

Guidelines for Exporters

Introduction

Intertek have signed a 3 year contract with the Ministry of Foreign Economic Relations (MinFER), State Customs Committee and UZstandart (the State Standards Organisation) for Preshipment Inspection and Conformity Certification Services. The contract is in accordance with Uzbek legislation and allows for the previous programmes to be consolidated in one scheme.

The scope of the Intertek programme includes contract appraisal, pre-shipment inspection and conformity assessment. These Guidelines have been prepared to help exporters to comply with the regulations that apply in respect to the pre-shipment inspection and conformity assessment programmes set in place by the MinFER. The regulations themselves will always take precedence over the information contained in these guidelines.

Overview of Services Provided

Contract Appraisal

Prior to contract registration, the Importer must submit a Request Letter for Inspection Services (RLS) and other supporting documentation e.g. a copy of the contract, a FOB price for each line item of the contract, freight, insurance, other expenses, total contract value, country of origin/supply, exporters contact details (specifying contact person, telephone, email details) etc. to Intertek Tashkent. UzIntertek reviews the contract and supporting documentation and then transfers the information to the Issuing Office (IO) responsible for the inspection. The IO then performs a documentary pricing review. Providing the preliminary price review is acceptable, a Pricing Document (PD) will be issued to the Importer and may be used to obtain the Registration of the Contract at the MinFER in 2 days.

Quality, Quantity Inspection, Customs Coding and Valuation

The Importer must submit a proforma invoice (PFI) issued by the Exporter to UzIntertek at least two weeks before shipment that importation is due to proceed. They in turn will send the Inspection Order Form (IOF) to the IO within 24 hours and this office. The IO will then contact the Exporter via a Request for Information (RFI) letter. A response to this letter will be required before any necessary inspection can be scheduled.

The IO will need at least three working days notice but Exporters are encouraged to provide as much additional notice as possible. The IO may conduct a further review of the prices and customs tariff codes if required.

Conformity Assessment

In order for a Clean Report of Findings to be issued, the Exporter must provide documentation demonstrating that each shipment line item conforms to an Uzbek or internationally recognized standard e.g. ISO, ASTM, DIN, IEC or GOST. If an Exporter is unable to provide such documentation, a Report of Findings may still be issued providing that the pre-shipment inspection requirements have been met.

Conformity Certification would still be need to be performed at a later stage by the Importer in Uzbekistan.

Frequently Asked Questions

What are the benefits of pre-shipment inspection?

This service reduces the time necessary to obtain approval of contracts at the Ministry of Foreign Economic Relations to 2 days and assures that the goods shipped are of the quality and quantity agreed under the contract as well as facilitating customs clearance.

Are all goods subject to pre-shipment inspection?

While all goods may be submitted for pre-shipment inspection to facilitate contract registration and customs clearance, the list of goods subject to mandatory PSI is contained overleaf.

Should I pack my goods prior to inspection?

Goods should be presented along with the packaging to be used. Where packaging must be opened, the inspector will observe the re-packaging.

Where goods are shipped FCL the goods are to be presented at the time and place of loading in order that the Inspector may perform inspection, take photographs, witness stuffing and perform sealing. The Exporter or Exporter's Agent will be required to countersign the Inspector's report acknowledging the result.

What is Customs Classification?

All goods can be classified under a tariff code that it used to determine the rate of duty payable on the goods at importation. Intertek will determine the correct tariff code based upon the tariff codes as advised by the Republic of Uzbekistan. The assessment of the tariff code will be based upon review of documentation and results from the physical inspection of the goods.

What is Customs Valuation?

The customs valuation or price verification undertaken by Intertek seeks to determine whether the price being charged by the Seller, as declared to us in the proforma invoice, corresponds within reasonable limits with export prices generally prevailing in the country of supply. Where the Exporter does not present freight and insurance charges to the IO, Intertek will assess values for customs valuation purposes only.

The reference date for customs valuation/ price verification will be the date of the order or proforma invoice.

Where our customs valuation/ price verification indicates that your prices are significantly below the reasonable limit for the export prices prevailing in the country of supply, you will be contacted and given an opportunity to comment. Our assessment of the export market price will only be amended if you can provide us with written information enabling us to change our opinion.

Price data and all related information supplied to Intertek is held in the strictest confidence.

What documents do you require from me?

- (1) A clean final invoice, with the following information:
 - Invoice number and date of issuance
 - Names of the Importer and Exporter, as per the proforma invoice (and Letter of Credit, if applicable).
 - Detailed quantity and description of goods;
 - All unit prices and extensions;
 - Total price and applicable incoterms (e.g. FOB, CFR etc.)
 - The gross and net weights of the consignment.
 - Any shipping marks
 - Container and shippers seal number(s) for cargo exported by LCL/FCL (*ie Groupage Cargo*). This information is very important as it needs to be stipulated on the IDR.

Note: Final invoices which show a price adjustment arising from fluctuating exchange rates cannot be accepted unless expressly allowed for under the terms and conditions of the proforma invoice.

It is your best interest and the interests of your Importer that you submit your final documents at the earliest possible opportunity.

What documents do I need to submit if I want to demonstrate product conformity?

There are two ways that this can be accomplished:

a) Prior certification by Uzgosstandart

The Exporter provides the IO with a valid Uzgosstandart Certificate of Conformity for the applicable products. This will be accepted as fully satisfying the Conformity Certification requirement. No further test reports or supporting documentation will be required.

b) Compliance with relevant international standards

The Exporter provides documentation demonstrating that each shipment line item conforms to an internationally recognized standard.

In the case of a manufactured product this will consist of:

- (i) A test report from an Uzgosstandart accredited laboratory demonstrating that the product meets the relevant international standard e.g. ISO, ASTM, DIN, IEC or GOST.

In the case of food and agricultural products, this is likely to consist of:

- (i) For fresh/frozen meat or dairy products, a Health Certificate and/or Veterinary report stating:
 - Date of slaughtering (and freezing) if applicable
 - Weight
 - The product is free from infectious diseases
 - The product is fit for human and animal consumption (as applicable)
 - The product meets any particular specifications laid out in the contract between Importer and Exporter.
- (ii) For other Agri products: An independent analysis report confirming that the product meets the specifications laid out in the contract between Exporter and Importer
- (iii) Radioactivity Certificates confirming acceptable radioactivity levels for milk, milk products, edible oils, vegetables and seeds when destined for human consumption.

What Certificates will be issued?

The Importer will receive one of the following:

- (i) **CRF (Clean Report of Findings)**-will be issued when all PSI and Conformity Assessment requirements have been met.
- (ii) **RF (Report of Findings)**- will be issued when only PSI requirements have been met.
- (iii) **NNRF (Non-Negotiable Report of Findings)**- will be issued if the consignment fails to meet the PSI requirements.

The Exporter will receive a certified final invoice dispatched by normal postal service. A courier service can be provided but the cost will be for the Exporter's account.

Guidelines for Exporters

Prohibited Imports

- Any media deemed to be detrimental to the State and public system, in violation of territorial integrity, political independence and state sovereignty, advocating war, terrorism, violence, xenophobia and religious intolerance, racism in all forms (anti-semitism and fascism) as well as pornographic materials are prohibited from importation into Uzbekistan.
- Exporters are strongly advised to check prevailing laws as the above is intended as a guide only.

Timescales for Inspection

Arrangement of inspection from receipt of Exporters response to the RFI letter	Within 3 working days
Issuance of Certified Invoice following completion of inspection and receipt of correct final documentation from the Exporter	Within 3 working days

Goods subject to mandatory PSI

Short Description of the Goods	HS Codes
Meat and all meat products	0201-0210
Milk products	0401-0402; 0404-0406
Oil seeds and fruits	1201 00
Alcohol and non-alcohol beverages	2203 00; 2204; 2207; 2208;
Tobacco products	2402 20; 2402 90 000
Equipment and mechanical devices	8402-8406+; 8415; 8418-8419; 8422; 8438-8448; 8450-8453; 8457-8466; 8471; 8472+; 8477-8479+
Electrical machinery and equipment	8502; 8504; 8517; 8525-8527; 8535-8537

Inspection Fees

The fees for PSI are payable by the Exporter per inspection. The applicable fee rate is 0.8% of the total FOB value of the contract subject to a minimum of US\$350 per inspection.

Final Notes for Exporters

If the information in these Guidelines does not provide an answer to questions that arise in relation to a specific order, please contact your nearest Intertek Office where trained Intertek personnel will be happy to assist.

Intertek is a founder member of the International Federation of Inspection Agencies (IFIA) and the Intertek programme for Uzbekistan is carried out in conformity with the IFIA code of practice.

Intertek also carries out its work in accordance with the WTO agreement on Preshipment Inspection.

Despite every effort being made by Intertek to facilitate the progress of all orders which require an inspection, an Exporter may occasionally experience a problem. Intertek has an Internal Appeals Procedure as required by Article 2.21 of the Agreement on Preshipment Inspection of the Uruguay round of WTO/ GATT.

Exporters / Importers wishing to communicate with Intertek by electronic mail should take note of the following important message: *Email is subject to the possibility of delays and of transmission failure. Systems designed to inform senders of transmission failure are themselves subject to the possibility of delay and may fail altogether. It follows that you should not assume that email transmission have been received in good order unless you are advised by Intertek that this is the case.*

All work is performed in accordance with Intertek's Terms and Conditions, a copy of which is available from your nearest office or at our website www.intertek-fts.com.

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Contracts handled by Intertek

Intertek operates inspection programmes for numerous countries. These include:

- Bangladesh Pre-shipment Inspection Programme
- Ecuador Pre-shipment Inspection Programme
- Iran Pre-shipment Inspection Programme, Bulk Commodity Programme, Valuation Programme, Verification of Conformity
- Kenya Pre-Export Verification of Conformity to Standards Programme (PVoC)
- Kuwait International Conformity Certification Program (ICCP)
- Mexico Pre-shipment Inspection Programme, Certificate of Origin Programme, Price Valuation Programme
- Mozambique Pre-shipment Inspection Programme
- Nigeria Conformity Assessment Programme (SONCAP)
- Saudi Arabia International Conformity Certification Program (ICCP)
- Sierra Leone Pre-shipment Inspection Programme