

GUIDELINES FOR THE TRADE	
KENYA Pre-Export Verification of Conformity to Kenya Standards	
<i>This data sheet has been prepared specifically in respect of exports to Kenya</i>	
Date issued: 29/06/2022	Last modification: 05/06/2026
1. PRODUCTS CONFORMITY ASSESSMENT	
PROGRAM NAME	Pre-Export Verification to Conformity (PVoC)
PROGRAM MANDATED BY	Kenya Bureau of Standards (KEBS)
IMPLEMENTATION DATE	19/02/2026 (Seventh consecutive mandate for SGS)
PROGRAM OBJECTIVES	<ul style="list-style-type: none"> • Verification of conformity to Kenya Standards or other approved standards and technical regulations. • Ensure conformity of imported products to the applicable technical regulation and standards. • All imported products subject to the program must be accompanied by a Certificate of Conformity (CoC) issued by SGS or other authorized KEBS PVoC Partner.
VERIFICATION PROCESS	<p>1. Request: Importers or exporters submit request for CoC together with the initial set of supporting documents using TFS Customer Portal https://exporter-portal.sgs.com/. This action automatically registers application. Requests sent directly to SGS Liaison Office in Kenya or the SGS Country Office will also be processed and transferred to the portal.</p> <p>2. Verification: The SGS Executing Office in the country of supply liaises with the exporter to request mandatory documents and complementary information about the goods, i.e., detailed products description, place where the goods are available for verification as well as a copy of the invoice related to the shipment. The SGS Executing Office will then coordinate with the supplier/exporter to carry out the applicable interventions (inspection, sampling/testing).</p> <p>3. Evaluation: Reports from the verification activities (Inspection Report, Test Report(s) together with the mandatory supporting documents are submitted to SGS Certification Centre for review against the regulatory requirements in force.</p>

	<p>4. Attestation: The successful review of the various reports and other supporting documents lead to the issuance of Certificate of Conformity to evidence the compliance of the shipment. If discrepancies are identified, feedback is given to the exporter as well as guidance for implementing the necessary corrections to achieve compliance.</p>
<p>ROUTES</p>	<ul style="list-style-type: none"> • There are three (3) certification routes to obtain CoC. • Route A – Under this route, products to be shipped must be tested and physically inspected to demonstrate conformity to relevant standards and regulatory requirements. Container sealing is a must for used clothes and used footwear, and goods originating from UAE and China <ul style="list-style-type: none"> • Certification of used textiles and footwear-The bailing facility must be accredited by the PVOC Contractor, while KEBS shall register the importer for RFC to be accepted. • Route B (Registration valid for 1 year) –This route offers a fast track for goods of low risk but with reasonable and consistent levels of quality through registration by submitting test reports from recognized laboratories issued for previous shipments certified under route A. <ul style="list-style-type: none"> • Risk assessment shall be conducted for each request for certification of registered products to determine the level of intervention required before issuing COC. • Two surveillance inspections and testing are required, within the validity period.

	<ul style="list-style-type: none"> • Route C (Licensing valid for 3 years) – for manufacturers who can demonstrate existence of a quality Management System in their production/manufacturing process. It involves auditing of such production process and licensing of products manufactured thereof. <ul style="list-style-type: none"> • Factory surveillance inspection and testing is required as guided by ISO IEC 17067 • Risk assessment shall be conducted for each request for certification of licensed products to determine the level of intervention required before issuing COC
<p>RECOGNIZED LABORATORY</p>	<ul style="list-style-type: none"> • PVoC contractors service providers laboratories. • Laboratory accredited to ISO/IEC 17025 • Government owned laboratory
<p>RECOGNIZED TEST REPORTS</p>	<p>1. Consumer products Test report should be from any of the recognized laboratories. In the absence of recognized laboratories in the country of supply, witness testing may be conducted.</p> <p>2. Machinery and spares Manufacturers test report. Manufacturers must have valid ISO 9001 certificate or any other quality management system.</p> <p>3. Medical Equipment (except medical consumables) Manufacturer’s test report, PPB permit and manufacturer must be ISO 13485 certified</p> <p>4. Automotive parts and spares Manufacturers test reports, and manufacturer must be IATF 16949 certified</p> <p>5. Chemicals/raw materials without applicable Kenya Standards Manufacturer internal test report with a valid ISO 9001 certificate</p>

<p>DOCUMENTATION</p>	<p>Mandatory documents required for inspection and CoC issuance.</p> <ul style="list-style-type: none"> • Manufacturer's/Seller's declaration of conformity • Completed Request for Certification (RFC) • IDF and UCR data -mandatory • Test Reports issued by a recognized laboratory • Inspection report • Pro-forma/final Invoice- air and sea shipments • Free Sale Certificate issued by an authorized agency from Country of supply, for first time imports of a select category of goods. • Valid statement of Registration for route B • Valid statement of License for route C
<p>CERTIFICATE</p>	<ul style="list-style-type: none"> • A Certificate of Conformity (CoC) should be issued within 48hrs after drafting, with or without confirmation as evidence of the compliance of the shipments. • It provides the Kenya Bureau of Standards and Customs with a proof that the goods being imported are following the relevant standards and technical regulations. • It's a mandatory document for goods clearance at the border for every shipment. • For consignments delivered to Kenya without CoC, importers shall be issued a penalty of 5% CIF. The costs of the test will be charged to the importer as well. It is the seller's responsibility to ensure that shipments to Kenya from PVoC covered zones are affected only upon issuance of a Certificate of Conformity or confirmed certification decision. • Amendment of CoC's not allowed once issued as instructed by KEBS.

	<ul style="list-style-type: none"> • KEBS is mandated to conduct destination inspection and may approve/reject clearance of consignments. • CoC is a virtual document available online for authorities during clearance of imports; trade receives copies of the document by e-mail; if required by the trade, a hard copy may be issued on security paper.
OTHERS	<p>Other documents: When applicable and/or relevant, the following documents may also be requested:</p> <ul style="list-style-type: none"> • Quality management system certificates (e.g., ISO 9001) • Factory records on tests performed by the manufacturer. • Product's technical datasheets • Manufacturer's test report

2. SGS is mandated to operate in the following zones/regions: Always verify with LO

<p>ZONE 2</p> <ol style="list-style-type: none"> 1. India 2. Pakistan 3. Sri Lanka <p>ZONE 5</p> <ol style="list-style-type: none"> 1. Mexico 2. Guatemala 3. El Salvador 4. Honduras 5. Costa Rica 6. Panama 7. Colombia 8. Brazil 9. Ecuador 10. Peru 11. Bolivia 12. Paraguay 13. Uruguay 14. Argentina 15. Chile 16. Jamaica 17. Guyana 18. Dominican Republic 	<p>ZONE 3</p> <ol style="list-style-type: none"> 1. Japan 2. South Korea <p>ZONE 6</p> <ol style="list-style-type: none"> 1. Ukraine 2. Georgia 3. Armenia 4. Azerbaijan 5. Turkmenistan 6. Uzbekistan 7. Kazakhstan 8. Kyrgyzstan 9. Tajikistan 10. Turkistan 	<p>ZONE 4</p> <ol style="list-style-type: none"> 1. Indonesia 2. Malaysia 3. Philippines 4. Thailand 5. Singapore 6. Vietnam 7. Cambodia <p>ZONE 7</p> <ol style="list-style-type: none"> 1. Turkey 2. Jordan <p>ZONE 8</p> <ol style="list-style-type: none"> 1. Saudi Arabia 2. Oman 3. Bahrain 4. Qatar 5. Kuwait 6. United Arab Emirates
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Countries NOT subject to PVoC Program (goods shipped from these countries to be subject to Destination Inspection-DI by KEBS)

Region	Countries
Africa	Algeria, Angola, Benin, Botswana, Burkina Faso, Cabo Verde, Cameroon, Central African Republic, Chad, Comoros, , Republic of the Congo, Djibouti, Egypt, Equatorial Guinea, Eritrea, Eswatini, Ethiopia, Gabon, Gambia, Ghana, Guinea, Ivory Coast, Kenya, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mauritius, Morocco, Mozambique, Namibia, Niger, Nigeria
	Rwanda, Sao Tome and Principe, Senegal, Seychelles, Sierra Leone, South Africa, Tanzania, Togo, Tunisia, Uganda, Zambia
Europe	Albania, Andorra, Austria, Belgium, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Kosovo, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Moldova, Monaco, Montenegro, Netherlands, North Macedonia, Norway, Poland, Portugal, Romania, San Marino, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, United Kingdom
North America and The Caribbean	United States of America, Canada, Antigua and Barbuda, Bahamas, Barbados, Belize, Dominica, Grenada, Haiti, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Trinidad and Tobago
Asia	Bangladesh, Bhutan, Brunei, Israel, Laos, Maldives, Nepal, Palestine
Oceania	Australia, Fiji, Kiribati, Marshall Islands, Micronesia, Nauru, New Zealand, Palau, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu, Vanuatu

3. CRITERIA FOR EXEMPTION OF SPECIFIC IMPORTERS FROM PVOC REQUIREMENTS

CATEGORY	CRITERIA OF EXEMPTION	REMARKS
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<p>Industrial raw materials excluding materials specified by national Standards Council, CKD kits for road vehicles, machinery and industrial spares imported by registered manufacturers for own use</p>	<ul style="list-style-type: none"> • Applicant must demonstrate to KEBS quality track record for the raw materials and the final products as confirmed by KEBS • Proof of transformation of raw material (s) into a completely different product (finished product) • Proof of certification to a quality management system/ or professional practice. • Manufacturers to provide KEBS data on their customers' complaints • Proof that the final products are directly linked to the raw materials being imported • Proof of registration as an assembler or Manufacturer Under Bond (MUB) or Export Processing Zone. • Proof of manufacturing (license or permit from other gov agencies) 	<p>Concerned importers to fill the form in Microsoft excel format available on KEBS website (www.kebs.org) and submit the filled form in the same format (Microsoft excel format) via email to inspections@kebs.org together with the other required documents (the required documents are listed in the excel form under instructions).</p> <p>The application fees for exemption are:</p> <p>c) KES. 10,000 exclusives of VAT initial application processing fees for manufacturers whose final products are subject to SMARK product certification scheme. Renewal applications to be done free of charge.</p> <p>c) KES. 50,000 exclusives of VAT initial application processing fees and KES 30,000 exclusive of VAT renewal application</p>
		<p>processing fees for manufacturers whose final products are not subject to S-MARK product certification scheme.</p> <p>c) KES. 5,000 exclusives of VAT processing fee for any additional items and/or amendment of items in the exemption certificate for both S-MARK and non- S-MARK holders.</p>
<p>Equipment and original equipment manufacturers (OEM) parts for licensed power generation companies</p>	<p>Evidence of Original Equipment Manufacturer warranty</p>	<p>Clearance to be based on confirmation of the invoice and warranty from the manufacturer</p>

Original equipment medical manufacturer's parts for medical equipment	<ul style="list-style-type: none"> □ Evidence of Original Equipment Manufacturer for spare parts. □ Evidence of Manufacturer's warranty 	Clearance to be based on confirmation of the invoice and warranty from the manufacturer
Goods imported by diplomats and diplomatic missions except motor vehicles	PRO 1A or PRO 1B issued by the Ministry of Foreign Affairs	Approved PRO 1A or PRO 1B to be submitted to KEBS for application of a Local COC at the time of clearance
Courier parcels with value specified by the Council and direct assessment	Parcel handler's license issued by the CAK Direct assessment documents approved by KRA	Goods to be subjected to destination Inspection by KEBS If parcels constitute food stuff, they shall be well labelled specifying ingredients and storage conditions
Importers of printed matter and copyrighted digital materials	Declaration that the material has not violated any intellectual property rights	
Importers of goods certified by KEBS under Diamond Mark Scheme	Valid Diamond Mark permit	Concerned importers to submit the importation documentation to KEBS for processing of Local CoC
Importers of goods manufactured within East African Community (EAC)	Country of Origin must be an EAC member state	Import Entries for goods from EAC Partner states to be processed by KRA based on Country of supply
Importers of used personal effects belonging to returning residents and arriving expatriates excluding vehicles	Goods must be pre-owned before shipment	KRA to administer
General consumables (stores) imported by international carriers for inflight / ships services	Proof of existence as international Carrier. Authority by KRA as proof to operate as duty free	Concerned importers to submit licenses to KRA for processing of their import entries
Re -Imports	Submission of re-importation certificate (KRA)	Concerned importers to submit re-importation certificates to KRA at the time of importation
Importers of temporary goods	Submission of a bond executed in favour of KRA Carnet Certificate (for vehicles)	Concerned importers to submit an executed bond in favor of KRA at the time of importation

New road vehicles and new mobile equipment	Manufacturer Warranty /type approval Clearance to be based on year of manufacture	Clearance to be based on year of manufacture
Importers of vehicles from countries where KEBS does not have a motor vehicle inspection arrangement	Country of exportation must be a country where KEBS does not have a motor vehicle inspection arrangement	Vehicles not from United Arab Emirates, Japan, United Kingdom, Thailand, and South Africa to be subjected to destination
Printed matter and recorded digital media	Declaration that the material has not violated any intellectual property rights	
The following products are regulated under specific laws: i. explosives, arms and ammunition ii. plants, seeds and planting materials iii. live animals, carcasses and iv. hatching eggs v. tissues and organs vi. human and veterinary	Proof of compliance with the relevant Regulations	<i>Refer to Annex 2 for further guidance</i>

ii. pharmaceutical products pesticides ix. aircraft and aircraft parts x.marine craft and marine craft parts xi. radioactive materials and isotopes		
New motor vehicle parts imported from the manufacturer of the vehicle to which the parts are to be fitted or their authorized representative	c) Evidence that the exporter is the original vehicle manufacturer or evidence of authorization by the vehicle manufacturer in the case of authorized representative. (c) Manufacturer’s warranty of the parts. c) Evidence of registration by KEBS as importers of those parts. Evidence of conformity of the parts with applicable standards.	Concerned importers to fill the form in Microsoft Excel format available on KEBS website (www.kebs.org) and submit the filled form in the same format (Microsoft excel format) via email to inspections@kebs.org together with the other required documents (the required documents are listed in the excel form under instructions).

LIST OF REGULATORY AGENCIES AND THE PRODUCTS THEY LICENSE, WHICH ARE SUBJECT TO PVOC

GOVERNMENT AGENCY	PRODUCTS AFFECTED AND HS CODES
Central Firearms Bureau	9301-9307: Arms and ammunition, parts and accessories thereof 3602.00.00 Prepared explosives, other than propellant powders
Communications Authority of Kenya	8526- Radarr, radio navigational aid and radio Remote Control apparatus
KENYA PLANT HEALTH INSPECTORATE SERVICES -KEPHIS	<ul style="list-style-type: none"> ☐ 0601 - 0604: Live plants and planting materials ☐ 1401- 1404: Vegetable planting materials; vegetable products not elsewhere specified or included Seeds for sowing under any chapter.
DIRECTORATE OF VETERINARY SERVICES	<ul style="list-style-type: none"> ☐ 0101–0106: Live animals ☐ 0201–0210: Fresh/chilled carcasses only ☐ 0407.11.00, 0407.19.00 – Fertilised eggs for incubation ☐ 0504.00.00: fresh/chilled only ☐ 0506.10.00: Bones and horn-cores ☐ 0511.10.00: Animal semen ☐ 0511.99.10: Animal semen other than of bovine

FISHERIES DEPARTMENT	<ul style="list-style-type: none"> ☐ 0301 – 0302: Fish Live, fresh, or chilled ☐ 0306: Crustaceans, whether in shell or not, live, fresh, or chilled ☐ 0307: Molluscs, whether in shell or not, live, fresh or chilled ☐ 0308: Other aquatic invertebrates ☐ 0511.91.10: Fish eggs
PHARMACY AND POISONS BOARD	<ul style="list-style-type: none"> ☐ 3001: Organs and glands ☐ 3002: Blood and related products ☐ 3003 - 3004: Medicaments ☐ 3006.30.00: Opacifying preparations for X-ray examinations; diagnostic reagents designed to be administered to the patient
	<ul style="list-style-type: none"> ☐ 3006.40.00: Dental cements and other dental fillings; bone reconstruction cements ☐ 3006.60.00: Chemical contraceptive preparations based on hormones. ☐ 3822.19.00 (Reagents used in medical diagnostic only)
KENYA MARITIME AUTHORITY	<ul style="list-style-type: none"> ▪ Chapter 89: Ships, boats, and floating structures ▪ Spares for ships, boats, and floating structures in any chapter
KENYA CIVIL AVIATION AUTHORITY	<ul style="list-style-type: none"> ☐ 8801 - 8807: Aircraft, spacecraft and parts thereof ☐ 4011.30.00: Aircraft tyres ☐ 4012.13.00: Retreaded aircraft tyres ☐ 8407.10.00: Aircraft engines ☐ 8409.10.00: Parts for aircraft engines ☐ Aircraft parts under any chapter.
MINES AND GEOLOGICAL DEPARTMENT	3601 – 3604: Explosives and pyrotechnic substances
PEST CONTROL PRODUCTS BOARD	3808: Insecticides, rodenticides, fungicides, herbicides, anti- sprouting products
VETERINARY MEDICINES DIRECTORATE	<ul style="list-style-type: none"> ☐ 3002.42.00: Vaccines for veterinary medicine ☐ 3002.49.00: Other veterinary vaccines <p>Livestock and animal medicine under 3808</p>
Kenya Wildlife Service	<ul style="list-style-type: none"> ▪ 0507: Ivory, tortoiseshell, whalebone and whalebone hair, horns, antlers, hooves, nails, claws and beaks, unworked or simply prepared but not cut to shape; powder and waste of these products.

4.SPECIAL REQUIREMENTS

SEALING OF FCL CONTAINERS REQUIRED	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO For consignments of used clothes and used footwear and, from UAE and China.
ARE USED PRODUCTS SUBJECT TO THE PROGRAM?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
REQUIREMENTS TO ELECTRIC PLUGS	<ol style="list-style-type: none"> 1. Appliances with cord must be supplied with plugs compliant to BS 1363. 2. Appliances with cord but with plugs not complying with BS 1363 can be provided with compliant to BS 1363-5 "Fused conversion plugs" 3. Exceptions are made to appliances operating under current above 13A.

Category	Guidelines for Circumstances	Justifications	Documents Required
1	Items, equipment And customized vehicles for disabled people.	<ul style="list-style-type: none"> <input type="checkbox"/> For vehicles, the vehicle is already customized for disabled persons' use. <input type="checkbox"/> Affirmative action for disabled persons in the spirit of persons with disabilities act. 	<ol style="list-style-type: none"> i. Letter of application/application form. ii. Proof of disability of the applicant (Evidence of registration by National Council of Persons with Disabilities). iii. Independent report/clear full color photograph detailing vehicle identification and customization of the vehicle to accommodate the disability. iv. Import documents. v. Test report showing compliance with emission standards as outlined in KS 1515:2019
2	Vehicles, equipment, materials and spare parts imported for Government projects and other goods imported for national interest.	<ul style="list-style-type: none"> <input type="checkbox"/> Good imported for use in specific projects. <input type="checkbox"/> Majority are temporary importation to facilitate project mobilization by moving equipment from similar projects elsewhere. <input type="checkbox"/> Goods are for National interest. 	<ol style="list-style-type: none"> i. Letter of application /application form. ii. Contract documents by GOK/Support by relevant ministry. iii. Letter of exemption from duty/taxes from National Treasury. iv. Schedule of vehicles to be imported. v. Proof of security bond for reshipment after projects where applicable. Proof of ownership where applicable. vi. Master list compliant with 40% local content government policy. Test report showing compliance with vii. emission standards as outlined in KS 1515:2019

3	Special purpose vehicles (mobile laboratories, fire engines, ambulances, jet fuel bowsers, etc.).	Vehicles are customized to a specific application.	<ul style="list-style-type: none"> i. Letter of application /application form. Independent report detailing ii. customization from the country of supply / clear full color photographs detailing vehicle identification and customization. Record of serviceability. iii. The Vehicles should not be more than iv. 20 years of age from the year of manufacture. v. Test report showing compliance with emission standards as outlined in KS 1515:2019
4	Vehicles for motor sports e.g. Safari rally, motor cross.	<ul style="list-style-type: none"> □ The motor sports industry is selfregulated. □ Vehicles participate in global motor sports and are usually imported on temporary basis. □ Vehicles are not used on the road on regular basis. 	<ul style="list-style-type: none"> i. Letter of application /application form. Endorsement by the Kenya Motor Sports Association. ii. Valid license as rally driver. Full color photographs detailing vehicle customization as a motor sports vehicle. iii. Test report showing compliance with emission standards as outlined in KS 1515:2019 iv. v.
5	Vehicles imported for UN missions in the region	Need to facilitate UN activities in the region	<ul style="list-style-type: none"> i. Letter from UN detailing the nature of ii. the mission and time frame. Proof of ownership by UN. iii. Test report showing compliance with emission standards as outlined in KS 1515:2019

6	Vehicles being re-imported into Kenya.	<input type="checkbox"/> Vehicles preowned by importers. <input type="checkbox"/> Vehicle previously registered in Kenya before exportation from Kenya.	i. Letter of application /application form. ii. Proof of validity of the original Kenyan registration. iii. Copy of Passport. iv. Test report showing compliance with emission standards as outlined in KS 1515:2019
7	Changing of status from diplomatic, Government to private use.	These vehicles already in use in Kenya.	i. Letter of application /application form. ii. Copies of sale documents from the Government of Kenya /Mission. iii. Consent letter from Kenya Revenue Authority. iv. Vehicle must be right hand drive.
8	Vehicles for expatriates.	<input type="checkbox"/> Changing residence. <input type="checkbox"/> The vehicles were already owned by the applicant before importation. <input type="checkbox"/> To be re-exported at the end of tenure.	i. Letter of application /application form. ii. Proof of ownership for at least one year. Work Permit. iii. Test report showing compliance with emission standards as outlined in KS 1515:2019 iv.
9	Vehicles being imported by returning residents	The vehicles are owned by Kenyan Citizens	i. Letter of application /application form. ii. Proof of legal residency (minimum of 2 years). iii. Proof of ownership of the vehicle (minimum of 365 days). iv. Tabulation of movements using applicant's passport. v. Affidavit on the truth of the information provided. vi. Vehicle must be right hand drive. vii. Test report showing compliance with emission standards as outlined in KS 1515:2019
10	Donations under national interest	Goods are for National interest	Letter of application /application form. Registration status of the importer. Donation certificate from the donor Support by relevant Government ministry.

11	Police Auctioned Vehicles	The vehicles are in Kenya in the custody of Kenya police and are not claimed.	<ul style="list-style-type: none"> i. The waiver Application letter ii. Multi-Agency Pre-Auction Report iii. Gazette Notice by the National Police Service listing the vehicle for auction specifying units for use on roads and those for scrapping in line with multi- agency pre-auction report iv. Court order authorizing the auction v. License of the Auctioneer who conducted the auction and the certificate of sale vi. Tape lift from the Directorate of Criminal Investigations Interpol clearance
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5. FEES

Route A

Ad Valorem fee of 0.600% of the FOB Value of the goods imported
 Minimum fee per shipment: USD 300 (Three hundred US Dollars)
 Maximum fee per shipment: USD 3500

Route B

Ad Valorem fee of 0.550% of the FOB Value of the goods imported
 Minimum fee per shipment: USD 300 (Three hundred US Dollars)
 Maximum fee per shipment: USD 3500

Route C

An Ad Valorem fee of 0.50% of the FOB Value of the goods imported
 Minimum fee per shipment: USD 300 (Three hundred US Dollars)
 Maximum fee per shipment: USD 3500

Coverage and conditions

The above fees cover the documentary verification and the physical inspection of goods, including the sealing of FCL containers when applicable.

The above fees **do not include** the following activities:

- Re-inspection
- Sampling of bulk cargoes
- Testing
- Product Registration
- Manufacturer licensing
- Bailing sites audit

The above fees: quoted on a case-by-case basis

The fees are net of tax.



6. SGS CONTACT LIST: available at [SGS website](#)

Generic email address: pca.enquiries@sgs.com

For importers and other countries, please contact our office in Kenya

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