

MECHANISM FOR APPROVING THE OFFICIAL CONTROL AUTHORITY AND THE ESTABLISHMENTS OF A COUNTRY WISHING TO EXPORT FOOD PRODUCTS TO THE KINGDOM OF SAUDI ARABIA

Purpose:

Check the procedures followed by the official control authority responsible for the entire food chain in the exporting country wishing to export food products to the Kingdom of Saudi Arabia. This step paves the way for assigning the official authority the responsibility of approving the establishments wishing to export their products to the Kingdom or otherwise, the SFDA will approve the establishments wishing to export their products to the Kingdom.

Scope:

1. Establishments exporting bovine meat and bovine products.
2. Establishments exporting sheep meat and sheep products.
3. Establishments exporting poultry meat and poultry products.
4. Establishments exporting fish products and other aquatic products of animal origin.
5. Establishments exporting honey and honey products.
6. Establishments exporting milk and milk products.
7. Establishments exporting breast-milk substitutes.
8. Establishments exporting table eggs and egg products.
9. Establishments exporting processed fruits and vegetables.
10. Establishments exporting grains and crop yields.

First: Requirements for approving a control authority:

1. The competent control authority that is responsible for food safety in the exporting country and seeks an approval must be from a country that is not subject to a temporary ban on the import of its food products.

2. The control authority of a country wishing to export food products to the Kingdom of Saudi Arabia must comply with all the requirements listed in the Regulations and Control Authority Evaluation Form (Annex 1) for the approval of an official control authority.

Second: Procedure for the approval of an official control authority

1. Application:

The official control authority submits a request to SFDA in order to become an approved control authority. This request shall be sent by letter addressed to SFDA, through the Ministry of Foreign Affairs, indicating all the possible contact information (Tel No., Fax No., Email Address), and the name of the contact person(s).

2. Submission of the Regulations and Control Authority Evaluation Form:

If the request is accepted, the said evaluation form is sent by SFDA to the official control authority in the exporting country, through the Ministry of Foreign Affairs, for completion.

3. Filling out the Form:

The official control authority fills out the Regulations and Control Authority Evaluation Form and submits the completed Form to the SFDA through the Ministry of Foreign Affairs. A soft copy (WORD format) of the completed Form must be sent by email to FFIS@SFDA.GOV.SA.

4. Assessment of the Form:

Upon receiving the Form, SFDA will assess the Evaluation Form and inform the control authority officially, through the Ministry of Foreign Affairs, of any comments on the Form, if applicable.

5. Inspection Fees:

The competent control authority in the exporting country shall provide SFDA with a list of the registered establishments therein that are interested in exporting food products to KSA provided that these establishments are subject to its control and apply the following:

- Food Hygienic Requirements as stated through:
<https://www.sfda.gov.sa/eng/regulations/68665>
- Technical Regulations No. (GSO 21) for Hygienic Regulations for food plants and their personnel

- Standard No. 1694 for General Principles of Food Hygiene
- Specific technical regulations and standards for a food product.
- Hazard analysis and critical control points (HACCP) or other equivalent.
- **Best Aquaculture Practices (BAP) (For establishments exporting aquatic aquaculture products of animal origin only).**
- Establishments shall pay the fees as per the following table to the inspection services, pursuant to the BOD Resolution No. (8-26-1442) dated 22/04/1442 AH for each country as specified in the table below:

Region	Fees
Arab Countries	SAR 17500
African Countries (excluding Arab countries), Europe countries, Russia, Turkey, and East Asia	SAR 27000
Countries of North and South America, Australia, New Zealand, and Japan	SAR 33000

6. Technical Team Visit:

Following completion of the Form and payment of inspection fees, the SFDA communicates with the official control authority in the exporting country to schedule an SFDA Technical Team visit (whenever it required); to check and inspect the government procedures and control regulations mentioned in the Evaluation Form and ensure its application in compliance with the technical regulations and health requirements approved in KSA. The visit shall also be carried out to relevant facilities such as establishments, labs, quarantines, animal farms and other relevant control bodies.

7. Reporting:

After the visit, the technical team shall comprehensively report their observations about the visit results, including the recommendations. In case the report shows any incompliance, the competent control authority is informed and requested to provide a report of the corrective actions taken supported by the necessary documents as per the Corrective Actions Form (Annex 2) within a maximum period of 90 days.

8. Approval of Control Authority:

An official control authority is considered for approval by SFDA when the aforementioned requirements are completed.

Third: Procedures for approving establishments:

1. When the official control authority is granted an approval:

The control authority must provide a list (refer to Forms [here](#)) of accredited establishments interested in exporting food products to KSA for SFDA, provided that these establishments are subject to its control and in line with the SFDA approved technical regulations and applicable health requirements as mentioned-above in (5), hence, the SFDA will consider the possibility of granting approval to the establishment. A list of approved establishments shall be published through the SFDA website before exporting without the need to carry out the SFDA visit (if deemed appropriate). SFDA retains the right

to conduct random on-site visits to these establishments at any time deemed appropriate. The visit will be arranged in coordination with the official control authority in the exporting country.

2. When the control authority is not granted an approval:

- The control authority should request an approval of the establishments to export their products to the KSA through the official email, including the Self-Assessment Form for Food Establishments (download the relevant Forms [here](#)) following official signing and stamping.
- The Form will be evaluated after it is received officially, subject to payment of the prescribed fees, and a visit will be arranged to the establishment(s) interested to be approved. The control authority will be informed accordingly as stated in (5), (6), and (7) above.
- The SFDA shall consider establishment approval and publish the list on its website.
- The control authority shall revise the Health Certificate Form published on the link and will be informed, if approved, then application date will be arranged.

Fourth: List of approved establishments:

Upon approval, the SFDA will publish the list of approved establishments on its website.

Amendments Procedures on the list of establishments:

1. The control authority shall fill the Update Request Form of Approved Food Establishments (Annex 3) and send it the SFDA via appropriate channels in case of any (addition, removal, and amendment).
2. The SFDA will review the request and update the establishment list based on the information received from the control authority.
3. The SFDA reserves the right to suspend or remove any establishment that does not comply with the above-mentioned requirements and conditions or food import requirements as stated through:
<https://sfda.gov.sa/en/regulations/66195>

Allah is the Arbiter of Success

Annex 1: Regulations and Control Authority Evaluation Form

Annex 2: Corrective Action Form

Annex 3: Application form to update list of approved food product establishments

(Addition, Removal, Amendments)

- **(The control authority) in (name of the country) wants to update the list of approved establishments for food products through the amendments listed below, and accordingly the control authority confirms that the establishments wishing to export to the Kingdom meet the requirements of the SFDA and apply the health requirements and approved technical controls. Addition/Removal:**
- **Amendment**
- 1. **The current situation:**

2. The new situation:

Name of control authority	Name of the responsible person	Signature	Date	Seal of control authority