

GUIDELINES FOR THE TRADE		
	Haiti Product Verification of Conformity (PVC) Program	
<i>This data sheet has been prepared specifically in respect of exports to Haiti</i>		
Date issued : 20/09/2020	Last modification: 28/09/2020	

1. PRODUCTS CONFORMITY ASSESSMENT	
PROGRAM NAME	Product Verification of Conformity (PVC) Program
PROGRAM MANDATED BY	Ministry of Economy and Finance
IMPLEMENTATION DATE	22nd September 2020
PROGRAM OBJECTIVE	<ul style="list-style-type: none"> To ensure the quality of products as well as the health, safety and environmental protection of Haiti 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 To facilitate verification of value by Haiti Customs
SCOPE OF THE PROGRAM	<ul style="list-style-type: none"> Verification of conformity of subjected products (as listed in this document) to Haitian Standards or other approved international standards and technical regulations. Provision of independent opinions on the value of the goods All imports of products subject to Product Verification of Conformity (PVC) must be accompanied by a Certificate of Conformity (CoC) and by a Valuation Report (VR) issued by SGS.
VERIFICATION PROCESS	<p><u>Product Verification of Conformity:</u></p> <p>Inspection Order: The exporter or their agent or logistic provider submits the request of certification with all documents listed below using the Export Portal at https://exporter-portal.sgs.com:</p> <ul style="list-style-type: none"> Request for Certification PROFORMA Invoice Quality Management System Certification Conformity Documents (test reports, quality certificates, analysis reports, etc...)

	<p>Verification: 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 • Laboratory testing: Accepted laboratories are ISO/IEC 17025 Accredited laboratories • Factory audit • Documentary verification • After verification process is completed and results are satisfactory, exporter will have to submit the Final Invoice for the issuance of the CoC <p>Certification: The successful review of the various reports and other supporting documents lead to the issuance of a Certificate of Conformity to evidence the compliance of the shipment. If discrepancies are identified, feedback is given to the exporter as well as guidance for implementing the necessary corrections to achieve compliance.</p> <p>Verification of Value</p> <p>Inspection Order: please see above.</p> <p>Verification: SGS will contact the exporter to clarify any valuation issue and/or request any additional documentation that may be required.</p> <p>Evaluation: Review by SGS of the documents submitted by the Exporter and verification of completeness; risk assessment and verification of the various elements of the transaction to establish an opinion on the value of the goods</p> <p>Reporting: Review of the various reports and other supporting documents leads to the issuance of Valuation Report (VR). VR issuance is subject to availability of final shipping documents (please refer to section “Documents” below)</p>
<p>ASSESMENT METHOD</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 and any trader • ROUTE B: Recommended for frequent exporter with homogeneous products • ROUTE C: For Certified products <p>For goods with FOB value less than USD 10,000.00 (Ten Thousand US Dollars), SGS will only carry out a documentary review and will accept manufacturers ' test reports for parameters defined by the applicable Standards as essential or critical</p>

<p>CERTIFICATE OF CONFORMITY (CoC)</p>	<p>A Certificate of Conformity (CoC) is the document issued by SGS as evidence to the compliance of the shipment to the relevant Haiti and/or International standards.</p> <p>This document is required for Customs clearance in Haiti</p>
<p>VALUATION REPORT (VR)</p>	<p>A Valuation Report (VR) is the document issued by SGS to give an opinion on the value of the transaction. It is required for every shipment</p> <p>This document is required for Customs clearance in Haiti</p>
<p>NON-CONFORMITY REPORT (NCR)</p>	<p>If the verification activities (testing or inspection,) in the Product Verification of Conformity show discrepancies versus the verification criteria, the exporter will be informed and shall be given the opportunity to take the necessary corrective actions;</p> <p>If such corrective actions are not or cannot be satisfied, a Non Conformity Report (NCR) will be issued.</p>
<p>FEES</p>	<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>NB: Fees structure detailed in section 4.</p>

2. LISTING OF REGULATED PRODUCTS

All products are subject to the program except for the goods listed under point 3.

3. EXEMPTIONS

- Personal and household effects
- Gemstones and Precious metals
- Art objects
- Explosives and pyrotechnic articles
- Ammunition, weapons and warfare instruments
- Live animals
- Newspapers and periodicals
- Mail parcels and commercial samples
- Donations offered by foreign governments or international bodies to the Haitian Administration, foundations, charitable organizations and recognized humanitarian organizations.
- Donations and supplies to diplomatic and consular missions, organizations dependent on the United Nations imported for their own purposes
- Fuel
- Temporary import and suspension of duties and taxes to process them in Haiti and subsequently re-exported (inward processing). This is the case with goods destined for free zones and subcontracting plants or import products that are free from duties because they have been temporarily exported for working or repair abroad (outward processing). These products must be reported and reported as part of this category of goods upon arrival and departure for reconciliation purposes.
- Products imported under the temporary import regime This scheme provides for goods suspended from duties and taxes for a specified period and re-exported to the state after a certain use. This is the case, for example, of equipment imported by a company as part of the work to be performed on behalf of the Haitian State. These products must be declared and identified at the time of their export.
- International transit, an economic and suspensive customs regime that permits goods imported into Haiti to travel through the Haitian Customs territory to another country and, as a result, suspend customs duties and taxes.

Note: If imported products, under the suspensive regimes described above, are released for consumption in Haiti, after express approval of the chief executive of the General Customs Administration (AGD), the goods will be subject to control in Haiti upon payment of the SGS fee. In this case, all expenses related to the conduct of laboratory tests shall be borne by the importer

4. FEES STRUCTURE

For imports of Values lower than USD 10,000.00 (Ten Thousand US Dollars)

FOB Value/ all routes	Percentage of FOB value declared	USD Fixed Fee
Less than USD 2,999	Not applicable	USD 150
Between USD 3,000 and 4,999	Not applicable	USD 300
Ranging from USD 5000 to 9,999	Not applicable	USD 650

For imports of Values equal or greater than USD 10,000.00 (Ten Thousand US Dollars)

	Percentage of FOB value declared	Minimum fee in US dollars (US\$)	Maximum fee in USD dollars (US\$)
A	0.90%	USD 750	USD 7,000
B	0.85%	USD 700	USD 7,000
C	0.80%	USD 650	USD 7,000

Fee for the Valuation Report: USD50.00 per transaction



Coverage and Conditions

The above fees cover the documentary verification and the digital 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
- 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
- Additional fees where the exporter requires on-site inspection instead of digital inspection

The SGS fee shall be calculated based on 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.

***Coc remains mandatory for regulated goods**

5. CONTACT FOR INFORMATION

PLEASE CHECK SGS CONTACT LIST AVAILABLE IN OUR WEBSITE.

IMPORTERS MAY CONTACT OUR LIAISON OFFICE

For importers, please contact our office in Port-au-Prince:

SGS Haiti Bureau de Liaison
116, av. Jean-Paul II, Turgeau,

Phone: +509 2816 0103

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/ export 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.