



TANZANIA BUREAU OF STANDARDS

PRE-SHIPMENT VERIFICATION OF CONFORMITY (SUMMARISED PVOC PROCEDURE)

1. Inspection Order: Request for Certificate (RFC)

A Request for Certification/ inspection containing details of the intended importation is submitted by the supplier/ importer to TBS Service Provider (PVOC contractor) for each shipment subject to the PVOC program.

2. TBS service provider issues a notice to the exporter or supplier requesting details on when and where the goods will be ready for inspection, along with the following information:

- A. Technical details of the products,
- B. Available conformity documentary evidence, such as:
 - i. Third-party Certificate of Conformity to relevant standards (Tanzanian, EAS, Regional, International standards or Manufacturer Specification)
 - ii. Third-party test reports from an accredited laboratory (Lab with ISO/ IEC 17025) or
 - iii. Arrangement for control testing when deemed necessary

3. Documentary Check:

The service provider evaluates all the information provided by the exporter to verify whether the product complies with product standard specifications. If proof of conformity is insufficient for compliance, samples will be taken for control testing in an accredited laboratory or issues Non conformity report.

4. Physical Verification:

The objective of physical verification is to ensure that:

- A. The goods to be shipped are those identified in the documentary checks;
- B. The goods are in compliance with the relevant standards.
- C. The goods are in compliance with the importer's inspection order.
- D. In case of any doubt, the inspector will take samples for control testing in an accepted Laboratory.

Critical non - conformities will result in a rejection of shipment and Non-Conformity Report issuance.

NOTE: Inspection, witness loading, and sealing of containers for route **A, B** and **C** shall be conducted for all high-risk products as per applicable product risk matrix.

5. Certificate of Conformity issuance:

With a satisfactory inspection report, conformity documents and/or laboratory control test reports, the service provider evaluates the compliance of the products with the required Standards. If full compliance is established, a Certificate of Conformity (COC) is issued.

6. CoC Collection

Exporter or Importer collects the CoC from the PVoC service provider.

7. Importer submit the CoC to TBS Imports Office for authentication/validation

Original CoC is submitted to TBS by the importer accompanied with shipping documents (Bill of lading/Airway bill/ Road Consignment Note, commercial invoice, TRA assessment document), valid TBS registration certificate for food and cosmetic products through **Online Application System** (<https://oas.tbs.go.tz/>) for authentication.

8. Clearance of the consignment at the port of entry using the authenticated Certificate of Conformity.

The authenticated Certificate of Conformity is used by the importer/clearing agent for clearance of the goods at the point of entry.

NB: The shelf-life for imported products shall be at least;

- (a) 75% of the remaining shelf life from the date of manufacture, in the case of food products at the port of entry or, in the case of food products with a shelf-life of more than 18 months, at least 12 months at the port of entry; and**
- (b) 50% of the remaining shelf life from the date of manufacture, for all other commodities.**