

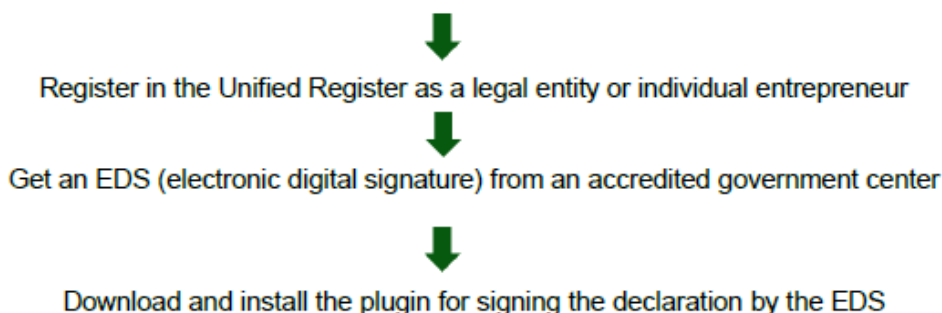
REGISTRATION OF THE EAC DECLARATION

according to the Decree of the Ministry of
Economic Development № 478 of July 31, 2020

Update in the registration of declarations

1. The registration of declarations for most groups of goods is now carried out **directly by the applicant using the electronic service of the RosAccreditation**.
2. Electronic file on the declaration includes the declaration itself and scanned copies of documents necessary for its issuing.
3. As of August 1, 2021, it is mandatory for applicants **to be included in the Unified Register of Applicants**, to register a declaration.
4. It is allowed not to present declarations on paper, it is enough to provide information about them from the Unified Register of declarations.

Access to the electronic service



Information needed for registering the declaration

1. Application with the following information:

> Information about the applicant:

- Full name (for a legal entity should be indicated the name of the manager);
- Place of location and activities (place of residence for the individual entrepreneur);
- Unique taxpayer identification number (TIN);
- Telephone number and e-mail address (if available).

> Information about the manufacturer:

- Name and location of the manufacturer;
- Address of the manufacturing site, **indicating GLN (Global Location Number)** - if the products are produced outside the territory of the EEU.

> Product information:

- Name and designation of the product;
- **GTIN code (Global Trade Item Number)** – if the products are produced outside the territory of the EEU;
- Trademark, model, item code, type and other information for product identification.

➤ **Document information:**

- Name and designation of documents - standard, organization's standard, technical specifications, etc., in compliance with which the product is produced (if applicable);

➤ **Name of the declaration object and production volume:**

It should be specified:

- Serial production - the note "serial production";
- Batch production - shipping documentation, batch identifier, size and name of the measuring unit of the batch;
- Single item production - shipping documentation, the product serial number, date of the production, expiry date.

➤ **HS codes** of products;

➤ **Technical Regulations names** (if the regulation is not used as a whole, then the sections, paragraphs and subparagraphs must be given);

➤ **Scheme of declaration** (serial vs batch certification);

➤ **Customs documents:**

- Registration number of shipping and customs samples for testing;
- Information on the reasons why the customs declaration can not be issued.

➤ **Additional information:**

- Storage conditions and expiry date of the product;
- Product lifespan/durability;
- Other information, which may include the production date of selected samples that have undergone tests and measurements.

2. Information confirming **state registration of a legal entity or individual** as an individual entrepreneur.

3. **Contract with the manufacturer** confirming compliance of the products with the established safety requirements and responsibility for non-compliance.

4. **Documents confirming compliance with the established requirements:**

- Test and measurement protocols with the number, date, name of the testing laboratory;
- Other materials of the applicant confirming quality (technical drawings, declarations of quality ect);
- Management system certificate with the number, date, name of the certifying body that issued the certificate, unique number of accreditation records (if required by the declaration scheme);

5. **Agreement with Certification Body & Testing Laboratory** or Letter confirming the required quantity (weight and volume) of imported product samples (effective from August 1, 2021).