



General Organization for  
Export & Import Control



Ministry of Trade & Industry

**SASO program**  
**Test and Certification Regulation for Degradable Plastics**  
**Products TCR (GOEIC 05-Degradable Plastics)**  
**The Certification Unit of GOEIC (CU GOEIC)**

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**C 01-07**

General Organization for Export and Import Control - Cairo Airport in front of Cargo Village

The certification unit - Cairo Airport in front of Cargo Village

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**Part No. (1): General**

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**Part No. (2): References**

**2. References:**

- ISO/IEC 17065 Conformity assessment - requirements for bodies certifying products, processes and services.
- ISO/IEC 17067 Guideline Conformity assessment – fundamentals of product certification and guidelines for product certification schemes.
- Saudi Technical Regulation Degradable Plastics Products.



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### Part No. (3): Terms and Definitions

#### 3. Terms and definitions:

The definitions in the Saudi technical regulation for degradable plastics products are generally used in this document. In addition the following terms are defined:

##### **CU GOEIC:**

The certification unit of GOEIC which is responsible for ensuring that products meet, and continue to meet, the requirements of certification according to ISO/IEC 17065 and the relevant certification scheme.

##### **Client:**

Egyptian applicant who seeks CU GOEIC services, mandated from Egyptian factory owner by an official mandate or the owner himself.

##### **GCTC:**

It refers to general certification terms and conditions. It reflects the concept of certification scheme according to ISO/IEC 17065 which outlines general and common issues about granting certification.

##### **TCR:**

It refers to test and certification regulation, which reflects the concept of certification scheme according to ISO/IEC 17065 which outlines different issues about granting certification.

##### **TCR (GOEIC 05- Degradable Plastics):**

It is a TCR which full aligns to the Saudi technical regulation of degradable plastics products.

##### **PCoC:**

It refers to product certificate of conformity. It is a certification document through which CU GOEIC state the type conformity to the essential requirements laid down in the Saudi technical regulation.

##### **TR:**

It refers to Saudi Technical Regulation for degradable plastics products.



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## **Part No. (4): Certification Items**

### **4.1 Introduction**

This document (in combination with GCTC) describes the criteria implemented by certification unit of GOEIC as certification body (3rd party) to assure that degradable plastics products intended for certification with Saudi Standards, Metrology & Quality Organization (SASO) are complied with the relevant mandatory schemes and applicable standards. After granting certification, the “license to use the logo” will be granted via SASO in order to fix the logo over certified products.

SASO introduced the new Saudi product safety program called “SALEEM”. This program is concerned with the safety of products in the Saudi market. Under SALEEM, product and shipment conformity programs will be operated by the new system called “SABER”.

SABER is an electronic platform that helps the local supplier and factory to register the required conformity certificates electronically for consumer products, whether imported or locally manufactured, to enter the Saudi market. The platform also aims to raise the level of safe products in the Saudi market.

### **4.2 Scope**

This scheme applied to all degradable plastics products made of polypropylene and polyethylene, which often used for short periods and then disposed as mentioned in annex 1 in the TR, according to the thickness limits stated in the approved standard specifications (listed in annex 2 in the TR)

In this regulation, the plastic must be degradable via oxidation (OXO) then biodegrade, according to specifications in annex 2 in the TR.

Note: The plastic products used in medical and food industries are excluded.

### **4.3 Certification process (see annex 1)**

The procedure for granting and maintaining a certificate consists of:

- Initial discussion.
- Application submission and review.
- Evaluation
- Evaluation review and certification decision.





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**4.3.1 Initial discussion:**

- As part of the original discussions of CU GOEIC with clients seeking certification, CU GOEIC provides information about the certification processes. During the initial discussion, issues concerning the models of products to be certified are clarified. Based on this information, CU GOEIC informs certification procedures, the duration of the assessment and the cost budget for the entire duration of the certificates. Initial discussions are free of charge.

**4.3.2 Application submission and review:**

- Clients wishing to obtain certification for their products submit to CU GOEIC a request by completing a special application form.
- The application contain all the necessary information needed by CU GOEIC (e.g. contact information of the client, product type, model no., relevant standards or normative documents client is seeking certification for, etc.).
- The client may also submit any other documentation it deems necessary or helpful.
- All forms must be submitted in Arabic or English.
- By signing the application form, the client agrees to comply with the terms of this document.
- CU GOEIC examines the information contained in the application and submitted documents and, if necessary, seeks for additional information or clarifications from the applicant.
- Upon acceptance of the application, a financial quotation is send to the client, which he must confirm in writing. At the same time, acceptance is given by the client to the terms of cooperation in the framework of the certification activities.
- CU GOEIC will refuse the application, if it lacks any competence or capability for the certification activities, and the client will be notified with detailed reasons.



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**4.3.3 Evaluation**

- CU GOEIC inform the client what, where and when certification activities will be done through an activity plan.
- CU GOEIC performs product evaluation against the essential requirements:
  - Technical file evaluation
  - Verification of test parameters.
  - Visual inspection
    - i. The data on the degradable plastics, ready for placement in the market, must be written in Arabic or Arabic and English in a clear non-erasable manner.
    - ii. These following data must be written over each piece, in non-erasable manner, in Arabic or Arabic and English:
      - a. The manufacturer name and/or the trademark
      - b. Country of origin.
      - c. Production date (day, month, year and barcode).
      - d. Purpose of use and type of application.
      - e. Shelf life and storage conditions.
    - iii. The images and phrases used on the product packages shall not violate the public order, public morals and Islamic values.
- CU GOEIC performs appropriate tests and examinations in subcontractor lab in case of that the product does not comply with the Saudi standard specifications, and in such case the client shall pay the testing fees. This subcontractor lab should meet the requirements of ISO/IEC 17025 so CU GOEIC should perform test witness.



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– Evaluation outcomes:

- If evaluation is pending for missing or invalid documents or other needed information, additional supportive documents will be requested from the client.
- If test reports are not complying with Standards, technical manager request rectification of the incompatible aspects, then based on applicant confirmation of rectification, samples will be collected to conduct the same laboratory tests again and for once.
- Evaluation will be repeated upon applicant resubmission of needed documents/information.

#### **4.3.4** Evaluation review and certification decision Upon evaluation and evaluation review result, there are two possibilities:

- Product or management system evaluation shows full compliance with TR and applicable standards.
  - Certification decision will be made by CU GOEIC.
  - Granting the PCOC (validity 1 year).
  - The product will be registered in the directory of certified products.
- Product evaluation shows non-compliance with TR and applicable standards.
  - Rejection decision will be made by CU GOEIC.
  - CU GOEIC informs the client by an official rejection letter detailing the reasons.
- If any edits are made on the product through the certification period (except shape edits like color), the certification will be cancelled for this product, and the client should submit a new application to get certification.





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#### **4.4 Extension of the scope of PCoC**

- The scope of PCoC certificate can be extended to more models provided that the following conditions are met:
  - Same manufacturing location.
  - Same HS code.
  - Same brand.
  - Same type of material.
  - Test report or PID (Product Identity Declaration) shall be submitted.
  - Same lab.
  - New additional prescribed requirement (e.g. new SASO requirement).
- The extension is granted, after the client submits a new application, accompanied by test report, in accordance with applicable safety test parameter.

#### **4.5 Recertification**

Two month prior expiry of PCoC, the client shall submit to CU GOEIC a renewal application for extending the validity for additional year.

#### **4.6 Legal commitments**

##### **4.6.1 Initial obligation (application):**

It is an initial obligation which laid down in the application form and shall be fulfilled by the client to conduct the needed certification activities.

##### **4.6.2 Certification agreement**

It is legally binding document which outline the responsibilities and duties of CU GOEIC and client (See annex 2).

##### **4.6.3 Confidentiality obligation:**

It is legally binding statement which obliges all CU GOEIC personnel towards its client to adhere to the confidentiality policy contained in the application.



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#### 4.7 Maintenance and improvement of this document

This scheme will be reviewed as part of the management review of the quality management system of CU GOEIC, at least once a year. This review will, among others, include information about the certificates granted, problems reported in the application of its provisions, any feedback from the clients or other stakeholder, developments in scheme owner (SASO).

#### 4.8 The methodology for calculation of certification fees

- We charge commercial fees for our services according to the market.

<b>Item</b>	<b>Fees</b>
Document review/application	5000 LE
Appeal	1000 LE

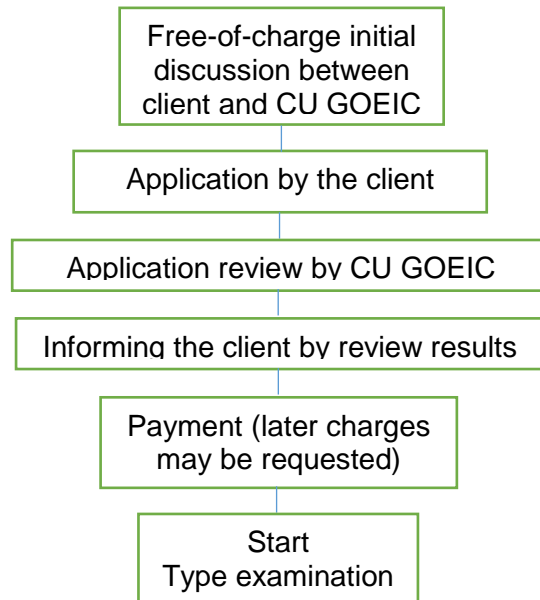
- All quotations are based on the information in our possession at the time of preparing the quotation. And the client is obliged to pay any additional charges may be made, in future, for any work not apparent at the time of quotation, for example:
  - Testing: needed for completing the test parameters.
  - Retest work: needed as a result of failure to meet test requirements
  - The fee of investigation in the matter of problems resolution.



**Part No. (5): Annexes**

**5.1 Annex 1: Process flowchart**

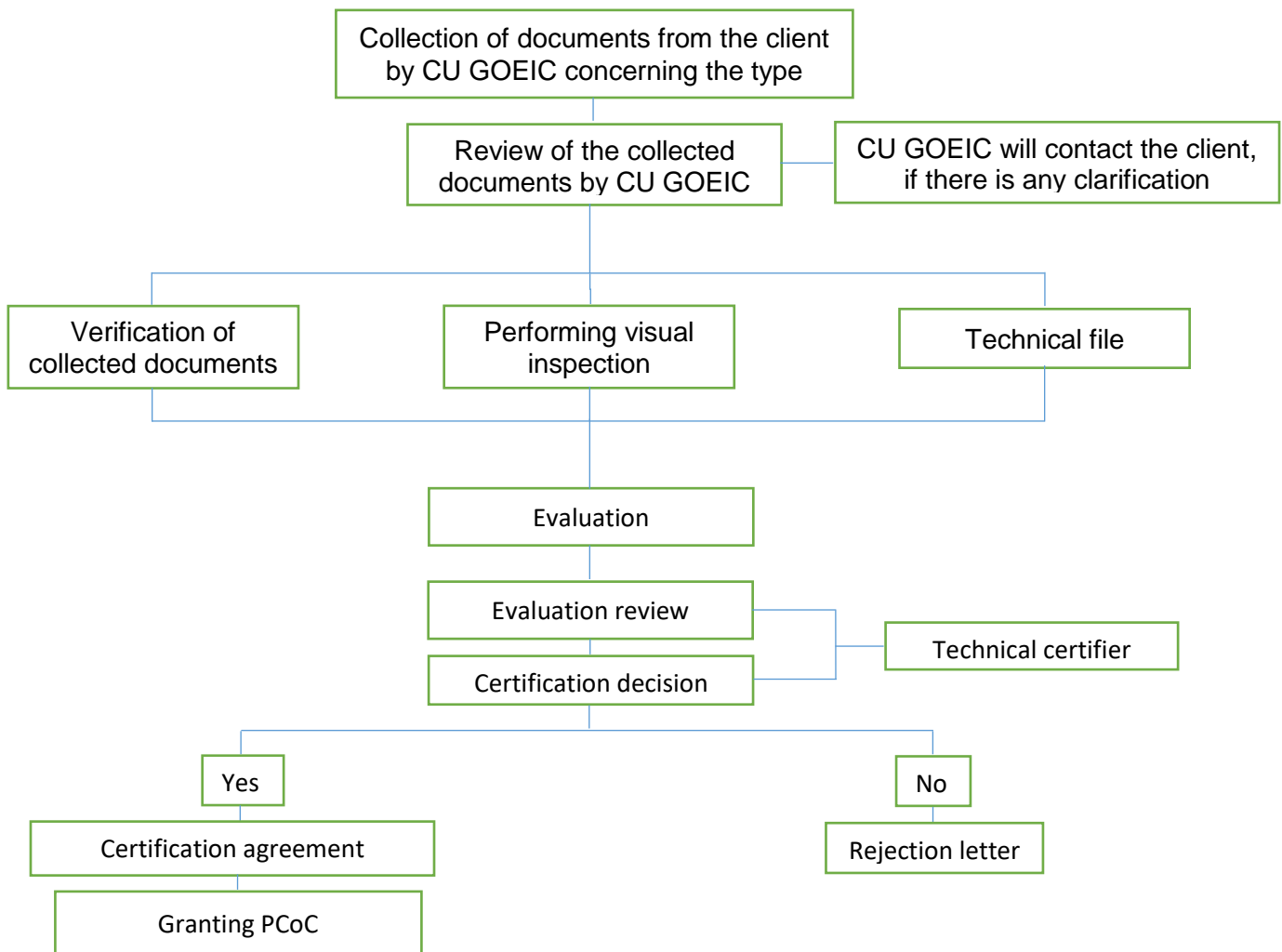
**5.1.1 Initial client application**





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5.1.2 Evaluation and issuance of the PCoC





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**5.2 Annex 2: Certification agreement model**

**Contract NO: .....**

In Cairo today on ....., by and between the General Organization for Export and Import Control, hereinafter called «GOEIC», with registered office in ....., which was duly established as per Law/Presidential Decree ..... by which its status were also approved, lawfully represented during the drawing of the present by ....., on the one part, and the company under the corporate name «.....», with registered office in ....., lawfully represented during drawing of the present contract by ....., hereinafter called «beneficiary», on the other part, the following were mutually agreed and stipulated:

**1 Scope of the contract**

The certification unit of GOEIC grants to the contracting beneficiary, upon evaluation, the needed SASO Product Certificate of Conformity called hereinafter as PCoC.

**2 Validity of agreement**

This agreement is effective upon signature of both parties. The agreement is valid until the expiry of the PCoC.

**3 Obligation of the beneficiary**

The beneficiary is assumed to be acknowledged, full aware and accept of the General Certification Terms and Conditions, and the applicable Test and Certification Regulation (both are public available).

- 3.1 The beneficiary is responsible for the compliance of the type with the applicable regulation and standards.
- 3.2 The products for which the certificate is granted will be produced to the same specifications as the sample that the CU GOEIC found by review to be in compliance with the regulations. The beneficiary shall immediately inform the CU GOEIC of any changes to the certified product.
- 3.3 If the beneficiary does not wish to apply the above amendments or additions, he may terminate in writing the present contract, being exempted from any expenses with respect to the period following the termination.
- 3.4 Modifications to the certified products are not allowed without obtaining the written approval by the certification unit of GOEIC.
- 3.5 The beneficiary is required to restrict the use of certificates covered by the present contract, exclusively to the products manufactured in the above mentioned location. And in a manner not to make any misleading or unauthorized statement. GOEIC may terminate the present contract with immediate effect in the event that any such unlawful use is established.
- 3.6 The beneficiary is required to place under the consideration of the certification unit of GOEIC, in order to obtain the relevant approval, all the documents/printed materials, as well as its promotional material making reference to these certificates. This notification will take place prior to any use or release of the beneficiary's printed and general promotional material.

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**GOEIC**  
**C 01-07**

**Test and Certification Regulation  
for Degradable Plastics products  
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- 3.7 In case of this contract became invalid, for any reasons, the beneficiary is obliged to stop within one week at the latest any use or advertising of the certificates of the present contract, return to the certification unit of GOEIC within the same period the original of PCoC and Inform in writing the certification unit of GOEIC, within the said deadline, for the termination or withdrawal of any relevant reference to the withdrawn certificates.
- 3.8 The beneficiary is required to inform the certification unit of GOEIC, within two (2) weeks, or sooner if necessary, of changes that may affect its ability to conform with the certification requirements
- 3.9 If the beneficiary provides copies of the certificates granted to others, the documents shall be reproduced in their entirety.
- 3.10 The present contract may be terminated without debit prior to the time of the expiration of its term by any of the contracting parties by notice in writing. In any case, irrespective of the grounds for the termination of the present contract either by the beneficiary or by the certification unit of GOEIC, the beneficiary is obliged to pay the certification unit of GOEIC the cost of the tests carried out until the time of termination, as well as any other foreseen costs that corresponds to that date. No claim can be made for the refund of any payments having taken place until the time of termination. In case of termination of the contract, the termination will be effective a month after the date the written notice for termination has been received by the other party.
- 3.11 The beneficiary shall use the PCoC considering the following terms:
- The beneficiary can use the granted certificate in his brochure or other documentation materials after review and approval of the certification unit of GOEIC.
  - The beneficiary shall ensure that publications and advertisements do not cause confusion to the user between certified and non-certified products.
  - To ensure the correct application of the above described, the beneficiary is advisable to bring to the attention of the certification unit of GOEIC any written or audio-visual material destined for wide publicity and which makes reference, directly or indirectly, to the granted certificate or to the certified products in general and to obtain the agreement of CU GOEIC. Otherwise, as well as for every misuse, CU GOEIC will take the relevant measures.
  - The granted certificate concerns strictly only the beneficiary to which it was awarded and is not transferable.
  - The granted certificate should be published and generally only be used in its entirety. If the beneficiary wants to publish part of it, he shall obtain a written permission from the CU GOEIC.
- 3.12 In case the beneficiary is different from the manufacturer of the product, the beneficiary will be obliged with all duties of the manufacturer (including administrative and technical duties), otherwise the mandate implies different provision.
- 3.13 The beneficiary is committed always to meet the certification requirements, including the implementation of appropriate modifications when notified by GOEIC.





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3.14 The beneficiary shall, for a period ending at least 10 years after the product has been placed on the market, keep at the disposal of the Saudi national authorities the applied PSMS (including records), and any evaluation or audit reports and decisions notified by GOEIC.

3.15 The beneficiary shall make all arrangements and maintain a record for the received complaints (related to the certified products) including appropriate actions taken and their effectiveness and make it available to GOEIC whenever requested.

**4 Certification fees**

Fees related with the activities under the scope of this agreement, will be charged according to the clause 4.7 in the TCR (public available).

The fees shall be made at the cashier's office at GOEIC, Cairo airport, in front of new cargo village.

**5 Liability**

5.1 GOEIC will take all necessary measurement to pay all due care and skill in the performance of the services and accepts responsibility in cases of proven gross negligence.

5.2 Total liability to the beneficiary in respect of any claim for loss, damage or expense of any nature and howsoever arising shall be limited, in respect of any one event or series of connected events, to an equal to the fees paid to the certification unit of GOEIC under this contract.

5.3 The commitment to this liability responsibility is valid for one year after the date of the certification unit of GOEIC completing performing the service.

5.4 No liabilities due on the certification unit of GOEIC side towards the beneficiary:

- For any loss, damage or expense arising from
  - A failure by the beneficiary to comply with any of its obligations herein.
  - Any actions taken or not taken based on the reports or the certificates; and
  - Any incorrect results, reports or certificates arising from unclear, erroneous, incomplete, misleading or false information provided to the certification unit of GOEIC;
- For loss of profits, loss of production, loss of business or costs incurred from business interruption, loss of revenue, loss of opportunity, loss of contracts, loss of expectation, loss of use, loss of goodwill or damage to reputation, loss of anticipated savings, cost or expenses incurred in relation to making product recall, cost or expenses incurred in mitigating loss and loss or damage arising from the claims of any Third party (including without limitation product liability claims) that may be suffered by the beneficiary;
- Any indirect or consequential loss or damage of any kind (whether falling within the types of loss or damage identified in (b) above).

5.5 The granting of the certificate(s) of the certification unit of GOEIC does not exclude, under any circumstances, the beneficiary's own liability in accordance with the Egyptian or Saudi law, with respect to any defects of the products produced, services provided or activities carried out at its enterprise.



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## 6 Confidentiality

Both parties undertake to maintain the confidentiality of data exchanged between them, as a result of entering or performing this agreement, and that shall be in accordance with the provisions of the applicable laws in the Egypt.

## 7 Subcontracting

The beneficiary agrees to permit elements of the certification process to be performed by a subcontractor authorized by the certification unit GOEIC.

## 8 Governance

This Agreement shall be governed and construed in accordance with the applicable laws in Egypt.

## 9 Disputes

All disputes that may arise in connection with this agreement are to be settled in accordance with the appeal procedures (public available) of the certification unit of GOEIC. By signing this agreement, the beneficiary acknowledges, recognizes and accepts the procedures of handling complaints and appeals.

## 10 Changes done by the beneficiary affecting certification

In the case changes affecting certification occur from the beneficiary side, the beneficiary is obliged to immediately inform the certification unit of GOEIC on any of the below mentioned changes:

- Any intended modification in the product, its design, and its packaging materials. In addition the manufacturing process or the quality management system, if applicable.
- Change or modification in key personnel appointment or position (e.g. mandated applicant)
- Any change concerning specification of the certified product, whether it is a change in the composition (removing or adding new raw materials), changes of manufacturing site, changes in the label (content, color or packaging materials) and any other change that is considered to affect certification.

In all way, it is advisable for the beneficiary to inform CU GOEIC for any changes to identify whether they affect certification.

## 11 Changes in the scheme and standards

In case there is amendment or changes in standards upon which the product is certified, the certification unit of GOEIC will take the decision what to do.

Any changes or revisions will be communicated in writing to the beneficiary, determining the time limits for the adaptation to the new requirements. In cases of disagreement with the above mentioned changes, the beneficiary can discontinue the use of the certificate.



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**12 Suspension/Withdrawal/Cancellation of Certificate**

- The certification unit of GOEIC will take immediate actions in case of failing to comply with this agreement, the Product Certification Terms and Conditions and the applicable TCR. This action could be suspension and subsequent withdrawal.
- Certificate revoking.

**13 Complaints Handling by the beneficiary**

- 13.1 The beneficiary shall keep records and upon request report to the certification unit of GOEIC any complaints regarding those aspects of the products covered by the certificate. The beneficiary shall take appropriate action with to respect such complaints and any deficiencies found in products or services that affect compliance with the requirements for certification. The beneficiary shall keep records of such action.
- 13.2 Furthermore, the beneficiary is required to maintain records detailing all complaints from their customers indicating that they have investigated the problem, assigned responsibilities, completed corrective actions, and made suitable responses to their customers.
- 13.3 In addition, if any complaint received by client of CU GOEIC or any interested party where it is necessary to visit the beneficiary premises then the beneficiary shall make all necessary arrangement and demonstrate the actions taken on such complaints.

**14 Other provisions**

- 14.1 All terms of the present are agreed as substantial.
- 14.2 Any amendment or addition to the terms of the said contract may only take place upon the contracting parties written agreement.
- 14.3 The courts of Cairo will have competent jurisdiction to settle any dispute which may arise in the course of the implementation of the present contract.
- 14.4 The said contract was drawn up in two 2 original counterparts. Each one of the contracting parties received one 1.

<b>The certification unit of GOEIC</b>		<b>Beneficiary</b>	
Name	:	Name	:
Title	:	Title	:
Signature	:	Signature	:
Date	:	Date	:

----- THE END -----