

# **SGS TRINIDAD LIMITED**

**Pre Shipment Inspection Services**

***Doing Business with Haiti***

**WHEN YOU NEED TO BE SURE**



**1878**

**FOUNDED IN  
ROUEN**



Transformed the grains trade in Europe with innovative inspection systems and start providing services worldwide in the agriculture

**MID 20<sup>TH</sup>  
CENTURY**

Diversified the inspection and testing services to different industries .

**1981**

Start quoting in the stock exchange

**2013**

Unrivalled reputation as the industry leader in finding solutions to the complex problems organisations face every day



GLOBAL SERVICES ADAPTED TO EACH  
INDUSTRY



**INSPECTION**  
**TEST**  
**VERIFICATION**  
**CERTIFICATION**  
**FORMATION**  
**COUNSEL**  
**DELEGATION**



## HIGHLIGHTS



**N°1**  
WORLD LEADER

**90,000**  
EMPLOYEES

**2,000**  
OFFICES, LABS  
& FIELD  
OPERATIONS



**9**  
LINES OF  
BUSINESS

**11**  
GLOBAL  
INDUSTRIES  
WE SERVE





**AGRICULTURE  
AND FOOD**



**TRANSPORT**



**CHEMICAL**



**CONSTRUCTION**



**CONSUMER GOODS  
AND RETAIL**



**ENERGY**

# **GLOBAL INDUSTRIES**



**FINANCE**



**INDUSTRIAL  
MANUFACTURING**



**LIFE SCIENCES**



**LOGISTICS**



**MINING**



**OIL AND GAS**



**PUBLIC SECTOR**



- We have a long history of working with NSBs, Customs and the trade community at large
- We operate all over the world
- We understand international trade

We are therefore fully equipped to help **facilitate trade** through:

- **Scanner** services combined with **Risk Management**
- Trade Community Networks – **TradeNet / CMS/Valitrade**
- Product Conformity Programmes - **IPCA / Pharmaceuticals**
- Transit Management – **Transit Net /Advanced Cargo Information/Cargo Tracking**

## I. SGS'S MISSION IN HAITI

- SGS was commissioned by the Government of Haiti to implement a pre-shipment Import Verification Program (PVI) designed to provide technical assistance to the General Administration of Customs to secure tax and customs revenues and fight against fraud. This program started in May 2003.
- The main areas of our mandate are :
  - Provide technical assistance to customs' administration,
  - Ensure compliance to regulation regarding imports,
  - Check the values of goods to ensure correct payment of duties and import taxes,
  - Insert a deterrent to discourage fraudulent practices,
  - Promote transparency and facilitation in the formalities related to the import,
  - Make available to the authorities a powerful tool for monitoring and management of foreign trade.
- The mission of SGS is to investigate the risk profile of each transaction which value exceeds **USD 3,000** and conduct an audit of the type, quantity and values specially in customs.

### ■ 1. **Submission of Declaration Prior to Import (DPI)**

The importer must submit to SGS a DPI at least five working days before the scheduled boarding.

### ■ 2. **Transaction analysis**

The analysis of transactions enables SGS to determine the type, scope and modalities of intervention. It concerns all IPR lifted to SGS's Liaison Office in Port au Prince.

### ■ 3. **Physical Inspection**

The inspection consists in checking the nature and quantity of goods for the purposes of customs valuation

### ■ 4. **Verification of the value**

SGS will provide an opinion on:

(a) the customs value of goods by applying the norms of the Brussels Definition of Value

After each intervention, SGS issues a Valuation Report or an Anomaly Report (when the obligations of the importer and / or exporter were not met).





# SGS DPI PROCESS



# DPI REQUEST TO BE FILLED BY IMPORTER

Buyer(Importer) (Name & Address)		Seller(Exporter) (Name & Address)	
Phone Number: Fax : Code d'agreement : Code N.I.F : <b><u>Buyer Contact Person</u></b> : Phone Number : E-mail :		Phone Number : Fax/Télex : E-mail : <b><u>Seller Contact Person</u></b> : Phone Number: E-mail :	
Contract / Pro forma # Date : Currency : Incoterms : FOB Value : Total Value en devise :		Country of supply /inspection :	Country of origine :
Total FOB/EXW : Freight : Insurance : Other charges : Total :		Transport Method Sea <input type="checkbox"/> Air <input type="checkbox"/> Land <input type="checkbox"/> Multimodal <input type="checkbox"/> Non Specified <input type="checkbox"/> Date of Shipment :	
Goods in Full container FCL : <input type="checkbox"/>		Goods in conteneur de groupage LCL : <input type="checkbox"/>	Bulk : <input type="checkbox"/> Conventiønnal <input type="checkbox"/> Delivery : Partia <input type="checkbox"/> Total <input type="checkbox"/>
Goods Description      Origin		Harmonized System code	Quantity / Unit      FOB Value
Clearing Agent / Importer : Phone number : E-mail Address:			
<b><u>Date ; Signature &amp; Stamp of the Importer</u></b>  Time of Submission :		<b><u>Reserved to SGS</u></b>  Date & Hour of reception : Date & hours of transmission: Name & signature of receiver :	



# PROFORMA WITH COMPLETE DESCRIPTION

Customer:		Invoice no: 0000007129		Internal no: 970042418	
		Invoice date: 2015/07/23			
		Terms of Payment: 20% IN ADVANCE, BALANCE 80% AGAINST COPY OF SHIPPING DOCUMENTS.			
		Please remit Payments to:  CITIBANK N.A. 111 WALL STREET NEW YORK, NY, 10043 U.S.A.			
Supplied to:  PORT AU PRINCE HAITI		Shipped from: POINT LISAS, TRINIDAD.			
Terms of sale: CFR FO PORT AU PRINCE, HAITI		Date Shipped: 2015/07/23			
No. of packages 5		Method of dispatch: M.V. " TBN "			
Customer No. 201418		Cust.Order no. EMAIL DTD 23.07.2015		Order no: 210030735	
				Customer order date: 2015/07/23	
Item no	Description	Quantity ordered	Quantity shipped	Unit price	Amount
		TO	TO	USD/TO	USD
1	STEEL WIRE ROD COILS SAE 1010 5.50MM	350.000	350.000	495.00	173,250.00
1	ASTM A615 GR60 NO. 3	300.000	300.000	495.00	148,500.00
1	ASTM A615 GR60 NO. 4	600.000	600.000	495.00	297,000.00
1	ASTM A615 GR60 NO. 5	800.000	800.000	495.00	396,000.00
1	STEEL WIRE ROD COILS SAE 1010 5.50MM	500.000	500.000	495.00	247,500.00
5.	FREIGHT VALUE - USD63,750.00; TOTAL FOB VALUE - USD1,198,500.00; TOTAL CFR VALUE - USD1,262,250.00	2,550.000	2,550.000		1,262,250.00



## REQUEST FOR DETAILED INFORMATION

1 / 4

**SR No. PAP/2015/013563**

**Internal # 3799628411**

**Service for Haiti Import 2005 (HT04) - Déclaration Préalable d'Importation**

**SGS Business Governments and Institutions Services**

**SR Created Date 30.07.15**

**SR Validity 30.07.15 - 30.01.16**

Dear Client,

The Authorities in the country of importation require that the goods you are supplying be inspected by SGS prior to shipment. Depending upon the import requirements, the inspection may cover verification of quality, quantity, export market price, value for customs purposes, customs classification and import eligibility.

So that we may arrange verification, please complete or modify the attached form(1) and return it to us, preferably by email or by fax, and if possible, together with the required documents to issue our certificate.

- Final Invoice
- Insurance Certificate
- Certificate of Origin
- Freight Invoice or similar
- Transport Document
- Detailed packing list, weight/measurement details
- Detailed product information/specification
- Manufacturer's test report
- Export price list and discount structure

Sellers are requested to transmit the required documentation as soon as possible and no later than the date of shipment.

The below GIS (Governments and Institutions Services) administrative offices are available to provide you further information about preshipment inspection procedures and supply copies of the following publications upon request (Alternatively, you may wish to visit our website at [www.sgs.com](http://www.sgs.com) to acquire copies of these publications):

Guidelines for Exporters :

provides a general overview of SGS preshipment inspection procedures

Data Sheet for Exporters :

provides the specific import requirements for each country individually

Independent Review Procedures :

explains how exporters may refer disputes about preshipment inspection to an independent review in accordance with the WTO Agreement on Preshipment Inspection, Article 4.

SGS Address List :

provides the addresses of all SGS GIS administrative offices worldwide

(1) As per the WTO Agreement on Preshipment Inspection (art. 2.9 to 2.13), SGS will treat all information received as business confidential. In case of need, please use additional blank paper and refer your answer to the relevant box title.

<p><b>SGS Contact Office (for Buyer)</b>  <b>SGS HAITI LO</b>          116 AVE JEAN PAUL II          TURGEAU            Port-Au-Prince - Haiti          Phone # 50928160102      Fax # 5095137579          E-Mail</p>	<p><b>SGS Contact Office (for Seller)</b>  <b>SGS TRINIDAD TOBAGO</b>          6-6A Dick Street, Hilda-Lazzari Terrace,          Les Efforts East , San Fernando,          Trinidad West Indies.          San Fernando - Trinidad and Tobago          Phone # 18682218524      Fax # 18682218511          E-Mail <a href="mailto:sgs.trinidad@sgs.com">sgs.trinidad@sgs.com</a></p>
<p><b>Communication to Importer</b></p>	<p><b>Communication to Exporter</b></p>





## INSPECTION INFORMATION

<b>Buyer (Importer)</b>  Port-Au-Prince - HAITI Phone # _____ Fax # _____ E-Mail _____ NIF Code _____	<b>Seller (Exporter)</b>  Couva - _____ Phone # _____ Fax # _____ E-Mail _____																		
	<b>Contact Seller</b>  Couva - Trinidad and Tobago Phone # _____ Fax # _____ E-Mail _____																		
<b>Supplier</b>  Phone # _____ Fax # _____ E-Mail _____	<b>Contact Supplier</b>  																		
<b>Place</b> ... (Please complete the missing information)	<b>Inspection Contact</b> ... (Please complete the missing information)																		
<b>Inspection Requested Date</b> From ... To ...	<b>Phone #</b> ... <b>Fax #</b> ... <b>E-Mail</b> ...																		
<b>Shipments</b> Shipment Type <input checked="" type="checkbox"/> Total <input type="checkbox"/> Partial <input type="checkbox"/> Final Shipment Method <input checked="" type="checkbox"/> Sea <input type="checkbox"/> Air <input type="checkbox"/> Land <input type="checkbox"/> Multimodal (Combined) <input type="checkbox"/> Unknown	<b>Shipping schedule</b> <table><thead><tr><th>From</th><th>To</th><th>Stage</th><th>City-Country</th><th>Carrier</th><th>Voyage</th></tr></thead><tbody><tr><td></td><td></td><td>Loading</td><td>TT</td><td></td><td></td></tr><tr><td></td><td></td><td>Discharge</td><td>Port-Au-</td><td></td><td></td></tr></tbody></table>	From	To	Stage	City-Country	Carrier	Voyage			Loading	TT					Discharge	Port-Au-		
From	To	Stage	City-Country	Carrier	Voyage														
		Loading	TT																
		Discharge	Port-Au-																

## TRADE LEVEL DECLARATION

SR NO. PAP/2015/013563		Internal # 013563	
Service for Haiti Import 2005 (HT04) - Déclaration Préalable d'importation		SR Validity 30.07.15 - 30.01.16	
SGS Business Governments and Institutions Services		SR Created Date 30.07.15	
Please complete in addition this valuation page which is required for performance of price verification mandated by the Authorities in the country of importation.			Enter X where applicable
Trade Level Importer	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Retailer	<input type="checkbox"/> Sole Agent <input type="checkbox"/> End User	<input type="checkbox"/> Distributor <input type="checkbox"/> Administration <input checked="" type="checkbox"/> Wholesaler <input type="checkbox"/> Others
Trade Level Exporter	<input type="checkbox"/> Manufacturer <input type="checkbox"/> Retailer	<input type="checkbox"/> Sole Agent <input type="checkbox"/> End User	<input checked="" type="checkbox"/> Distributor <input type="checkbox"/> Administration <input type="checkbox"/> Wholesaler <input type="checkbox"/> Others
Are the invoiced prices net of a rebate or discount? If YES please specify the amount (or percentage in the appropriate box)			<input type="checkbox"/> Yes <input type="checkbox"/> No
Dutiable Discounts <input type="text"/>			Discounts (other than retrospective) <input type="text"/>
Does the price invoiced include commissions and brokerage? (e.g. selling, buying, confirming commission, etc.). If YES please specify:			<input type="checkbox"/> Yes <input type="checkbox"/> No
Beneficiary <input type="text"/>			Type of Commission <input type="text"/>
Amount <input type="text"/>			
(a) Are the buyer and seller RELATED in the sense of the note below(*); If NO go to the next box.			<input type="checkbox"/> Yes <input type="checkbox"/> No
(b) Did the relationship INFLUENCE the price of the goods? (e.g. related discount)			<input type="checkbox"/> Yes <input type="checkbox"/> No
Are there any costs related to the good's shipment?			
Container Cost <input type="text"/>		Post-entry Charges <input type="text"/>	
Packing cost <input type="text"/>		International Freight <input type="text"/>	
Handling, Loading, Unloading <input type="text"/>		Freight in Importing Country <input type="text"/>	
Additionable Freight <input type="text"/>		Other deductible value <input type="text"/>	
Insurance <input type="text"/>		Duties & Taxes <input type="text"/>	
(a) Are there any RESTRICTIONS as to the disposition or use of the goods by the buyer?			<input type="checkbox"/> Yes <input type="checkbox"/> No
(b) Is the sale or price subject to some CONDITION or CONSIDERATION for which a value cannot be determined with respect to the goods? Specify the nature of the restrictions, conditions or considerations as appropriate:			<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="text"/>			
If the value of conditions/considerations can be determined, indicate here the amount:			<input type="text"/>
(a) Are there any ROYALTIES and LICENCE FEES related to the imported goods payable either directly or indirectly by the buyer as a condition of the sale? If "Yes", indicate the amount.			<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="text"/>			
(b) Are there any payments related to the goods but paid to a third party? If "Yes", indicate the amount.			<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="text"/>			
(c) Is the sale subject to an arrangement under which part of the proceeds of any subsequent RESALE, DISPOSAL or USE accrues directly or indirectly to the seller? If "YES" to either of these questions, specify conditions and, if possible, indicate the amounts			<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="text"/>			

## ON LINE ACCESS TO MONITOR TRANSACTION

- Exporters and importers have access to our on line system which enables the real time monitoring of the certificate issuance status.
- The exporter is able to verify in all documents required are available in the system , advice the importer on status and also contact the affiliate office in case some information is missing .
- To access the on line record please use the following URL.

[www.tradeworks.sgs.com/Tradeworks/](http://www.tradeworks.sgs.com/Tradeworks/)

Haiti

Search for

on

Service Request No.



GO

&gt; Adv. search

Home



Sign out

Profile info

Open todoWatcher

Services



Public Tracking

# ENTER INVOICE DATE AND NUMBER AND SELECT HAITI”...

[ User Manual | Close Window ]

Track a Service Request: search criteria

SR Internal #

SR Number



Customer Reference Document

Example: 2432-23122004, AWT-123000, VDF  
456732 ...

Document Date

DD.MM.YYYY

Importing Country

Haiti
Angola
Ecuador
<b>Haiti</b>
Kenya
Madagascar
Nigeria
Saudi Arabia



- Select the DPI number and click on GO

[ User Manual | Close Window ]

## Track a Service Request: Results

Please select a Service Request

☐ Déclaration Préalable d'importation PAP/2006/007198 (#39184211) Accepted on 21.07.2006



- **Shipment: Sea - Partial/4**  
**Intervention Categories Defined**  
 → Pre Shipment Inspection -  
**Interventions list**  
 → Pre Shipment Inspection - G3 - Reduced  
 Requested for: 21.11.2006 - Scheduled on: 21.11.2006 - Executed on: 21.11.2006 - Result: Satisfactory  
 (without Acceptance, Correction, Overrule)  
**Final Documents**  
 ▣ Final Invoice 41279 - Received on: 04.12.2006 - Accepted document  
 ▣ Sea Bill of Lading ZIMUHF43860 - Received on: 04.12.2006 - Accepted document  
 ▣ Freight Invoice or similar ZIMUHF43860 - Received on: 04.12.2006 - Accepted document  
 ➤ **Report of Findings PAP/2006/007198/CA/CR4**  
 Clean - Issued on: 08.12.2006 - Amended: 08.01.2007
  
- **Shipment: Sea - Partial/5**  
**Intervention Categories Defined**  
 → Pre Shipment Inspection -  
**Interventions list**  
 → Pre Shipment Inspection - G1 - Tightened  
 Requested for: 11.01.2007 - Scheduled on: 11.01.2007 - Executed on: 11.01.2007 - Result: Satisfactory  
 (without Acceptance, Correction, Overrule)  
**Final Documents**  
 ▣ Final Invoice 41396 - Received on: 09.01.2007 - Accepted document  
 ▣ Sea Bill of Lading ZIMUHF44256 - Received on: 22.01.2007 - Accepted document  
 ▣ Freight Invoice or similar 41396 - Received on: 09.01.2007 - Accepted document

NEW SEARCH

## HOW CERTIFICATE IS USED



Thanks!