



GUIDELINES FOR THE TRADE		
	<b>GABON</b> <b>Inspection and Verification of Conformity Program</b>	
<i>This data sheet has been prepared specifically in respect of exports to Gabon</i>		
Date issued : <b>04/02/2015</b>	Last modification : <b>28/03/2016</b>	

1. PRODUCTS CONFORMITY ASSESMENT	
<b>PROGRAM NAME</b>	The Gabonese Program of Conformity (PROGEC)
<b>PROGRAM MANDATED BY</b>	Agence Gabonaise de Normalisation (AGANOR)
<b>IMPLEMENTATION DATE</b>	20/02/2016 with three months of grace period ( 20/05/2016)
<b>PROGRAM OBJECTIVE</b>	<ul style="list-style-type: none"> <li>To ensure the quality of products as well as the health, safety and environmental protection of Gabonese consumers.</li> <li>Protect the public against substandard products that can endanger public health, safety and the environment</li> <li>Protect local manufacturers against unfair competition from imported products which do not comply to local Standards</li> </ul>
<b>SCOPE OF THE PROGRAM</b>	To assess that all regulated imported products do comply with approved International Standards and Gabon technical regulations.
<b>VERIFICATION PROCESS</b>	<p>Exporter submits to SGS the following documents:</p> <ul style="list-style-type: none"> <li>Request for Certification</li> <li>PROFORMA Invoice</li> <li>Quality Management System Certification</li> <li>Conformity Documents (test reports, quality certificates, analysis reports, etc...)</li> <li>Final invoice.</li> </ul> <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"> <li>Physical inspection</li> <li>Laboratory testing: Accepted laboratories are ISO/IEC 17025 Accredited laboratories</li> <li>Factory audit</li> <li>Documentary verification</li> </ul> <p>After verification process is completed and results are satisfactory, exporter will have to submit the <b>Final Invoice</b> for the issuance of the CoC</p>

<b>ASSESSMENT METHODE</b>	<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"> <li>• <b>ROUTE A:</b> applicable to any goods and any trader</li> <li>• <b>ROUTE B:</b> Recommended for frequent exporter with homogeneous products</li> <li>• <b>ROUTE C:</b> For Certified products</li> </ul>
<b>CERTIFICATE OF CONFORMITY ( CoC)</b>	<p>A <b>Certificate of Conformity (CoC)</b> is the document issued to evidence the compliance of the shipment to the relevant approved standards.</p> <ul style="list-style-type: none"> <li>• This document is required for Customs clearance.</li> </ul> <p>Goods arriving to Gabon without the corresponding CoC will be not allowed for clearance and will not be permitted to enter the country.</p> <p>It is the seller's responsibility to ensure that shipments to Gabon are done only upon Inspection and Verification of Conformity Process has been carried out and certification decision by SGS has been confirmed</p>
<b>NON CONFORMITY REPORT (NCR)</b>	<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 to Gabon</p>
<b>FEES</b>	<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><b>NB:</b> Fees structure detailed in <b>section 3</b>.</p>

## 2. LISTING OF REGULATED PRODUCTS

The following products are subject to the Program:

- Machines and appliances, electrical, electronic equipment and their parts (Chapters 84, 85 & 94)
- Civil engineering, products from chemical industry and construction (Chapters 28, 29, 31, 32, 35, 38, 39, 40, 44, 45, 46, 68, 69, 70, 72 to 83)
- Health, medical and surgical instruments and devices, personal care, cosmetics and toys (Chapters 33, 34, 90 & 95)

### 3. FEES STRUCTURE

<b>Route A</b>	<ul style="list-style-type: none"> <li>• Ad Valorem fee of <b>0.53%</b> of the FOB Value of the goods imported</li> <li>• Minimum fee per shipment <b>EUR 300</b> (three hundred Euros)</li> <li>• Maximum fee per shipment <b>EUR 7.000</b> (seven thousand Euros)</li> </ul>
<b>Route B</b>	<ul style="list-style-type: none"> <li>• Ad Valorem fee of <b>0.45%</b> of the FOB Value of the goods imported</li> <li>• Minimum fee per shipment <b>EUR 300</b> (three hundred Euros)</li> <li>• Maximum fee per shipment <b>EUR 7.000</b> (seven thousand Euros)</li> </ul>
<b>Route C</b>	<ul style="list-style-type: none"> <li>• Ad Valorem fee of <b>0.27%</b> of the FOB Value of the goods imported</li> <li>• Minimum fee per shipment <b>EUR 220</b> (two hundred and twenty Euros)</li> <li>• Maximum fee per shipment <b>EUR 7.000</b> (seven thousand Euros)</li> </ul>

#### Coverage and Conditions

The above fees cover the documentary verification and the physical inspections 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 advised 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. CONTACT FOR INFORMATION

**PLEASE CHECK SGS CONTACT LIST AVAILABLE IN OUR WEBSITE.**

**IMPORTERS MAY CONTACT OUR LIAISON OFFICE**

**For importers and others countries, please contact our office in Libreville:**

SGS Inspection Services Gabon S.A.  
 Boulevard Triomphal,  
 Galerie Tsika,  
 Block D, 2ème Etage Gauche.  
 Libreville – Gabon  
 Tel : + 241 01 77 09 63  
 Fax : + 241 01 77 09 86  
 Email : gis.gabon@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.*