

STANDARDS ACT
(Cap. 43:07)

STANDARDS (COMPULSORY STANDARDS) REGULATIONS, 2023
(Published on 23rd June 2023)

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1. Citation

These Regulations shall be cited as the Standards (Compulsory Standards) Regulations, 2023

2. Interpretation:

In these Regulations unless the context requires -

“authorized officer” means an employee of the Bureau designated as such by the Managing Director to conduct inspection, sampling, testing or evaluation of a product to determine its conformity with the compulsory standards;

“bill of lading” means a document issued by a carrier acknowledging that specified goods have been received on board a vessel as cargo for conveyance to a named place for delivery to a known or identifiable consignee;

“certificate of conformity” means a verifiable document issued by an inspection agency which is proof that the product specified therein conforms to the compulsory standard;

“competent authority” means an organization that has been legally delegated or invested with authority, capacity or power to develop and enforce standards and technical regulations in a country;

“certificate” means certificate of compliance or conditional release certificate or registration certificate;

“certificate of compliance” means a certificate issued by the Bureau, verifying compliance of an imported batch or product with these Regulations;

“certification” means the formal substantiation that a product, process, organization, individual or management system meets the requirements of a standard or technical regulation;

“compulsory standard” means a Botswana Standard that has been declared compulsory in terms of the Act;

“conditional release certificate” means a certificate issued by the Bureau to an importer allowing the release of an imported commodity from the custody of Customs officials after compliance with customs requirements while awaiting approval by the Bureau;

“conformity assessment” means a procedure used, directly or indirectly, to determine that the relevant requirements of the compulsory standards are fulfilled;

“CIF” value means the cost, insurance and freight value;

“inspection” means examination of a product design, product, process or installation and determination of its conformity with specific technical requirements or, on the basis of professional judgment, with general requirements;

“inspection agency” means a body appointed or designated by the Bureau as competent for checking and verifying that a product conforms to the requirements of the compulsory standards declared in relation to that product;

“inspector” means a person who has been appointed as such by the Minister in terms of the Act;

“market surveillance” means random checks and audits, taking of samples and gathering of information with regard to the products available on the market for compliance to compulsory standards;

“process” means any method of operation, manufacture, production, storage, transportation, disposal or combination thereof;

“product” means any industrially manufactured, agricultural or fish product for which a compulsory standard has been declared in terms of the Act;

“registration certificate” means a certificate issued by the Bureau, verifying compliance of a locally manufactured product with a compulsory standard;

“regulatory authority” means any ministry, department or agency at national, regional or level that has been given the formal powers to oversee the enforcement of standards or technical regulations in Botswana;

“standard” means a standard approved by the Bureau under the Act;

“supplier” means the manufacturer, producer, merchant, distributor, importer or agent who places a product, or service into the market;

“test report” means a document issued by an accredited testing facility and conforming to the requirements of ISO/IEC 17025: General requirements for the competence of testing and calibration laboratories, or a document issued by any other competent facility as determined by the Bureau;

“testing” means a technical operation that consists of the determination of one or more characteristics of a given product, process according to a specified procedure;

“TBT” means Technical Barriers to Trade;

“WTO” means the World Trade Organization

3. Objective

The objective of these Regulations is to lay down the processes and procedures to be used in the assessment of conformity of imported and locally manufactured products in Botswana in the interest of public health and safety, consumer protection, environmental protection, prevention of deceptive practices, and any matters connected with or incidental thereto.

4. Scope

These Regulations shall apply to-

- (a) Procedures for inspection, testing and certification of products that are imported into Botswana in a manner consistent with the provisions of the TBT Annex to the SADC Trade Protocol and the WTO/TBT Agreement Principles;
- (b) Procedures for inspection, testing and certification of products that are locally manufactured in Botswana in a manner consistent with the provisions of the TBT Annex to the SADC Trade Protocol and the WTO/TBT Agreement Principles; and
- (c) the protection for human safety or health, environmental protection, legitimate security interests and prevention of deceptive practices.

5. Application of WTO/TBT Agreement Principles

The implementation of these Regulations shall be guided by the WTO/TBT Agreement Principles including: -

- (a) non-discrimination;
- (b) necessity;
- (c) prevention of trade restrictiveness;
- (d) proportionality;
- (e) the use of international standards;
- (f) equivalence; and
- (g) transparency

6. Use of international principles

- (1) The Bureau shall ensure that it uses the international guidelines issued by international standardizing bodies as the basis for implementing these regulations.
- (2) The Bureau may not use international guidelines and principles where they are inappropriate for reasons such as –
 - (a) national security requirements;
 - (b) the prevention of deceptive practices;
 - (c) protection of human health or safety,
 - (d) the environment, fundamental climatic or other geographical factors; or
 - (e) fundamental technological or infrastructural problems

7. Functions of the Bureau

- (1) The Bureau shall carry out conformity assessment of all products covered by the compulsory standards that are imported or locally manufactured in Botswana.

- (2) The Bureau shall ensure that no product is placed on the market that does not comply with the provisions of the relevant compulsory standards

8. Delegation of functions

- (1) The Bureau may, where possible, delegate to or collaborate with other regulatory agencies and authorities.
- (2) Every delegation under sub-regulation (1) shall be revocable by the Bureau and no delegation shall prevent the exercise by the Bureau of any function delegated under this regulation
- (3) The Bureau shall be responsible for all decisions made under sub-regulation (1).
- (4) The Bureau may periodically and as appropriate, introduce monitoring mechanisms to enhance regulatory compliance.

9. Compliance with Regulations

- (1) A person who manufactures, produces or imports products into Botswana shall ensure that the products meet the requirements of the relevant compulsory standards specified in Schedule I.
- (2) A person shall not manufacture, produce, import or place products on the market, which do not meet the requirements of the compulsory standards specified in Schedule I.
- (3) A person shall not import or place a product on the market, which cannot be freely sold in the country of the origin.
- (4) An importer of a product covered by compulsory standards specified in Schedule I shall ensure that the product is subjected to inspection and testing for conformity to the compulsory standard in the country of origin and a certificate of conformity is issued before the product is shipped to Botswana.
- (5) A local producer or manufacturer of a product covered by a compulsory standard specified in Schedule I shall ensure that the product is subjected to inspection and testing for conformity to the compulsory standard before being placed on the market.
- (6) The Bureau may affix a mark on products, which have been inspected, tested and determined to comply with the requirements of relevant compulsory standards.

10. Appointment of Inspection Agencies

- (1) The Bureau may designate or appoint inspection agencies in the country of origin of the product to undertake verification of conformity to the compulsory standards before the product is shipped to Botswana.
- (2) The designated inspection agencies shall carry out conformity assessment of the products to assess their compliance to the compulsory standards upon receipt of a request from the importer.
- (3) The importer of the product shall be liable to pay the assessment fees to the inspection agency.
- (4) The inspection agencies shall issue the applicant with a certificate of conformity where the product complies with the requirements of the compulsory standards and shall notify the Bureau accordingly.

- (5) The inspection agencies shall issue a non-conformity report to the Bureau where the product does not comply to the requirements of the compulsory standards.
- (6) The Bureau and the designated inspection agencies shall agree on the procedures and process to be used by the inspection agencies to determine product compliance to the compulsory standards.
- (7) The Bureau shall regularly monitor the activities of the designated inspection agency to ensure that they conduct the inspection in accordance with the agreed procedures.

11. Application for certificate of compliance

- (1) An importer of a consignment containing a product for which a compulsory standard has been provided under Schedule I shall apply to the Bureau for a certificate of compliance.
- (2) Notwithstanding the provisions of subregulation (3), the Bureau may in exceptional circumstances give permission to the importer to apply for a certificate of compliance in less than fourteen days prior to the arrival of the product into Botswana.
- (3) The application for a Certificate of Compliance shall be made in the form set out in Form A of Schedule II and shall be accompanied by-
 - (a) a certificate of conformity issued by the designated inspection agency and;
 - (b) an application fee specified in Schedule III;
- (4) The Bureau may request the applicant to submit the following documents together with the application-
 - (a) the packing list;
 - (b) test report;
 - (c) the document reflecting the port of entry through which the product is to be imported;
 - (d) an invoice or pro-forma invoice of the product in respect of which a compliance certificate is sought;
 - (e) the bill of lading or airway bill; or
 - (f) such other documents as the Bureau may require.

12. Handling of an application

- (1) The authorized officer shall, upon receipt of an application verify all the documents to ensure that the application is duly filled and accompanied by all the necessary attachments.
- (2) The authorized officer may verify the products to ensure that they match with the declaration in the application and the Certificate of Conformity.
- (3) The Bureau shall issue a Certificate of Compliance in respect of the products that have been determined to conform to the compulsory standards upon payment by the applicant of a certification fee specified in Schedule III.
- (4) A Certificate of Compliance issued in accordance with sub-regulation (3) shall be signed by the Managing Director or any officer of the Bureau authorized in writing, by the Managing Director.
- (5) A Certificate of Compliance issued in accordance with sub-regulation (3) shall be valid for the period stated in the certificate or the expiration of the shelf life of the product to which it

relates, whichever comes first.

- (6) A Certificate of Compliance issued in accordance with sub-regulation (3) may be extended for such a period, as the Bureau may deem appropriate upon payment of a fee specified in Schedule III.
- (7) The Bureau shall consider an application made under this sub-regulation, within fourteen (14) days from the date of submitting the application

13. Remote Inspection

- (1) An application for remote inspection shall be made to the Bureau in Form B set out Schedule II.
- (2) A person who makes an application to the Bureau for remote inspection shall pay inspection fees for local or international inspections as specified under Schedule III.

14. Products bearing the Standards Mark.

- (1) Where the manufacturer, producer or importer of a product is licensed to use the Standards Mark by the Bureau, he or she shall not be required to apply for a Certificate of Compliance in respect of that product.

15. Destination Inspection.

- (1) A person who imports any product without a certificate of conformity from countries where appointed inspection agencies are present shall pay a surcharge of 15% of the CIF value of the product and the relevant fees to the Bureau before being subjected to destination inspection and testing for conformity to the compulsory standards under these Regulations.
- (2) A product, which arrives at the port of entry without a certificate of conformity from a country, where appointed inspection agencies are not present, shall be subjected to destination inspection and testing for conformity to compulsory standards at the expense of the importer.
- (3) A person who intends to import a product from a country where no inspection agency is present shall at least fourteen (14) days prior to the arrival of the product notify the Bureau of his or her intention to import such a product.
- (4) Products that are accompanied with the certificate of conformity may also be subjected to destination inspection and testing where the authorized officer finds reason to doubt the compliance with the relevant compulsory standard.
- (5) The importer of the products shall be responsible for the costs of storage, analysis and any other incidental charges incurred during the destination inspection.
- (6) The products subject to destination inspection shall be inspected and evaluated by the authorized officer or designated inspection agency to determine conformity to the relevant compulsory standard.
- (7) The authorized officer or designated inspection agency may take a sample of the product for laboratory analysis during the destination inspection to determine conformity to the relevant compulsory standard.
- (8) The Managing Director or any officer of the Bureau authorized in writing by the Managing Director

shall issue a Certificate of Compliance in respect of the products that have been subjected to destination inspection and determined to conform to the relevant compulsory standard.

- (9) A Certificate of Compliance issued in accordance with sub-regulation (8) shall be valid for the period stated in the certificate or the expiration of the shelf life of the product to which it relates, whichever comes first.
- (10) A Certificate of Compliance issued in accordance with sub-regulation (8) may be extended for such a period, as Bureau may deem appropriate upon payment of a fee specified in Schedule III.
- (11) The authorized officer shall issue a seizure notice and notify the relevant authorities including the Botswana Unified Revenue Service and the products shall not be permitted entry in the domestic market where they have been subjected to destination inspection and have been determined not to conform to the compulsory standards.

16. Conditional Release

- (1) An inspector may conditionally release products to an address specified in the Conditional Release Certificate where an importer has cleared with customs requirements, but the Bureau has subjected the products to inspection, sampling and testing.
- (2) An inspector may seal an import consignment prior to releasing the consignment under sub regulation (1).
- (3) The conditional release under seal is subject to payment of a Conditional Release Certificate fee specified in the Schedule III in addition of the inspection fees.
- (4) An inspection fee shall be equivalent to the expenses incurred by inspector for purposes of;
 - (a) attending at the place where the inspection is to be carried out and returning from that place
 - (b) accommodation while attending at the place where the inspection is to be carried out and returning from that place
 - (c) carrying out inspection
 - (d) carrying out tests
 - (e) and any other tests relating to inspection
- (5) The Bureau may before release of the products under seal, require the importer to give a cash bond worth 15% of the CIF value, which shall be in the form set out in Form C of Schedule II.
- (6) Where upon inspection and/or testing, it is determined that the products do not meet the requirements standard, the cash bond shall be executed so as to cater for the costs of destruction or re-exportation of the product.
- (7) The cash bond shall be returned to the importer once the importer is issued a Certificate of Compliance.
- (8) No person shall, pending issuance of a certificate of compliance, process, distribute, sell, use or transfer a consignment of any product either in part or in whole to any person or place other than the place specified in the Conditional Release Certificate.

- (9) A person who contravenes the provisions of sub regulation (8) commits an offence and is liable to a fine not exceeding P2000 or to imprisonment for a term not exceeding one year.

17. Locally Manufactured or Produced Products.

- (1) Any locally manufactured or produced products for which a compulsory standard is provided under Schedule I shall be subjected to inspection and testing for conformity to the provided compulsory standard before being placed on the market.
- (2) A local producer or manufacturer of a product for which a compulsory standard has been provided under Schedule I shall apply to the Bureau for a registration certificate before placing the product on the market.
- (3) Any product to be inspected under this regulation shall be sampled by an inspector and evaluated by a duly authorized officer of the Bureau, a technically competent inspection body or a laboratory, either designated or acceptable to the Bureau to establish compliance with the requirements of the provided compulsory standard.
- (4) The Bureau may require that the whole batch of the product in respect of which a Registration Certificate is sought, be availed for the purpose of-
 - (a) selecting samples for testing; or
 - (b) obtaining any other related information that may be considered relevant to the application.
- (5) Where a sample is subjected to laboratory analysis, the manufacturer shall be required to pay for the test charges as charged by the relevant laboratory.
- (6) A product accompanied by a test report from a designated testing facility demonstrating compliance with specific requirements of the compulsory standard shall be recognized by the Bureau and exempted from further testing.
- (7) Where upon inspection and testing conducted under this sub-regulation the Bureau determines that the product complies with the compulsory standard the Bureau shall issue a registration certificate.
- (8) A registration certificate issued under sub-regulation (7) shall be signed by the Managing Director or any officer of the Bureau authorized in writing, by the Managing Director.
- (9) A registration certificate issued in accordance with sub-regulation (7) shall be valid for the period stated in the certificate and shall automatically lapse upon suspension or de-registration of the registration certificate holder.
- (10) A registration certificate holder shall be subject to regular surveillance inspections and shall pay both annual and inspection fees specified in Schedule III.
- (11) A registration certificate issued in accordance with sub-regulation (7) may be renewed at the end of its validity period, as Bureau may deem appropriate.
- (12) Where a manufacturer or producer of a local product does not satisfy the requirements of the provided compulsory standard, the Bureau shall not issue a registration certificate and shall within fourteen (14) days of its decision, notify the applicant of the decision in writing indicating the

reasons for not issuing the Registration Certificate and steps required by the applicant to comply.

18. Service Standards

- (1) A service for which compulsory standards is provided under Schedule I shall be subjected to an audit for conformity to the provided compulsory standards before being offered on the market.
- (2) A provider of a service for which a compulsory standard is provided under Schedule I shall apply to the Bureau for a registration certificate before offering the service on the market.
- (3) Any service to be audited under this regulation shall be planned by an inspector and evaluated by a duly authorized officer of the Bureau, to establish compliance with the requirements of the compulsory standard.
- (4) Where upon an audit conducted under this sub-regulation, the Bureau determines that the service rendered complies with the provided compulsory standard, the Bureau shall issue a registration certificate.
- (5) A registration certificate issued under sub-regulation (4) shall be signed by the Managing Director or any officer of the Bureau authorized in writing, by the Managing Director.
- (6) A registration certificate issued in accordance with sub-regulation (4) shall be valid for the period stated in the certificate and shall automatically lapse upon suspension or de-registration of the Registration Certificate holder.
- (7) A registration certificate holder shall be subject to regular surveillance audits and shall pay both annual registration and audit fees specified under Schedule III.
- (8) A registration certificate issued in accordance with sub-regulation (4) may be renewed at the end of validity period.
- (9) Where a service provider does not satisfy the requirements of the compulsory standard, the Bureau shall not issue a registration certificate and shall within fourteen (14) days of its decision, notify the applicant of the decision in writing indicating the reasons for not issuing the certificate and steps required by the applicant to comply.

19. Disposition of samples

- (1) The Bureau shall retain all samples of any product drawn from a consignment for testing, for at least two weeks from the date of issuance of a certificate of compliance or notifying an applicant of the Bureau's decision not to issue a certificate of compliance or registration certificate, as the case may be.
- (2) The applicant shall collect the samples from the Bureau at the end of two weeks, failure of which, the Bureau may dispose of the samples as it considers appropriate

20. Lost Certificates

- (1) A person whose Certificate of compliance or Conditional Release Certificate or Registration Certificate is lost, destroyed or defaced may apply to the Bureau for a duplicate Certificate of Compliance or duplicate Conditional Release Certificate or duplicate Registration Certificate as the case may be.

- (2) An application for a duplicate certificate of compliance or duplicate conditional release certificate or duplicate registration certificate shall be in the form set out in Form D set out in Schedule II, and shall be accompanied by a fee specified in Schedule III

21. Mutual Recognition of conformity assessment procedures of other countries

- (1) The Bureau may recognise the conformity assessment procedures of other countries with which the Government of Botswana has entered into Mutual Recognition Agreements or Arrangements.
- (2) Where the Government of Botswana has entered a Mutual Recognition Agreement or arrangement with another country, the Bureau may accept the certificate granted by a competent authority of that country even if their conformity assessment procedures are different from those under this regulation, provided they give an assurance of conformity to the compulsory standards or a foreign standard recognised by the Bureau.
- (3) In the case where a product is not accompanied by certificate of conformity from an appointed inspection agency, a report or a certificate from a competent authority recognized through a Mutual Recognition Arrangement shall be accepted by the Bureau.

22. Market surveillance

- (1) The Bureau shall monitor products placed on the market to ensure that products comply with the provisions of the provided compulsory standards.
- (2) The Bureau may take random samples of the products on the market for testing to determine compliance with the provided compulsory standards.
- (3) Where upon random sampling and testing of products on the open market, any product is found to be non-conforming to the provided compulsory standard, the Bureau may direct that the product be dealt with in terms of Regulation 25.
- (4) The Bureau shall have the power and authority to-
 - (a) regularly visit commercial, industrial, manufacturers, storage facilities and port of entry;
 - (b) regularly visit premises where commodities are put on sale;
 - (c) organize random and spot checks;
 - (d) take samples of commodities and have them subjected to examination and testing; and
 - (e) require all necessary information.

23. Revocation of a Certificate

- (1) The Bureau may revoke a certificate issued under these Regulations where-
 - (a) subsequent testing of a product which has already been released into the market reveals that the quality of the product does not meet the provided compulsory standard; or
 - (b) the certificate holder fails to pay any fee as required by these regulations;

- (c) the certificate holder has contravened the provisions of these Regulations.
- (2) Where the Bureau decides to revoke a certificate, the Managing Director shall issue written notice to the certificate holder-
 - (a) stating that the product in respect of which the certificate has been issued, does not meet the provided compulsory standard in respect of the product; or
 - (b) stating the manner in which the certificate holder has contravened the provisions of the regulations; and
 - (3) Where the certificate holder does not, within 14 days of the written notice, show cause why the certificate should not be revoked or comply with the requirement, which led to the notice of revocation, the Bureau shall revoke the certificate.
 - (4) Where the Bureau revokes a certificate, the certificate holder shall forthwith discontinue use of the certificate and shall return the certificate to the Bureau.
 - (5) The Bureau shall upon revoking the certificate under sub-regulations (4) of this regulation:-
 - (a) order a re-call of the product from the market;
 - (b) inform the public, by such means as it may deem appropriate, of the dangers of using or consuming the particular non-conforming product; and
 - (c) direct the importer, manufacturer, supplier or vendor to destroy any recoverable non-conforming product.
 - (6) An importer, manufacturer, producer or vendor shall incur all the expenses in undertaking the activities under subregulation (5).

24. Retaining technical documentation of compliance and confidentiality

- (1) A supplier of a product for which compulsory standard is provided, shall compile, maintain and retain technical documentation on the compliance of the product with the requirements of the relevant provided compulsory standard.
- (2) The technical documentation shall include-
 - (a) documents describing the product and identifying the individual product or batch;
 - (b) documents containing production and inspection records for the individual product or product batch in accordance with the referenced technical requirements contained in the provided compulsory standard;
 - (c) type test reports as relevant in accordance with the referenced technical requirements as contained in the relevant provided compulsory standards; and
 - (d) certificates indicating compliance.
- (3) The technical documentation shall be kept for a minimum of seven years from the date of

issuance of the certificate, and shall be available for inspection by the authorities during normal office hours.

- (4) The inspection authorities and agencies shall bear the obligation of keeping the confidentiality of the information relating to the commercial interests they get to know when carrying out their duties under these Regulations.

25. Dealing with non-complying products

- (1) Any product which does not meet the requirements of the compulsory standard shall either be seized by the Bureau and destroyed or re-exported.
- (2) A product which is determined by an authorized officer not to pose a significant risk to the environment shall be destroyed under the supervision of agency responsible for the protection of the environment.
- (3) A product which is determined by an authorized officer to pose a significant risk to the environment shall be re-exported to the country of origin.
- (4) The cost of re-exportation or destruction in terms of this regulation shall be borne by the importer, manufacturer, producer or vendor.
- (5) Any person that sells, distributes or markets a product that does not conform with the relevant compulsory standards commits an offence and is liable to a fine not exceeding P2000 or to imprisonment for a term not exceeding one year.
- (6) Without prejudice to the provisions of sub-regulation (5) the Bureau may in addition -
 - (a) order in writing that the importer, manufacturer or producer takes remedial action to comply with these Regulations;
 - (b) issue directions regarding measures to be taken to improve the product on the market;
 - (c) recall of the non-complying products from the market place to effect repair and replacement;
 - (d) confiscate all of non-complying products from the market to be destroyed;
 - (e) stop further production and distribution of non-conforming products;
 - (f) run advertising campaigns to warn and inform the public about the problem;
or
 - (g) ban any further import, manufacture or production of the substandard product.

26. Exemptions

- (1) The products specified in Schedule IV may be exempted from the provisions of these Regulations.

- (2) The Minister may if he or she deems it in the national interest to do so, exempt any products from the provisions of these Regulations.

27. Appeals.

- (1) A person who is aggrieved by a decision of the Bureau may, within 14 days of notification of that decision, appeal to the Council in writing.
- (2) The Council shall, within 14 days of receipt of an appeal made in terms of sub regulation (1) make a decision on the matter and inform the appellant, in writing, of the Council's decision.
- (3) A person aggrieved by a decision of the Council may, within 30 days of notification of that decision, appeal to the Minister.
- (4) The Minister shall, within 14 days of receipt of an appeal made in terms of sub regulation (3), decide on the matter and inform the appellant of the decision.
- (5) During the hearing of the appeal, the trade, distribution, sale or circulation of the product that does not conform to the relevant compulsory standard shall be suspended.
- (6) A person aggrieved by the decision of the Minister may appeal to the High Court.

28. Amendment of Schedules

- (1) The Minister may from time to time by notice in the Government Gazette amend the schedules to these regulations for purposes of better carrying into effect the provisions of these Regulations.

29. Revocation of S.I. No.78 of 2008

- (1) The Standards (Import Inspection) Regulations, are hereby revoked.

BOTSWANA BUREAU OF STANDARDS

SCHEDULE I

(Reg. 9(1), (2), (4) and (5), 11(1), 17(1) and (2) and 18(1) and (2))

LIST OF PRODUCTS AND THE COMPULSORY STANDARDS

The following table lists the products and their respective compulsory standards. The latest Edition of the standards shall apply.

PRODUCT		REFERENCE STANDARD
FIRE SAFETY		
1	Fire hose reels	BOS 5:2009: Fire hose reels (with semi rigid hose)
2	Reconditioning of Potable rechargeable fire extinguishers	BOS 65-1:2003: The reconditioning of fire-fighting equipment—Part 1:Portable rechargeable fire extinguishers — Specification
3	Reconditioning of Fire hose reels	BOS 65-2:2003:The reconditioning of fire-fighting equipment Part 2: Fire hose reels
4	Fire extinguishing media-Powders	BOS 196:2006: Fire extinguishing media-Powders
5	Potable rechargeable fire extinguishers-Performance and construction	BOS 252:2007: Fire fighting — Portable fire extinguishers — Performance and construction
6	Components of underground and above ground hydrants systems	BOS 304:2009: Fire fighting equipment-Components of underground and above ground hydrants systems
7	Fire fighting equipment-Hose coupling, connector, and branch pipe and nozzles connections	BOS 305:2009: Fire fighting equipment-Hose coupling, connector, and branch pipe and nozzles connections

8	Regulators for liquefied Petroleum Gas (LPG)	BOS 118: 2015: Single- Stage Regulators for liquefied Petroleum Gas (LPG)
9	Fire extinguishing medium-Carbon dioxide	BOS ISO 5923:2012: Fire extinguishing medium-Carbon dioxide
FOOD AND AGRICULTURE		
1	Chicken feeds	BOS 8-1: 2009: Poultry feeds Part 1: Chicken feeds
2	Cattle feeds	BOS 25: 2014: Animal feeding stuffs -Part 1: Cattle feeds
3	Sorghum grains	BOS 26:2009: Cereals- Whole and dehulled sorghum grains for human consumption-Specification
4	Grading of sorghum grain	BOS 63:2009: Cereals- Classification and grading of sorghum grains intended for sale in Botswana
5	Raw Cow's Milk	BOS 64: 2003: Raw Cow's Milk (Intended for further processing)- Specification
6	Pasteurised Cow Milk	BOS 72: 2003: Pasteurised Cow Milk-Specification
7	Yoghurt, Sour Milk (Madila) and Buttermilk from Cow's Milk	BOS 92:2004: Fermented Cow's Milk Products- Yoghurt, Sour Milk (Madila) and Buttermilk-Specification
8	Bottled Water other than natural water	BOS 143:2011:Bottled Water other than natural water-specification
9	Bottled natural water	BOS 262:2011:Bottled natural water-specification

10	Pulses	BOS 201: 2014: Cereal and Pulses- Certain Pulses – Specification
11	Canned Fish Canned Marine Molluscs. and Canned Crustaceans	BOS 449:2011: Canned Fish, Canned Marine Molluscs and Canned Crustaceans and their derived products
12	Peanut Butter	BOS 450: 2011: Peanut Butter- Specification
ELECTRICAL		
1	13 A Plugs	BOS 41-1:2001: 13 A Plugs, sockets-outlets ,adapters and connection units-Part 1: Rewirable and non-rewirable fused plugs
2	13 A socket outlets	BOS 41-2: 2001: 13 A Plugs, sockets-outlets ,adapters and connection units-Part 2: Switched and unswitched socket outlets
3	13 A Adaptors	BOS 41-3:2001: 13 A Plugs, sockets-outlets ,adapters and connection units-Part 3: Adaptors
4	13 A fused connection units	BOS 41- 4:2009: 13 A plugs, socket-outlets, adaptors and connection units-Part 4: Switched and unswitched 13 A fused connection units
5	16A Plugs and Socket , Conventional system	BOS 495-1:2012,16A Plug and Socket-outlet systems for household and similar purposes for use in Botswana-

		Part 1:Conventional system ,16A,250 Va.c.- Specification
6	16A Plugs and Socket , IEC system	BOS 495-2:2012,16A Plug and Socket-outlet systems for household and similar purposes for use in Botswana- Part 2:IEC System ,16A,250 Va.c.-Specification
7	16A Plugs and Socket , Dedicated system	BOS 495-4:2012,16A Plug and Socket-outlet systems for household and similar purposes for use in Botswana- Part 4:Dedicated System ,16A,250 Va.c.-Specification
8	Packaging and marking for Electric cables with extruded solid dielectric	BOS 589-1:2014: Electric cables with extruded solid dielectric insulation for fixed installations (300/500 V to 1 900/3 300 V)-Part 1:Packaging and marking- Requirements
9	Wiring cable specification for Electric cables with extruded solid dielectric insulation	BOS 589-2:2014: Electric cables with extruded solid dielectric insulation for fixed installations (300/500 V to 1 900/3 300 V)-Part 2: Wiring cable specification
10	Circuit-breakers	BOS 659-1:2017,Low voltage switchgear –part 1:Circuit-breakers
11	Audio, video and similar electronic apparatus	BOS IEC 60065:2014: Audio, video and similar electronic apparatus-Safety requirements
12	Drills	BOS IEC 60745-2-1:2008 Hand-held motor-operated electric tools - Safety - Part 2-1: Particular requirements for drills and impact drills

13	Grinders, Polishers and Disk type Sanders.	BOS IEC 60745-2-3:2006+amd1:2010 + amd1:2012:Hand-held motor-operated electric tools - Safety - Part 2-3: Particular requirements for grinders, polishers and disk type sanders.
14	Sanders and Polishers other than disk type	BOS IEC 60745-2-4:2002+amd1: 2008, Hand-held motor-operated electric tools - Safety - Part 2-4: Particular requirements for sanders and polishers other than disk type.
15	Circular saws	BOS IEC 60745-2-5:2010+amd1:2010, Hand-held motor-operated electric tools - Safety - Part 2-5: Particular requirements for circular saws
16	Hammers	BOS IEC 60745-2-6:2003+amd1:2006 +amd1:2008, Hand-held motor-operated electric tools - Safety - Part 2-6: Particular requirements for hammers
17	Concrete vibrators	BOS IEC 60745-2-12:2003+amd1:2008, Hand-held motor-operated electric tools - Safety - Part 2-12: Particular requirements for concrete vibrators
18	Chain saws	BOS IEC 60745-2-13:2006+amd1:2009, Hand-held motor-operated electric tools - Safety - Part 2-13: Particular requirements for chain saws
19	Planers	BOS IEC 60745-2-14:2003+amd1:2006+ amd2:2010, Hand-held motor-operated electric tools - Safety - Part 2-14: Particular requirements for planers

20	Circuit-breakers	BOS IEC 60947-2:2006+Amd1:2009+ Amd 2: 2013 Low-voltage switchgear and control gear - Part 2: Circuit-breakers
21	Switches, disconnectors, switch-disconnectors and fuse-combination units	BOS IEC 60947-3:2008 +Amd1: 2012 +Amd2: 2015: Low-voltage switchgear and control gear - Part 3: Switches, disconnectors, switch-disconnectors and fuse-combination units
22	Vacuum cleaners and water-suction cleaning appliances	BOS IEC 60335-2-2:2012 Household and similar electrical appliances - Safety - Part 2-2: Particular requirements for vacuum cleaners and water-suction cleaning appliances
23	Electric Irons	BOS IEC 60335-2-3:2012 +amd1:2015 Household and similar electrical appliances - Safety - Part 2-3: Particular requirements for electric irons
24	Dishwashers	BOS IEC 60335-2-5:2012, Household and similar electrical appliances - Safety - Part 2-5: Particular requirements for dishwashers
25	Cooking ranges, hobs, ovens and similar appliances	BOS IEC 60335-2-6:2014 Household and similar electrical appliances - Safety - Part 2-6: Particular requirements for stationary cooking ranges, hobs, ovens and similar appliances

26	Washing machines	BOS IEC 60335-2-7:2012 Household and similar electrical appliances - Safety - Part 2-7: Particular requirements for washing machines
27	Shavers, hair clippers and similar appliances	BOS IEC 60335-2-8:2012+Amd1:2015, Household and similar electrical appliances - Safety - Part 2-8: Particular requirements for shavers, hair clippers and similar appliances
28	Grills, toasters and similar portable cooking appliances	BOS IEC 60335-2-9:2012 Household and similar electrical appliances - Safety - Part 2-9: Particular requirements for grills, toasters and similar portable cooking appliances
29	Floor treatment machines and wet scrubbing machines	BOS IEC 60335-2-10:2008: Household and similar electrical appliances-Safety-Part 2-10:Particular requirement for floor treatment machines and wet scrubbing machines
30	Tumble dryers	BOS IEC 60335-2-11:2015 Household and similar electrical appliances - Safety - Part 2-11: Particular requirements for tumble dryers
31	Warming plates and similar appliances	BOS IEC 60335-2-12:2002+Amd1:2008 Household and similar electrical appliances - Safety - Part 2-12: Particular requirements for warming plates and similar appliances

32	Deep fat fryers, frying pans and similar appliances	BOS IEC 60335-2-13:2009 Household and similar electrical appliances - Safety - Part 2-13: Particular requirements for deep fat fryers, frying pans and similar appliances
33	Kitchen machines	BOS IEC 60335-2-14:2006+amd1:2008+amd2:2012: Household and similar electrical appliances - Safety - Part 2-14: Particular requirements for kitchen machines
34	Electric Water heaters	BOS IEC 60335-2-21:2009: Household and similar electrical appliances-Safety-Part 2-21:Particular requirement for storage water heaters
35	Refrigerating appliances, ice-cream appliances and ice makers	BOS IEC 60335-2-24:2012 - Household and similar electrical appliances - Safety - Part 2-24: Particular requirements for refrigerating appliances, ice-cream appliances and ice makers
36	Microwave ovens, including combination microwave ovens	BOS IEC 60335-2-25:2010 Household and similar electrical appliances - Safety - Part 2-25: Particular requirements for microwave ovens, including combination microwave ovens
37	Sewing machines	BOS IEC 60335-2-28:2008: Household and similar electrical appliances-Safety-Part 2-28,Particular requirement for sewing machines
38	Room heaters	BOS IEC 60335-2-30:2009

		Household and similar electrical appliances - Safety - Part 2-30: Particular requirements for room heaters
39	Massage appliances	BOS IEC 60335-2-32:2002+Amd1:2008: Household and similar electrical appliances - Safety - Part 2-32: Particular requirements for massage appliances
40	Instantaneous water heaters	BOS IEC 60335-2-35:2012 Household and similar electrical appliances - Safety - Part 2-35: Particular requirements for instantaneous water heaters
41	Electrical heat pumps, air-conditioners and dehumidifiers	BOS IEC 60335-2-40:2013 Household and similar electrical appliances - Safety - Part 2-40: Particular requirements for electrical heat pumps, air-conditioners and dehumidifiers
42	Pumps	BOS IEC 60335-2-41:2012 Household and similar electrical appliances - Safety - Part 2-41: Particular requirements for pumps
43	Clothes dryers and towel rails	BOS IEC 60335-2-43:2008: Household and similar electrical appliances-Safety-Part 2-43:Particular requirements for clothes dryers and towel rails
44	Ironers	BOS IEC 60335-2-44:2008: Household and similar electrical appliances-Safety-Part 2-44:Particular requirements for ironers

45	Oral hygiene appliances	BOS IEC 60335-2-52:2008: Household and similar electrical appliances-Safety-Part 2-52:Particular requirements for oral hygiene appliances
46	Surface cleaning appliances for household use employing liquids or steam	BOS IEC 60335-2-54:2008+amd1:2015: Household and similar electrical appliances-Safety-Part 2-54:Particular requirements for surface cleaning appliances for household use employing liquids or steam
47	Surface cleaning appliances for electrical appliances for use with aquariums and garden ponds	BOS IEC 60335-2-55:2008: Household and similar electrical appliances-Safety-Part 2-55:Particular requirements for surface cleaning appliances for electrical appliances for use with aquariums and garden ponds
48	Projectors	BOS IEC 60335-2-56:2002 + Amd1:2008 +Amd2:2014, Household and similar electrical appliances - Safety - Part 2-56: Particular requirements for projectors and similar appliances
49	Air-cleaning appliances	BOS IEC 60335-2-65:2008: Household and similar electrical appliances-Safety-Part 2-65:Particular requirements for air-cleaning appliances
50	Fixed immersion heaters	BOS IEC 60335-2-73:2009 Household and similar electrical appliances - Safety - Part 2-73: Particular requirements for fixed immersion heaters

51	Electric fence energizers	BOS IEC 60335-2-76:2006: Household and similar electrical appliances-Safety-Part 2-76:Particular requirements for electric fence energizers
52	Fans	BOS IEC 60335-2-80:2008 Household and similar electrical appliances - Safety - Part 2-80: Particular requirements for fans
53	Walk-behind and hand-held lawn trimmers and lawn edge trimmers	BOS IEC 60335-2-91:2008 Household and similar electrical appliances - Safety - Part 2-91: Particular requirements for walk-behind and hand-held lawn trimmers and lawn edge trimmers
54	Electric Toys	BOS IEC 62115:2003+Amd1:2004+Amd2:2010 ,electric toys-Safety
CHEMICALS		
1	Plastic Carrier Bags and Flat Bags	BOS 186: 2006: Plastic Carrier Bags and Flat Bags-Specification
2	Cement	BOS ENV 197-1: 2011: Cement: Composition, specification and conformity criteria – Part 1: Common cements
3	Protective gloves against dangerous chemicals	BOS ISO 374-1:2016,Protective gloves against dangerous chemicals and micro-organisms-part 1:Terminology and performance requirements for chemicals

4	Protective gloves against micro-organisms	BOS ISO 374-5:2016,Protective gloves against dangerous chemicals and micro-organisms-part 5:Terminology and performance requirements for micro-organisms risks
	TYRES AND SAFETY GLASS	
1	Pneumatic tyres for passenger cars and their trailers	BOS 116:2011: Pneumatic tyres for passenger cars and their trailers
2	Pneumatic tyres for commercial vehicles and their trailers	BOS 117:2011: Pneumatic tyres for commercial vehicles and their trailers
3	High penetration-resistant laminated safety glass for vehicles	BOS 158:2017: High penetration –Resistant laminated safety glass for vehicles
4	Laminated safety glass for vehicles	BOS 159:2011: Laminated safety glass for vehicles
5	Toughened safety glass for vehicles	BOS 160:2011: Toughened safety glass for vehicles

BOTSWANA BUREAU OF STANDARDS
SCHEDULE II
FORM A
(Regs. 11 (3))

APPLICATION FOR A CERTIFICATE OF COMPLIANCE / CONDITIONAL RELEASE
CERTIFICATE / REGISTRATION CERTIFICATE

I/We hereby apply for a certificate of compliance in respect of the type of product (s) described below;

Details of the Applicant

Name of Business:.....
Postal Address of the Applicant:.....
Physical Address of Applicant.....
Name of Contact Person.....

Telephone Facsimile Email:.....

2. Details of the Product

Product :.....
Type:.....
Size (s).....
Trademark:.....
Number of the relevant standard.....
Certificate of conformity number.....

3. Details of consignment

Country of Origin:.....
Port of Entry:.....
Quantity:
Total CIF Value:.....
Number of Consignments:.....

I/WE undertake to pay the prescribed fees and/or abide by the terms and conditions of the Compulsory Standards Regulations.

Applicant's Name :.....
Designation:.....
(Full name of a person authorized to make declarations on behalf of the company)

.....
(Signature of the applicant)

.....
(Date Year / Month /Day)

FOR OFFICIAL USE

Receipt Number

CoC Number:.....

BOTSWANA BUREAU OF STANDARDS

FORM B

(Reg. 13 (1))

APPLICATION FOR A REMOTE INSPECTION

SECTION A : TYPE OF APPLICATION (check the relevant box)

<input type="checkbox"/> Single Consignment	<input type="checkbox"/> Multiple Consignments	APPLICANT TYPE	
Valid from:	Valid to:	<input type="checkbox"/> Importer	<input type="checkbox"/> Exporter
Multiple Consignments only applicable for regular traders having same products. The subsequent reports can be used for shipments of the same non-food products within the validity period indicated. Validity period for non-food reports shall not exceed six months in all cases.		<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Local trader
		<input checked="" type="checkbox"/> Third-Party Logistics	
		<input type="checkbox"/> Other (please specify)	

SECTION B : DETAILS OF THE APPLICANT (Complete this section as appropriate)

	IMPORTER /LOCAL TRADER	EXPORTER
Company Name		
Company Address		
Contact Person		
Email Address		
Mobile Phone No.		
Telephone No.		
<input type="checkbox"/> Certificate of Origin No. & Date		<input type="checkbox"/> Proforma Invoice No. & Date
<input type="checkbox"/> Customer Dealer No.		<input type="checkbox"/> Warehouse Licence No.
<input type="checkbox"/> AWB No.		<input type="checkbox"/> Importer Code
<input type="checkbox"/> TIN		<input type="checkbox"/> UCR No.
<input type="checkbox"/> BL No.		<input type="checkbox"/> RC/BN No.
<input type="checkbox"/> Other (please specify)		

SECTION C : DETAILS OF THE PAYING PERSON & INSPECTION LOCATION

	INSPECTION LOCATION	PAYER (party responsible to pay for inspection service)
Company Name		
Physical Address		
Contact Person		
E-Mail Address		
Mobile phone No.		
Telephone No.		

Payment Type	<input type="checkbox"/> Cash	<input type="checkbox"/> Credit		Currency to be used	<input type="checkbox"/> BWP	<input type="checkbox"/> USD
Addresses for invoices to be sent						
Purchase Order to be used?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Other (please specify)			
If eligible, would you like to have your inspections conducted virtually? (Recommended)					<input type="checkbox"/> Yes	<input type="checkbox"/> No

SECTION D : PRODUCT DETAILS

Product Name	
Brand Name	
Product Type	
Batch or Model Number	
Product Quantity	
Package Type	
Country of origin	
HS Code	
FOB Value (where applicable)	

ATTACHMENTS (Documents to be submitted with this request form)

<input type="checkbox"/> Test Reports	<input type="checkbox"/> Proforma Invoice	<input type="checkbox"/> Packing List	<input type="checkbox"/> Products Photographs
<input type="checkbox"/> Certificate of Conformity	<input type="checkbox"/> Certificate of Origin	<input type="checkbox"/> Phytosanitary Certificate	<input type="checkbox"/> Copy of Label & Markings
<input type="checkbox"/> Veterinary/Health Certificate	<input type="checkbox"/> Other (please specify)		

SECTION E : SHIPMENT DETAILS (For imports only, where applicable)

Loading Port/Place		Discharge Port/Place	
Vessel Name		Goods Condition	<input type="checkbox"/> New <input type="checkbox"/> Used
Country of Supply		Delivery	<input type="checkbox"/> Full <input type="checkbox"/> Partial
Gross Consignment Weight		Goods Availability Date	Expected Consignment Date
Mode of Transport	<input type="checkbox"/> Road <input type="checkbox"/> Air <input type="checkbox"/> Rail <input type="checkbox"/> Sea <input type="checkbox"/> Other (please specify)		
Type of Transport	<input type="checkbox"/> Truck <input type="checkbox"/> Bulk <input type="checkbox"/> Tanker <input type="checkbox"/> Trailer <input type="checkbox"/> FCL <input type="checkbox"/> LCL <input type="checkbox"/> Other (please specify)		
Quantity			
No. of Container		Container Type	<input type="checkbox"/> 20' <input type="checkbox"/> 40' <input type="checkbox"/> Other (please specify)

SECTION F : DECLARATION

By submitting this Application	
<input type="checkbox"/> I hereby confirm that the information provided herein for the purpose of obtaining an inspection document is accurate and complete in all aspects to the best of my knowledge.	
Name	Position
Signature	Date

NB: The signature of an authorized officer can be affixed by
(a) Physical signature (Handwritten); or
(b) Digital signature; or
(c) Electronic signature; or
(d) Company Stamp (Physical or Digital images).

NB: Turnaround times for inspection requests are influenced by the accuracy and completeness of your documentation submitted by the applicant. Thank you in advance for submitting your application. Email : csu@bobstandards.bw

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BOTSWANA BUREAU OF STANDARDS

FORM C
(Reg. 16(5))

SECURITY BOND.

WHEREAS it is a condition of the issue of a Conditional Release Certificate that that there be furnished by me/on behalf of the said..... (Hereinafter referred to as the importer) security in the sum of..... as a guarantee that the importer shall comply with the provisions of the above Regulations and with any conditions imposed by the Bureau in respect of the import consignment.

NOW I,..... of..... do hereby bind myself that I will comply with the provisions of the above Regulations and with any special conditions imposed by the Botswana Bureau of Standard in respect of the import consignment.

AND in case of the said importer making default therein, I hereby bind myself to forfeit to the Bureau the sum of.....which I hereby deposit with the Bureau vide Receipt No.....

Dated this.....day of..... at.....

Signature of the above named.....

In the presence of:

Signature of Witness:.....

Full Names of Witness.....

Address of Witness:.....

BOTSWANA BUREAU OF STANDARDS
FORM D
(Reg. 20 (2))

APPLICATION FOR A DUPLICATE CERTIFICATE OF COMPLIANCE / DUPLICATE
CONDITIONAL RELEASE CERTIFICATE

I/We hereby apply for a duplicate certificate of compliance/duplicate conditional release certificate for the product(s) described below.

1. Details of the Applicant

Name of Business:.....
Postal Address of the Applicant:.....
Physical Address of Applicant.....
Name of Contact Person.....

Telephone.....Facsimile..... Email:.....

2. Details of the Product

Product :.....
Type:.....
Size (s).....
Trademark:.....
Number of the relevant standard.....
Certificate of conformity number.....

3. Details of consignment

Country of Origin:.....
Port of Entry:.....
Quantity:
Total CIF Value:.....
Number of Consignments:.....

I/WE undertake to pay the prescribed fees and/or abide by the terms and conditions of the Compulsory Standards Regulations, .

Applicant's Name :.....
Designation:.....
(Full name of a person authorized to make declarations on behalf of the company)

.....
(Signature of the applicant)

.....
(Date Year / Month /Day)

FOR OFFICIAL USE

Receipt Number

CoC Number:.....

BOTSWANA BUREAU OF STANDARDS

SCHEDULE III

(Regs. 11, 12, 13, 15, 16, 17, 18 and 20)

FEES AND CHARGES FOR IMPORT INSPECTION AND
CLEARANCE

1. The fees and charges referred to in regulation 11(3), 12(3), 12(6), 13(2), 15(10), 16(3), 17(10), 18(7) and 20(2) shall be as follows:

(a)	Application fee	P100
(b)	Certification fee	the greater of 200 Pula or 0.2 per cent of the value of imported commodity
(c)	Application for registration fee	P1000
(d)	International remote inspection fee	P1500 per hour
(e)	Annual registration fee	P3000
(f)	Inspection and audit fee	P540 per hour
(g)	Conditional Release fees	P1500
(h)	Extension of certificate validity fees	P100
(i)	Replacement of lost certificate fees	P50

BOTSWANA BUREAU OF STANDARDS

SCHEDULE IV
Regulation 26

EXEMPTIONS

1	Products regulated by other government agencies within the scope of their respective laws or regulations.
2	General products whose CIF value doesn't exceed USD 200 within a period of 30 days.
3	Diplomatic Cargo.
4	Personal effects.
5	Industrial machinery and spare parts not for re-sale.
6	Classified hardware and equipment (such as Military, Police and Prisons).