

Service for Receiving Sample Remnants

Description: According to Article 99 of Executive Regulation 770 of 2005:

- GOEIC branches are obliged to deliver the remnants of samples that have been tested to the importer.
- If the importer or their representative does not collect the remnants within 15 days from the date they are informed of the final test results, the remnants will be disposed of according to the rules issued by the Minister responsible for foreign trade.

Benefits:

Preserve the importer's right to recover the sample remnants for use and avoid non-compliance with their supply orders.

Conditions:

1. The samples must be laboratory compliant.
2. The samples must be undamaged from laboratory tests.
3. No more than 15 days should pass from the date of being informed of the laboratory results.
4. All results for the shipment must be available.

Location:

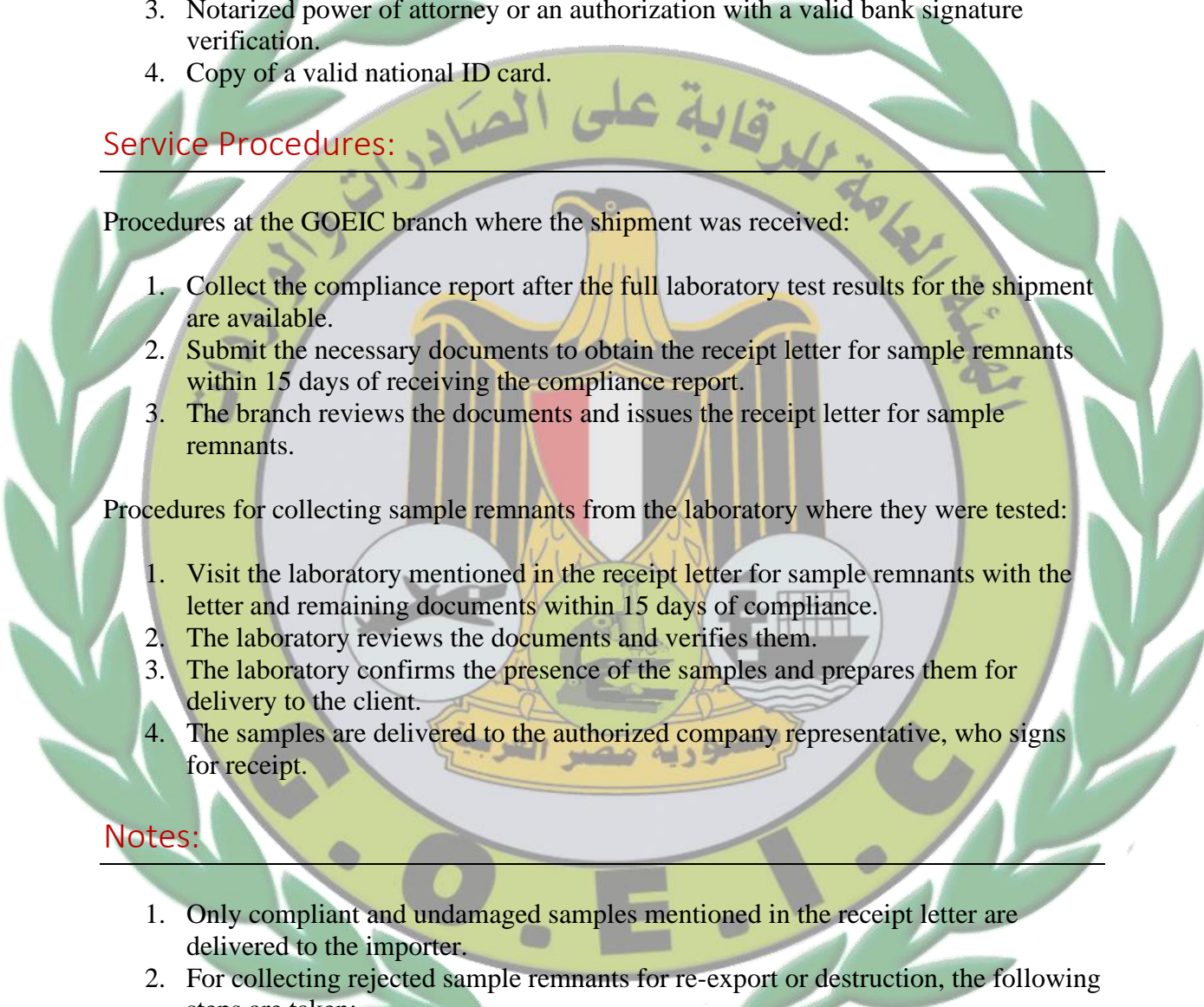
- The receipt letter for sample remnants can be obtained from the GOEIC branch where the shipment was received.
- Sample remnants are collected from the laboratory where they were tested.

Required Documents:

Documents to be submitted at the GOEIC branch where the shipment was received to obtain the receipt letter for sample remnants:

1. Copy of the withdrawal report for the compliant shipment.
2. Notarized power of attorney or authorization with a valid bank signature verification.
3. Copy and original of the national ID card for verification.

Documents to be submitted at the laboratory where the samples were tested to collect the sample remnants:

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1. Original receipt letter for sample remnants from the branch stamped with the branch's seal and issued in the name of the importing company.
 2. Authorized letter from the importing company specifying the name of the company representative authorized to collect the sample remnants, their national ID number, and shipment details as per the receipt letter issued by the branch where the shipment was received.
 3. Notarized power of attorney or an authorization with a valid bank signature verification.
 4. Copy of a valid national ID card.

Service Procedures:

Procedures at the GOEIC branch where the shipment was received:

1. Collect the compliance report after the full laboratory test results for the shipment are available.
2. Submit the necessary documents to obtain the receipt letter for sample remnants within 15 days of receiving the compliance report.
3. The branch reviews the documents and issues the receipt letter for sample remnants.

Procedures for collecting sample remnants from the laboratory where they were tested:

1. Visit the laboratory mentioned in the receipt letter for sample remnants with the letter and remaining documents within 15 days of compliance.
2. The laboratory reviews the documents and verifies them.
3. The laboratory confirms the presence of the samples and prepares them for delivery to the client.
4. The samples are delivered to the authorized company representative, who signs for receipt.

Notes:

1. Only compliant and undamaged samples mentioned in the receipt letter are delivered to the importer.
2. For collecting rejected sample remnants for re-export or destruction, the following steps are taken:
 - Submit a request at the branch where the shipment was received for the destruction or re-export of the rejected item.
 - The laboratory hands over the rejected samples to the branch representative for return to the branch to take necessary actions for destruction or re-export.
3. No sample remnants will be delivered if any document is missing, expired, has any errors, or has been altered or scratched.

4. After sorting and segregating the shipment, compliant samples are delivered to the importer, and rejected items are handed over to the GOEIC representative for re-export or destruction procedures.
5. If more than 15 days have passed since compliance without collecting the sample remnants, a request can be submitted to the GOEIC Chairman at the main office at the airport for consideration:
 - Download the "Request for Sample Remnants Recovery" form from the GOEIC portal, complete it, and stamp it with the company's official seal.
 - Submit the request along with copies of the required documents for collecting sample remnants from the laboratory to the Secretary of the GOEIC Chairman at the main office.
 - The request will be reviewed to determine the importer's eligibility to collect the sample remnants.
 - If approved by the Chairman and the samples are available in GOEIC's warehouses in Qalyub, the company representative will be contacted to collect the sample remnants from Qalyub.
 - Visit the Qalyub warehouses with the original receipt letter for sample remnants and copies of the remaining documents to collect the sample remnants.

