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| Checklist of documents to be submitted for verification of  Test Reports / Certificates of conformity |
| Request letter from importer with all contact details to be submitted in person. This should include:  * Name of importer * Address * Telephone & Fax No, E-Mail address, etc. * Billing address |
| Legible photocopies of Invoice with clear description of imported items together with the Bill of Lading or Airway Bill |
| Each class or type of item must be accompanied by a Test Report/Certificate of Conformity to certify that the protective equipment has been tested according to a recognized international or national standard method. In-house developed test methods will not be accepted. |
| A sample of the protective equipment being imported shall be submitted as evidence, as the case may be, at the time of submission of request for verification purposes. |