Frequently Asked Questions - Import Inspection Scheme

1. **What are the items covered under Import Inspection Scheme of SLSI?**

There are 120 items covered under the Import Inspection Scheme of SLSI as per the Extra Ordinary Gazette Notification no 1844/49 dated 2014.01.08 issued under the Import & Export (control) Act No 01 of 1969.

The list of items is available [website link](http://www.slsi.lk)

2. **How can I know about those items?**

   - By contacting ‘Administrative Officer’ of Quality Assurance Division of SLSI.
     T.P 0112671567 Ext:393
   - By referring web site of SLSI
   - By referring the Extra Ordinary Gazette Notification no. 1844/49 dated 2014.01.08

3. **Is my product confirm to SLSI requirements?**

   - By referring the requirements given in relevant Sri Lanka Standard.
   - By getting tested a sample against the relevant Sri Lanka Standard.

4. **How can I obtain Sri Lanka Standard relevant to my product?**

   - By visiting the Documentation and Information Division at 3rd floor of SLSI (ext. 252)

5. **How can I test a sample of my product prior to import?**

   - By submitting a sample to the SLSI laboratory by the Importer. For more information please contact Laboratory Services Division. Ext. 501, 502, 503 & 504.

6. **Does SLSI accept test report provided by importer when sample submitted by the importer himself?**

   - No

7. **Does SLSI accept test reports issued from manufacturers/laboratories?**

   - Yes. Only when the test report issued by a registered manufacturer or laboratory.

   Web Site link: [www.slsi.lk](http://www.slsi.lk)

8. **How should I inform QA division of SLSI on my imported products?**

   - By duly filled “Notification Form”

9. **How can I obtained notification form?**

   - Downloading from SLSI web site
   - From ‘Main Counter’ of QA division.
10. **At what time I should submit notification form?**

   - As soon as the importer received the documents (invoice, packing list, bill of lading etc) relevant for the consignment.

11. **What is the correct way of filling notification form?**

   - Please refer sample notification form in the Annexure web site [www.slsi.lk](http://www.slsi.lk)

12. **What are the supporting documents to be submitted with notification form?**

   **Mandatory**
   - Commercial Invoice
   - Packing List
   - Bill of Lading

   **Adviceable**
   - Quality certificates
   - Test reports
   - Health certificates
   - Custom declaration form (cusdec)
   - Country of origin
   - Documentary proof incase of products imported for personal use.

13. **To whom shall I submit notification form with supporting documents?**

   1. To the main counter of QA Division, SLSI

14. **What is the time period for submitting documents?**

   2. From 0900h to 1530 h on all working days.

15. **How long should I wait to know the initial decision of submitted documents?**

   3. 6 hours (If correctly completed documentation is submitted)

16. **How can I know the initial decision?**

   4. By contacting relevant counter of QA division of SLSI.

   **Food Products**
   - **Unit 1**
     - Telephone ext. 363
   - **Unit 2**
     - Ext. 360

   **Non Food Products**
   - **Unit 3**
     - Telephone ext. 361
   - **Unit 4**
     - Ext. 359
17. *At what time shall I make payment?*

5. As soon as the importer received initial decision

18. *What is the payment to be made?*

6. By contacting the relevant counter of the unit of QA division

   **Food Products**
   
   **Unit 1**  
   Telephone ext. 363
   
   **Unit 2**  
   Ext. 360

   **Non Food Products**

   **Unit 3**  
   Telephone ext. 361
   
   **Unit 4**  
   Ext. 359

19. *How can I arrange inspection and sampling?*

7. By submitting inspection/sampling request letter after making the relevant payment. Request letter could be faxed to 011-5354320

   Please refer sample request letter web site [www.slsi.lk](http://www.slsi.lk)

20. *What is the time for carrying out inspection and sampling.?*

   Inspection/sampling will be carried out within one working day after submitting inspection/sampling request letter.

   8. Inspection/sampling time at RCT: 0930h – 1730h
   9. Importer/other warehouses: 1000h – 1600h

21. *What is the average time to provide final decision?*

   10. Since the testing time for each product varies this cannot be exactly defined.

22. *How can I know about final decision?*

   11. Same as question 16.

23. *If products get failed, what is my position?*

   In that case there are few options;

   12. Requesting SLSI for re-sampling/re-inspection. (only 01 time)
   13. Accepting the decision and destroying the consignment
   14. Accepting the decision and re-exporting the consignment.
24. *If I did not follow the decision and directions of SLSI, what will happen?*

- SLSI inform Sri Lanka Customs and other relevant authorities for their actions such as penalties, black listing etc.

25. *How can I register an Overseas manufacturer/overseas laboratory?*

- By visiting (Administrative Officer of QA Division (ext. 393) and you will be guided to relevant SDD (QA)*