

---

## **NAQEL Express | Import & Export Guide**

Kingdom of Saudi Arabia

---

<b>Terminology.....</b>	<b>3</b>
<b>Import.....</b>	<b>4</b>
<b>Goods prohibited from importation .....</b>	<b>4</b>
<b>Restricted goods for import.....</b>	<b>9</b>
<b>Controlled Goods.....</b>	<b>14</b>
<b>Import requirements for clearance.....</b>	<b>16</b>
<b>For Commercial Establishments.....</b>	<b>16</b>
<b>For Private .....</b>	<b>17</b>
<b>Courier commercial shipments .....</b>	<b>17</b>
<b>Courier private individual shipments .....</b>	<b>18</b>
<b>EXPORT .....</b>	<b>19</b>
<b>Goods prohibited from exportation.....</b>	<b>19</b>
<b>Goods which their exportation restricted.....</b>	<b>20</b>
<b>Export requirements for clearance .....</b>	<b>20</b>
<b>For Commercial Establishments.....</b>	<b>20</b>
<b>For Private .....</b>	<b>20</b>
<b>Re-export.....</b>	<b>20</b>
<b>Certification Types &amp; Descriptions .....</b>	<b>21</b>
<b>MOI - Ministry of Information .....</b>	<b>21</b>
<b>Ministry of Commerce and Investment .....</b>	<b>21</b>
<b>Communication and Information Technology Commission .....</b>	<b>21</b>
<b>SFDA- Saudi Food &amp; Drugs Authority .....</b>	<b>22</b>
<b>SASO- Saudi Arabian Standards Organization.....</b>	<b>22</b>
<b>Links.....</b>	<b>23</b>
<b>Process procedure .....</b>	<b>24</b>

## Terminology

**Manifest:** Consolidated information for the batch.

**Master airway bill (MAWB):** airline waybill.

**House waybill (HAWB):** waybill from the shipper to the final consignee.

NAQEL service charges: transportation fee + COD charges (if applicable) + customs clearance fee (if applicable).

**COD:** Cash on Delivery. The amount that NAQEL has to collect from the customer upon delivery.

**COD =** Declared value + NAQEL service charges + customs duty + VAT.

**Declared value:** the value of the goods as it appears in the commercial invoice and in the manifest.

**Declared value (CIF Value) =** Goods value + international shipping cost & insurance.

**Note:** if the Domestic COD charges and domestic delivery Charges and Duty & VAT are not splitted in the commercial invoice, it will be considered as a part of declared Value and it will be subjected to Duty & VAT collection. Correct value without COD charges and domestic delivery Charges and Duty & VAT must be in the manifest.

**Customs Duty:** the amount that needs to be paid to Customs for goods entering the country.

**Customs Authority Administration fees:** The amount to be paid to customs for customs formalities.

**VAT:** Value Added Tax

**NAQEL Customs Clearance fees:** The amount levied by NAQEL for activities needed to be completed to clear commercial shipments and high value shipments for individual shipments. (Depending on a contract with customer)

**EDI:** Electronic Data Interface.

## Import

### Goods prohibited from importation

Prohibited goods are those goods of a nature or kind which are by virtue of any law for the time being in force in the country absolutely prohibited from being imported or exported. Prohibited goods normally carry with them a series of penalties if you are caught importing or exporting such items.

- Swine and its meat, fat, hair, blood and offal, and all that is extracted from it.
- Dogs; except dogs for hunting, guarding or for guiding the blind with certificates from the competent authorities in the exporting country authenticated by the Saudi embassy indicating that the dog to be entered is a dog for guarding, hunting or for guiding the blind. In addition, it shall be presented to the veterinary quarantine.
- Frog meat.
- Narcotic drugs of all kinds, forms and names in addition to the snuff, tumbak and cola nut (Cola acuminata) "Goro".
- All foodstuffs made of animal blood.
- Wines and intoxicants of all kinds including what contains alcoholic substances at any intoxicating ratio, as well as wine distillation appliances and materials which are not used except in its distillation.
- The Holy Quran in commercial quantities.
- Blank invoices addressed in the name of foreign companies abroad.
- Advertising materials for cigarettes of all kinds.
- The cross or any commodity with pictures, inscriptions, drawings, recitations or phrases including books, prospectuses and other publications, films and tapes which are contrary to the Islamic faith and morals or the publications regulation.
- Empty packings coming from abroad for their refilling domestically with origin indication affixed on them.
- Dummies which are not in compliance with the Sharia provisions and general morals and imported for sale in commercial quantities.
- Tools, machines and devices for gambling of all kinds.
- Used and retreaded tires.
- Christmas trees.

- Weapons and military equipment of all kinds, parts, and ammunitions thereof exclusive of those for competent government sectors.
- Night vision binoculars, binocular night vision cameras and telescopic sights for fitting to arms.
- Explosive and radioactive substances, firecrackers, gunpowder salt of all kinds and potassium chlorates except with an official permit.
- Sex Toys
- Fireworks of all kinds.
- Medicaments not bearing a label or accompanied by a leaflet showing their composition and quantity of each component according to the regulation for practicing the profession of pharmacology and trade in medicines and medical preparations.
- Goods on which is drawn the government emblem in the form of two crossed swords with a palm tree with long stem and leaves in the space above and between the blades properly represented.
- Nutmeg fruit; seeds and powder thereof. Permission to import it is confined to its powder mixed with other spices within the limits of permissible ratio which does not exceed 20%.
- Bonds and coupons for sacrificial animals (Adahiy and Hady), ransom (Fidyah) and charity (Sadaqah).
- Cameras which strip the body of dresses in a naked form.
- Massage devices presented in a manner violating morals.
- Small cars and motorcycles for children which their height from their wheel axis does not exceed 50 cm, and equipped with petrol, gas or any combustible substance-powered engine as well as battery-powered if its speed exceeds 10 km/hour.
- Unlocking devices used in opening doors and cars.
- Annoying horns.
- Disguise masks.
- Empty bags imported separately bearing marks or data about foodstuffs or cement or their companies' trademarks. What is imported for domestic companies is excluded.
- Transparent women' cloaks even if is for personal use.
- Special forms of knives designed for aggressive purposes such as being with two blades or with handle.
- Entertainment devices, which contain hysterical laughter.

- Sodium carbonates (soda ash).
- Pens in syringe form.
- Goods bearing flags of foreign countries in a big prominent form.
- Preparations which cause irritation to the organs of the body.
- Specimen of Prophet Mohammed's (peace be upon him) stamp.
- Wild animal hides.
- Wireless video transmitters (video booster)
- Suitcases containing radio, cassette recorder and alarm devices.
- Greeting cards containing a small musical device that runs automatically upon moving the card.
- Vehicle antennas similar to antennas of policemen' cars and wireless televisions.
- Counterfeit money.
- Potassium bromate which is used as a maturing agent in baking bread.
- Vehicles with two exhaust pipes, 450 Horse Power and ordinary transmission.
- Devices fixed behind the driver to alert him in case he sleeps.
- Eagle emblem.
- Devices, which change the voice.
- Laser spectacles with perforations.
- Illuminated footwear in which mercury is used.
- Games in the form of human hand, which some drivers display prominently in their vehicles.
- Electronic mihrab.
- Kaaba Musharafa model.
- Six-pointed star.
- Old newspapers.
- Vehicles with steering wheel on the right side.
- Antique guns.
- Laser pens.
- Hidden cameras, cameras in watches.
- Drowns.
- Smart Watches
- walkie talkie
- Weapons
- Spy camera
- Portable laser pointers, in form of pens, medals, .etc.
- Metal detector

- Of kind used on motor cars (including station wagons and racing cars) HS Code 401211000000
- Of a kind used on buses or lorries. HS code 401212000000.
- Of a kind used on buses aircraft. HS code 401213000000
- Worn clothing and other worn articles.
- Containing asbestos.
- Of crocidolite
- Compressed asbestos fiber jointing, in sheets or rolls
- Other games, operated by coins, banknotes, bank cards, tokens or by other means of payments, other than bowling alley equipment.
- Poppy Seeds, not kibbled
- Poppy Seeds, kibbled.
- Poppy.
- Hemp Seeds, for sowing.
- Hemp Seeds, kibbled.
- 121130000000 Coca leaf
- 121140000000 Poppy straw
- 121190200000 Black poppy
- 121190600000 Cannabis sativa
- 130211000000 Opium
- 130219100000 Hashish
- 150110000000 Lard
- 150120000000 Other pig fat
- 150300110000 Of pig
- 150300210000 Of pig
- 150300910000 Of pig
- 160241000000 Hams and cuts thereof
- 160242000000 Shoulders and cuts thereof
- 160249000000 Other, including mixtures
- 160290300000 Preparations of animal blood
- 170490800000 White Chocolate containing alcohol
- 180631100000 Containing alcohol
- 180632100000 Containing alcohol
- 200820100000 Containing added spirit
- 200830100000 Containing added spirit
- 200840100000 Containing added spirit
- 200850100000 Containing added spirit
- 200860100000 Containing added spirit
- 200870100000 Containing added spirit
- 200880100000 Containing added spirit
- 200893100000 "Containing added spirit

- 200897100000 Containing added spirit
- 200899100000 Containing added spirit
- 220300000001 Beer, of malt extracts
- 220300000002 Beer, Heineken
- 220300000003 Beer, Budweiser
- 220410000000 Sparkling wine
- 220421000000 In containers holding 2 l or less
- 220422000000 In containers holding more than 2 l but not more than 10 l".
- 220430000000 Other grape must
- 220510000000 In containers holding 2 l or less
- 220600000001 Mixtures of beverages, fermented
- 220600000002 Mixtures of beverages fermented, with nonalcoholic beverages, not elsewhere specified or included.
- 220720900000 Other
- 220820000000 Spirits obtained by distilling grape wine or grape marc
- 220830000001 Black Label
- 220830000002 Red Label
- 220830000003 Chivas
- 220830000004 Vodka
- 220830000005 Dry Gin
- 220840000000 Rum and other spirits obtained by distilling fermented sugar-cance products
- 220850000000 Gin and Geneva
- 220860000000 Vodka
- 220870000000 Liqueurs and cordials
- 220890900001 Articles of other spirituous beverages
- 220890909999 Other
- 230700100000 Wine lees
- 240399200000 Chopped or pressed tobacco for chewing
- 240399210000 Chewable and sniffing preparation(Sahmmah, Suwaikah) containing tobacco
- 252410000000 Crocidolite
- 252490000001 Crude asbestos
- 252490000002 Curde asbestos [amiant]
- 252490009999 Others
- 282990210000 Potassium bromates
- 293971100000 Cocaine
- 360410100000 For children

**Note:** Import prohibited goods is subjected to penalties defined by Customs Authority. and it is under the responsibility of customer to pay it.



## Restricted goods for import

Restricted goods are those items that can only be imported or exported where authority of a license has been granted by the comptroller of customs and excise or another relevant Government authority. Examples of restricted goods include prescription medications, wildlife and items of cultural significance. If items found to be imported or exported without the relevant authority the individual may be subject to prosecution, fine and seizure of the restricted goods.

The following substances are subject to examination by the agricultural and veterinary quarantine at the Ministry of Agriculture and Water according to the Council of Ministers' resolution No. 50 dated 17/10/1989:

### (A) Animal Products / Consignments: (restricted by NAQEL as well)

- Edible live animals of all kinds.
- Wild predatory live animals.
- Ornamental birds of all kinds.
- Live poultry, rabbits and chicks of all kinds.
- Ornamental fish of all kinds.
- Eggs for hatching.
- Semen.
- Veterinary vaccines.
- Veterinary medicaments (the veterinary medicaments shall be released by the competent committee formed for this purpose by the Ministry of Health according to the Royal Decree No. M/18 on 26/02/1978 and its implementation rules. The representative of the Ministry of Agriculture and Water participates in this committee membership.
- Animal feed concentrates and vitamins and mineral salts thereof; their analysis and examination shall include hormones if any.
- Hides, skins, hair, fur skins and wool of animal origin not subject to any processing.

## **(B) Agricultural Consignments:**

- Palm parcels.
  - Saplings.
  - Ornamental plants.
  - Fresh fruits, vegetables and dates, perishable items. (restricted by NAQEL as well)
  - Seeds.
  - Cereals and substances used as animal feed such as barley, corn, millet, soya bean, hay, Rhodes grass and oilcake of all kinds.
  - Organic fertilizers and peat moss.
  - All agricultural pesticides and chemical fertilizers; dry and liquid.
- 
- All other products shall be released by the Ministry of Commerce represented in the Quality Control Laboratories such as foodstuffs (meat, fish, canned food, iron, aluminum, etc.).
  - All wild animals except with an approval by the Saudi Wildlife Authority as per letter identifying their types, numbers and species. (restricted by NAQEL as well)
  - Edible eggs shall bear the seal of the producing country. But, eggs imported for hatching, a certificate from the agricultural quarantine shall be presented stating that it is imported for hatching. (restricted by NAQEL as well)
  - Wheat and flour except through the Grain Silos and Flour Mills organization.
  - The conditions pertaining to tobacco and articles thereof shall be observed (such as the need to comply with the specifications and bear warning phrases, tar proportion, manufacturing date and the necessity to display warning pictures on the cigarette packets). (restricted by NAQEL as well)
  - Any type of medicament or medical preparation shall not be released for trading or for hospitals unless for whoever holds a license from the Saudi Food & Drug Authority (SFDA). The release requires producing an independent certificate or a note on the invoices by SFDA indicating expressly that the products meet the right conditions. The exemption of alcohol and radioactive isotopes from the customs duties provided for in chapters (22, 28) requires producing a certificate from SFDA proving that they are intended for medical purposes. The exemption of the medicaments provided in chapter (30) from the customs duties requires that the product shall be included in the heading and explanatory notes thereof and chapter (30) notes.

- Chemical substances of all kinds including explosives, firecrackers, gunpowder salt of all kinds and potassium chlorates shall not be released unless after obtaining a prior permission from the competent authority. Imports in the name of competent government agencies are excluded. (restricted by NAQEL as well)
- All publications imported whether readable, audible, visual or handwritten shall not be released unless with an approval by the Ministry of Information.
- Importation of unused postage of current issue in the Kingdom shall be made by the competent government agency.
- For the importation of worn clothing, it is required to be accompanied by a disinfection certificate from abroad; otherwise, it shall be presented to the quarantine.
- Distillation devices shall not be released unless by an approval by the Ministry of Health or any of its branches with regard to medical and scientific purposes. But those pertaining to companies of maintenance, technical services and general contracting shall be released by the Ministry of Commerce and Investment.
- Electrical appliances indicated in the lists reported to the Customs as well as the goods which their release requires their conformity with the standard specifications shall not be released unless after presenting this certificate for goods imported for trading purpose.
- Wireless devices of all kinds, whatever their range, shall require a prior permit except those imported for government agencies and corporations; they shall be released according to a letter from the competent minister specifying their types, quantities and the purpose of their importation.
- Hunting arms, white arms and firearms intended for firing live ammunition such as signal pistols and other arms such as air, gas or spring guns and pistols or others, as well as fireworks of all kinds, toy rifles to train boys on target-shooting, pistols with disturbing noise and similar types used for hunting, investment, sporting and entertainment purposes require a prior approval by the competent authorities.
- Military ranks, clothing and insignia except with an approval by the competent authorities.
- Vehicles bearing plates or inscriptions indicating that they belong to a military security agency, except with an approval by the competent authorities.
- Used vehicles spare parts.
- Used garments.
- Detection devices for gold, jewelry and the like, except with an approval by the competent authorities.

- Detection devices for counterfeit currency except with approval by the competent authorities.
- Plastics signs resembling traffic signs which are mounted on vehicles, except with an approval by the competent authorities.
- Fire extinguishing powder containers and fire alarm devices.
- Safety devices.
- Mail processing machines.
- Antiques.
- Horses.
- Vehicles ornament resembling military ranks.
- Clichés imported to national companies and establishments.
- Aircraft operated by remote control.
- Fishing boats.
- Machines and tools for manufacturing, repairing and copying keys, except with a license from the Public Security.
- Ozone depleting substances (Presidency of Meteorology and Environment).
- Endangered animals (Saudi Wildlife Authority).
- Television receiver cards (Ministry of Information).
- Gas cylinders shall be presented to the Saudi Standards, Metrology and Quality Organization).

### **Food, Supplements, Cosmetics (Import for personal Use):**

#### **Imported Food/Supplements Restrictions:**

- Maximum of 5 different products. Cannot exceed 3 of the same product with A per – shipment.

#### **Cosmetic/Non-food/Supplements Restrictions:**

- Limitation of 20 cosmetics/non-food supplements products per order.

With maximum weight of 14.5kg.

**Note:** Any pharmaceutical products will require SFDA approval. Regardless the quantity.

## Electronics Quantity for Personal Use Regulation

s/n	Product descriptions	HS Customs Commodity Code	Allowed max quantity	Terms of Use
1	Electric water pumps	841318900000 841370000000 841370000001 841381200000 841381000000	1	General
2	Mobile/cell phone	851712000001 851712000002 851712009999	2	General
3	Mobile chargers	835669200001	2	General
4	Car mobile charger	850440110000	2	General
5	Electronic devices charger	850440900000	2	General
6	Cell phone battery	850750000000 850760000000	2	General
7	Power bank battery	850760000000 850780000000	2	General
8	Laptop or tablet	847130000002 847130000003 850440110000	2	General
9	Smart watch	851762900002 851762900005	2	General
10	Smart band	910811000000 910212000000 902970900000	2	General
11	Tv and display screens	852840000000 852800000000 852842000000 852870000000 852871100000	1	General
12	Dishwasher	842210000000 842211000000	1	Personal home use only
13	Wireless headphones	851830000000 851830900000 851830900003	2	General
14	Laptop charger	850440120000 850440110000	2	General

## Controlled Goods

Controlled goods are items that requires proper authorization (advance notification, license or certificate approval). From Competent Authorities before they may be imported to the country.

Hereby is covered a Range of Commodities/Items that requires Authorization/Certification from Specific Government Ministries to be Imported into the Kingdom else requires a Certificate of Conformity from the shipper

Commodity/ Item Description	Authorization Ministry	Required Certification(s)
Human & Veterinary Medicines	SFDA (Saudi Food & Drugs Authority)	-
Cosmetics & Perfumes	SFDA (Saudi Food & Drugs Authority)	-
Wireless Telecommunication Equipment's	CITC (Communications and Information Technology Commission)	-
Wired & wireless modems devices	CITC (Communications and Information Technology Commission)	-
Mobile SIM cards, ATM cards, Satellite TV and other smart cards	CITC (Communications and Information Technology Commission)	-
Devices for the transmission or reception of voice, images or other data (e.g. Satellite Receivers)	CITC (Communications and Information Technology Commission)	-
Electric devices ( e.g. Air conditioning, Refrigerator, LCD monitors, etc.)	-	SASO* + IECEE*
clothes	-	SASO
Vehicles spare parts	-	SASO
Electric cables	-	SASO
Massage devices	-	SASO
Lubricating oils	-	SASO

Pumps	-	SASO
Laptops	-	SASO + IECEE
Cameras	MOI (Ministry Of Interior) only for CCTV	SASO
Drones	MOI (Ministry Of Interior)	-
Swords & Bows (not for decoration)	MOI (Ministry Of Interior)	-
Weapons and Ammo	MOI (Ministry Of Interior)	-
Single telescope	MOI (Ministry Of Interior)	-
Gelatin and its derivatives	MOI (Ministry Of Interior)	-
Ink Products	MCI (Ministry of Commerce & Investment)	-
Toner	MCI (Ministry of Commerce & Investment)	-
Chemicals	MCI (Ministry of Commerce & Investment)	-
Reagents & Diagnostics	MCI (Ministry of Commerce & Investment)	-
Books	Ministry of Media	-
Computer games	Ministry of Media	-
Compact Disc – Music / Data Files	Ministry of Media	-
DVD's	Ministry of Media	-
Magazines	Ministry of Media	-
Photographic Media	Ministry of Media	-
Seeds	SAGO (Saudi Grains Organization)	-
Dehn Al- Oud	SWA (Saudi Wildlife Authority)	-

*\*SASO Certificate: Certificate of Conformity (CoC) from Saudi Standards Metrology and Quality Organization.*

*\*IECEE Certificate: International Electrotechnical Commission (IEC) system for Conformity Testing and Certification of Electrotechnical Equipment and Components.*

## Import requirements for clearance

For Commercial Establishments

- Detailed original invoice along with HS code of each item.
- Air waybill & MAWB.
- Copy of the importer CR (Commercial Registration).
- Authorization from the importer to customs clearance company (NAQEL)
- SASO certificate. (For most types of shipments)
- Indication of origin on the shipment.
- Packing list.
- Subjected to Customs duties.
- Subjected to VAT.

**Note:** Original certificate of origin attested by a competent authority will be required if the indication of origin is not fixed and can be removed.

**Note:** Restricted products require an approval from the governing entity.

**Note:** if the shipment inbound is through a seaport an insurance certificate is required (in Incoterms the value is (CIF)).



## **For Private individuals**

- Detailed original invoice along with HS code of each item.
- Air waybill & MAWB.
- Copy of the importer ID.
- Authorization from the importer to customs clearance company (NAQEL)
- Indication of origin on the shipment.
- SASO certificate. (For most types of shipments)
- Subjected to Customs duties.
- Subjected to VAT.
- Indication of origin on the shipment.

**Note:** Original certificate of origin attested by a competent authority will be required if the indication of origin is not fixed and can be removed.

**Note:** Restricted products require an approval from the governing entity.

## **Courier commercial shipments:**

- Detailed commercial invoice along with HS code of each item.
- Air waybill & MAWB.
- Copy of the importer CR.
- Packing list.
- Manifest.
- Indication of Origin.
- Subjected to Customs duties.
- Subjected to VAT.

**Note:** Restricted products require an approval from the governing entity.

## **Courier private individual shipments:**

### **The shipment value is 1000 SAR and less (Consolidated declaration/ MAWB):**

- Detailed commercial invoice along with HS code of each item.
- Air waybill & MAWB.
- Manifest.
- Packing list.
- Indication of Origin.
- Subjected to VAT.

**Note:** customs declaration is required in case one of the governmental entities restricts the product, and it is require an approval from the restricted entity.

### **The shipment value is 1000 SAR and more:**

- Detailed commercial invoice along with HS code of each item.
- Air waybill & MAWB.
- ID number & full name of the consignee.
- Manifest.
- Packing list.
- Indication of Origin.
- Subjected to Customs duties.
- Subjected to VAT.

**Note:** shipments received in a commercial quantity (measured by either items quantity and/ or value) are treated as commercial consignments and commercial clearance procedures must apply for it.

**Note:** Restricted shipments require an approval from the governing entity that restricts the product.

## **EXPORT**

### **Goods prohibited from exportation**

- Livestock and horses of all kinds (male and female).
- Baby milk of all kinds.
- Animal feeds such as barley and Sudanese sorghum.
- Poultry feeds such as yellow corn and soya beans.
- Natural sand and sand containing minerals.
- Gas cylinders with the specifications of the National Gas & Industrial Company (GASCO).
- Zamzam water.
- Firewood.

### **Goods which their exportation restricted**

- All wild animals require approval by the Saudi Wildlife Authority according to a letter specifying their types, numbers and species.
- Wheat requires approval by the Grain Silos and Flour Mills Organization.
- Oil derivatives require approval by the General Organization of Petroleum and Minerals according to a letter signed by the governor or his deputy.
- Medicaments of all kinds.
- The following agricultural machinery and equipment: grading and leveling machinery used in agriculture and construction of embankments; harvesting, threshing and winnowing machinery and accessories thereof; and water pumps and their motors which are petrol, gas, diesel or electricity-powered whether engaged with the pumps or not. They require approval by the Saudi Arabian Agricultural Banks.
- Antiques require approval by the Saudi Commission for Tourism and Antiquities.
- Sand, white rock (silica), ordinary sand, crusher aggregates, limestone and marble (the procedures provided for in circular No. 96/3/4 on 2/5/2001 shall be applied).
- Scrap batteries require approval by the Presidency of Meteorology and Environment.
- Refilled gas cylinders require attachment of the National Gas & Industrial Company (GASCO) invoice.
- Endangered animals require approval by (the Saudi Wildlife Authority).

## **Export requirements for clearance**

### **For Commercial Establishments**

- Detailed commercial invoice along with HS code of each item.
- Original certificate of origin attested by a competent authority.
- Waybill.
- Copy of the Exporter CR.
- Authorization from the exporter to customs clearance company (NAQEL).
- Customs duties.

### **For Private**

- Detailed commercial invoice along with HS code of each item..
- Waybill.
- Copy of the Exporter ID.
- Authorization from the exporter to customs clearance company (NAQEL).
- Customs duties.

### **Re-export**

- Copy of the first import declaration.
- Waybill.
- Re-export declaration, payment of customs duties.
- Detailed commercial invoice along with HS code of each item.

## Certification Types & Descriptions

### MOI - Ministry of Information:

- All the shipments entering the Saudi Boundaries experience different stages where they are checked and verified by the customs authority. Some items and products might be halted during the import process and sent to the Saudi Arabian Ministry of Information for Audit and Approval. For example, items such as books, magazines, compact discs – music/ data files, computer games, DVDs, photographic media and cards containing electronic information).

NOTE - In case the material is rejected by MOI following inspection, it will be seized for destruction and cannot be returned to the origin/shipper.

### Ministry of Commerce and Investment

The **Ministry of Commerce and Investment** imposed things and items that need endorsement before it gets transported inside the Kingdom of Saudi Arabia such as DGR (Dangerous Goods), ink products and toners. The MOCI approval is needed to exercise proper procedures and to avoid delays. The approval can only be obtained by the consignee before it gets shipped to the Kingdom of Saudi Arabia, and if the shipment arrives for clearance without correct clearance it may result in delays of up to 3 months.

To import chemical (DGR) Goods, and get the required permission for that, the business activity on importer commercial registration must be related to this type of shipments.

### Communication and Information Technology Commission

Meanwhile, the umbrella of **Communication and Information Technology Commission** or **CITC** evaluates items and commodities that require CITC approval before it enters the Kingdom of Saudi Arabia's boundaries. These technological products listed under the CITC guidelines are applicable to both individuals and companies. These technological items are for example, satellite communications, wireless telecommunication and computers, networking equipment, I.T. enabled equipment such as GPS, all I.T., smartphones and mobiles and Wireless Fidelity (WI-FI) routers. These are just some of such possible technological items.

Please note that the CITC approval should be obtained prior to shipping to the KSA to avoid delays of up to 3 months. The permission to import can only be obtained from CITC but the permission to trade chemicals and other dangerous goods can only be secured from the consignee's company registration documents. Whereas, private individuals can import up to 5 items of personal usage equipment's such as smart or GSM phones, personal computers, tablets and some other technological items. However, items with more than 5 pieces can be considered as commercial imports and do need approval from the CITC.

Meanwhile, the complete list of items can be requested through writing by contacting your account Manager.

### **SFDA- Saudi Food & Drugs Authority**

The Kingdom of Saudi Arabia's customs requires SFDA certification that approves medications and pharmaceuticals (prescribed and non-prescribed) products, chemicals such as solutions and laboratory, cosmetics, and perfumes, dietary supplements and vitamins, reagents and diagnostics before it get shipped to the Kingdom's boundaries. As a norm, SFDA approval is needed by the consignee prior to its shipping. While these drugs are under SFDA control registered, it does allow to enter the kingdom's soil and air transportation in a condition that it will be through a license.

agent, institution, or any third part agent as long as its license. However, if the drug is not registered by SFDA, it is mandatory to obtain an import permit by the importer from the SFDA website to allow the drug to be accessed. After the item is approved by SFDA for entry to the Kingdom, the copy has to be affixed on every individual import shipment.

If the shipments arrives without the required approval, the clearance may get delayed Up to 3 months.

### **SASO- Saudi Arabian Standards Organization**

Huge number of commodities require a certificate of conformance to get cleared in Saudi Arabia, the certificate should be obtained before the shipment arrives to KSA.

There is approved list by Saudi Arabia Authority of bodied in each country who can issue this certificate.

## LINKS:

Organization	Website Links
Saudi Arabian Standard Organization (SASO)	<a href="http://www.saso.org.sa/English/Pages/Default.aspx">http://www.saso.org.sa/English/Pages/Default.aspx</a>
Saudi Food & Drugs Authority (SFDA)	<a href="http://www.sfda.gov.sa/En/home">www.sfda.gov.sa/En/home</a>
Ministry of Commerce & Investment (MOCI)	<a href="http://www.mci.gov.sa/English/default.aspx">www.mci.gov.sa/English/default.aspx</a>
CITC – Communication & Information Technology Commission	<a href="http://www.citc.gov.sa/English/Pages/default.aspx">www.citc.gov.sa/English/Pages/default.aspx</a>
SASO Certification Bodies	
Intertek	<a href="http://www.intertek.com/government/product-conformity/exports/saudi-arabia/">www.intertek.com/government/product-conformity/exports/saudi-arabia/</a>
SGS Group	<a href="http://www.sgs.com/import_certification_me.htm?serviceId=10096307&amp;lobId=5550">www.sgs.com/import_certification_me.htm?serviceId=10096307&amp;lobId=5550</a>
Bureau Veritas	<a href="http://www.bureauveritas.com/wps/wcm/connect/bv_com/group">www.bureauveritas.com/wps/wcm/connect/bv_com/group</a>
TÜV Rhineland	<a href="http://www.tuv.com/en/...me/tuv.../saudi_arabia/...saudi_arabia/areas_of_activity.htm">www.tuv.com/en/...me/tuv.../saudi_arabia/...saudi_arabia/areas_of_activity.htm</a>







