



User Guide (SASOEX Certificate)



Table of contents:

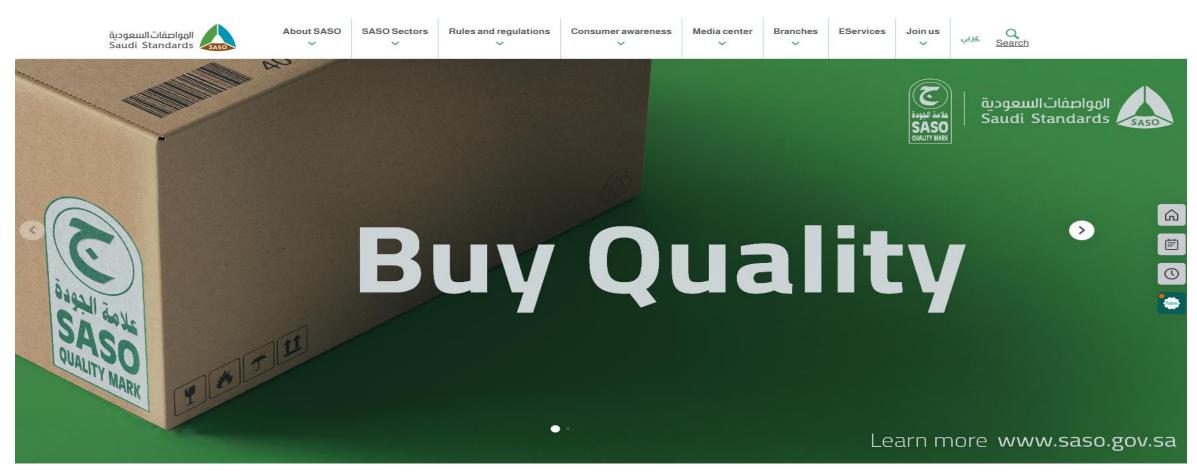
• <u>SASO Website</u>	3
• <u>E-Services</u>	4
• <u>E-Services List</u> .	5
• <u>E-Forms</u>	6-8
• Follow-up on Application Status	9
• <u>Certificate Issuance</u>	10
• For Inquiries.	11





SASO Website

Access the official website of the Saudi Standards, Metrology and Quality Organization (**SASO**) by clicking the following link: (https://www.saso.gov.sa/en/pages/default.aspx)

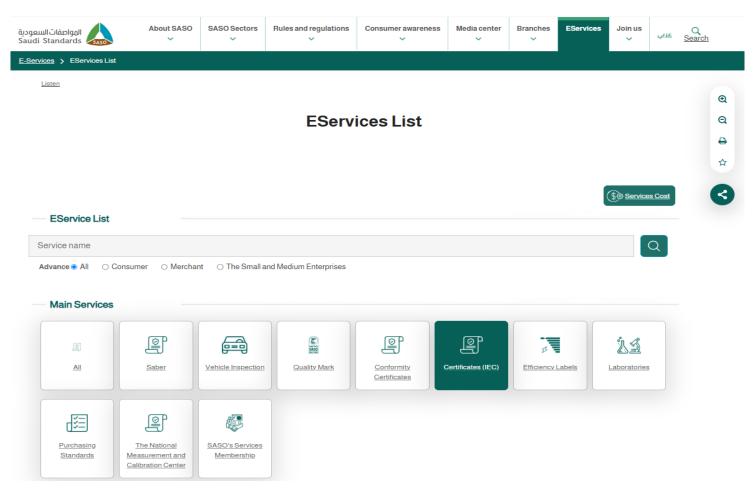






E-Services

From the dropdown menu at the top of the homepage, click on '**E-Services**' to access the list of electronic services offered by SASO.



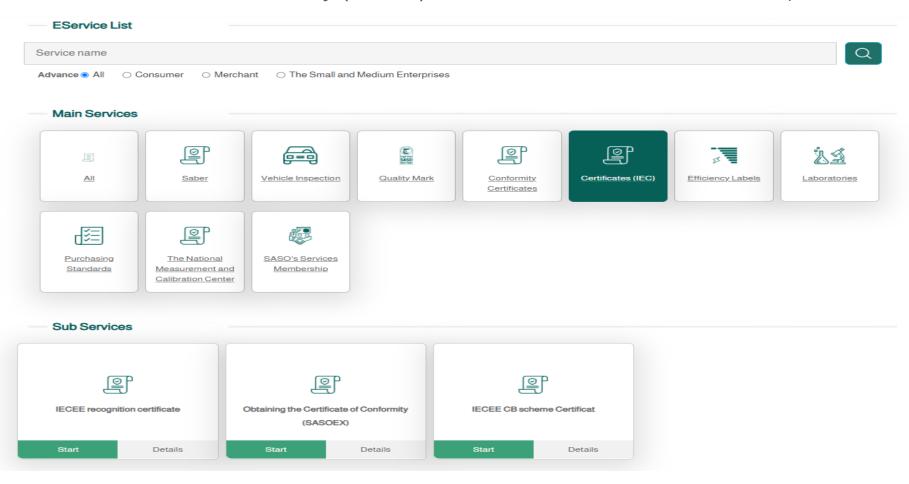




E-Services List

Click on 'Certificates (IEC)'.

Click 'Start' under the Certificate of Conformity (SASOEX) in the Sub Services section, and complete the required fields.







E-Forms

Once you access the service, all required fields will be displayed. Completing these fields is mandatory to proceed.

The following information must be provided:

Applicant Name:

Name of the person responsible for submitting the request via the service page.

Applicant Contact Number:

Enter the applicant's mobile number.

Applicant Email:

A valid and active email address must be provided, as all follow-up communications, including feedback and technical review stages, will be conducted via email.

Importer Name:

Enter the importer's name exactly as it appears in the Saudi Commercial Registration.

Importer CR:

Unified Commercial Registration Number of the establishment.

E-Forms

Obtaining the Certificate of Conformity (SASOEX)

Applicant Name •	
Applicant Contact Number •	
Applicant Email •	
Importer Name *	
Importer CR *	





E-Forms

Trademark:

Enter the brand name exactly as mentioned in the product's technical documentation.

Product Name:

Enter the main classification of the product as specified in its technical documentation.

Product Classification/Category:

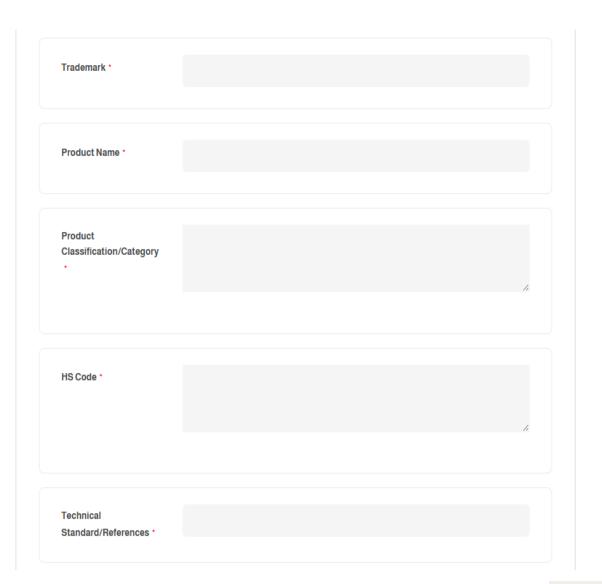
Enter the sub-classification of the product as specified in its technical documentation.

HS Code:

Enter the product's Customs Tariff Code (HS Code).

Technical Standard:

Enter the Technical Standard number used for testing the product.







E-Forms

Model Number:

Enter the model numbers to be included in the application.

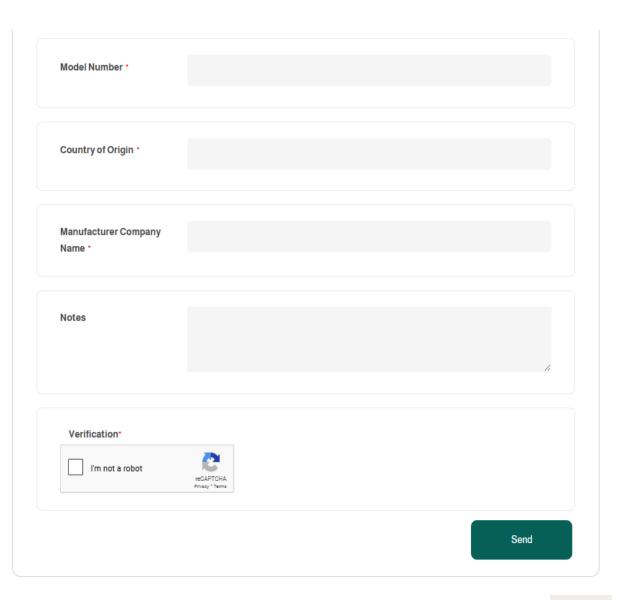
Country of Origin:

Enter the country where the product was manufactured.

Manufacturer Company Name:

Enter the official name of the manufacturing company as stated in the technical documentation.

After completing all required fields, check the verification box and click 'Send' to submit your request.







Follow-up on Application Status

Application submission and payment of fees:

Once the SASOEX Certificate of Conformity application is received, the required documents will be sent to you by email, along with the invoice for the application fees.

Technical review and filling in the required attachments:

Once the application submission fees are paid, a technical review invoice will be issued. Upon payment, the technical assessment will begin, and any remarks or required clarifications will be communicated via email if needed.

Final review and decision issuance:

Once the technical assessment is completed and recommendations are submitted, a final review will be carried out, after which the final decision will be issued.







Certificate Issuance

Following the issuance of the final approval decision, an invoice for the certificate issuance will be generated. Upon payment, the certificate will be delivered to the applicant via email.





شهادة المطابقة (SASOEX) (SASOEX) Conformity Certificate

بناء على البيانات الموضحة أذناه وكون الهيئة السعودية للمواصفات والمقاييس والجودة هي جهاز منح الشهادات الوطنية, والجهة المانحة لشهادة المطابقة (SASOEX) فقد تم منح هذه الشهادة وذلك لمطابقة المنتج للمواصفات القياسية والفروقات الوطنية ذات العلاقة.

According To The Information That Mentioned Below, And as Saudi Standards, Metrology and Quality Organization (SASO) is The National Certification Body and The Body Granting (SASOEX) Conformity Certificate Therefore, This Certificate is Granted That The Below Mentioned Product is Conformed to The Related National Standards and Differences.

Manufacture Company Name	100X	اسم الشركــــــــــــــــــــــــــــــــــــ
Technical Standard/References	X00X	المواصفات الفنية/القياسية
Name of EXCB/Name of Notified Bodie	xxx	اسم جهة اصدار شهادة الاختبار (EXCB) /اسم جهة اصدار اقرار المطابقة
Quality Assurance Report (QAR) Number/Quality Assessment Notification (QAN) Number	XXX	رقم تقرير ضمان الجودة (QAR) /رقم إشعار تقييم الجودة (QAN)
Test Report (EXTR) Number/EU Test Report Number	жх	رقم تقرير الاختبار (EXTR) /رقم تقرير الاختبار في الإتحاد الأوروبي
Certificate Number of EXcoc/EU Type Examination Certificate Number/EU Declaration of Conformity No	xxx xxxx	رقم شهادة الاختبار EXcoc/رقم شهادة الاختبار في الاتحاد الأوروبي/رقم إقرار المطابقة في الاتحاد الأوروبي

بيانات المنتج Product Information

Product Name	300K	اسم المنتج
Brand Name	300X	اسم العلامة التجارية
Product Classification/Category	300X	تصنيف المنتج
Additional Information	30x	معلومات إضافية

تخضع هذه الشــهادة خلال مدة ســريانها للأنظمة واللوائح ذات العلاقــة فى المملكة العربية الســعودية وأى تعليمات أو تعديلات تصدرها الهيئة, وتستعمل هذه الشهادة مع هذا المنتح فقط دون أدنى مسئولية 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

> مدير عام الإدارة العامة لمنح الشهادات General Director of Certification Department

> > المهندس/خالد بن محمد النملة Eng/ Khalid M. Al-Namlah

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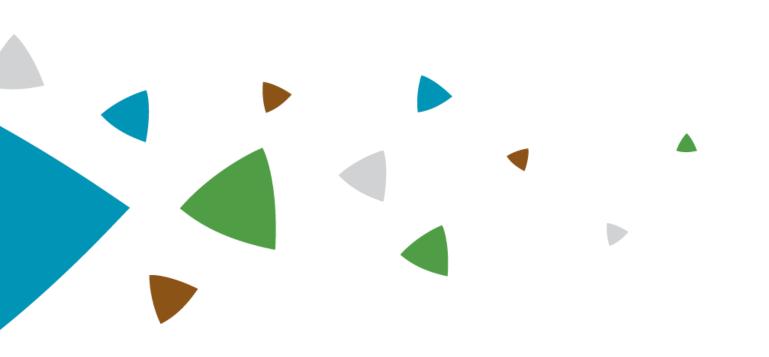


For Inquiries

For any questions or further assistance, please don't hesitate to contact us.

https://www.saso.gov.sa/en/contactus/Pages/landingTicket.aspx





Thank you