

GUIDELINES FOR THE TRADE



COTE D'IVOIRE Inspection and Verification of Conformity Program



This data sheet has been prepared specifically in respect of exports to Cote d'Ivoire

Date issued: **31/01/2018**

Last modification: **07/05/2018**

1. PRODUCTS CONFORMITY ASSESSMENT

PROGRAM NAME	Verification of Conformity Program
PROGRAM MANDATED BY	Ministère du Commerce de l'Artisanat et de la Promotion des PME (MCAPPME)
IMPLEMENTATION DATE	16/07/2018 (date of shipment) VOC Voluntary program is permitted till this date
PROGRAM OBJECTIVE	<ul style="list-style-type: none"> • To ensure the quality of products as well as the health, safety and environmental protection of Cote d'Ivoire consumers. • Protect the public against substandard products that can endanger public health, safety and the environment • Protect local manufacturers against unfair competition from imported products which do not comply to local Standards
SERVICES PROVIDERS	SGS and other companies
SCOPE OF THE PROGRAM	To assess that all regulated imported products do comply with approved National, Regional and International Standards and Cote d'Ivoire technical regulations. In case of lack of standard for any product, SGS will use IFIA Code of Practice for Conformity assessment
MINIMUM THRESHOLD SUBJECT TO VOC PROGRAM	greater than or equal to XOF 1'000'000.00
VERIFICATION PROCESS	<p>Exporter submits to SGS the following documents:</p> <ul style="list-style-type: none"> • Request for Certification (indicating the point of entry in Cote d'Ivoire) • PROFORMA Invoice • Quality Management System Certification • Conformity Documents (test reports, quality certificates, analysis reports, etc....) • Final invoice. <p>To obtain evidence that all requirements are met in the applicable standards or technical requirements, goods must undergo one or a combination of the following verification process:</p> <ul style="list-style-type: none"> • Physical inspection

	<ul style="list-style-type: none"> • Laboratory testing: Accepted laboratories are as follows: <ul style="list-style-type: none"> - SGS laboratories accredited to ISO/IEC 17025; - Third party ISO/IEC 17025 accredited laboratory operating as per the ILAC guidelines; Manufacturer's laboratory complying with following requirements: <ul style="list-style-type: none"> - To have recognized Quality Management System in place, such as ISO9001...etc. - Manufacturer provides to SGS a list of all its equipment and evidence of the last calibration records. The equipment suffices to perform the test required in the standard for the product. • Factory audit • Documentary verification <p>After verification process is completed and results are satisfactory, exporter will have to submit the Final Invoice for the issuance of the CoC.</p> <p><u>For Air-Freight, courier and shipments from nearby countries CoC is to be issued on PROFORMA Invoice basis.</u></p> <p>Note: If the process is initiated by the importer with the RFC, SGS Liaison Office in Cote d'Ivoire will transmit all the submitted documents to the corresponding Affiliate at the country of Supply for them to contact and coordinate the intervention with exporter and request for missing documents</p>
<p>ASSESMENT METHODE</p>	<p>Three methods are proposed to the exporters to demonstrate the compliance of their products and obtain a Certificate of Conformity (CoC)</p> <ul style="list-style-type: none"> • ROUTE A: applicable to any goods, sensitive goods and any trader • ROUTE B: Recommended for frequent exporter with homogeneous products • ROUTE C: For Certified products
<p>ACCREDITED LABORATORIES</p>	<ol style="list-style-type: none"> a. ISO 17025 accredited SGS Laboratories b. ISO 17025 accredited laboratory for the specific product. c. A laboratory of any of the approved IVCP Service providers. d. A manufacturer's laboratory complying with following requirements: <ul style="list-style-type: none"> • The manufacturer has a QMS in place such as ISO9001.... etc.; • Manufacturer provides to SGS a list of all its laboratory equipment and evidences of the last calibration record. The equipment suffices to perform the test required in the standard for the product.
<p>CERTIFICATE OF CONFORMITY (CoC)</p>	<ul style="list-style-type: none"> • A Certificate of Conformity (CoC) is the document issued to demonstrate the compliance of the shipment to the relevant approved standards. • This document is required for Customs clearance.

	<p>Goods arriving to Cote d'Ivoire without the corresponding CoC will not be allowed to enter to the country nor cleared and will be subject to a fine of 50% of the CIF value.</p> <p>It is the seller's responsibility to ensure that shipments to Cote d'Ivoire are inspected and Verification of Conformity Process is done and certification decision by SGS has been confirmed.</p>
NON-CONFORMITY REPORT (NCR)	<p>If the reports from the verification activities such as testing or inspection show discrepancies versus the standard requirements, 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" (NCR) will be issued. This implies that that goods are not allowed to be shipped into Cote d'Ivoire</p>
SHELF LIFE REQUIREMENTS	<p>All imports with a limited shelf life shall have more than fifty per cent (50%) shelf life from the date of expected landing in Cote d'Ivoire Products: Required to have at least 50% shelf life upon arrival in Cote d'Ivoire. (this is under review by MCAPPME)</p>
FEES	<p>Fees are payable in advance by the exporter. Fees are net of any tax and are payable upon reception of the Request of Certification (RFC).</p> <p>Fees are due regardless of whether after assessment of the goods of the exporter or importer does not provide the information or document necessary for the final issuance of the CoC, or for any other reasons does proceed to the shipment of the goods</p> <p>Fees structure detailed in section 3.</p>

2. LISTING OF NON-REGULATED PRODUCTS

Products listed below are excluded from the Inspection and Verification of Conformity program and do not require a Certificate of Conformity CoC:

- Gold and other precious metals
- Precious stones
- Explosives, weapons, ammunition and other war material intended for the national armed forces and to the police force
- Live animals
- Fresh Fish, vegetables and fruit
- Plants and floricultural products
- Impressed and developed cinematographic films
- Newspapers and periodicals, stamps items or tax, stamp paper, banknotes, check books, passports
- Personal effects and used household objects
- Used cars
- Postal Parcels
- Raw or partially refined oil
- Commercial samples
- Supplies to the diplomatic and consular missions or international organizations, imported for their own needs/use
- Imported goods and equipment for oil and mining operations
- Imports related to free regimes
- Raw products and traditional handicraft of community origin

Note: This list of products can be changed by the Ministry of trade when necessary

3. FEES STRUCTURE

Route A	<ul style="list-style-type: none"> Ad Valorem fee of 0.45% of the FOB Value of the goods imported Minimum fee per shipment XOF 197'000.00 or EUR 300.00 Maximum fee per shipment XOF 2'684'000.00 or EUR 4'092.00
Route B	<ul style="list-style-type: none"> Ad Valorem fee of 0.40% of the FOB Value of the goods imported Minimum fee per shipment XOF 187'150.00 or EUR 285.00 Maximum fee per shipment XOF 2'549'800.00 or EUR 3'887.00
Route C	<ul style="list-style-type: none"> Ad Valorem fee of 0.30% of the FOB Value of the goods imported Minimum fee per shipment XOF 167450.00 or EUR 255.00 Maximum fee per shipment XOF 2'281'400 or 3'478.00

Coverage and Conditions

The above fees cover the documentary verification and physical inspection of goods.

The above fees **do not include** the following activities:

- Testing: to be quoted on a case by case basis
- Containers sealing
- Product Registration
 - 375 EUR for first 15 Products/line items
 - 20 EUR for every additional product/ line item above 15 first products/line item
- Manufacturer Licensing
- Additional fees where goods or facilities are not ready or available at the time the supplier has advise and therefore an additional inspection visit is required

The SGS fee shall be calculated on the basis of the value of the invoice presented by the exporter or the importer. SGS will be entitled to its fees regardless of whether after its 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.

4. LISTING OF REGULATED PRODUCTS

All products to be exported to COTE D'IVOIRE (except the ones listed above in **Section 2**) are subject to the Verification of Conformity Program

5. LISTING OF SENSITIVES PRODUCTS

- Meat (all HS codes of chap 02)
- Frozen and deep freeze Fish (only HS codes 0302; 0303; 0304 of chap 03)
- Milk and Dairy products (all HS codes of chap 04)
- Rice (only HS code 1006 of chap 10)
- Flour (only HS codes 1101; 1102 of chap 11)
- Juice (only Hs code 2009 of chap 20)
- Drinks (all HS code of Chap 22)
- Salt for human consumption (only Hs code 25010091 of chap 25)
- Pharmaceutical products (all Hs codes of chap 30)
- Sheets metal (only HS codes 7409, 7506; 7606; 7905; 8004 of chap 74, 75,76,79, 80)
- Electrical equipment (HS codes 8535; 8536; 8537; 8538 of chap 85)

These products are sensitive go systematically under Route A for all shipments (no route B or C is allowed)

Note: This list of products can be changed by the Ministry of trade when necessary

6. LISTING OF PROHIBITED PRODUCTS

- Sugar
- Baking flour
- Analog TV stations and those non-compliant to standards' dissemination and compression
- ordinary plastic bags biodegradable or not

Note: This list of products can be changed by the Ministry of trade when necessary

7. CONTACT FOR INFORMATION

PLEASE CHECK SGS CONTACT LIST AVAILABLE IN OUR WEBSITE.

IMPORTERS MAY CONTACT OUR LIAISON OFFICE

For importers and other countries, please contact our office in Abidjan at:

SGS COTE D'IVOIRE SA
Km1, Boulevard de Marseille
Po Box: 01 BP 795 Abidjan
Abidjan – COTE D'IVOIRE
Tel: + 225 21 752263 / + 225 21752240 / + 225 21752211
Email : ci.gis@sgs.com

The information contained herein is for the purpose of facilitating pre-shipment inspection and does not relieve exporters or importers from their obligation in respect of compliance with the import regulations of the country of importation. Although every effort has been made to ensure the correctness of the information, as at the date of issuance of this data sheet, SGS does not accept any responsibility for errors or omissions and, furthermore, the information may subsequently be subject to change as may be announced by the Authorities in the country of importation. Consequently, exporters and importers are advised to check with SGS, prior to shipment of the goods, if there is any doubt concerning the issuance of a Clean Report of Findings or any other Certificate. For further information, or clarification, please contact the SGS GIS Administrative Office in the country of inspection of the goods.