












MAURITIUS STANDARDS BUREAU



MOKA

GUIDELINES TO OBTAIN A CONFORMITY REPORT FOR CONTROLLED GOODS

This document provides guidelines for obtaining a conformity report from MSB. The importer shall further refer to the regulations listed below for all conditions applied.

1	Applicable Regulations
	<ul style="list-style-type: none">  Consumer Protection (Safety Requirements) Regulations 2019 (GN 142 of 2019)  Plastic and Polyethylene Pipes and Fittings (Mauritius Standard Specifications) (Amendment) Regulations 2019 (GN 143 of 2019)  Toys (Safety) Regulations 2019 (GN 144 of 2019)
2.	Documents to be filled and submitted with each application:
	<ul style="list-style-type: none">  Application Form CA001/19  Table of goods/ documents Form: CA002-1/19 Table 1 (for all items except electrical cables)  Table of goods/ documents Form: CA002-2/19 Table 2 (for electrical cables)  Third party Test Reports/ Certificates of Conformity  Legible photocopies of invoice with clear description of imported items together with the Bill of Lading/Airway Bill (where applicable) <p>Note:</p> <ol style="list-style-type: none"> 1. The importer is strongly advised to contact MSB and submit the above documents around 2 weeks or more, prior to arrival of the goods. 2. The documents/ relevant parts of the documents may be sent electronically or deposited at the MSB office (Villa Road, Moka or MRA Customs, Mer Rouge). 3. No application will be processed until all relevant documents are received and payment is effected. 4. Where verification of samples is required, samples shall be taken upon arrival of the goods.
3	Information with regards to Test Reports/ Certificates of Conformity
	<ul style="list-style-type: none">  Only Test Reports/ Certificates of Conformity issued by a third party conformity assessment body will be accepted, unless otherwise agreed upon by the Bureau.  Test Reports/ Certificates of Conformity must be issued by an Approved/ Recognized/ Accredited/ Notifying body.  The contents of the Test reports / Certificates of Conformity submitted by the Importer shall include, but not limited to, the following details: <ul style="list-style-type: none"> ✓ Certifying / Testing body ✓ License Reference Number / Test Report Number / Certificate Number ✓ Date of Issue ✓ Item no./ Batch no. / Lot no. ✓ Item Name ✓ Reference to the applicable Standards (tests performed where relevant) ✓ Brief description of Goods: Type/Model of the goods ✓ Validity of documents (where relevant)

3	Information with regards to Test Reports/ Certificates of Conformity (continued)
	<ul style="list-style-type: none"> ✚ Standards or specifications that are technically equivalent may also be considered, if specified in the applicable regulations. It is the responsibility of the importer to ensure the equivalence of these standards before importation of the goods. ✚ Test reports or Certificates of conformity that are doubtful will be cross-checked with the issuing body and may require a longer delay for processing. ✚ Documents where data or any other information appearing is not clear, will not be accepted ✚ NOTE: An equivalent standard is a full adoption of the standard referred to in the legislation.
4	Guidelines in the absence of relevant Certificates of Conformity/Test reports or in the case of doubtful documents
	<ul style="list-style-type: none"> ✚ Where goods have been imported and importers are unable to provide test reports or Certificates of Conformity or where the documents are doubtful, importers can opt for testing on certain goods only, as listed in Annex A, B and C, in order to obtain clearance of the goods. ✚ Importers shall liaise with the Enforcement Authority (Ministry of Commerce and Consumer Protection) and the Director-General (MRA Customs) for sampling purpose. Importers shall also refer to Annex A, B and C for testing fees applicable and may contact MSB for additional information required regarding testing. ✚ A sampling exercise shall be conducted by the Enforcement Authority in the presence of Customs and the importer or importer's representative(s).
5	Goods for personal use
	<ul style="list-style-type: none"> ✚ For toys and goods listed in part II of the First schedule of the Consumer Protection (Safety Requirements) Regulations 2019, intended for personal use, the importer shall refer to the regulations for conditions applied. ✚ Importers shall further liaise with Customs and/or the Enforcement Authority for customs clearance.
6	Payment
	<ul style="list-style-type: none"> ✚ Importers shall refer to Annex A, B and C for applicable fees. ✚ Upon submission of the application form, required documents and/or samples, the Importer shall effect an upfront payment either by cash, cheque or through Internet Banking. ✚ The importer shall liaise with the respective MSB conformity assessment sections to obtain an invoice or jobcode prior to effecting payment. ✚ Payment may be effected at either MSB Finance section, Moka or Customs Head office, Custom House, Mer Rouge. ✚ Clients having an outstanding balance will be required to clear any previous balances before the issue of further conformity reports.
7	Internet Banking details of MSB for payment through internet banking
	<p>Payment through internet banking shall be effected using the following information:</p> <p>a) PAYEE: Mauritius Standards Bureau Address: Villa Road, Moka Bank Name: STATE BANK OF MAURITIUS (Head Office) Bank Branch: Port Louis Branch Code: 610</p>

7	Internet Banking details of MSB for payment through internet banking (continued)
	<p>Credit A/C 61025100002290 IBAN No. MU 19 STCB 1170 0251 0000 2290 000 MUR Swift Code: STCB MUMU</p> <p>b) Importer should submit the following mandatory information, through their Bank when performing Internet Banking.</p> <p> i) MSB full Invoice No.</p> <p> ii) Invoice Date.</p> <p> iii) Name of Importer.</p> <p> iv) Amount in Rs.</p> <p>c) Failure to submit the above mandatory information through Internet banking, may delay the payment process and MSB shall not be held responsible for the delay of issuing Conformity/Non Conformity Report to the Importer.</p>
8	Issue of Conformity Report
	<p> The Bureau shall issue the Conformity Report following testing or verification, and notify the Director-General (MRA Customs), Enforcement Authority (Ministry of Commerce and Consumer Protection) and the importer, on being satisfied that all the requirements and conditions as specified in the schedule have been complied with.</p> <p> In the event that the documents submitted are not in line with the regulations or samples tested do not conform with the requirement of the regulations, the importer, Director-General (MRA Customs), Enforcement Authority, as the case may be, shall be informed accordingly.</p>
9	Disclaimer note
	<ol style="list-style-type: none"> 1) While every endeavour will be made to ensure that examination is accurately performed, and that the report is accurate, MSB or its officers shall in no way be liable for any error made in carrying out the examination or for any erroneous statement, whether in fact or in opinion, contained in a report issued pursuant to an examination. In cases where sample are submitted for examination, MSB reserves the right to dispose of them one month after the date of this report, unless the client has made a specific request for the return of sample/s. This report shall not be reproduced except in its full, without written approval of the Director. 2) The conclusion of the report is solely on the basis of documents and/or Samples (where relevant) submitted to the Bureau. 3) The Importer is responsible to ensure that all document/s and information provided are genuine and in conformance to the requirements of the relevant regulations. 4) The Bureau reserves the right to verify the authenticity of the documents submitted by the Importer.