

GUIDELINES OF IMPORTS FOR THE TRADE		
	GHANA Ghana Standards Authority (GSA)	
<i>This data sheet has been prepared specifically in respect of exports to Ghana</i>		
Date issued : 12.02.2015	Last modification : 12.02.2015	

1. PRODUCT CONFORMITY ASSESSMENT (PCA) MANDATE	
PROGRAM NAME	GHANA CONFORMITY ASSESSMENT PROGRAM (G-CAP)
PROGRAM MANDATED BY	Ghana Standards Authority (GSA)
IMPLEMENTATION DATE	1 st March 2015 (date of shipment) Shipments performed as from 1 st March 2015 will have to present a Certificate of Conformity (CoC) for Customs clearance; Shipments performed as from March 01, 2015 and arriving without a CoC will be subject to a penalty of 30% CIF .
PROGRAM OBJECTIVE	<ul style="list-style-type: none"> To ensure the quality of products as well as the health, safety and environmental protection of Ghanaian consumers. To prevent the importation of unsafe, sub-standard and/or counterfeit goods
SCOPE OF THE PROGRAM	To assess that all regulated imported products do comply with Ghana Standards; approved International Standards and Technical Regulations
VERIFICATION PROCESS	To start the process, exporter submits to SGS the following documents: <ul style="list-style-type: none"> Copy of UCR Request for Certification PROFORMA Invoice Conformity Documents (test reports, quality management certificates, analysis reports, etc...) To obtain evidence that all requirements are met in the applicable standards or technical requirements, goods must undergo one <u>or a combination</u> of the following verification process: <ul style="list-style-type: none"> Physical inspection Laboratory testing Factory audit Documentary verification After verification process is completed and results are satisfactory, exporter will have to submit the following: <ul style="list-style-type: none"> Transport Document (BL, AWB etc) if available. Commercial (final) invoice (except for airfreight and courier shipments), Proform invoice suffices for the issuance of the CoC.

<p>APPROVED LABORATORIES</p>	<p>Approved laboratories are as follows:</p> <ul style="list-style-type: none"> • Service Providers laboratories • ISO/IEC 17025 accredited laboratories • Manufacturer's laboratories provided that: • Manufacturer has a QMS in place; <ul style="list-style-type: none"> ○ Manufacturer presents the list of all his laboratory equipments with the last calibration records; ○ The equipment suffices to perform the test required in the standard for the product • Non- accredited 3rd party laboratory with prior approved by GSA
<p>ASSESSMENT METHOD</p>	<p>Three methods are proposed to the exporters to demonstrate the compliance of their products and obtain a Certificate of Conformity (CoC)</p> <ul style="list-style-type: none"> • ROUTE A: applicable to any goods and any trader • ROUTE B (Registration): Recommended for frequent exporter with homogeneous products • ROUTE C (Licensing): For Certified products
<p>CERTIFICATION</p>	<p>A Certificate of Conformity (CoC) is the document issued to evidence the compliance of the shipment to the relevant approved standards.</p> <ul style="list-style-type: none"> ▪ This document is required for Customs clearance. ▪ GSA will only grant release of such goods upon completion of inspection, testing (where applicable) and verifying conformity to the Standard. It is the seller's responsibility to ensure that shipments to Ghana are effected only upon issuance of a Certificate of Conformity or confirmed certification decision. <p>A Non Conformity Report (NCR) is the document to be issued if the reports from the verification activities such as testing or inspection show discrepancies versus the verification criteria and such discrepancies are not corrected by the exporter / manufacturer. The issuance of a NCR implies that goods are not allowed to enter in Ghana.</p>
<p>SPECIAL REQUIREMENTS</p>	<p>Labelling: All labels of packaging of goods shall be in English language or at least include English. Packaged goods shall indicate the batch numbers, date of manufacture and expiry date or best before date or use-by-date in respect of food. For goods other than food date of manufacture and expiry or best before date; where applicable. Where goods consist of small packages which cannot be conveniently marked or labeled in the outer package, enclosing the small packages shall labelled in accordance with the rules.</p> <p>Shelf life requirements: Minimum remaining shelf-life is under consideration (To be confirmed by GSA).</p>

	<p>Electrical Products</p> <p>Electrical and electronic products connected to the mains shall be :</p> <ul style="list-style-type: none"> • rated with a voltage that is within the 220-240V range; • rated with a frequency of 50Hz (a rating of <u>60Hz only</u> is not acceptable); • having a plug/socket configuration as per photograph below: <div style="text-align: center;">  <p>Type G</p> </div> <p>Energy labeling compliance for the following products are under consideration:</p> <ul style="list-style-type: none"> • Refrigerators; • Freezers; • Air conditioners, and • Energy-saving lamps. <p>Used vehicles: A motorcar or commercial vehicle of more than ten years (10yrs) old shall not be imported into Ghana. Right-handed steering motor vehicle shall not be imported into Ghana.</p>
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2. REGULATED PRODUCTS	
REGULATED PRODUCTS	A full list of product regulated under the G-CAP program can be obtained in SGS website.

3. FEES	
1. Verification Fees	
Route A	<ul style="list-style-type: none"> ▪ Ad Valorem fee of 0.500% of the FOB Value of the goods imported ▪ Minimum fee per shipment USD 300 (three hundred US Dollars)
Route B	<ul style="list-style-type: none"> ▪ Ad Valorem fee of 0.450% of the FOB Value of the goods imported ▪ Minimum fee per shipment USD 275 (two hundred seventy five US Dollars)
Route C	<ul style="list-style-type: none"> ▪ Ad Valorem fee of 0.350% of the FOB Value of the goods imported ▪ Minimum fee per shipment USD 250 (two hundred fifty US Dollars)
2. REGISTRATION (Route B)	
First 15 product/line items	375 (three hundred seventy five US Dollars)
Every additional product/line item above 15 products /line items	20 USD (twenty US dollars) per product / line item
Used vehicle Fee	
Price per inspected vehicle	300 USD (three hundred US dollars) per used inspected vehicle.

- Fees are payable in advance by the exporter; fees are exclusive of VAT and any other local tax which will be invoiced additionally in accordance with the legislation application in each country.
- Fees cover documentary verification and inspection of goods. Above mentioned fees do not include laboratory testing, sampling of bulk shipments or containerized bulk cargos or sealing of containers and Licensing of the products; all these services will be charged separately to the clients.
- Fees are due regardless of whether after assessment of the goods of the exporter does not provide the information or document necessary for the final issuance of the CoC, or for any other reasons he does proceed to the shipment of the goods
- Service provider could apply additional fees where goods or facilities are not ready or available at the time the supplier has advised and therefore an additional inspection visit is required

4. LIST OF GOODS EXEMPTED FROM G-CAP

Below are exempted

1. Consignments of FoB value not exceeding USD 3000 (excluding used Motor vehicles)
2. Diplomatic Cargo
3. Personal effects
4. Live animals

5. PROHIBITED OR RESTRICTED GOODS

1. Used underwear
2. Used sanitary wears
3. Used handkerchiefs
4. Used mattresses
5. Used fridges
6. Used air conditioners
7. High energy consumption bulbs
8. Used LPG Cylinders
9. Non handling fire crackers
10. Animal products with fat content exceeding 15% eg. Turkey tail
11. Products containing Organochlorines
12. Ozone depleting substances
13. Weapons, explosives and ammunitions-unless permission has been obtained
14. Diseased animals and animal carcasses
15. Plant, plant Product disease or pest, soil, Foreign Soil, manure, grass and other parking materials liable to harbor dangerous disease or pest

6. CONTACT INFORMATION

PLEASE CHECK SGS CONTACT LIST AVAILABLE IN OUR WEBSITE.

IMPORTERS MAY CONTACT OUR LIAISON OFFICE:

SGS Ghana Limited

14 Ridge Road, Roman Ridge Accra, Ghana

Tel: + 233 (0) 302.773994/5

Mobile: +233 244311115

Email:gis.ghana@sgs.com

The information contained herein is for the purpose of facilitating pre-shipment inspection and does not relieve exporters or importers from their obligation in respect of compliance with the import regulations of the country of importation. Although every effort has been made to ensure the correctness of the information, as at the date of issuance of this data sheet, SGS does not accept any responsibility for errors or omissions and, furthermore, the information may subsequently be subject to change as may be announced by the Authorities in the country of importation. Consequently, exporters and importers are advised to check with SGS, prior to shipment of the goods, if there is any doubt concerning the issuance of a Clean Report of Findings or any other Certificate. For further information, or clarification, please contact the SGS GIS Administrative Office in the country of inspection of the goods.