

GUIDELINES ON IMPORTS FOR THE TRADE



Uganda Pre-Export Verification of Conformity (UG-PVOC)



*This datasheet has been prepared specifically in respect of exports to Uganda and supplements our publication
"Pre-Conformity Assessment Programme: Guidelines for Exporters"*

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1. PRODUCT CONFORMITY ASSESSMENT

MANDATED BY	Uganda National Bureau of Standards (UNBS)
THE COUNTRY IS A MEMBER OF THE WTO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
STARTING DATE	Contract started: 09.06.2010 Contract suspended: 01.11.2010 Contract resumes: 01.06.2013 Contract renewed: 01.06.2016 Contract renewed: 01.06.2019
APPLICABLE REGULATION(S)	Pre-Export Verification of Conformity to Standards as per UNBS Act cap 327 and the Import Clearance Inspection Regulations.
APPOINTED PVoC COMPANY(IES)	<ul style="list-style-type: none"> • All the offices of SGS Société Générale de Surveillance SA. • The other two inspection agencies authorised by UNBS in addition to SGS
SELECTION OF PVoC COMPANIES	Importer's choice
SCOPE OF PVoC	Verification of conformity of subjected products (goods covered under The Schedule of Compulsory Uganda Standards) to Uganda Standards or other UNBS approved standards and technical regulations except goods manufactured in Kenya, Tanzania, Burundi, and Rwanda and certified by respective bureaus of standards. Ugandan standards take precedence over all other standards.
MINIMUM ORDER VALUE SUBJECT TO PVoC	USD 2,000
NON-COMPLIANCE	The importer will be subjected to a penalty equivalent to 15% of CIF and destination inspection will be carried out by UNBS.

2. INSPECTION REQUIREMENTS

INSPECTION PURPOSE	<ul style="list-style-type: none"> • Product identification to confirm that the goods to be shipped correspond to those declared. • Quantity verification • Verification that requirements not covered by supporting documentation (e.g. marking, labeling, packaging) are fulfilled • Sealing of all Route A, Route D, and on a case by case basis some Route B consignments
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<p>VERIFICATION PROCESS</p>	<p>Exporter submits to SGS the following documents</p> <ul style="list-style-type: none"> • Request for Certification • Declaration of product compliance • proforma invoice, purchase order, letter of credit, packing list, product specifications or datasheet, • Test reports (issued by accredited or recognized laboratory based on ISO/IEC 17025 standard) to SGS Affiliate in the country of export.
<p>ASSESSMENT METHOD</p>	<p>To obtain evidence that all the requirements in the applicable standards and technical requirements are met, goods must undergo one or a combination of the following verification activities:</p> <ul style="list-style-type: none"> • Physical inspection • Laboratory testing • Factory audits • Documentary verification <p>Four methods are proposed to the exporters to demonstrate the compliance of their products and to obtain a Certificate of Conformity:</p> <ul style="list-style-type: none"> • Route A for unregistered suppliers/products with ad-hoc shipments to Uganda. • Route B for Registered suppliers/products with regular goods or frequent shipments to Uganda. • Route C for Certified Products • Route D for consolidated/groupage cargo <p>After the verification process is completed and the results are satisfactory, the exporter will have to submit the Final Invoice for the issuance of the CoC.</p>
<p>TESTING</p>	<p>Test reports should be issued by an accredited or recognised laboratory based on ISO/IEC 17025 standard and the test methods used in the testing shall be as provided in the Uganda standards or relevant international standards. There are two options to evidence this:</p> <ul style="list-style-type: none"> • The test report should refer to the Uganda standard number or to an International standard number provided that the test methods in the International standard are identical to the test methods in the Uganda standard. • The test report includes the test methods used to perform the testing. <p>Validity of test reports:</p> <ul style="list-style-type: none"> • Test reports for electrical, electronics and ICT-related products shall not be older than 5 years from the date of issuance. However, for test reports older than 3 years from the date of issuance, SGS technical team will undertake a further confirmatory assessment to ensure the test reports are still valid. This may involve requesting some of the below information: <ul style="list-style-type: none"> - Declaration from the manufacturer stating that there has been no change in the manufacturing process, design, raw material, e.t.c. of the product. - A letter or email from the laboratory confirming the test report is still valid. - A valid test report of the raw materials used in the manufacture of the components of the product.

	<ul style="list-style-type: none"> - Inhouse safety and performance test confirming that there has been no change in the product / the production process. - Performing an audit at the manufacturer premises to confirm there has been no change in the manufacturing process of the product. • Test reports for food products shall not be older than 1 year from the date of issuance. • Test reports for cosmetic products and other product categories shall not be older than 2 years from the date of issuance.
LABELLING REQUIREMENTS	<ul style="list-style-type: none"> • All labeling of packaging of imports shall include English • All imports with a limited shelf life shall have more than seventy-five percent (75%) shelf life for food items and 50% for non-food items from the date of expected landing in Uganda • Packaged goods with shelf life (e.g. foodstuffs, pharmaceuticals, chemicals, cosmetics, and similar) shall indicate the batch numbers and dates of expiration and/or date of production.
OTHER SPECIAL REQUIREMENTS	<p>Other documents: When applicable and/or relevant, the following documents may also be requested:</p> <ol style="list-style-type: none"> a) Quality management system certificates (e.g. ISO 9001:2015). b) Factory records on tests performed by the manufacturer. c) Product's technical datasheets. d) Marks of safety and conformity issued to other markets

3. REPORTING REQUIREMENTS

DOCUMENTS REQUIRED TO ISSUE REPORT	<p>Documents required for CoC issuance.</p> <ol style="list-style-type: none"> a) Completed Request for Certification (RFC) b) Seller's declaration of product compliance c) Test Reports d) Inspection report e) Final Invoice
TYPE OF REPORT ISSUED	<ul style="list-style-type: none"> • Certificate of Conformity • Non-Conformity Report
REPORT PURPOSE	<p>A Certificate of Conformity (CoC) is issued to evidence the compliance of the shipments and is a Mandatory document required for every shipment: It Provides the Uganda National Bureau of Standards and Customs with proof that the goods being imported comply with the relevant standards and technical regulations.</p> <p>A Non-Conformity report (NCR) is issued if verification activities such as testing or inspection show discrepancies versus the verification criteria.</p> <p>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" will be issued.</p>

4. INSPECTION FEES

Fees are payable in advance by the exporter.

Fees are net of any tax present or future that may be applicable upon receipt of the order (Request of Certification). Fees are due regardless of whether after assessment of the goods the exporter or importer does not provide the information or documents necessary for the final issuance of the CoC, or for any reason does not proceed with the shipment of the goods. The fees structure is detailed below:

Route A

Ad Valorem fee of 0.500% of the FOB value of the goods imported
 Minimum fee per shipment: USD 235 (two hundred and thirty-five US Dollars)
 Maximum fee per shipment: USD 3000

Route B

Ad Valorem fee of 0.45% of the FOB value of the goods imported
 Minimum fee per shipment: USD 235 (two hundred and thirty-five US Dollars)
 Maximum fee per shipment: USD 3000

Route C

An Ad Valorem fee of 0.25% of the FOB value of the goods imported
 Minimum fee per shipment: USD 235 (two hundred and thirty-five US Dollars)
 Maximum fee per shipment: USD 3000

Route D

Ad Valorem fee of 0.5% of the FOB value of the goods imported
 Minimum fee per shipment: USD 235 (two hundred and thirty-five US Dollars)
 Maximum fee per shipment: USD 3000

Product registration

First 15 Products/line items USD375 (three hundred and seventy-five US Dollars)
 Every additional product/line item above 15 products/line items USD20 per product/line item

Coverage and conditions

The above fees cover the documentary verification and the physical inspection of goods.
 The above fees **do not include** laboratory testing, sealing of containers, registration, and Licensing of Products hence testing, sealing of containers, registration, and licensing are to be charged additionally to the above-mentioned fees
 Testing fees are charged on a case-by-case basis.
 The trade may be charged extra for re-inspection, should it prove necessary.

5. PRODUCTS SUBJECT TO PVoC

Goods subject to the Uganda PVoC program are those covered under '**The UNBS schedule of Compulsory Uganda Standards as of 30 June 2020**'.

Note:

For motor spare parts, the General Compulsory Uganda standard for pre-packaged products US1028:2013 does not apply. Therefore, all motor spare parts not covered by a product-specific compulsory Uganda standard are not subject to mandatory PVoC inspection.

6. GOODS SUBJECT TO MANDATORY SEALING

All consignments processed under Route A and Route D are subject to mandatory sealing.

Below Route B shipments are subject to mandatory sealing

No.	Product description	Country of Origin
1.	Electricals including extension cables, sockets, switches, bulbs (CFL, incandescent, fluorescent), juice blenders, electric irons, shaving machines, electric cables, generators, lead-acid batteries, and primary batteries	China, India, S.Africa, and UAE
2.	Solar panels, solar kits, and solar batteries	China, India, and UAE
3.	Cosmetics	China, India, S.Africa, UAE, and West Africa
4.	Farm implements including hoes, machetes, axes	China and UAE
5.	Toilet paper	China, India, and UAE
6.	Toothpaste	China, India, and UAE
7.	Reinforcement bars	China and UAE
8.	Baby diapers	China, Egypt, and UAE
9.	Sanitary towels	China, Egypt, and UAE
10.	Cement	China and UAE

Below consignments also require mandatory sealing:

- i. All consignments for importer **SCOPIO AFRICA**
- ii. All consignments of machetes and hoes for importer **DOOBA ENTERPRISES**
- iii. All consignments of machetes and hoes for importer **PANYAHULULU**

7. LISTING OF GOODS EXEMPTED FROM PVoC

- Prohibited Goods according to the East African Customs Management Act 2006 and the East African Standards Quality Assurance and Testing Act (SQMT) 2006 and any other Laws of the Community.
- Government project-specific goods
- Raw Materials which are brought in for the manufacturing process and not for sale.
- Diplomatic cargo
- Personal Effects
- Goods that are not covered by compulsory standards.
- Certified goods including those from the EAC Partner States.
- Industrial machinery and spare parts not for re-sale
- Classified Military and Police hardware and equipment

While the above categories of goods are exempt from PVoC, one requires a letter of exemption from UNBS at the point of clearance. This is obtained by putting in a formal request to UNBS seeking exemption from PVoC of the goods under the above-mentioned categories.

For government project-specific goods, the applicant should always ensure that they have a letter from the project awarding government organ confirming that there exists a quality assurance mechanism within the project that ensures that the products procured therein meet the requirements of the relevant standards.

8. PROHIBITED IMPORTS

- All goods the importation of which is, for the time being, is prohibited under this Act or by any written law for the time being in force in the partner state.
- Fishing nets of all kinds
- False money and counterfeit currency notes and coins and any money not being of the established standard in weight and fineness.
- Pornographic material in all kinds of media, indecent or obscene paintings, books, cards, lithographs or other engravings, and any other indecent or obscene articles.
- Matches in the manufacture of which white phosphorous has been employed.
- Any article made without proper authority with the Armorial Ensigns or Court of Arms of a partner state or having such Ensigns or Arms so closely resembling them as to be calculated to deceive.
- Distilled beverages containing essential oils or chemical products, which are injurious to health, including thijone, star arise, benzoic aldehyde, saclicyclic esters, hyssop, and absinthe. Provided that nothing in this paragraph contained shall apply to "Anise and Anisette" liquors containing not more than 0.1 per centum of oil of anise and distillates from either pimpinella anisum or the star arise allicium verum.
- Narcotic drugs under international control.
- Hazardous wastes and their disposal as provided for under the base conventions.
- All soaps and cosmetic products containing mercury.
- Used tyres for light commercial vehicles and passenger cars.
- Cold-twisted reinforcement steel bars (7214.20, 7215.90 or 7228.60)
- Galvanized plain and corrugated steel sheets and coils (7210.30, 7210.41, 7210.49, 7212.20 or 7212.30)
- Pre-painted metal coated steel sheets and coils (7210.70 or 7212.40)
- The following Agricultural and Industrial chemicals:
 - a. Agricultural Chemicals.
 - 2.4-T, Aldrin, Captafol, Chlordirneform, Chlorobexilate, DDT, Dieldrin, 1.2-Dibroacethanel, Flouroacelamide, HCH, Hiplanchlor, Monocrolophs (certain formulations), Methamidophos, Phospharmion, Methyl-parathion
 - b. Industrial Chemicals
 - Crocidolite, Polychlorominate biphenyls (PBB), Polychlorinted Biphenyls (PCB), Tris (2.3 dibromopropyl) phosphate, Methylbromide (to be phased out in accordance with the Montreal Protocol by 2007)
- Counterfeit goods of all kinds.

9. RESTRICTED IMPORTS

- All goods the importation of which is for the time being regulated under this act by any written law for the time being in force of the partner state.
- Postal franking machines except and in accordance with the terms of a written permit granted by a competent authority of the partner state.
- Traps capable of killing or capturing any game animal except and in accordance with the terms of a written permit granted by the partner state.
- Unwrought precious metal or precious stones.
- Arms and ammunitions specified under chapter 93 of the Customs Nomenclature.
- Ossein and bones treated with acid.
- Other bones and horns- cores, unworked defatted, simply prepared (but not cut to shape) degelatinized, powder and waste of these products.
- Ivory, elephant unworked or simply prepared but not cut to shape.
- Teeth, hippopotamus unworked or simply prepared but not cut to shape.
- Horns, rhinoceros, unworked or simply prepared but not cut to shape.
- Other ivory unworked or simply prepared but not cut to shape.
- Ivory powder and waste.
- Tortoise shell, whalebone and whalebone hair, horns, antlers, hooves, Nails, claws, and beaks unworked or simply prepared but not cut to shape powder and waste of these products.
- Coral and similar materials unworked or simply prepared but not otherwise worked shells of molasses, crustaceans or echinoderms and cattle-bone, unworked or simply prepared but not cut to shape powder and waste thereof.
- Natural sponges of animal origin.
- Spent (irradiated) fuel elements (cartridges) of nuclear reactors.
- Worked ivory and articles of ivory.
- Bone, tortoise, shell, horn, antlers, coral, mother of pearl, and other animal carves.
- Ozone-depleting substances under the Montreal Protocol (1987) and the Vienna Convention (1985).
- Genetically modified products.
- Non-indigenous species of fish or egg of progeny.
- Endangered species of World Flora and Fauna and their products under CITES March 1973 and amendments thereof.
- Commercial casings (second-hand tyres).
- All psychotropic drugs under international control.
- Historical artifacts.
- Goods specified under chapter 36 of the Customs Nomenclature (for example percussion caps, detonators, signaling flares).
- Parts of guns and ammunition, of base metals (Section XV of the Harmonised Commodity Description and Coding System), or similar goods of plastic under chapter 39 or Customs Nomenclature.
- Armoured fighting vehicles under heading No 8710 of the Customs Nomenclature.
- Used refrigerators, freezers, computers, and television sets.

- Telescope sights or other optical devices suitable for use with arms unless mounted on firearms or presented with the firearms on which they are designed to be mounted under Chapter 90 of the Customs Nomenclature.
- Bows, arrows, fencing foils, or toys under chapter 95 of the Customs Nomenclature. Collector's pieces or antiques of guns and ammunition under heading No 9705 Finance Act, 2006.
- Electricity meters; Mandatory PVoC inspection on all electricity meters is prohibited. Voluntary PVoC inspection can be carried out upon request from the client but Certificate of Conformity cannot be used for Customs clearance at destination. All electricity meters must be verified by UNBS before their installation /use hence destination inspection is done.

10. CONTACT INFORMATION

FOR ALL OTHER COUNTRIES AND IMPORTERS, PLEASE CONTACT OUR OFFICE IN UGANDA

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