

Iranian National Standards Organization

Quality Assessment Deputy

Export Goods Conformity Assessment Instruction Manual (Book 1)

June 2021

This instruction manual replaces the Export Goods Conformity Assessment Instruction, with document number: D/106/35, approved in December 1999, and it is considered an extra-organizational document and is under control. Any reproduction, copying and distribution of it without the necessary permits is prohibited.

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1 - Objective

The purpose of compiling this instruction manual is determining the conformity assessment methods of export goods subject to implementation of mandatory standard regulations.

2 - Scope of application

This manual applies to all export goods subject to conformity with mandatory standard regulations.

3 - Implementation responsibility

The responsibility for the implementation of this manual is assigned to the general standard bureaus of the provinces and the approved goods inspection companies, and the supervision of its good implementation is the responsibility of the export and import goods quality assessment office.

4 - Related laws and regulations

- 4 - 1 Law of strengthening and development of standard system approved in 2017.
- 4 - 2 Law of export import regulations and its executive bylaw.
- 4 - 3 Law of customs affairs and its executive bylaw.

4 - 4 Law of fighting the smuggling of goods and foreign currency and its executive bylaw.

4 - 5 Approvals of the Supreme Standard Council.

5 - Definitions

In this instruction manual, terms and/or words are used with the following definitions:

5-1 Organization means Iran National Standard Organization.

5-2 Export goods subject to mandatory standard regulations Export goods that are subject to mandatory standard regulations based on the approvals of the Supreme Standards Council. From now on, for the sake of brevity, they are called goods subject to standard. The list of export goods subject to standard can be accessed on the portal of Iran National Standards Organization at address: www.isiri.gov.ir (export & import section).

5-3 Six types of agricultural goods including: pistachio and pistachio nuts, raisin, caraway seeds, saffron, dates, and apricot dried pieces are subject to mandatory standard regulations.

5-4 Export and import goods quality assessment office means the provincial standard bureaus and approved goods inspection companies (subject of paragraph 10 under Article 7 of the law of strengthening and development of standard system approved in 2017).

5-5 Exporter

Exporter refers to a natural or legal person with a valid business card and other persons who export goods with legal permits.

5-6 Superior Exporter

Exporters who succeeded in obtaining a Superior Exporter Certificate from the National Standard Organization with a certain validity period.

5-7 Exemplary and distinguished exporter

Exporters who managed to receive a tablet of appreciation on the National Export Day from Iran Trade Development Organization.

5-8 Applicant

Applicant means a natural or legal person who is required to obtain a certificate of conformity to export the desired goods, either

personally or as the legal representative of the exporter (with a notarized power of attorney).

5-9 Application

A written request for conformity assessment that the applicant prepares and submits to the executive unit to export the cargo.

5-10 The cargo declared for export

It is all the packages of goods that are related to a shipment declaration and must be of a specific type and have a specific and identical quality.

5-11 Cargo containment and marking

It is the containment and marking of the cargo declared for export, which after sampling, is carried out with special marks and with appropriate marking tools. It is done in order to identify cargo packages and prevent any kind of unauthorized interference in it. Shipments with customs declarations that are referred for conformity assessment do not need to be contained and marked.

5-12 Sample

It is the amount of goods that is taken from a cargo under assessment, according to the relevant standard or sampling instructions, in order to perform tests and determine the overall characteristics of the cargo.

5-13 Sampling

It is the preparation of a sample of the cargo to be evaluated according to the relevant standard or sampling instructions.

5-14 Inspection

Checking the design of the product, product, process or facility and determining their conformity with the specified requirements or with general requirements based on professional judgment (expert opinion).

5-15 Conformity assessment

It means proving that the specified requirements are met in relation to a product, process, system, person or entity.

5-16 Certificate of Conformity (COC)

It is a document that certifies the conformity of the product with standards or technical specifications based on one of the conformity assessment methods and relevant regulations.

5-17 Technical specifications

It is a document that contains the technical requirements of the product, which is approved and verified by the legal or competent authorities of the target country and after accreditation by the Chamber of Commerce (or related authority) of the target country and the Embassy of the Islamic Republic of Iran in that country, it is verified by the registry department of Iran Ministry of Foreign Affairs / the embassy of the target country in Iran / the joint chamber of commerce of Iran and the target country

5-18 Export commodity registration certificate

It is a document that shows the registration of export goods in the organization, with the name of the exporter, the target country and a specific trademark.

5-19 Returned exports

The export cargoes subject to the standard are returned to the country and declared at the customs of the country.

5-20 Acceptable laboratories

These are laboratories whose test results issued by them are cited in evaluating the conformity of export goods. These laboratories are:

5-20-1 Reference laboratories in the research institute of the organization or the general bureaus of provinces.

5-20-2 Laboratories with ISO/IEC 17025 and ISO 17025 certificates, whose competence is approved by one of the accreditation bodies (AB).

5-20-3 Laboratories that have been approved by the organization based on the executive method of confirming the competence of partner laboratories and monitoring their performance according to the document no. R/111/208.

5-21 Accepted laboratories of the target country

It refers to laboratories that have been approved by the competent authority of the target country.

5-22 Goods without Iran national standard logo

Export goods that are subject to the standard but do not have the Iran national standard logo.

5-23 According to Article 13 of the law of strengthening and development of the standard system, whenever the implementation of the standard regarding goods and services is declared mandatory,

after the expiration of the prescribed deadlines, the production, concentration, distribution and sale of such goods and services without the standard logo or without the approval of the organization is prohibited, and the relevant goods will be seized and the violator will be dealt with according to the law, therefore, the production of goods subject to the standard and without the national standard logo (except for agricultural goods) for export must be under the supervision of the general standard bureau of the province of production place or one of the approved inspection companies with the permission of the general standard bureau of the province of production.

6 - Description of measures to be taken

Export goods are assessed for conformity in one of the following ways:

6-1 Conformity assessment based on Iran national standard

6-1-1 Conformity assessment of export goods based on Iran national standard with Iran national standard logo.

For the export of goods subject to paragraph 5-2, which have a valid license to use standard logo, there is no need to obtain an export conformity certificate from the provincial general bureau

Reminder: In order to verify the authenticity of the licenses for the use of the standard logo, the customs offices can proceed through the information dissemination base of the organization at address WWW.ISIRI.GOV.IR or inquire from the general standard bureau of the export place of the goods or the issuance place of the license or SMS system 10001517.

If the applicant requests to receive an export conformity certificate for these goods, the general bureaus can proceed to issue a conformity certificate after reviewing and verifying the authenticity and validity of the license to use the standard logo.

Note: In case the exporter wants to export a product with the standard logo under a different brand name (other than the brand name listed in the application license), he must notify the general bureau of the production place and provide an undertaking not to

use the brand names of others, and then receive the necessary permit.

6-1-2 Assessing the conformity of export goods based on Iran national standard without the logo of the Iran national standard

The production of goods subject to the standard and without the national standard logo (except for agricultural goods) must be under the supervision of the general standard bureau of the province where the production takes place or one of the approved inspection companies, with the permission of the general standard bureau of the province of the place of production.

6-1-2-1 The general standard bureau of the province of the place of production or the place of export may, after receiving the request of the applicant, evaluate the conformity of the shipment and issue a certificate of conformity for the shipment based on Iran national standard in the export import system.

6-1-2-2 If the conformity of the export goods is confirmed by the general bureau of the province where the request is made, and the cargo is contained and sealed, the general standard bureau of the province where the goods are being exported may, after receiving the confirmation from the province where the request is made and after physical inspection of the cargo and verifying the conformity of its containment with the confirmation of the province where the request is made, proceed with issuing the certificate of conformity.

6-1-2-3 The applicant can refer to one of the goods inspection companies (approved by the organization) and receive the inspection certificate and present it to the general standard bureau of the place of export of the goods or the place of production of the goods (or uploading the shipment inspection certificate of the inspection company in the export & import system of the organization), receive an export conformity certificate.

Note 1: The general standard bureau of the province can, for shipments whose product characteristics are in accordance with the relevant national standard, but the buyer requests packaging other than what is mentioned in the relevant national standard, or not including the standard logo, or not including made in Iran on the goods, issue a certificate of conformity with the technical specifications (features mentioned in the relevant national standard).

Note 2: For exported pistachios, the aflatoxin measurement test is performed according to the exporter's request (according to Appendix 4). The results should not exceed the limit set by the buyer's country.

6-2 Assessment of export goods' conformity based on the standard set by the target country, international standards accepted by the parties, technical specifications stated by the legal or competent authorities of the target country

The production of goods covered by the standard and without the national standard logo (except for agricultural goods) should be done under the supervision of the general standard bureau of the province of the production place or one of the authorized inspection companies with the permission of the general standard bureau of the province of the production place and the letter of commitment in Appendix 8 regarding acceptance of responsibility and non-supply of manufactured goods inside the country should be completed and presented.

6-2-1 Assessment of conformity of export goods based on the standard set by the target country

To export goods subject to the standard based on the target country's standard, the exporter must, based on the written request of the buyer, supply the goods according to the requested standard, and the provincial standard bureaus issue the export conformity certificate in the following ways:

6-2-1-1 The general standard bureau of the province where the goods are being exported or the place of production of the goods, after receiving the request of the applicant, proceeds with the assessment of the conformity of the shipment based on the standard determined by the target country (mentioned in the buyer's written request).

6-2-1-2 In case the conformity of the export goods based on the standard set by the target country has been verified by the general bureau of the province where the request is made, and the cargo is contained and sealed,

The general standard bureau of the province of goods export can, after receiving the confirmation of the province of origin, and after

physical inspection of the cargo and verifying the conformity of its containment with the confirmation of the province where the request is made, proceed with the issuance of the certificate of conformity.

6-2-1-3 The applicant can refer to one of the goods inspection companies (authorized by the organization) and receive an inspection certificate and submit it to the general standard bureau at the place of export of the goods or where the request is made, to receive an export conformity certificate.

6-2-2 Conformity assessment of export goods based on international standards agreed by the parties

6-2-2-1 After receiving the applicant's request, the general standard bureau of the province where the goods are exported, will assess the conformity of the cargo based on the international standards accepted by the parties.

6-2-2-2 In case the conformity of the export goods based on the international standard acceptable to both parties has been verified and the cargo is contained and sealed by the general standard bureau of the province where the request is made, the general standard bureau of the province of goods' export can, after receiving the confirmation of the province of origin, proceed with the issuance of the certificate of conformity.

6-2-2-3 The applicant can refer to one of the goods inspection companies (authorized by the organization) and receive an inspection certificate and submit it to the general standard bureau at the place of export of the goods or where the request is made, to receive an export conformity certificate.

Reminder: In case of a request from the general bureau, the applicant is required to provide a complete image of the related standard.

6-2-3 Assessing the conformity of export goods based on the technical specifications stated by the legal or competent authorities of the target country

In this method, the general standard bureau of the province, after receiving The following documents and actions, will proceed to issue a certificate of conformity according to the technical specifications stated by the legal or competent authorities of the target country (technical specifications can be stated by the parties to the contract

and confirmed by the legal or competent authorities of the target country as well):

6-2-3-1 Receiving the applicant's application along with the completed form of technical specifications, that has been signed and sealed by the highest authorized authority.

6-2-3-2 Receiving the valid contract with the credible overseas buyer and accredited by the chamber of commerce of the target country , the embassy of the Islamic Republic of Iran in that country and Iran Ministry of Foreign Affairs / the embassy of the target country in Iran / the joint chamber of commerce of Iran and the target country, which should at least provide the following information:

1- in Persian or English,

2- Specifications and address Buyer and seller,

3- Product name, model (if necessary), brand name of the product and their acceptable limits by the buyer,

4- Quantity and volume of the product and the duration of the contract for partial shipment (if necessary) to the target country,

5 - Signatures of the contract parties.

6-2-3-3 Examination of the applicant's request by the general bureau or one of the authorized inspection companies.

6-2-3-4 Based on the buyer's request, differentiating the manufactured product in accordance with the technical specifications with other products that can be sold in the domestic market and the obligation not to supply the manufactured goods based on the technical specifications inside the country (according to the attached form).

6-2-3-5 By sampling and testing, the inspection company examines the conformity of the product with the technical specifications mentioned by the production plant, and in case of conformity, issues an inspection (conformity) certificate for it.

Note: In case the provincial general standard bureau requires, considering the sensitivity of the product and the tonnage of the export product, the inspection company can reside in the production plant.

6-2-3-6 Issuance of certificate of conformity of export shipments based on registration certificate of technical specifications by the

general standard bureau of the province of production, or the general standard bureau of the customs through which the goods exit.

Note: If the conformity assessment process is completely carried out by the provincial general standard bureau, there is no need to submit an inspection certificate.

6-3 Evaluation of export goods' conformity based on the export commodity registration certificate

Exporters who have succeeded in obtaining the export product registration certificate, can receive a certificate of conformity by submitting the original certificate to the provincial general standard bureau. Clearly, the provincial general standard bureau can, in order to exercise higher supervision, conduct sampling and testing on a case-by-case basis of export shipments at the time of export and enter the results in the exporter's record, and in case of discrepancy, revoke or confiscate the certificate and take action towards the non-extension of the mentioned certificate. In addition, the rejected cases are reported to the organization's export and import goods quality assessment office.

Reminder: the conditions for obtaining the export product registration certificate, the method of accreditation of the declared technical specifications and the export product registration certificate form are stated in Appendix 8.

6-4 Conformity assessment of the export goods with the special export standard logo

Exporters who have succeeded in obtaining the goods registration certificate and have received permission to install the special export logo on their goods, can receive a certificate of conformity by presenting the original certificate to the provincial general standard bureau. Clearly, the provincial general standard bureau can, in order to exercise higher supervision, conduct sampling and testing on a case-by-case basis of export shipments at the time of export and enter the results in the exporter's record, and in case of discrepancy, revoke or confiscate the certificate and take action towards the non-extension of the mentioned certificate. In addition, the rejected cases are reported to the organization's

export and import goods quality assessment office.

Reminder: the conditions for obtaining the special export standard logo are stated in Appendix 8.

6-5 Conformity assessment based on top exporters certificate

The exporters who have succeed in obtaining the top exporter certificate from the export and import goods quality assessment office or the provincial general standard bureaus, by submitting the original certificate to provincial general standard bureau (or viewing the certificate specifications on the organization portal by the general standard bureau) should proceed to receive the export conformity certificate. Clearly, the provincial general standard bureaus can, after issuing the export conformity certificate, conduct sampling and testing on a case-by-case basis of export shipments and enter the results in the exporter's record, and report the rejected cases to the organization's export and import goods quality assessment office in order to take action towards the non-extension of the mentioned certificate.

Reminder: Appendix 7 states the conditions for obtaining a top exporter certificate.

6-6 Export by exemplary and distinguished exporters

Exemplary exporters do not need to obtain a certificate of conformity for the export of products that are approved based on the announcements of Iran Trade Development Organization.

6-7 Returned exports

In case of export goods returned to the country for any reason, and have been declared at the customs of entry, the provincial general standard bureaus should act according to the following conditions:

6-7-1 Receiving the initial export certificate documents (to leave the country).

6-7-2 Completing the checklist related to the returned export goods (Appendix no. 6).

6-7-3 Perishable returned export goods with the standard logo are allowed to enter after testing and if they comply with the national standard.

6-7-4 Regarding non-perishable returned export goods, if they have a standard logo and if the export conditions are met, entry is allowed.

6-7-5 If the returned export goods are not in accordance with the national standard, they are not allowed to enter the country, but if it is possible to modify the goods in its manufacturing plant, in case of the agreement of the general standard bureau at the point of entry (customs of returned goods) and coordination with the general standard bureau of the place of production of the goods, will be transferred to the production plant under the supervision of one of the inspection companies introduced by the general standard bureau at the point of entry, and the correction process is carried out.

6-7-6 Goods that are not subject to conformity with mandatory standard regulations for export, but are among the covered goods for import, are subject to mandatory standards when they are returned, like imported goods, and all their specifications must be the same as the specifications of manufactured goods that can be distributed in the domestic market.

6-8 Re-export of imported goods

For the export of shipments with an import conformity certificate, the provincial general standard bureau can, subject to the confirmation of the preservation of the previous specifications of the goods upon arrival by the experts of the province or authorized inspection companies and based on the conformity certificate of the imported cargo, issue an export conformity certificate.

Reminder: The National Standard Organization has no responsibility regarding the export of returned imported goods (non-compliant with the relevant standard) to other countries.

6-9 Temporary export goods

In case of customs referral, in order to evaluate the conformity of the export goods subject to the temporary exit standard, this manual must be followed.

6-10 Export of goods resulting from temporary entry

In case of customs referral, in order to evaluate the conformity of the export goods subject to the temporary entry standard, this manual must be followed.

6-11 Vehicle export

In case of exporting vehicles with type-approval, after inspection and verifying the conformity of the specifications of the declared vehicles with the specifications announced in the list of vehicles with type-approval, the general bureaus should issue a certificate of conformity.

6-12 The validity period of agricultural goods' certificate is according to the table in Appendix 5 and for other goods is one month. At the end of the validity period, in case of request for extension, the appropriate action will be taken according to the approval of the general director of standards of the province.

6-13 Export through the air borders

The goods subject to the standard that are exported through the air border (except for saffron and precious metal artifacts) do not need to provide a certificate of conformity with the relevant national standard.

- Regarding the export of gold products, determining the grade based on Iran national standard or the standard of the target country is sufficient and there is no requirement for labeling.

6-14 Export based on LC (except engine oil)

Export goods subject to the standard processed through LC (except engine oil) do not need to present a certificate of conformity with the relevant national standard.

6-15 Export for the purpose of marketing and participation in exhibitions abroad

Export of goods subject to standard for marketing or participation in exhibitions abroad with the approval of Iran Trade Development Organization, they do not need to obtain a certificate of conformity with the relevant national standard.

6-16 Gasoline export

Regarding the export of gasoline by the subsidiaries of the Ministry of Oil, the following points must be observed:

6-16-1 According to the fourth chapter of Article 45 of the instruction for export of petroleum products and derivatives, the cases announced in the unified procedure section only include the export of cargoes that are declared directly by Iran Petroleum Products National Refining and Distribution Company or its fully authorized representative. Therefore, exports by other natural and legal persons who purchase gasoline from the stock exchange is not included in this unified procedure, and according to other petroleum derivatives, based on the fifth chapter of the article 45 instruction, the necessary measures should be taken regarding sampling and sending it to the workgroup of determining the nature of petroleum products.

6-16-2 National Refining and Distribution Company is obliged to provide a full analysis of the cargo including density, octane number, total sulfur, aromatic percentage, methanol percentage, vapor pressure and atmospheric distillation process, with seal and signature.

6-16-3 The attached letter of commitment should be completed by the national refinement and distribution company and submitted with the seal and signature of that company.

6-16-4 A sample should be randomly taken from the shipment and sent to the cooperating laboratory for testing. Its conformity or non-conformity with the declared analysis should be checked without the need to send it to the workgroup for determining the nature of petroleum products.

6-16-5 The test result, whether in case of conformity or in case of non-conformity with the analysis, should be sent in writing by the general standard bureau to the National Refining and Distribution Company and a copy of it should be sent to the export and import goods assessment office. In addition, there should be no disruption in the export of the main products that are carried out by the National Refining and Distribution Company or their official representatives.

6-17 Other

- The acceptance of the request to change the destination of the issued certificates during their validity period is subject to meeting the conditions according to the relevant rules and regulations.
- Acceptance of change of exporter name in export certificate is subject to having a valid business card and official request of the parties and observing other regulations.

6-18 Carrying out the conformity assessment process in the export and import system of the organization

Carrying out the conformity assessment process in the export and import system of the organization is through the following methods:

6-18-1 Conformity assessment before declaration of goods at the customs

6-18-1-1 Conformity assessment before declaration of goods at the customs by the general bureau

In this method, based on the request of the applicant and before declaration at the customs, the cargo is evaluated by the general bureau based on one of the conformity assessment methods. After registering the process in the said system, a certificate of conformity will be issued to the applicant based on the application number.

After the goods are declared at the customs and the shipment declaration number is determined, the general bureau retrieves the declaration information and links the evaluation process with the request number (assessment done) to complete the process and if approved, the result is referred to the customs electronic system.

6-18-1-2 Conformity assessment before declaring the goods at customs by one of the approved export goods inspection companies

In this method, before declaring the goods at customs, the cargo is examined by one of the approved inspection companies at the request of the applicant and based on one of the conformity assessment methods, it is evaluated and the cargo inspection certificate is issued and uploaded into the system.

After the goods are declared at the customs and the cargo declaration number is specified, the general bureau retrieves the declaration information and links the evaluation process with the

inspection certificate to complete the process and if approved, the result is referred to the customs electronic system.

6-18-2 Conformity assessment after declaring the goods at the customs

In this method, after the export shipment is declared by the applicant, the declaration information is retrieved from the system and based on one of the conformity assessment methods, an assessment is made and if approved, the result will be referred to the customs electronic system.

7- Archiving the records

All the documents related to this manual will be archived in the quality assessment office of export and import goods and also in the general standard bureaus of the provinces.

8- Recipients of the copies

Head of the organization, the deputies and all the management of the headquarters departments and the provincial offices of the organization.

9- Appendices

9-1 Appendix no. 1 - Export cargo conformity assessment Application form

9-2 Appendix no. 2 - Certificate of export conformity

9-3 Appendix no. 3 - Certificate of Conformity

9-4 Appendix no. 4 - Test report for Aflatoxin

9-5 Appendix no. 5 - Maximum validity period of certificates of conformity for agricultural goods

9-6 Appendix no. 6 - Returned export goods checklist

9-7 Appendix no. 7 - Conditions for issuing and extending the top exporter's certificate

9-8 Appendix no. 8- Process of issuing export goods registration certificate and receiving special export standard label, export goods registration certificate checklist and form, product conformity declaration form

9-9 Appendix no. 9 - Export gasoline commitment form

9-10 Appendix no. 10 - List of export goods subject to mandatory standard.

10- Documents that are obsolete and invalidated

by the approval of this document, all contradictory directives, instruction no. D/106/35 dated December 1999 and its first revision (dated 05/02/2001) are canceled and this document replaces them.

	Producer	Review and verifying agent	Approving agent
Name and Surname	1- Ahmad Mansouri 2- Seyed Mohsen Yazdan Panah 3- Tayyaba Shokohi 4- Golnaz Mousavi	1- Muslim Bayat 2- Mehdi Alipour	Gholamreza Shariati
Position	1- Head of the team of imported goods quality evaluation 2- Expert of export goods quality evaluation 3- Head of the team of supervising the Standardization of services in public sector 4- Head of the team of exported goods quality evaluation	1- Quality evaluation deputy 2- General manager of the office of export and import goods quality evaluation Head of the organization	
(signatures)			

Appendix no. 1 (Application form for export commodity conformity assessment)

Application form for export commodity conformity assessment

Sheet no. 1

No.

Date:

Applicant's name:

Business card number and place of issue:

Business card validity date:

(Natural and legal) applicant's address and telephone number:

The respected director general of standard of the province /
respected CEO of the inspection company

Please give an order to take appropriate action regarding the
conformity assessment of the goods described below.

1- Name of goods:

2- Number of packages:

3- Type of packaging: carton, bag, box, barrel, other

4- Gross weight: kg

5- Net weight: kg

6- Value of goods in IRR:

7- Value of goods based on contract granting rate in dollars:

8- Trademark or brand name:

9- Manufacturing serial number:

10- Warehouse/cottage receipt number: Date :

11- Border of exit :

12- Destination:

13- Expiration date of the goods :

14- Place of seeing the goods :

Name of the applicant :

Seal and signature: Date :

Appendix no. 2
(Certificate of export conformity)

Islamic Republic of Iran
Iranian National Standards Organization (INSO)

Certificate of Conformity

Registration no.

Date of issuance:

Certificate no.

Validity duration:

The quality characteristics of the following consignment complies with ISIRI / other standard no.	
1- Commodity name:	2- Trade mark
3- Type of Packaging:	
4- Serial no.	5-Number of Packages
6- Weight of each Package: Net: Gross: Kg	
7- Weight of Consignment: Net: Gross: Kg	
8- Exit Broder	9- Contract no. / LC no.
10- Code of seal:	11- Destination:
12- Standard grade:	13- Issued at:
14- Customs declaration no.	15- Value of goods according to declaration (IRR):
16- Description:	Director general of the standard bureau of the province: Name: Position: Signature :
This certificate is worthless without a raised seal and existence of strikeouts.	

**Appendix no. 3
(Certificate of conformity)**

**ISLAMIC REPUBLIC OF IRAN
Iranian National Standards Organization (INSO)
Certificate of Conformity
Regional Standard Bureau of.....**

Ref:

Date:

Certificate no.

Validity term:

Name of applicant:

With reference to your request no.....dated.....the consignment containing.....packages of.....with a gross weight of.....and a net weight of.....

was inspected, sampled and tested by regional standard bureau ofand the results obtained are as follows:

No.	Requested characteristics	Method of test	Result

Other description:

Name:

Position:

Signature

**Appendix no. 4
(Test report for Aflatoxin)**

Ref:

Date:

ISLAMIC REPUBLIC OF IRAN
Institute of Standards and Industrial Research of Iran (ISIRI)
TEST REPORT FOR AFLATOXIN

1-Description of goods	
Type of goods:	
Type of packaging: Carton Box Bag Barrel Etc.	
Number of packages:	
Lot no.	Marked:
Delivered by:	
Destination:	
2-Test method	
3-Test result	
A: Not detectable	
B: Rate of Aflatoxin contaminationppb	
4-Remarks	
A:Moisture content of the sample.....	

B:This certification was issued based on the exporter's commitment and his own responsibility.

General standard bureau of.....

Signature

Appendix no. 5
(Maximum validity period of certificate of conformity for agricultural goods)

Maximum validity period of certificate of conformity for agricultural goods

Row	Product name	Validity period (days)
1	pistachio and pistachio nut	60
2	Raisins	40
3	Caraway seeds	60
4	Dates	30
5	Saffron	60
6	Apricot dried pieces	40
7	Tea	60

Appendix no. 6
(Checklist related to returned export goods)

Checklist of returned export goods

- 1- Name of the issuer:
- 2- Product name:
- 3- Number of packages:
- 4- Gross weight: kilogram
- 5- Net weight: kilogram
- 6- Trademark or brand name:

7- Goods exit border:

8- Goods return border:

9- Expiry date of the product:

10- Customs declaration number:

Reasons stated by the exporter regarding the return of goods:

Reasons stated by the general bureau regarding the return of goods:

General manager of the standard of the province

Appendix No. 7 **(Conditions for issuing and extending the top exporter certificate)**

Issuance of the top exporter certificate

The top exporter certificate is granted to export goods that are not subject to mandatory standards for domestic production and do not have a license to use standard logo.

These products, especially the six items of dried fruits (pistachio, caraway seeds, raisin, saffron, plum dried pieces and dates) are recognized as strategic products of the country according to the ratification by the High Standard Council and have been included in the mandatory implementation of standard for export.

The top exporter certificate is given to natural or legal persons who; continuously for at least three years have been the exporter of the said product without any history of complaints and returns; also, their current three-year export average is included in the certificates according to the inquiry made from the Trade Development Organization. This is in order to prevent the export of low-quality products by unlicensed exporters with the agreement and use of the certificates of the certificate holders, and the top exporters are only allowed to export goods with their own brand. The holders of the mentioned certificates are exempted from the inspection and testing of each shipment for each export declaration, and at the same time,

the right of random sampling of the goods is reserved for the general standard bureaus of the provinces.

Conditions and documents required for the issuance of top exporter certificate

a) Conditions and documents required for creating the applicant's file:

- Letter of introduction from the central headquarters of Iran Trade and Development Organization or the central relevant union or guild (the relevant offices are located in Tehran)
- Image of 2 export customs declaration sheets for each year, separately for each product (it is necessary to have 3 years of continuous activity in the field of exporting a product. In the absence of a continuous record, the applicant will not be eligible for the said easement)
- no record of complaints or return of exported goods
- Image of business card and national card
- Image of the company's establishment advertisement (with the name of the CEO)
- Image of the company's trademark; submitting the trademark and brand name is essential to receive the certificate.

b) Necessary inquiries from other agencies:

- 1- The history of complaints or return of the goods
The issuing agency: headquarters of the Iran Chamber of Commerce, Industries, Mines and Agriculture
- 2- a) Records of complaints or return of the goods; b) The amount of exports of each of the related goods in the last 3 years
The issuing agency: headquarters of commercial services of Iran Trade Development Organization
- 3 - History of complaints or return of the goods
The issuing agency: Central export office of customs of the Islamic Republic of Iran
History of complaints or return of the goods
The issuing agency: General managers of standard in up to 5 provinces included in the application (commitment letter) proposed by the applicant.

c) Other prerequisite permits:

- The (legal) company establishment advertisement,
The issuing agency: Ministry of Industry, Mine and Trade
- Business card and national card of the CEO,
The Issuing agency: Chamber of Commerce and Civil Registration Organization
- Advertisement for valid trademark registration belonging to the CEO or company,
The issuing agency: Companies and Industrial Ownership Registration Organization
- Completion of the Commitment form (Appendix.....),
The issuing agency: National Standard Organization.

It is noteworthy that the validity of the top exporter certificate which has been issued so far by the quality assessment office of export and import goods remains in force, and henceforth if an exporter submits his request to any of the import export goods quality evaluation offices or the provincial general standard bureaus, it will be possible to take action regarding the issuance of the top certificate.

After receiving the documents from the applicant and making relevant inquiries from the mentioned organizations, the provincial general standard bureaus must take action and determine the the maximum amount of goods exported by the applicant in one of the three consecutive years and determine the export ceiling amount and submit the necessary documents to the quality assessment office of export and import goods.

After raising the issue in the headquarters committee of the organization and confirming the documents, a certificate number will be assigned to it and will be sent to the relevant general standard bureau.

After receiving the bank receipt for issuing the certificate, the provincial general standard bureau will proceed to issue it according to the form in Appendix no.... and after receiving the receipt, it will present the original to the applicant or the authorized representative. It is necessary to send the image of the issued certificate to the quality assessment office of export and import goods and to each of the four exit customs listed in the text of the certificate, which is included in it at the request of the applicant, and notify the issuance.

Renewal of the certificate:

The exporter is obliged to submit the original certificate to the provincial general standard bureau every time the certificate is used, in order to record the amount of used facilities on the backside of it and random sampling of the shipments.

The validity of the certificate is for one year from the date of issue and up to the annual export limit stated in the text.

The extension of the certificate is subject to the confirmation of the conformity of the test results of at least twice random sampling during the year by the provincial general standard bureaus of the provinces indicated in the certificate.

Standard conformity letter of commitment

I, the undersigned,

Name and surname:

CEO of the company/office (natural or legal person):

Child of:

National card no.

Business card no.

Company registration no.

Date:

Address of the company/office:

Telephone number and fax number of company or office:

E-mail:

certify and undertake that the exported goods with the following description:

Name of commodity:

Brand name:

Standard number:

The customs offices of the provinces where the goods are being exported (4 provinces):

comply with the relevant standard and hereby accept Civil, criminal, disciplinary responsibilities and consequences arising from non-conformity of the goods, based on Articles 41 to 44 of the Law on Strengthening and Development of the Standard System of Iran

National Standard Organization, I declare with perfect health and authority that any payment and provision of all damages to natural and legal persons arising from the production and consumption of the goods, will be the responsibility of the company and myself.

Name and surname:

CEO

Signature:

Islamic Republic of Iran
Iranian National Standard Organization
Top exporter certificate

Number: 92-1

Date:12/10/2018

Product name:

Name of the issuer:

Trademark:

Annual export limit:

Customs points where the goods were exported:

Address:

Telephone no.

Facsimile:

Email:

This certificate was issued based on Clause D of the package of supporting quality production and facilitating trade (import and export).

Numbers of related standards:

Attention:

1- The exporter is obliged to submit the original to the provincial general standard bureau every time the certificate is used, in order to record on its back side the amount of easement used and random sampling of the shipments.

2- This certificate is valid for one year from the date of issue and up to the annual export limit specified in the text.

3- The renewal of this certificate is subject to the confirmation of the conformity of random sampling results at least twice during the year by the General Department of Standards of the provincial general standard bureaus listed in the certificate.

Director general of standard.....

Appendix no. 8

(The issuance process of export product registration certificate and receiving the special export standard logo for export, checklist and form of export goods registration certificate, form of declaration of product conformity)

The issuance process of export product registration certificate and receiving the special export standard logo (COER)

According to paragraph 12 of the approvals of the 107th meeting of the Supreme Council of Standards, export goods subject to the implementation of mandatory standard regulations are assessed for conformity in one of the following ways:

- Based on Iran national standard
- Based on the standard determined by the target country
- Based on the international standards accepted by the parties
- Based on the technical specifications stated by the legal or competent authorities of the target country.

For the effective implementation of the resolution of the High Standards Council, ensuring the conformity of the quality of the exported goods with the standard or technical specifications accepted by the buyer's country (export destination) , facilitating the export of goods subject to mandatory standards and preventing unnecessary controls and reducing monitoring costs, for the export of goods that do not have a license to use Iran standard logo, the process of issuing an export goods registration certificate is as follows:

(with the exception of petroleum products subject to the instruction in Article 45)

A - The process of issuing export product registration certificate based on Iran national standard (without installing the national standard logo on the product), the standard set by the target country, international standards accepted by the parties, or technical specifications stated by the legal or competent authorities of the target country.

1- Submission of the request to receive export product registration certificate by the applicant to the provincial general standard bureau of origin of the goods production.

2- Introduction of the applicant to one of the competent inspection companies.

3- Presentation of documents (mentioned in the checklist) to the competent inspection company by the applicant.

4- The goods are produced according to the standard or technical specifications accepted by the buyer's country (export destination) with the permission of the provincial general standard bureau and under the supervision of the competent inspection company.

Note: If an export product is produced with specifications different than Iran national standard, its marking should be in such a way that it is distinguishable from a product with a standard logo.

5- After production and testing, if the product conforms to the standard or relevant technical specifications, a product conformity inspection certificate is issued.

6- Inspection certificate along with the scanned file of all the documents (including standard text, test results, etc.) is sent to the provincial general standard bureau.

7- The producer should submit a written letter of commitment not to distribute and sell these goods inside the country to the general bureau.

8- After examining the documents sent by the inspection company, and after acceptance, the general bureau will issue the product registration certificate.

9 - After issuing the certificate, the information of the issued certificate along with a copy of the certificate will be sent to the export

and import goods quality assessment office for uploading on the organization's portal.

10- On exit of the goods, the provincial general standard bureaus at the exit point will issue the certificate of conformity of the shipment based on the conformity certificate of the export goods.

11- The provincial general standard bureau, in order to exercise higher supervision, can randomly sample and test the goods at the time of export and enter the results in the exporter's record and in case of discrepancy, revoke and confiscate the certificate.

12- In case of applicant's request and confirmation of the continuation of the conditions at the date of issuing the initial registration of the export goods certificate and positive records of random controls, in the coming years the certificates issued will be extended for a period of two years.

Reminder: In case there is no inspection company in a province or the intention of the provincial general standard bureau, all the above steps can be carried out by the provincial general standard bureau.

- For other shipments for whom the exporter is not going to register the export goods, as in the past, the conformity assessment of each shipment is done individually based on the standard accepted by the destination country or the technical specifications stated by the legal or competent authorities of the target country, and finally a certificate of conformity (COC) or non-conformity (NCR) is issued for the shipments.

B- Accreditation method for the technical specifications stated by the legal or competent authorities of the target country

Presenting a valid contract with the overseas buyer, in which the technical specifications of the goods are mentioned and approved by the Chamber of Commerce of the target country, the embassy of the Islamic Republic of Iran in that country and the Iran Ministry of Foreign Affairs / embassy of the target country in Iran / joint chamber of commerce of Iran and the target country! and at least contain the following information:

1- The contract must be in Persian or its translation provided by an official authority.

2- Particulars and addresses of the buyer and the seller.

3- Name of the product, model (if necessary), brand name of the product, technical specifications of the product and their acceptable limits according to the buyer.

4- Quantity and volume of the product and the duration of the contract for gradual delivery (if necessary) to the target country.

5- Signing the contract by the parties.

6- Presenting the necessary commitments based on confirming the conformity of the goods with the technical specifications and accepting its responsibilities.

C- Accreditation method of the technical specifications of precious metal artifacts

1- Receiving full particulars of the exporter

2- Receiving a written letter of commitment based on the declarations regarding the weight and grade of the precious artifacts used, as well as the acceptance of all the responsibilities arising from it, and in case the claim of the owner of the goods is proven otherwise, the right to take any legal action is reserved for the National Standard Organization.

3- The exporter is obliged to receive and provide confirmation of grade, material, type and weight from the Ministry of Industry, Mine and Trade and the union of producers and exporters of gold, jewels, silver and precious stones.

Special export standard logo

Based on paragraph 11 of the approvals of the 110th meeting of the High Standards Council dated 10/09/2018, for the production of export goods in accordance with international standards or standards accepted by Iran National Standards Organization or acceptable national standards of the target country or technical specifications Requested by the buyer, the special export standard logo can be installed on the export goods. Therefore, if the holder of the export goods registration certificate has a request to install a "special export standard logo" on his manufactured goods, he can apply the special export standard logo with the following specifications with the permission of the provincial general standard bureau of the province where the product is produced.

Iran standard logo, inside which the term "COC" (abbreviation of the term "Certificate of Conformity") and below the mentioned logo, the terms "Conformity With", "Certification Number" and "Only For Export" are indicated.

Title: Acceptance of the regulations and the conditions for obtaining the export goods registration certificate

1- Iran National Standard Organization, to ensure the continuous conformity of the goods registered or in the course of registration with the stated acceptable standards, has the right to evaluate the goods at any time during registration or after that and the cost of such an evaluation will be borne by the for product registration applicant.

2- The Iran National Standard Organization has the right to revise its opinions based on new findings, and the applicant is required to accept and comply with them.

3- All registered product responsibilities related to damage incurred by the buyers, consumers, etc. are borne by the applicant for product registration in Iran National Standard Organization, and the applicant is required to compensate for the damages incurred.

5- The validity period of the goods registration certificate is one year from the date of issuance, and the applicant is obliged to extend the said certificate two months before the expiry of the validity of the certificate by submitting the necessary documents. 6- In case of non-conformity of the registered goods with the stated standard or technical specifications, Iran National Standard Organization has the right to suspend or revoke the export goods registration certificate.

I, the undersigned ... am the CEO of the ... company, and the applicant for registration of export goods ... with the brand name ... for export to the country / countries of ... and I have carefully read and accepted the above-mentioned items.

Name of applicant:

Authorized signature and seal of the company:

Date:

**Title: Checklist for receiving export goods registration
certificate (COER)**

1. Application for registration of export goods by the manufacturer or exporter.
2. Completed form for acceptance of the regulations and conditions of receiving the certificate.
3. Submission of completed letter of commitment .
4. Declaring the standard(s), acceptable technical criteria and including them in the declaration.
5. Providing a copy of the standard(s) or technical criteria governing the product (in case of using standards other than the national standard).
6. TR (goods test result).
7. Presentation of inspection certificate.
8. Document related to the product quality (product certificate)(if available).
9. Document related to the quality management system of the product manufacturing plant (if available).
10. Image of operating license or production plant license (if available).

Product name:

Product brand name:

Product manufacturer name:

Country of destination for product export:

Production plant address:

Telephone no.

Fax no.

E-mail:

**Statement of product conformity with the relevant standard or
technical specifications approved by the competent authority
of the country of destination**

I, the undersigned with national code no.
, the CEO/legal representative of manufacturing
company/commercial company with an operating
license/business card no. , declare that the produced
product conforms with the technical
specifications approved by the competent authorities of the
destination country with number

I and the mentioned company, while accepting the responsibility for
the accuracy and authenticity of the documents provided and the
conformity of the produced goods with the mentioned standard or
technical specifications, accepted by the competent authorities of the
buyer's country, undertake to carry out the necessary supervision
and control so that the said goods are only exported to the
destination of the target country or countries and we will not supply,
distribute or sell it inside Iran under any circumstances and reasons,
and in case of any direct or indirect damage caused by the use of
goods produced by this company or false statements or defect or
ambiguity of the said documents and their contents to any natural or
legL person we will compensate for it and accept all civil, criminal and
disciplinary responsibilities and will be responsible for compensating
all incurred damages. At the same time, we consider ourselves
obligated to differentiate and specify the mentioned product from the
products that can be supplied to the domestic market according to
the method that the National Standard Organization announces.

Company address :

.....

Company contact number / cellphone no.

Name and surname

CEO of the exporting company

Islamic Republic of Iran

Iranian National Standard Organization

Certificate of Exported Commodity Registration

No.

Date of issuance :

Validity date :

Name of manufacturer or exporter:

Product name :

Trademark:

Customs points for the export of goods:

Export target country / countries:

Address of manufacturer/exporter:

Telephone no.

Facsimile no.

Email:

This certificate has been issued based on the conformity assessment manual for export goods.

Standard number / related standards:

Technical specifications approved by the target country (destination):

- If the goods are produced based on the technical specifications stated by the legal or competent authorities of the target country, the approved technical specifications must be attached to the certificate.

1- This certificate is valid for two years from the date of issuance and for goods with technical specifications, it is until the end of the date mentioned in the contract between the buyer and seller (exporter).

2-The renewal of this certificate is subject to confirmation of the test result conformity of at least one random sampling during the year by the provincial general standard bureaus.

General offices are the standard of the province.

first name and last name :

General manager of the standard of province

Appendix no. 9
(Gasoline Export Letter of Commitment)

Form of Gasoline Export Letter of Commitment

Hereby I, the undersigned , a fully authorized representative of the National Iranian Oil Refining & Distribution Company, regarding the export of gasoline cargo with cottage no. ... dated ... from the customs of ... to the destination country of ... , undertake that the above-mentioned shipment has the quality specifications in accordance with the attached analysis, and I accept the responsibility for all the consequences of its non-conformity with the attached analysis. I also undertake that if the goods are returned from the destination country, I will not supply and sell it inside the country under any circumstances without ensuring that the cargo complies with the national standard no. 4904.

Place of seal and signature:

National Iranian Oil Refining & Distribution Company

Appendix no. 10

(List of export goods subject to mandatory standard regulations)

List of export goods subject to mandatory standard regulations of the year 2021

For the implementation of the provisions of paragraph 15, Note 2 under Article 7 of the Law on Strengthening and Development of the Standard System approved in the year 2017 and the approvals of the Supreme Standard Council, the products included in this collection are subject to mandatory standard regulations for export. Therefore, the exporters are required to comply with the relevant regulations and the export of the said goods that do not comply with the accepted standards of the organization or the technical specifications registered in this organization, is prohibited. According to the law and the executive bylaw of the export and import regulation law, Iranian customs prevents the export of goods whose standards have been declared mandatory and do not have a certificate of conformity from Iran National Standard Organization.

According to the law and the executive bylaw of the export and import regulation law, Iranian customs grants the export permit to the goods

whose standard implementation is declared mandatory based on the following conditions:

The goods that are evaluated based on Iran national standard must have an "export goods conformity certificate" or a license to use the standard logo from the provincial general standard bureau.

The goods that are evaluated based on the accepted standards (except the national standard of Iran) must have a "export goods conformity certificate" from the provincial general standard bureaus or inspection companies authorized by this organization. According to paragraph 12 of the approvals of the 107th meeting of the High Standard Council, export goods subject to the implementation of mandatory standard regulations are assessed for conformity in one of the following ways:

- 1- Based on Iran national standard.
- 2- Based on the standard set by the target country.
- 3- Based on the international standards accepted by the parties or the technical specifications stated by legal or competent authorities of the target country.