

中国检验认证(集团)西班牙分公司

CHINA CERTIFICATION & INSPECTION (GROUP) CO., LTD. SUCURSAL EN ESPAÑA

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REGULATION FOR ACCEPTANCE, INSPECTION AND ACCREDITATION OF RAW MATERIALS AND RESIDUES (CCIC SPAIN)

This regulation is only applied to applicants which are processed through CCICSPAIN.

- 1) Application requirements: It's compulsory to provide at least five photos. Three of them have to be detailed photos of the cargo, which includes taking of the samples of cargo in order to show the condition of the samples. If the commodity is either waste paper or waste plastic, it's mandatory to provide detailed photo. Two of the photos are to reflect the condition of storage and cargo surface as well as how it is piled.

After filling in the application in the PSI program, please contact the following email spain@ccicspain.com immediately, enclosing the application number and the photos as requested. The pending reply can last up to two working days. It can last up to 10 days for any arrangement for inspections.

Since the very first step of registering data on the PSI system, please make sure that all the information registered is correct.

If no information regarding the issue of the related certificate was received in the following 90 days of its application acceptance, the application will be eliminated automatically.

- 2) Loading photos: It's mandatory to provide at least five photos.
 - 1) *Container is 1/3 loaded*: Has to show the container when the loading starts, in order for us to see the condition of the goods in the inner container.
 - 2) *Container half load*: Has to be taken when the container is half loaded.
 - 3) *Container full load*: Has to be taken when the container is full loaded. The door of the container must be left ajar showing the container number, this way we can check the goods inside the container as well as the container number. Also we require that the picture includes the vehicle license which carries the indicated container.
 - 4) *Seal number*: Provide a clear picture from the seal number.
 - 5) *Container whole picture*: Has to be taken after sealing the doors of the container, showing the global picture of the container.

All the provided pictures have to show the shooting date. Furthermore, the resolution of the photos has to be 640x480 (less than 200KB).

The pictures of the containers, the new template and a scan of the original or the copy of the bill of lading have to be sent to the following address: certi@ccicspain.com. The process of issue certificate can last up to two working days. If failed to provide the correspondent bill of lading, the issue of the certificate will be affected hence prolong the normal period of proceeding.

3) Modifications

It's necessary to provide justification for any modification that may occur –any change related to the application should first get permission from the manager of the certification department. If the modification is due to a decrease in the quantity of the containers, it's not necessary to contact us, certificates will be directly issued. We can't issue certificates that are splitted or combined applications.

On no account are we able to issue the modified certificate without the correlated original and its copy. If the return of the certificate is not possible, please notify immediately for intermediation.

The cost of any modification is 50€.

- Seal number modification

If the modification happens before having issued the certificate: In order to issue the correct certificate, the client has to provide the new bill of lading.

If the modification happens after having issued the certificate:1) If the change in seal numbers is due to customs container inspection, then in order to modify the issued certificate, we will need a declaration from the corresponding customs. All documents issued from the customs have to be properly signed and sealed. After receiving the proper information, only after the department manager accepting the request, we are able to issue the new certificate. 2) For any other circumstances, please contact the department manager.

4) Transportation fee

Due to the current inspection situation, the following is made to cover the transportation costs in Catalonia

A) If the distance from our office to the warehouse is located less than 50 kilometers or the same as 50 kilometers, we will charge a minimum of 30€ of transportation fee.

B) If the distance from our office to the warehouse is more than 50 kilometers, we will charge 0,6€ / kilometer as transportation fee.

REMINDER:

- 1) We will strictly apply the rule of "one certification corresponds to one inspection". This means that we are not able to accept split applications.
- 2) Please fill the psi application form with correct information, if there is any information change, you should inform us before loading the goods, certificates will not be issued for any unnotified loading
- 3) After getting loading permission of the inspection, please send us the loading photos and corresponding documents as soon as possible.

The present notification is going to be effective since 22 July, 2014.

CCICSPAIN
22 July, 2014