



## INTRODUCTION

Mandatory standards in the Kingdom of Saudi Arabia (KSA) are applied equally to both imported and domestically produced products for the protection of health, safety, national security, public morals, the environment and prevention of deceptive practices. Procedures for assurance of conformity to the applicable Saudi standards are enforced by the Ministry of Commerce & Industry (MoCI) for imported products and by the Ministry of Municipalities, Ministry of Agriculture and the MoCI for domestic products.

In 1995, the MoCI introduced the Product Conformity Programme (PCP) which was a combined conformity assessment, inspection and certification scheme on the basis of which consignments of regulated products covered by this programme were allowed entry into the Kingdom, and cleared more quickly through Customs upon arrival.

In 2004, the MoCI issued a Decree 6386 which introduced significant changes to the programme the most important of which was increasing the scope of the regulated products to cover all consumer related products and mandating that all such products would require a Certificate of Conformity (CoC) as per **Appendix D** for entry into the Kingdom of Saudi Arabia.

The Programme focuses first and foremost on assuring the safety of consumers. Requirements relating to the Islamic Religion and National Security are also given priority. Compliance with the relevant Saudi standards, or approved equivalent alternatives (e.g. international and, exceptionally, national standards) results in the issue of a Certificate of Conformity prior to shipment.

## KEY FEATURES

The primary objective of applying the KSA Product Conformity Programme is to:

- Increase the overall compliance of imports to Saudi Standards.
- Ensure safety of consumers. Requirements relating to the Islamic Religion and National Security are also given priority.
- Minimize the risk of unsafe and sub-standard goods entering Saudi Arabia through the execution of conformity assessment activities in the country of export. This will help ensure that consumers are protected from unsafe and sub-standard goods.

## PROCEDURES OF PRODUCT COMPLIANCE

The essential elements of the Product Conformity Programme are:

- Products that are subject to certification in accordance with the MoCI Decree 6386 must demonstrate compliance with Saudi Arabian technical regulations i.e., Saudi or other approved international standards.
- PCP Certificate of Conformity must accompany each shipment of products that are subject to certification.

Methods of achieving these requirements vary, according to the nature of the product. These options are described in the following pages in detail:



## **A. COMPLIANCE VERIFICATION:**

This option is considered appropriate for infrequent exporters or suppliers to market. It involves the:

- Pre-supply inspection and pre-supply testing of products in a consignment identified and prepared for supply to the Saudi Arabia market.
- Physical inspection of the goods is carried out to verify all requirements that may be visually determined. These include, but are not confined to, safety marking, language requirements, instruction manuals, labelling, packaging, storage, accompanying certificates etc.
- Testing requirements may be satisfied by presentation of test data produced by an accredited laboratory.

## **B. REGISTRATION AND PRE-SUPPLY INSPECTION:**

This option is applicable for exporters who have frequent shipments of homogenous products. It involves a declaration and substantiation by the manufacturer or exporter that their products satisfy the essential Saudi Arabian requirements as a minimum. The Registration is carried out by the responsible Registration and Licensing Centre (RLC), which is listed in **Appendix B**.

- Registration provides information to allow an assessment to be made of the current level of compliance to declared standards
- Registration remains valid after the first year, subject to periodic review and assurance that no change in compliance status has occurred.
- On successful Registration, the client is issued with a Statement for Registration (SfR) as per **Appendix F**, lists all the client's products, which have been successfully registered.

## **C. TYPE APPROVAL LICENSING:**

This option is applicable for exporters who have high volumes and high frequency of shipments. To achieve Type Approval Licensing, products must demonstrate full compliance to Saudi Arabian requirements. Licensed products may be supplied with the minimum of intervention. In addition to full compliance, a major determining factor of compliance assurance maintenance is the evaluation and approval of the manufacturer's quality control system. The Licensing is carried out by the responsible Registration and Licensing Centre.

The Licensing process involves:

- Successful Type testing of the product
- Initial Factory Inspection - Surveillance involves initial factory inspection of all applicable manufacturing sites of the product to be licensed. In cases where the applicant is not the manufacturer of the product to be Type Approved, co-operation of the manufacturer must be obtained.
- Periodic Factory Surveillance - ISO Guide 28 requires that a Certifying Body must exercise surveillance of the factory/manufacturers licensed products to ensure continued compliance to the standard(s). The surveillance responsibilities are usually carried out by the Registration and Licensing Centre.
- Administer the periodic sample selection and testing of Licensed Products.



## SHIPMENT CERTIFICATION PROCEDURES

The following steps are involved in obtaining a Certificate of Conformity under each of the conditions described in the previous Section:

### ROUTE A. PRE-SUPPLY COMPLIANCE VERIFICATION NO REGISTRATION OR TYPE APPROVAL

- Exporter contacts the appropriate Country Office (CO) which is listed in **Appendix A**
- The exporter provides the CO with the requested product shipment details using the Request for Certification form (RFC) as per **Appendix C**
- Exporter advised of requirements and, if possible, arranges for provision of test data
- CO arranges laboratory testing, (if required) and pre supply inspection
- Test data submitted to CO or testing carried out. Test certificate submitted to CO
- Pre supply inspection carried out and report submitted to CO
- CO reviews test and inspection reports and, if satisfactory, issues CoC.

### ROUTE B. REGISTRATION AND PRE-SUPPLY INSPECTION - NO TYPE APPROVAL

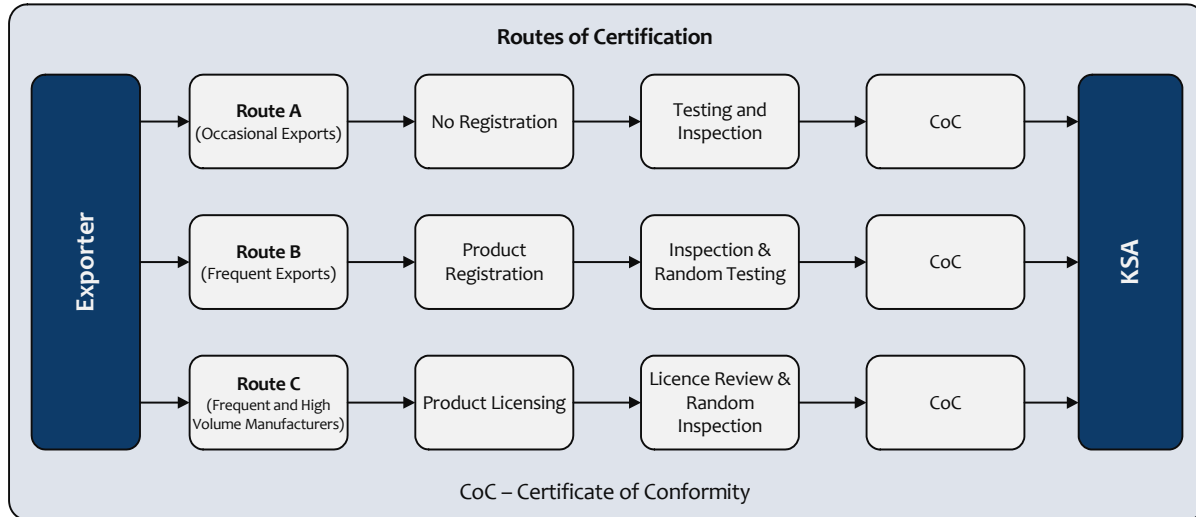
- Following Registration, exporter contacts CO and provides shipment details using RFC form, together with copy of Statement of Registration
- CO verifies Registration and proceeds to arrange inspection. In some cases, additional testing or provision of test data may be requested
- Pre supply inspection carried out and report submitted to CO
- CO reviews (or arranges review of) test data (if required) and inspection report and, if satisfactory, issue Certificate of Conformity as mentioned in **Appendix D**

### ROUTE C. TYPE APPROVAL MANUFACTURER

- For a manufacturer who is also the exporter, following Type Approval and receipt of Type Approval Licence, manufacturer produces CoC (or requests CO to issue CoC), submits shipment details together with copy of Type Approval Licence (and CoC) to CO.
- CO verifies Type Approval Licence details against shipment documentation.
- If satisfactory, CO assigns and notifies CoC Identification Number (or issues CoC) and manufacturer proceeds with shipment.
- If discrepancies or violations are found, CO withholds CoC, and notifies the manufacturer. An expedient investigation is carried out and appropriate action taken on the basis of the findings. Depending on the severity, frequency, and cause of the discrepancy, appropriate action may include suspension or withdrawal of the Type Approval Licence.



## FLOWCHART DEPICTING THE CERTIFICATION ROUTES



## PRODUCTS SUBJECT TO CERTIFICATION

In 2004, the MoCI issued a decree 6386 which introduced significant changes to the Programme the most important of which was increasing the scope of the regulated products to cover all consumer related products and mandating that all such products would require a Certificate of Conformity (CoC) for entry into the Kingdom of Saudi Arabia.

All consumer products shipped to the KSA are considered as subject to certification excluding the following listed products, which do not require the CoCs, but exporters are advised to verify with other KSA ministries for import regulations for their products.

Products Excluded from the Requirements of a CoC:

- Medical Products
- Food Products
- Products of the defence ministry such as arms and ammunitions
- Products that are subjected to Saudi Arabia's Sanitary and phytosanitary regulations
- Products imported or placed on the market as samples or for demonstration purposes, and not for resale in the local market
- Products as components of large industrial projects
- Products imported into KSA on a temporary basis

For further clarification of specific products covered under this Programme should be directed from the Country Offices or to the KSA Ministry of Commerce & Industry (MoCI).



## FEES

The party acquiring certification services is accountable for charges to the PCP, or other Programme related services, to the appropriate body issuing the CoC or performing conformity assessment and verification functions.

These fees cover the cost of inspection, evaluation, testing, and all other technical and administrative activities involved in the shipment certification, Registration, Type Approval and Licensing processes.

### 1. Registrations and Type Approval

Fees associated with product Registration and Type Approval are payable by the party submitting the application.

### 2. Shipment Certification

Pre supply inspection fees are calculated as a percentage based on the FOB value of the shipment. This percentage decreases as the FOB value increases. Additional testing or data evaluation fees may be applicable. Unless otherwise agreed in advance, fees are payable prior to the release of the Certificate of Conformity.

## CONTACT US

### INTERTEK GOVERNMENT SERVICES

Academy Place,  
1-9 Brook Street,  
Brentwood,  
Essex CM 14 5NQ,  
United Kingdom  
Tel: (44) 1 2772 2340  
Fax: (44) 1 2772 20296  
Email: [info.government@intertek.com](mailto:info.government@intertek.com)

### KSA PCP LIAISON OFFICE

Intertek International Ltd.  
P. O. Box 250878  
Riyadh 11391  
Kingdom of Saudi Arabia  
Tel: +966 1 465 8395/ 465 7298  
Fax: +966 1 464 0835  
E-mail: [info.export2saudi@intertek.com](mailto:info.export2saudi@intertek.com)  
Contact: Hatim Afaneh

## APPENDICES

Appendix A	Country Offices & Zones of Responsibility
Appendix B	Registration and Licensing Centre
Appendix C	Request For Certification (RFC)
Appendix D	Certificate of Conformity (CoC)
Appendix E	KSA PCP Fees
Appendix F	Statement for Registration (SfR)

The above Appendices are available at <http://www.export2saudi.com/resourcecentre/>