

المواصفات السعودية
Saudi Standards



User Guide for Certification System (IECEE Recognition Certificate)

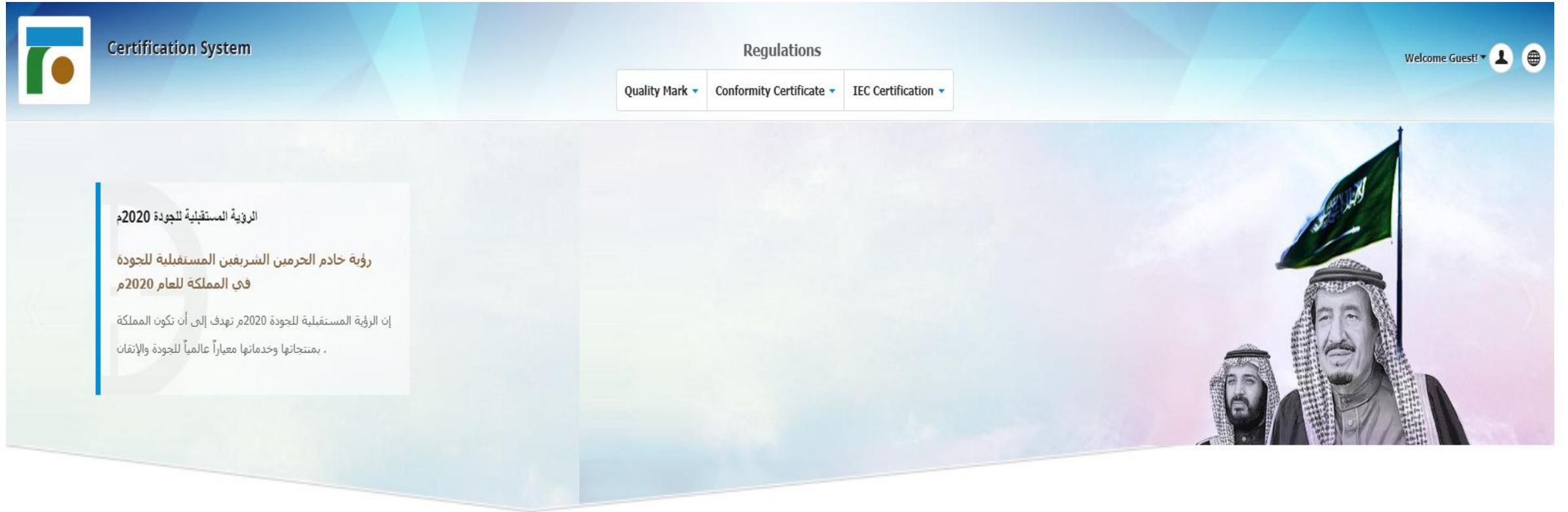


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Enter the certification system

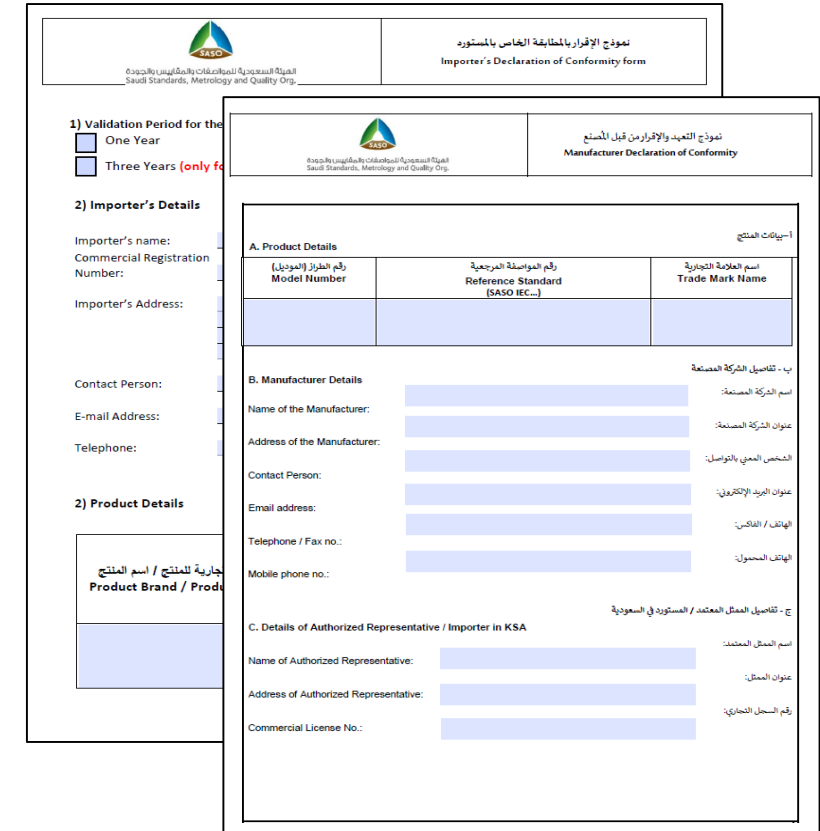


The screenshot shows the SASO Certification System website. The header includes the SASO logo, the text "Certification System", and a "Regulations" section with three dropdown menus: "Quality Mark", "Conformity Certificate", and "IEC Certification". A user greeting "Welcome Guest!" is visible in the top right corner. The main content area features a large banner with a background image of two men in traditional Saudi attire and the Saudi flag. A text box on the left contains the following Arabic text:

الرؤية المستقبلية للجودة 2020م
رؤية خادم الحرمين الشريفين المستقبلية للجودة
في المملكة للعام 2020م
إن الرؤية المستقبلية للجودة 2020م تهدف إلى أن تكون المملكة
. بمنتجاتها وخدماتها معياراً عالمياً للجودة والإتقان

Download the declaration of Conformity forms

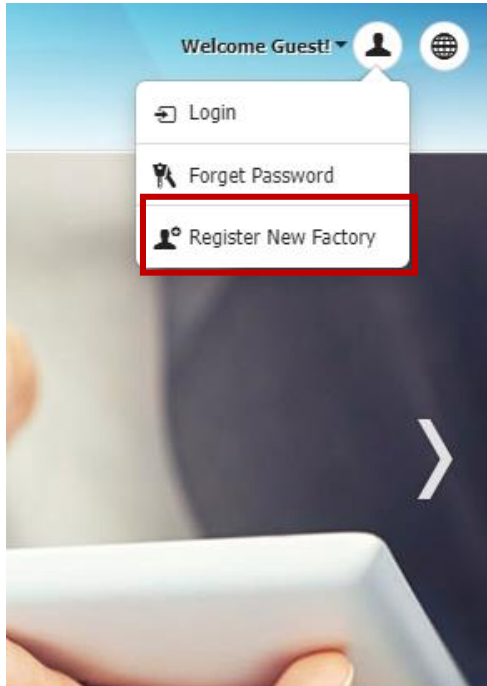
Click on **(IEC Certification)** and download the Declaration of Conformity forms and filling the product and manufacturer information based on CB test certificate (CBTC) and test report (CBTR).

Registration on the Certification System

Click on **(Register New Factory)**.

Click on **(Local Factory/Importer)** or **(External Factory / Exporter)** and enter required information.



Please choose Factory Type :

Local factory / importer @External Factory / Exporter

Factory Data

Commercial License of the establishment / legal representative in Saudi Arabia *

Comercial Licence End Date *

Comercial Licence Place

Arabic Name *

English Name *

Factory Motto

Email *

Mobile *

Country *

City *

Post Box

Phone *

Address *

Post Code

Fax

Company Activity *

Preferred Language



Enter the certification system

- Click on (Apply) Tab and then choose Granting of IECEE Certificate

My Tasks | My Request | Certificates

All 0

Task Name	Assigned Date	Action	Order Number	License Number	Organization	Due Date
No items to display						

10 items per page

- Granting Request of Quality Mark certificate
- New Conformity Certificate / Type Approval (Import / Export)
- New Conformity Certificate / Production line
- New Conformity Certificate / G-Mark Certificate LVE
- New Conformity Certificate / Oxo- biodegradable plastics
- New Conformity Certificate / cargo barriers
- New Conformity Certificate / Electric Vehicle
- New Conformity Certificate / Electric Vehicle Accessory
- Granting of IECEE Certificate**



Reading Conditions and Terms

- Read the condition and terms carefully and then accept.
- Click on the checkbox and click on next.

Welcome...

Kindly review and acknowledge the following terms and conditions before submitting the application to ensure the quality of service:

Process Steps



Terms and Conditions

1 - Conditions for submitting an application:

- 1-1 The beneficiary shall review the (Regulations for issuing conformity certificates according to the conformity assessment systems of the International Electrotechnical Commission (IEC)), and the granting procedure, and carefully read them and ensure the commitment to fulfill all the terms and requirements contained therein.
- 1-2 The beneficiary is responsible for completing the application and attaching the required documents in the places designated for them in the electronic system.
- 1-3 The certification body has the right to cancel the application if that the beneficiary fails to provide all the requirements mentioned in the (Regulations for issuing conformity certificates according to the conformity assessment systems of the International Electrotechnical Commission (IEC)) during the application process.

6- Notes

- 6-1 Costs are VAT excluded
- 6-2 The paid fees are not refundable.

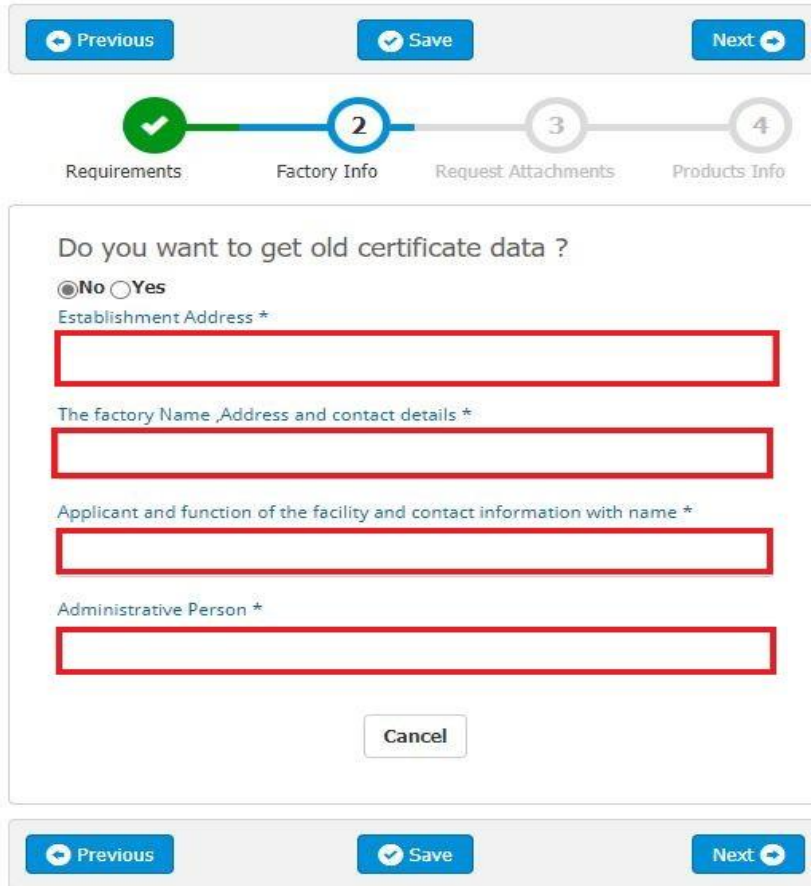
I agree to the terms and conditions



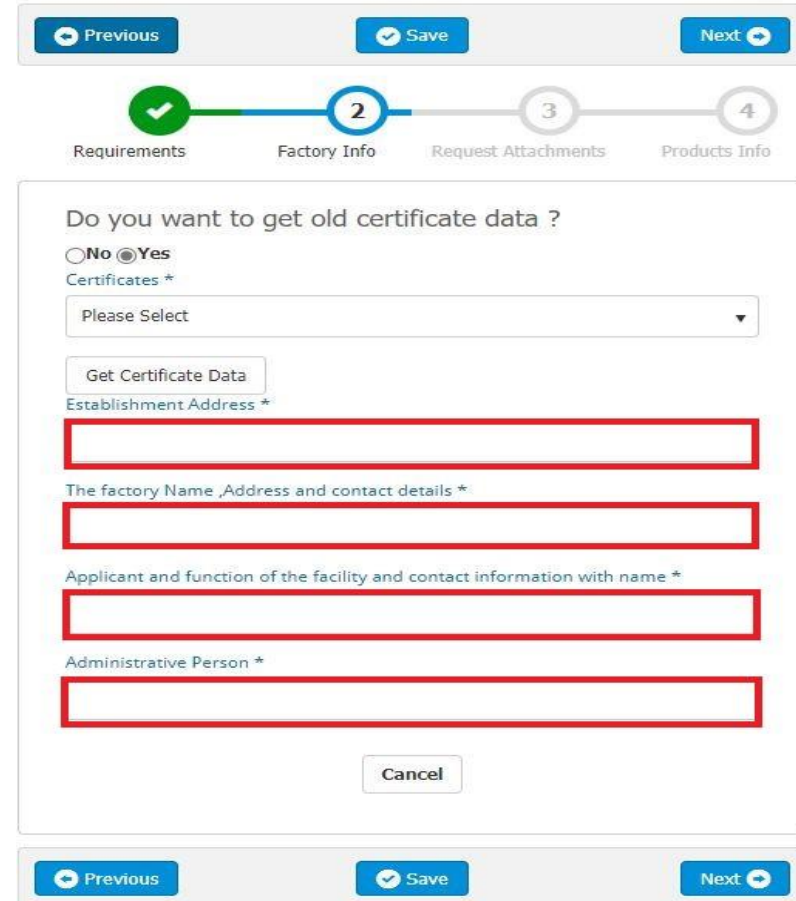
Next

Facility Information

- Do you want to get old certificate data? Choose “**Yes**” or “**No**”.
If “**Yes**”, Please choose the previous certificate in order to revert the data back.
If “**No**”, Please fill out the required information.
- filling the manufacturer and factory information based on CB test certificate (CBTC) and test report (CBTR).



The screenshot shows a web form titled 'Facility Information'. At the top, there are navigation buttons: 'Previous', 'Save', and 'Next'. Below these is a progress indicator with four steps: 'Requirements' (marked with a green checkmark), 'Factory Info' (marked with a blue '2'), 'Request Attachments' (marked with a grey '3'), and 'Products Info' (marked with a grey '4'). The main content area contains the question 'Do you want to get old certificate data ?' with radio buttons for 'No' (selected) and 'Yes'. Below this are four text input fields with red borders, labeled: 'Establishment Address *', 'The factory Name ,Address and contact details *', 'Applicant and function of the facility and contact information with name *', and 'Administrative Person *'. A 'Cancel' button is located at the bottom of the form. At the very bottom, there are more navigation buttons: 'Previous', 'Save', and 'Next'.



The screenshot shows the same 'Facility Information' form, but with the 'Yes' radio button selected for the question 'Do you want to get old certificate data ?'. Below the radio buttons is a dropdown menu labeled 'Certificates *' with the text 'Please Select' and a downward arrow. A 'Get Certificate Data' button is positioned below the dropdown. The four text input fields with red borders are present, labeled: 'Establishment Address *', 'The factory Name ,Address and contact details *', 'Applicant and function of the facility and contact information with name *', and 'Administrative Person *'. A 'Cancel' button is at the bottom of the form. The progress indicator at the top shows 'Factory Info' as the current step (blue '2'). Navigation buttons 'Previous', 'Save', and 'Next' are at the top and bottom of the form.



Application Documents

- Please attach the required documents in the related fields.

← Previous Next →

Progress: Requirements (✓) — Factory Info (✓) — **Request Attachments (3)** — Products Info (4)

Commercial Record * Description of Commercial Record 0	Form of undertaking and acknowledgment * Form of undertaking and acknowledgment 0
Product photos and measurements * Product photos and measurements 0	Explanatory documents Explanatory documents 0
Test report issued by a laboratory report acceptable to the CBTL * Test report issued by a laboratory report acceptable to the CBTL 0	CBTC issued by one of the other national certification bodies * CBTC issued by one of the other national certification bodies 0
Reports covering national differences, if any * Reports covering national differences, if any 0	

← Previous Next →





Product Information

- Fill out the required fields based on information in CB test certificate (CBTC) and test report (CBTR).

Previous Save Finish

Requirements Factory Info Request Attachments Products Info 4

The Product *
Please Select

Requirements *
[Text Field]

Trade Mark Name *
[Text Field]

Company *
[Text Field]

Issuing The Test Certificate *
[Text Field]

Test Certificate Number *
[Text Field]

Importer Name
Importer Name will be retrieved from Ministry of Commerce

Product HsCode *
Please Select

Classification Name *
[Text Field]

Conformity Certificate number from CITC
[Text Field]

Extra Information *
Ex: Supplier Name

Test Report Number *
[Text Field]

Importer CR *
The Commercial Registration number must be compatible with Saber platform





Product Information

- Click on “**Press here to start adding your models**”.
- Click “**add model**”.
- Type the country of origin and model number.
- Click on check mark (✓) to save the models registered.
- To add other models, click on “add model” and follow the same steps.
- Click on “Finish”, once you add the model(s).

Press here to start adding your models

+ Add Model

Country Region	Model	
<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>

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If the product required Energy Efficiency Certificate:

- Click on “**Press here to start adding your models**”.
- Click “**add model**”.
- Type the model number and certificate number, the system will generate the product information that registered in SLS.
- Type the country of origin and model number.
- Click on check mark (✓) to save the models registered.
- To add other models, click on “add model” and follow the same steps.
- Click on “Finish”, once you add the model(s).

Press here to start adding your models

+ Add Model

SLS Certificate Number	Model	
<input type="text"/>	<input type="text"/>	<input checked="" type="checkbox"/> <input type="checkbox"/>

⏪ ⏩ 1 ▾ ⏪ ⏩ 1 - 1 of 1 items ↻

⏪ Previous Save Finish






Product Information


- Click on the required field.
- Then click on “OK”.

The screenshot shows a window titled "Decision" with a blue header bar. Below the header is a light blue box containing a checked checkbox and the text: "We recognize that all data in this application is true and we pledge to implement all the items contained in the IECCE General Technical Regulations for certificates The specifications / technical requirements for products registered in demand". A black arrow points to the checkbox. Below this is a larger white form area with a "Note" field, an "Attachments" section with a "Files" tab, a "Select files..." button, and the text "No File uploaded". At the bottom of the form are "Ok" and "Cancel" buttons. A black arrow points to the "Ok" button.

Send the application and Paying the Submission Invoice

- Click on “**Invoice History**” to check the invoice details.

REQUEST INFO 

 Progress Flowchart

 Request Info 

RECORDS

 Action History

 **Invoice History**

 Followup Record

07/10/2024
Granting of IECEE Certificate


Electrical and electronic scales and scales

IECEE Certificates
Authority Not Specified

Study
Determining Request Studying Body
Ongoing 

 IECEE Certificates  Request Duration 15 Day(s)

Sadad No	Details	Issue Date	Total	Payment Date	Status	
	Cost of Request Submission	07/10/2024	500		Sent To Sadad	  

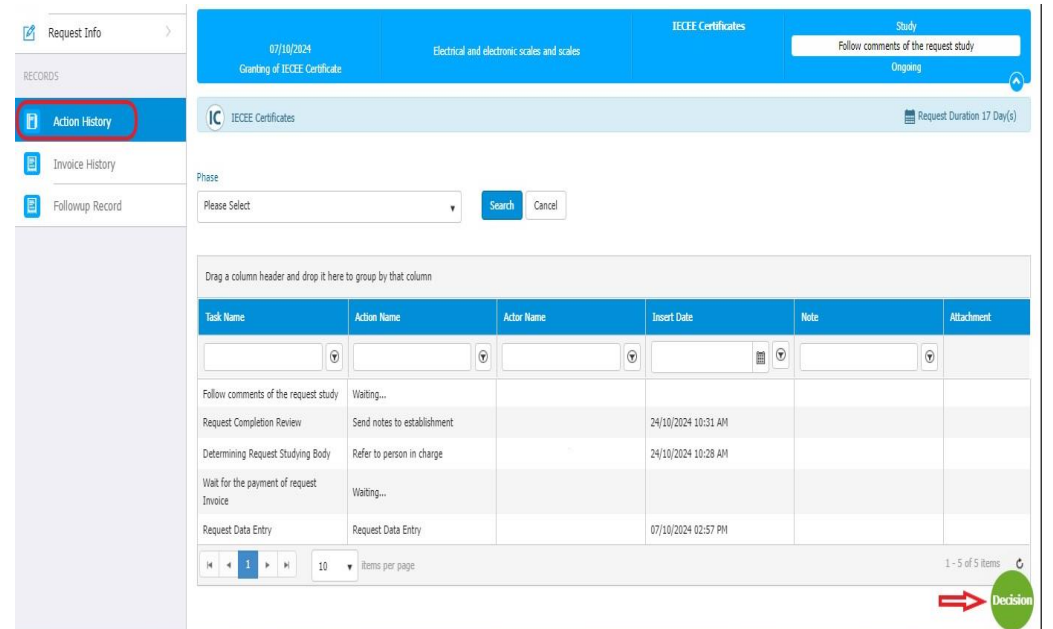
 10 items per page 1 - 1 of 1 items 

Checking the Application Status and Replying to the Comments

- Click on the application from “My tasks” page.



- Click on “Action History” to check the comment(s).
- Then click decision icon to reply the comment and attached the required files.





Final Review and Issuing the Certificate

REQUEST INFO

- Progress Flowchart**
- Request Info
- Committees
- Sample And Tests
- Recomendations

RECORDS

- Action History
- Invoice History
- Followup Record

01/10/2024
Granting of IECEE Certificate

Electrical and electronic scales and scales

IECEE Certificates
GULFTIC

Valid Until
06/10/2025

Final Decision
Terminated
Finished

IC IECEE Certificates Request Duration 5 Day(s)

Test Results Processing

Apply Study Review Final Decision

Objection Processing

Not Started In Progress Completed Closed



Issuing the Certificate

- After paying the certificate invoice, the coordinator will send the certificate to the applicant mail.

For more information and inquiry kindly contact:
Gac.iecee@saso.gov.sa





الهيئات السعودية
Saudi Standards
الهيئة السعودية للمواصفات والمقاييس والجودة
Saudi Standards, Metrology and Quality Org.

شهادة اعتراف بشهادة (IECEE)
Recognition Certificate of (IECEE) Certificate

No.: الرقم:

بناء على شهادة وتقرير الاختبار الموضحة بياناتها أدناه، ودون الهيئة السعودية للمواصفات والمقاييس والجودة هي جهاز منح الشهادات الوطني وعضو مقبلة في اللجنة الدولية الكهروتقنية (IEC) والهيئة الدولية للفرع المطابقة ومنح الشهادات للأجهزة والمكونات الكهروتقنية (IECEE). فقد تم منح هذه الشهادة اعترافاً بأن المنتج الموضح بياناته أدناه مطابق للمواصفات القياسية والمرفقات الوطنية ذات العلاقة.

According to the test certificate and report that their information is mentioned below, and as Saudi Standards, Metrology and Quality Organization (SASO) is the national certification body and a participant member in IEC System of Conformity Assessment Schemes for Electrotechnical Equipment and Components (IECEE). Therefore, this certificate is granted as a recognition that the below mentioned product is conformed to the related national standards and differences.

Company name:	اسم الشركة المصنعة:
Technical Standard \ references:	المواصفات الفنية/المياسية:
The issuing body of test certificate:	جهة إصدار شهادة الاختبار:
رقم شهادة الاختبار: CB test certificate no.	رقم تقرير الاختبار: Test report no.

بيانات المنتج
Product Information

اسم العلامة التجارية: Trade mark name	اسم المنتج: Product name
رقم الطراز: Model Number	اسم التصنيف/الطراز: Classification/Model name

Comforty certificate number from CITC:	رقم شهادة المطابقة صادرة من هيئة الاتصالات:
Additional information:	معلومات إضافية:

التاريخ الانتهاء: / / م / / م
تخضع هذه الشهادة خلال مدة سريانها للأنظمة واللوائح ذات العلاقة في المملكة العربية السعودية وأي تعليمات أو تحديثات تصدرها الهيئة. وستعمل هذه الشهادة مع هذا المنتج فقط دون أدنى مسؤولية على الهيئة في ذلك.
This certificate shall be subject to the relevant laws and regulations of Saudi Arabia and any instructions or amendments issued by SASO, during its validity, and this certificate is used only for this product without any responsibility on the side of SASO towards others rights



هذه الشهادة صدرت إلكترونياً ولا تحتاج إلى ختم وتوقيع. ولتأكد من صحة هذه الشهادة يرجى زيارة موقعنا على الإنترنت. وأي خطأ أو تغيير في هذه الشهادة ينعقد عليها.
This is an electronic certificate and does not require stamp and signature, to verify this certification visit SASO website, and any changes or modification on this certificate will affect its validity.

المملكة العربية السعودية
Kingdom of Saudi Arabia

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Thank you