1. GENERAL

Authority:	Standards Organisation of Nigeria(SON)
Regulations:	Circular TED/AD/100/2005 dated 29th August 2005 issued by Central Bank of Nigeria Contract Agreement between SON and ALBERK dated 1 March 2024
Scope of the regulation:	Conformity assessment of goods exported to Nigeria
Appointed company(ies):	QA TECHNIC and other International Accreditation Firms (IAFs) appointed by SON
Assessment based on:	- Documentary review - Control testing if any - Inspection - Witnessing the loading and sealing FCL - Factory Audit if any - Conclusion of the assessment (Certification)
Minimum value subject to the program:	All shipments values are subject
Form M	Form M is a mandatory statutory document to be completed by all importers for importation of goods into Nigeria. The life span of a Form M is 180 days (for general merchandise) and 365 days (for plant and machinery), after which an extension of 180 days (for general merchandise) and 365 days (for plant and machinery) can be granted on the Form M by the Authorized Dealer. Any further extension has to be approved by the Central Bank of Nigeria (CBN). It is therefore mandatory for all importers to complete and register Form 'M' with Authorized Dealers at the time of placing orders whether the transaction is valid for foreign exchange or not. This is currently initiated electronically on a Trade Portal provided by the Central Bank of Nigeria in conjunction with the Nigeria Customs Service.
Tax Identification Number (TIN)	The TIN is a unique identification number to be used by all registered persons/entities for payment of all tax types. Nigeria does not issue separate TIN for different taxes. TIN is used to verify certificates through SONCAP Portal.
SONCAP Certificate (SC)	The SONCAP Certificate (SC) is a mandatory Customs clearance document in Nigeria. It is issued by Standards Organisation of Nigeria (SON) on receipt of Certificate of Conformity (CoC) from the IAFs. The Certificate is applicable to SONCAP regulated products. SONCAP Certificates can be verified through the following link (https://trade.gov.ng/trade/son/search.do)

2. SUBJECTED GOODS

Regulated products:	All products are regulated under SONCAP, except the following: - Food Products - Medicines and Pharmaceuticals - Medicals other than equipment and machines - Chemicals used as raw materials by bonafide manufacturers - Military wares and equipment - Imports classified as contraband by the Federal Government of Nigeria - Used Products other than automobiles Bonafide manufacturers who intend to import machinery, raw materials, or related spare parts for their manufacturing are to apply to the SONCAP Division in Nigeria for an import permit (equivalent to the Product Certificate) to enable them to optimize production, save time and cost, and further participation in the MANCAP scheme.
Second-hand goods:	Not Allowed; other than automobiles
Counterfeited goods:	Not allowed
Prohibited goods:	Please refer to the below link from the Nigeria Customs: https://trade.gov.ng/en/custom-pages/prohibited-items-list-during-import

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	Conformity Assessment of Goods to be Exported to Nigeria	

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3. VERIFICATION REQUIREMENTS

Testing:	The testing of the products shall be carried out with emphasis on quality, performance, and safety and can be issued by: - Third-Party ISO/IEC 17025 accredited laboratory - QA TECHNIC fully owned Laboratories - SON Approved laboratories - In-House ISO/IEC 17025 accredited laboratories - In-House Laboratory which has undergone successful Verification of Manufacturer's Testing (VMT) - Witness Testing
Standards:	- Nigerian standards; NIS - International standards; ISO, IEC - National standards; ASTM - European Directives
SONCAP Compliance Procedure	The scheme employs four mandatory processes of verification of product quality. The processes are: - Product Certificate 1 (otherwise known as PC1 or Unregistered) - Product Certificate 2 (otherwise known as PC2 or Registered Status) - Product Certificate 3 (otherwise known as PC3 or Licensed Status) - SONCAP Certificate (also known as SC) These documents are mandatory for importation and Customs clearance of SONCAP regulated goods, as stipulated in the Import Guidelines, under the import requirement of the Federal Government of Nigeria.
Routes for Determining Conformity of Products	- Route A: For unregistered/Unlicensed products (Conformity Verification) - Route B: For Registered Products (Registration and Conformity Inspection) - Route C: For Licensed products (Product Certification Systems)
Labeling:	Labels, markings and instructions shall be clear, legible, well stuck, and not easy to remove, unless otherwise specified in the applicable standard or national deviations
Documents:	Documents required for issuance of Product Certificates are: - Request for Certificate (RFC) - Inspection Report (route A) - Laboratory Test Report from an approved laboratory - Supplier's verification (for route B) - Factory Audit Report (for routes B and C) - Photographs of the products (where applicable) - Product Technical Data Sheet (where applicable) - Additional documents as may be considered appropriate Documents required for issuance of SONCAP Certificate are: - Request for Certificate (RFC) - Valid Product Certificate (PC1, PC2 or PC3) - Satisfactory goods verification, - witnessing of stuffing of Full Container Loads(FCL) and affixing of seals to FCL (where applicable and feasible) - The e-form M number and Declared H.S. Codes for the products. - Importer's Tax Identification Number (TIN) - Final documents including seller's final commercial invoice for the shipment, packing List, Bill of Lading or Airway Bill. - Additional documents as may be considered appropriate

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4. FEES

The administrative fees for issuance of both the product and SONCAP certificates are as follows:
- Product Certificate 1 (Unregistered Status) = 500 USD
- Product Certificate 2 (Registered Status) = 1000 USD
- Product Certificate 3 (Licensed Status) = 2000 USD
- SONCAP Certificate = 350 USD
- Amendment of Certificate = 100 USD
- Non-Conformity Report = 350 USD
- Adding New Product to Registration / License = 350 USD
- Adding new Model to Registration / License = 120 USD + 10 USD / Month of validity per model
- Adding new Model to Product Certificate = 60 USD + 10 USD / Month of validity per model

Please contact the QA TECHNIC office for price details for Testing, Inspection, Loading Supervision, sampling, Sealing and similar fees.

5. CONTACT LIST:

➢ **Turkey Office [Certification Center]**
ALBERK QA ULUSLARARASI TEKNIK KONTROL VE BELGELENDIRME A.S.
Küçükbakkalköy Mahallesi Kayişdaği Caddesi No:13, Iç Kapi No:1 Ataşehir Istanbul, 34746, Republic Of Turkey

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➢ **Nigeria Office [Local Office]**
ALBERK QA TECHNIC NIGERIA
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