

PRE-EXPORT VERIFICATION OF CONFORMITY (PVoC)

EXPORTER AND IMPORTER GUIDELINES REPUBLIC OF KENYA

OVERVIEW

Intertek has been appointed by the Kenya Bureau of Standards (KEBS) as one of the Agents to operate its Pre-Export Verification of Conformity (PVoC) to Standards Programme on its behalf, depending on the country of supply

The PVoC is a conformity assessment and verification procedure applied to specific Goods/ Products at the respective exporting countries, to ensure their compliance with the applicable Kenyan Technical Regulations and Mandatory Standards or approved equivalents.

All consignments subject to PVoC must be certified by a PVoC Agent authorized by KEBS, prior to its shipment. The PVoC certificate is a mandatory Customs Clearance document at Kenya Ports/Border. KEBS has approved the use of electronic copies of certificates for Customs clearance purposes.

The certificates are also uploaded at the Kenya National Single Window System (KESWS), managed by KENTRADE. Kenya Trade Network Agency (KENTRADE) is a state Agency under the National Treasury that is mandated to facilitate cross border trade and establish, manage and implement the National Electronic Single Window System (Kenya TradeNet System)

kentrade.go.ke

4 STEPS TO EXPORTING YOUR PRODUCT



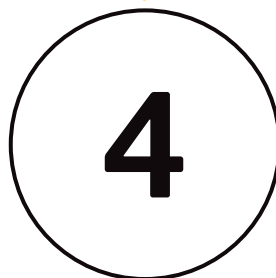
PRODUCT COMPLIANCE



ROUTES TO EXPORT



FEES



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PRODUCT COMPLIANCE



Products regulated under Kenya PVoC

The PVoC Regulated products include the following but are not limited to:

- Toys, Electrical and Electronics, Cosmetics, Chemicals and Hygiene Products, Tiles and Sanitary Ware, Food and Food Products, Textiles, Rubber, Leather and Plastic, Used Textiles and Footwear

The products shall comply with the Kenyan Essential Requirements, Technical Regulations and approved Standards prior to their export to Kenya.

Products exempted under Kenya PVoC

PVoC exempted products include the following but are not limited to:

- Goods certified by KEBS under the Diamond Mark certification Scheme, Printed Matter, New Vehicles, Express Courier Shipments.

Exporters are advised to verify in KEBS website for the updated list. However, these exempted products may need to comply with the other Kenyan regulatory requirements.

Import Prohibited and Restricted Products:

Exporters are advised to verify in KEBS and KRA websites for the complete and updated list of import prohibited and restricted products.

SPECIFIC PRODUCT REQUIREMENTS

High Risk products

The following High-Risk Products are identified to undergo mandatory Inspection and Testing:

- Sugar
- Cereal and pulses such as Rice, Wheat, Beans, Maize etc.
- Fertilizers
- Animal and fishery products
- Dairy products
- Used and second hand goods
- Galvanized plain and corrugated steel sheets
- Pre-painted metal coated steel sheets

Minimum Energy Performance (MEP) and Labelling Requirements

The below listed products must comply with the Minimum Energy Performance and labelling requirements in addition to the safety Standard requirements:

- Self-ballasted lamps
- Double capped fluorescent lamps
- Ballasts for fluorescent lamps
- Refrigerating appliances
- Non-ducted air conditioners
- Three-phase cage induction motors

For the latest list of products and updates for MEP and labelling requirements, contact your nearest Intertek Office.

Import Declaration Form (IDF) No.

The IDF (Import Declaration Form) is a Kenya Revenue Authority (KRA) document processed through the Kenya Electronic Single Window System (KESWS).

The Applicant should provide Intertek with the correct IDF number during PVoC Certification Process. IDF number may not be available for certain products such as medical devices and borderline medical products.

Unique Consignment Reference (UCR) No.

Unique Consignment Reference is included in the IDF document which is processed through the Kenya Electronic Single Window System (KESWS). The UCR number is a mandatory requirement under PVoC and this reference is reflected in the PVoC certificates.

Shelf life Requirements

- All Food products shall have more than seventy five percent (75%) shelf life from the date of expected arrival in Kenya.
- Non-food products with limited shelf life shall have more than fifty percent (50%) shelf life from the date of arrival in Kenya



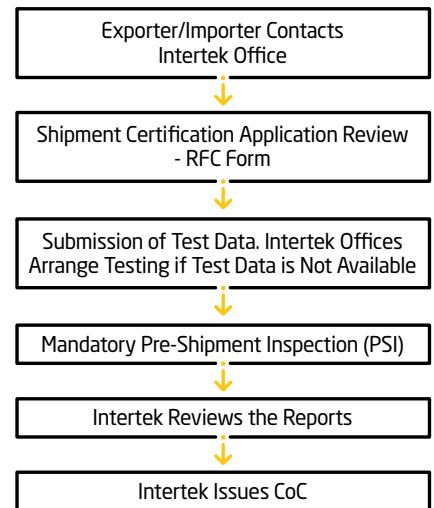


ROUTES TO EXPORT

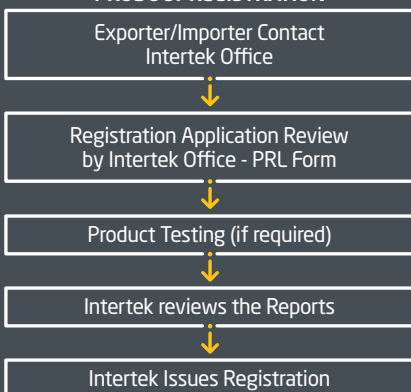
Unregistered/Unlicensed Status - Route A (For Occasional Exporters)

The Route A shipment certification process includes the following steps:

- Physical inspection of goods which includes verification of the product's essential markings and physical requirements as per approved Kenyan Standards and technical regulations.
- Testing according to the applicable product safety Standard or technical regulation by an accredited laboratory such as Intertek prior to their export to Kenya
- Issuance of CoC on successful evaluation of Test Report and physical inspection.



PRODUCT REGISTRATION

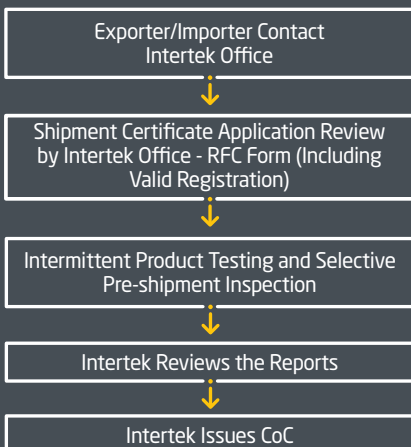


Registered Status - Route B (For Frequent Exporters)

Registration is issued to an Applicant under Route B and can be used for multiple shipments for a period of one year from its date of issue:

- Manufacturer / Exporter must demonstrate that their products comply with the Kenyan Essential Requirements, Technical Regulations and approved Standards
- An assessment to be made that products meet the level of compliance required before Registration is granted
- CoC will be issued on the basis of the valid Statement of Registration (SoR) and successful selective inspections of shipments

SHIPMENT CERTIFICATION



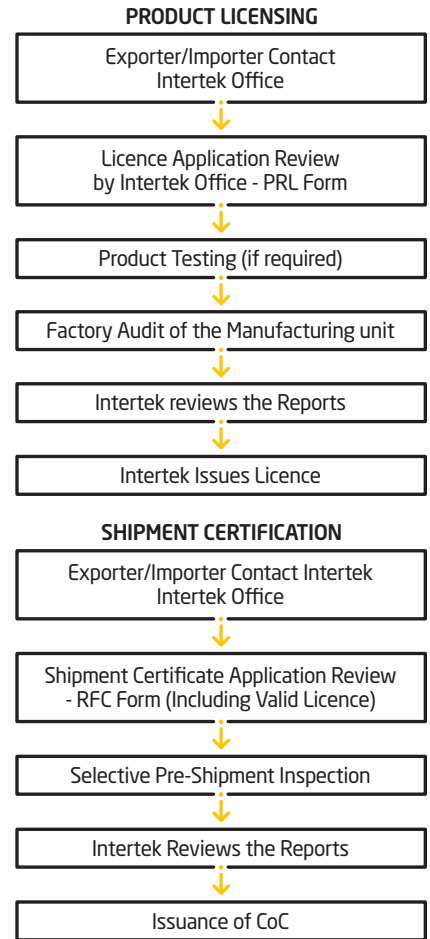
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Licensed Status - Route C (For High volume Exporters)

Licence is issued to Manufacturers under Route C and can be used for multiple shipments for a period of one year from its date of issue.

- Products must demonstrate full compliance with the Kenyan Essential Requirements, Technical Regulations and approved Standards
- Factory audit of all licensed product manufacturing sites to ensure compliance to Standard(s)
- CoC will be issued on the basis of the valid Licence and successful selective physical inspections (lesser intervention than Route B)

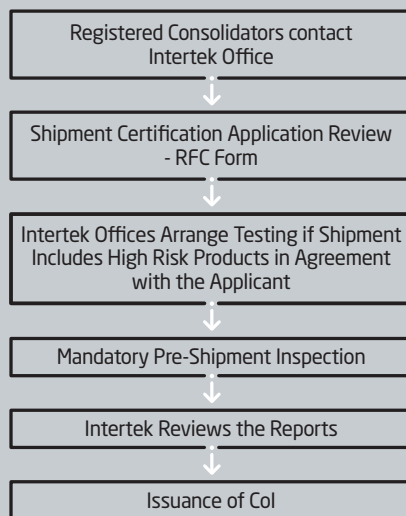


Consolidated Product Shipments - Route D

(For Consolidators registered with KEBS)

Intertek offers services in the evaluation of consolidated shipments according to the requirements mandated by KEBS. The evaluation process includes the following:

- The shipment will be subject to mandatory physical inspection. However, if the shipment includes High Risk products, then such products will be subject to Conformity Verification.
- Issuance of Certificate of Inspection (Col) on successful physical inspection and evaluation of Test Reports (if applicable).
- Consolidated shipments arriving at Kenyan Ports / Borders will be scrutinized by KEBS which includes verification of Col data and testing of high risk products if the conformity verification of the product has not been performed in the Country of Supply.



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FEES FOR PVoC

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The party applying for conformity assessment and certification services is responsible for the payment of fees to Intertek.



Shipment Certification - The Fees for Pre Shipment inspection are as stipulated and published by KEBS. The Fee guidelines are as tabulated below.

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)
CoC	A	0.60%	265	2700
	B	0.55%	265	2700
	C	0.35%	265	2700
CoI	D	0.75%	265	2700

Notes

1. The above mentioned Fees cover the documentary verification, inspection of goods and container sealing (where applicable).
2. The above Fees exclude laboratory testing, registration and licensing of products.

Registration and Licensing – The Fees include evaluation, testing and auditing services. These fees are subject to type of product being Registered and Licensed. Applicants need to contact local Intertek Offices to obtain the quote.


FOR MORE INFORMATION

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CONTACT



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Key:

CSC Customer Service Centre
FOB Free on Board
PVoC Pre Shipment Verification of Conformity
PSI Pre-Shipment Inspection
RFC Request for Certification
RLC Registration and Licensing

SoR Statement of Registration
KEBS Kenya Bureau of Standards
CoC Certificate of Conformity
CoI Certificate of Inspection
PRL Request for Product Certificate, Registration, Licence