



## **EXPORTER AND IMPORTER GUIDELINES**

### **INTRODUCTION**

The Ugandan National Bureau of Standards (UNBS) has implemented a new product conformity assessment programme for the control of certain categories of imported consumer goods.

The new programme, to be known as Pre-Export Verification of Conformity (PVoC) to standards was implemented on 9<sup>th</sup> June 2010 but was later suspended on October 2010.

The PVoC programme has now been reinstated by UNBS and shall become effective from 3<sup>rd</sup> December 2012 for all regulated product shipments shipped on or after this date.

The objective of the PVoC is to ensure that all imports of regulated products comply with the approved Ugandan technical regulations, (i.e. Ugandan or other approved international standards), prior to shipment.

### **OBJECTIVES AND PRINCIPLES**

**The primary objective of applying the PVoC programme is to:**

- Ensure quality of products, health and safety, and environmental protection for Ugandans and this is reflected in the scope of the regulated products.
- Minimize the risk of unsafe and sub-standard goods entering Uganda 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, and that Ugandan manufacturers are not subjected to unfair competition.
- The guiding principle of the PVoC programme is based on Article 5 of Technical Barriers to Trade (TBT/WTO), which requires that technical requirements (i.e. Standards) applied to foreign products must also be applied to domestically manufactured products.

### **KEY FEATURES**

- Every consignment of imported goods, which contain regulated products, shall be accompanied by a Certificate of Conformity (CoC) issued by the PVoC Country Offices (offices operated and managed by authorized PVoC Contractors) prior to shipment.
- The PVoC Certificate is required to ensure smooth Customs clearance of shipments in Uganda.
- The PVoC certificate confirms that the products comply with relevant Ugandan technical regulations and/or approved standards.
- Regulated product shipments can be exported through three routes depending upon the type of exporter and frequency of shipments.
- The PVoC incorporates elements of conformity assessment; consignment inspection based on product risk assessment and product registration schemes to provide exporters and importers with maximum flexibility in demonstrating compliance with the approved technical regulations.
- The PVoC includes container sealing, this is necessary when there is a reasonable doubt about the integrity of the supply chain. For this purpose, non-tamper proof seals would be applied so that any attempt to break these seals or tamper with them would be easily evident from its condition and state of the seal.
- The Programme applies to all the countries except the East African Partner States namely, Kenya, Tanzania, Rwanda and Burundi.



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## ROUTE OF CERTIFICATION

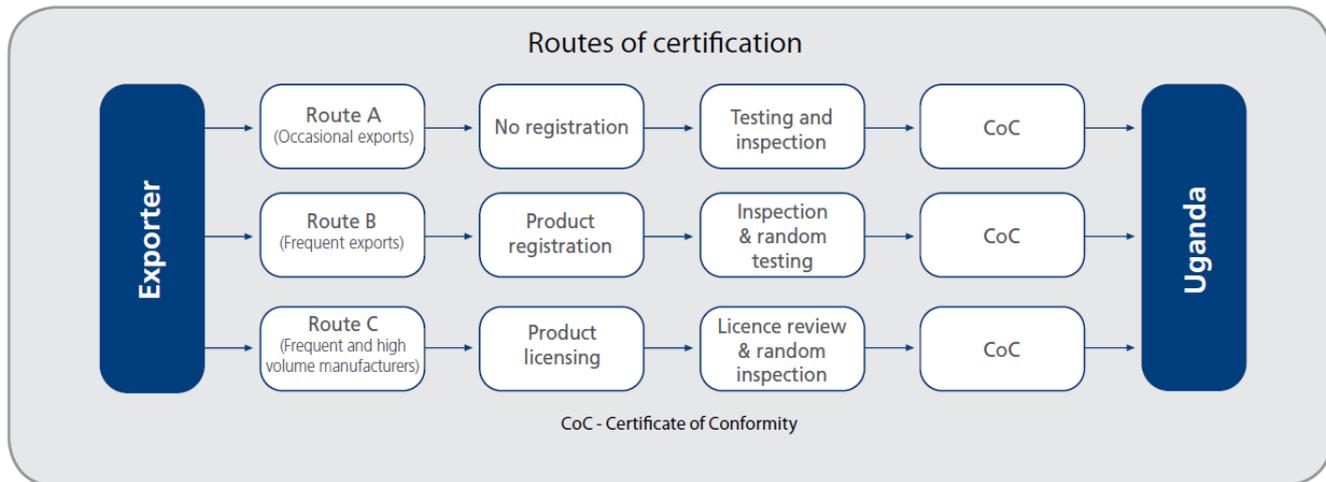


Figure 1- Flowchart Depicting the Certification Routes

**ROUTE A – CONSIGNMENT CERTIFICATION**

Under Route A, products to be shipped have to be both tested and physically inspected to demonstrate conformity to relevant standards, essential requirements or manufacturer's specification.

This route is open to all products being exported by either traders or manufacturers. This Route is open to any trade party.

**The certification process through Route A is as outlined below:**

- Submission of Request for Certification (RFC) by the Exporter
- Review of RFC/ Documentation submitted by Exporter to PVoC Contractor
- Consignment Inspection by the Appointed Inspector
- Consignment Testing
- Issuance of the Final Certification Document (Certification Decision/CoC) by the PVoC Contractor

**ROUTE B – PRODUCT REGISTRATION AND CERTIFICATION OF SHIPMENT**

Route B offers a fast track certification process for goods with reasonable and consistent levels of quality through Registration of such products by the PVoC Contractor.

Product Registration is recommended to exporters having frequent shipments of homogenous products.

**The process of Registration and certification is as follows:****A. Product Registration**

- Submission of Registration Application to PVoC Contractor by the Exporter
- Review of Registration Application submitted by Exporter to PVoC Contractor

**B. Registered Product Consignment Certification Process**

- Submission of Request for Certification (RFC)
- Consignment Inspection by the Appointed Inspector
- Random Consignment Testing
- Issuance of the Final Certification Document (Certification Decision/ CoC) by the PVoC Contractor



**UGANDA NATIONAL BUREAU OF STANDARDS**  
Pre-Export Verification of Conformity to Standards

Republic of Uganda



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**ROUTE C – PRODUCT LICENSING**

This route is open only to manufacturers who can demonstrate existence of a quality management system in their production/ manufacturing process. It involves auditing of such production processes and licensing of products manufactured thereof by authorized PVoC Contractor.

This route is recommended for manufactures that have high frequency/volumes of shipments.

**The Licensing process includes:**

**A. Product Licensing**

- Submission of Licensing Application to PVoC Contractor by the Exporter
- Review of Licensing Application submitted by Exporter to PVoC Contractor
- Type testing of product
- Periodic factory surveillance in line with ISO Guide 28

**B. Licensed Product Consignment Certification Process**

- Random consignment inspection by the Appointed Inspector
- No consignment testing
- Issuance of the Certificate of Conformity (CoC) by the PVoC Contractor

**CONFORMITY ASSESSMENT FEES (VERIFICATION FEES)**

Type of Certificate	Route	Ad valorem fee as a percentage of the declared FOB value	Minimum Fee (USD)	Maximum Fee (USD)
Shipment Certification (CoC)	A	0.500%	235.00	2,375.00
	B	0.45%	235.00	2,375.00
	C	0.25%	235.00	2,375.00

**Notes:**

1. The above-mentioned fees cover the documentary verification, inspection of goods and sealing of containers.
2. The above fees exclude laboratory testing, registration and licensing of products.
3. Shipments of FOB value up to USD 2,000 are not covered under the Uganda PVoC; such shipments will be inspected by UNBS on arrival at Ugandan Ports.

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**APPENDICES\***

<b>Appendix A</b>	Country Offices
<b>Appendix B</b>	Products Subject to Uganda – PVoC programme
<b>Appendix C</b>	Products Excluded, Prohibited and Restricted from Uganda – PVoC programme
<b>Appendix D</b>	Request For Product Certification (RFC)

\*These Appendices are available at <http://www.intertek.com/government/product-conformity/exports-to-uganda>