

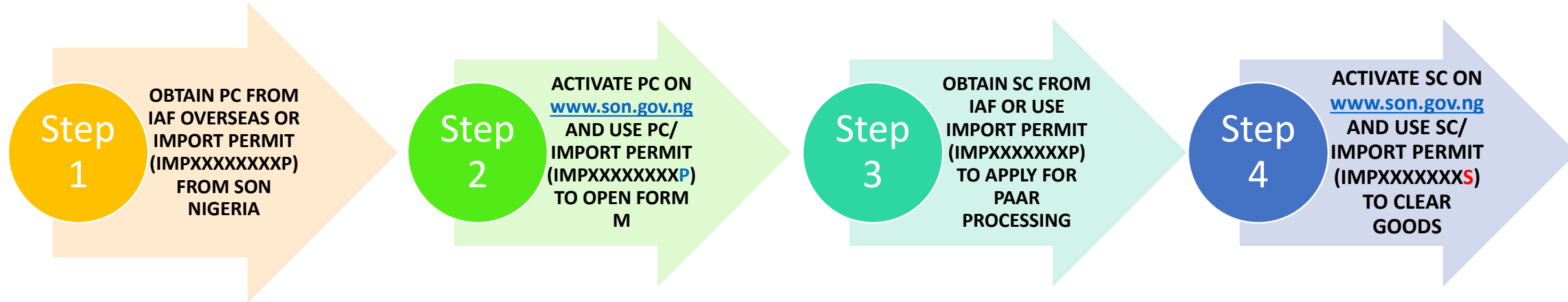
**ABOUT
STANDARDS ORGANISATION OF NIGERIA
CONFORMITY ASSESSMENT PROGRAMME (SONCAP)**

**STEPS TO OBTAINING CERTIFICATES/IMPORT PERMITS/WAIVERS FOR
IMPORTATION OF SON REGULATED PRODUCTS**





SONCAP PROCESS FLOW



SONCAP Products, Service Charges and Turnaround Times for Obtaining Each

Products/Services	Service Charge	Turnaround Time (Maximum)
SONCAP Product Certificate (PC)	<p>Product Certificate 1 (Unregistered Status) = \$300</p> <p>Product Certificate 2 (Registered Status) = \$300</p> <p>Product Certificate 3 (Licensed Status) = \$1,300</p> <ul style="list-style-type: none"> ○ Additional models to be included in the same certificate and covered in the same test report are charged at an additional \$5 per month per model which translates to \$60 per annum. ○ Certificate amendment fee = \$100 	<p>PC's are generated within 48 hours upon fulfilment of test criteria [Note: Obtaining a Product Certificate depends on the nature of the test, inspections, audit, verification to be carried out by Independent Accredited Firms (IAFs)]</p>
SONCAP Certificate (SC)	<p>\$300.00 per certificate</p>	<p>SC's are generated within 48 hours upon fulfilment of test criteria (Note: Obtaining a SONCAP Certificate depends on the nature of the test, inspection, audit, verification to be carried out by IAFs)</p>
Non-Conformity Report (NCR)	<p>\$350.00 per certificate</p>	<p>NCR's are generated within 48 hours upon fulfilment of test criteria (Note: NCR's are issued to non conforming products tested, inspected, audited, and verified by IAFs)</p>
SONCAP Import Permit	<ul style="list-style-type: none"> • 1.5% of FOB for non-productivity items importing finished products (Minimum value – N180,000.00 permit and maximum of N50million) • For Manufacturers - Inline with the MOA with Manufacturers Association of Nigeria (MAN) 	<p>Issuance of Demand Note – 3 Working Days</p> <p>Activation of Import Permit to Nigeria Intergrated Customs Information System (NICIS) Portal – 3 Working Days</p> <p>(Note: Applies to only receipted payments sent to soncapdesk@son.gov.ng }</p>

SONCAP Products, Service Charges and Turnaround Times for Obtaining Each (Contd.)

Products/Services	Service Charge	Turnaround Time (Maximum)
Activation of SONCAP Product Certificate	Free of Charge	Real Time
Activation of SONCAP Certificate	Free of Charge	Real Time
Activation of Import Permit for PAAR	Free of Charge	3 Working Days (Note: All Pre Arrival Assessment Report Applications must be carried out at the time of departure of consignments to Nigeria. Any application for PAAR for goods already at Nigerian Ports and Borders will be termed as default and penalized accordingly.

NOTES

- **PC = PRODUCT CERTIFICATE**
- **SC = SONCAP CERTIFICATE**
- **NCR = NON-CONFORMITY REPORT**
- **IMPORT PERMIT (IMPXXXXXXXXP) = PC**
- **IMPORT PERMIT (IMPXXXXXXXXS) = SC**
- **IAF = INDEPENDENT ACCREDITED FIRMS**
- **FOB = FREIGHT ON BOARD**
- **PAAR = PRE-ARRIVAL ASSESSMENT REPORT**

FOR ACTIVATION OF PC/SC VISIT

<http://www.soncaponline.com:8080/soncaponline/certificateapplication.webForm>

FOR IMPORT PERMIT APPLICATION VISIT

<http://soncaponline.com:8080/soncaponline/importpermitapplication.webform>

TO SEARCH FOR ACTIVATED CERTIFICATES VISIT www.trade.gov.ng/son/search.do

SUPPORT LINES – 08077440100, 08077440111, 08077440128, 08077440139, 08077440136, 08077440146, 08077440148, 08077440160, 08077440165, 08077440176, 08077440178, 08077440223, 08077440233, 08077440236, 08077440255

CONTACT EMAIL – soncapdesk@son.gov.ng