

Originated by: NH

Approved by: MA

### 1. Purpose

<b>Country</b>	Kingdom of Saudi Arabia
<b>Mark:</b>	Certificate of Conformity (CoC)
<b>Revision date:</b>	08.10.2012

This document describes the procedure for preparation, submittal, evaluation, and issuance of Certificate of Conformity (CoC) for a shipment of products as defined in the scope for the certification program, based on safety test reports including Saudi national deviations.

TUV Rheinland group is eligible to issue CoC and all the steps including testing, Pre Shipment Inspection (PSI) and certification are handled within TUV Rheinland group.

### 2. Application

#### 2.1. Scope (Products Covered)

According to Ministerial Resolution No. 6386 (dated 8th August 2004), All consignments of imported goods should be accompanied by a Certificate of Conformity (CoC). Therefore the scope of CoC covers **ALL** the products and original CoC is required by Saudi port authorities for each shipment. Exceptions are food, medical products and military equipment which need special treatment.

#### 2.2. Type of Approval

Certificate of Conformity (CoC) for shipment. One CoC can cover several items included in the shipment.

### 3. Additional Instructions and References

#### 3.1. Why our customers need this mark

Current regulations in the Kingdom of Saudi Arabia require that all the imported products should comply with Saudi standards and regulatory framework. A Certificate of Conformity (CoC) is accepted as a proof of compliance and for release of the shipments of imported products. If a shipment arrives to any Saudi port without a CoC,

- The products will be tested by an approved local laboratory in the Kingdom of Saudi Arabia. If the products are found to be in compliance then the shipment will be released. If the products do not comply, the shipment will be rejected.
- If there is no approved laboratory in Saudi Arabia for a certain product category, then the shipment of such products will be rejected.

In any case, the Saudi authorities have the right to test products at random taken from shipment or from the market for verification and market surveillance purpose.

Therefore it is important to have a CoC for each shipment to avoid the problems of delays due to local testing in Saudi Arabia, additional cost of testing and to avoid the risk of a shipment being rejected.

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### 3.2. Technical country information

Rated voltage in the country is 127 / 220 V - 60 Hz. Both of the voltages are available in most of the buildings. The plug for 127 V is identical to US or Japanese plug. One plug type is of class I with 3 connectors; the other plug type is of class II with 2 connectors. The plug for 220 V is identical to British plug with 3 connectors. There is only one type of plug for 220 volts (3 pins), for both class I and class II appliances. Class II appliances with rated voltage of 220V can have the earth pin as a dummy pin without any internal connection. The plug will be tested together with the equipment under test.

- Local climate conditions- Equipment used outdoors shall be tested according to tropical climate conditions (45°C) and high humidity.
- Arabian marking requirements- Marking in Arabic or English is required. For some products marking in both languages is required.
- Additional marking information: Most of the equipment is required to have the year of manufacture and country of origin marked either on the product, packaging or in the documentation.
- Instruction manual – Required in both Arabic and English languages for consumer end products (not applicable to professional / industrial use products).
- Religious requirements- Any pictures, text or objects that are offensive to the Islamic religion should not be used.

### 3.3. Standards - Accreditation

Products need to comply with Saudi Arabian Standards Organization (SASO) standards or equivalent international (IEC/EN/ISO) standards. SASO has adopted a number of international / IEC standards and many new standards are being studied as drafts for adoption from IEC standards.

TUV Rheinland group is eligible to test products for Saudi requirements. If a client already has a valid safety test report according to international (IEC/EN) standards, normally no further testing is required to issue Saudi Arabia CoC. In such cases, applicable SASO standards are used to check for any special Saudi requirements not covered by international standards.

### 3.4. Additional Approval

In accordance with current Saudi regulations, a CoC is issued for a shipment. If the products will be shipped again, a new CoC for the shipment will have to be issued. However, in this case, the clients do not need to submit all the product documentation and test reports etc. Documents from the previous shipment CoC can be used for new CoC.

### 3.5. Lead-time

First time shipment of products: 5 working days

Repeat shipment: 3 working days

The above lead times are based on assumptions that a valid safety test report is provided, the products comply with requirements and all the required documents (please see below) have been submitted. The copy of the CoC can be delivered via fax or email immediately after certification. The original CoC can be sent by mail or courier (additional charges may apply) to the required

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address. The **original CoC is required** by the Saudi importer at the port of entry to the Kingdom to release the shipment.

### 3.6. Documentation required to begin

#### New Project (Products being shipped for first time)

- TUV Rheinland KSA Application form (to be provided by the local TUV Rheinland office).
- Safety test reports (if testing is not applicable, then product specifications should be submitted).
- Photo documentation and rating label (if not part of the safety test report).
- User's manual in English and Arabic. (English version is acceptable for starting the project, Arabic version can be provided later)
- Shipment invoice and packing list

#### Repeat shipment of products already shipped with TUV Rheinland CoC

- TUV Rheinland KSA Application form (to be provided by the local TUV Rheinland office)
- TUV Rheinland CoC number for previous shipment
- Shipment invoice and packing list

### 3.7. Samples

Samples are not required if a valid safety test report is provided.

### 3.8. Factory Inspection

Not required.

### 3.9. Marks

According to current regulations, no conformity mark is required.

## 4. Procedure

### 4.1. Certification Procedure

#### The Process

TUV Rheinland Group offers different options to conform to the requirements of the Conformity Program of Saudi Arabia. Each option involves a combination of documentary check, testing (if applicable) and shipment verification.

#### Documentary Check

The provided documents such as product description, marking and manuals will be checked for applicable standards. Based on existing specification, test reports and shipping details, the process and the schedule for the approval service will be decided.

#### Testing (if applicable)

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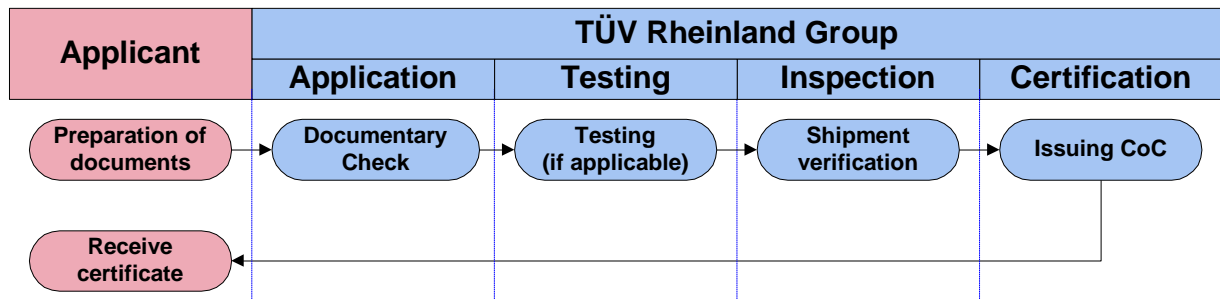
The testing of the products must be performed either at TUV Rheinland laboratories or other laboratories having an international or national accreditation. If a valid test report according to applicable international standards already exists for a certain product then a KSA deviation covering all the SASO requirements will be issued.

**Shipment verification**

Depending on products and requirements, a pre-shipment inspection (PSI) might be applicable. TUV Rheinland can arrange to perform the PSI either at the port of loading or at the manufacturer’s premises. The shipment is compared with the shipping invoice and the product documentation. Each chosen sample is checked for physical requirements, marking & labeling and user manual. The samples are compared with existing documentation.

**Certification**

Upon successful completion of testing (if applicable), pre-shipment inspection and receiving all required documents, TUV Rheinland will issue a CoC. The original CoC needs to be presented at Saudi port for release of the shipment.



**5. Attachments**

None