,370
More than 1,000,000	3,970 + 0.15% (shipment value – more than 1,000,000)	3,970	-

* Above mentioned fees are net of any duties and taxes

** "Declared value of the shipment" is the FOB value of the goods without Customs fees nor the insurance nor the freight charges

IMPORTANT!

1 commercial invoice (between exporter and importer) = 1 CoC

For exporters: the fees mentioned in table 1 do not include the following:

- Laboratory testing fees
- Forwarding of samples
- If required supervision of loading
- If required sealing of containers
- If goods not available at time of inspection arranged by exporter
- Courier costs
- Bank/currency transfer charges
- Re-inspection

! Please note that Baltic Control requires 5 days' notice prior to inspection, otherwise rush fee will apply.

7. Conditions:

- Costs of the inspections, sealing, analysis and/or certification are borne by the exporter/seller and are quoted at the time of nomination.
- All costs incurred for presenting the goods for inspection, such as unpacking, handling, repacking, are borne by the exporter/seller.
- If the goods do not conform to the requirements, fees for physical inspection, testing and Non-Conformity Report issuance remain due to Baltic Control A/S.
- This program is subject to the *Terms and Conditions* available at www.balticcontrol.com

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