



Communication and Multimedia Certification Section (CMCS)  
 Product Certification & Inspection Department  
 SIRIM QAS International Sdn. Bhd.  
 Block 25, SIRIM Complex  
 No. 1, Persiaran Dato' Menteri  
 P.O. Box 7035, 40911 Shah Alam  
 Selangor Darul Ehsan, Malaysia  
 Tel: 603-5544 6949, 6931 Fax: 603-5544 6912

### GUIDELINES ON E-PERMIT CATEGORIES

Permit Category	Description of permit category	Mandatory inputs/ requirements	Details requirement	Remarks
1) Local Sales (complete set and/ or accessories)	Importation of complete set of Type Approved product for local sales.	<ul style="list-style-type: none"> <li>Approval no. eg. 'RAVG/79G/1107/S (07-2177)'</li> <li>Approval expiry date</li> <li>ROC</li> </ul>	Pre-requisites : <ul style="list-style-type: none"> <li>'Registration of Supplier's Certificate' issued by SIRIM QAS International Sdn. Bhd. (SQASI)</li> </ul>	Document required for permit collection : <ul style="list-style-type: none"> <li>Invoice</li> <li>OGA ref. no.</li> </ul>
2) Import After Repair (complete set)  [Previously is known as 'Return after repair']	Importation of complete set after repaired. Product has been Type Approved [hold a valid Registration of Supplier's Certificate] and used in local market.	As of permit category no. 1	As of permit category no. 1	As of permit category no. 1
3) Import for Replacement (complete set)	Importation of complete set for the purpose of product replacement. Product has been Type Approved [hold a valid Registration of Supplier's Certificate] and used in local market.	As of permit category no. 1	As of permit category no. 1	As of permit category no. 1
4) Import for Sample (complete set)	Importation of sample for the purpose of certification/ type approval which applicable for application with status 'Process or Cancel or Fail'.	<ul style="list-style-type: none"> <li>File no. eg. 'SQASI/NA/07/ 2211'</li> <li>ROC</li> <li>No. of sample : 2 units (max), unless prior approval from SQASI</li> </ul>	Pre-requisites : <ul style="list-style-type: none"> <li>Submission of type approval application.</li> <li>File no will be issued after submission of complete application.</li> <li>Applicant shall key-in the file no. issued at e-permit website and complete the permit</li> </ul>	<ul style="list-style-type: none"> <li>Importation for sample is on <b>one-time</b> basis and SQASI will verify before next importation of sample is approved.</li> </ul>



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			application. • Applicant is required to request to SQASI for the next importation of the same sample if the application status is Cancel or Fail.	
5) Import for Manufacturing (parts)	Importation of parts for the purpose of manufacturing/assembling/repairing/ Servicing/call centre.	<ul style="list-style-type: none"> <li>• Registration no. e.g. 'SQASI/REG/06/0001'</li> <li>• Registration expiry date</li> <li>• Type Approval no. e.g. 'RAVG/79G/1107/S (07-2177)'</li> <li>• Type Approval expiry date</li> </ul>	Pre-requisites : <ul style="list-style-type: none"> <li>• Submission of application for registration [CMC/REG/FOR/01-2]</li> <li>• Registration no. will be issued to applicant after submission of complete application.</li> </ul>	This permit category is <b>only</b> applicable for company who has registered as manufacturer/ assembler/ repair center/ service center/ call center with SQASI.
6) Import for Repair (parts)	Importation of parts for the purpose of repair only. Repaired product has been Type Approved (hold a valid Registration of Supplier's Certificate) and used in local market.	As of permit category no. 5	As of permit category no. 5	As of permit category no. 5
7) Import for Re-export (complete set)	Importation of complete set for the purpose of re-packaging etc. and to be 100% re-exports.	<ul style="list-style-type: none"> <li>• Registration no. e.g. : 'SQASI/REG/06/0001'</li> <li>• Registration expiry date</li> <li>• Model ID</li> </ul>	As of permit category no. 5	As of permit category no. 5



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8) Import for Re-export (parts)	Importation of parts for the purpose of re-packaging etc. and to be 100% re-exports.	As of permit category no. 7	As of permit category no. 5	As of permit category no. 5
9) Special Approval (Private)	Importation of complete set for the purpose of private use (company or personal) :  (i) Walk-in applicant	<ul style="list-style-type: none"> <li>Permit application will be key-in by SQASI through e-permit system based on information from CMC/FOR/02-2.</li> </ul>	Pre-requisites : <ul style="list-style-type: none"> <li>Submission of application for special approval [CMC/SA/FOR/01-2] and e-permit [CMC/FOR/02-2]</li> </ul> Note: Field with '*' is mandatory input by the applicant. <ul style="list-style-type: none"> <li>File no will be issued after submission of complete application.</li> <li>Applicant shall submit the completed forms, technical specification, pro-forma invoice and payment of special approval fees and e-permit fee.</li> </ul>	<ul style="list-style-type: none"> <li>SQASI will issue Special Approval file no. and applicant shall be able to check the permit status by key-in the Special approval file no. at e-permit website.</li> </ul> Note: Currently, manual permit application is accepted until further notice.
	(ii) Existing e-permit users	<ul style="list-style-type: none"> <li>File no. e.g : 'SQASI/SA/07/0002/P'</li> </ul>	<ul style="list-style-type: none"> <li>Applicant is required to fill in Special Approval application form CMC/SA/FOR/01-2</li> </ul>	<ul style="list-style-type: none"> <li>SIRIM will issue Special Approval file no. to applicant.</li> </ul>



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			<ul style="list-style-type: none"> <li>Applicant is required to submit permit application through e-permit website.</li> </ul>	<ul style="list-style-type: none"> <li>OSIM shall flag/ block if the file no. has been used (once) for permit application (one time usage only)</li> <li>Quantity shall follow exactly as per OSIM</li> </ul>
10) Special Approval (Trial)	Importation of complete set for the purpose of trial and product is required to be re-export after expiry date of special approval.	As of permit category no. 9(ii)	As of permit category no. 9(ii)	As of permit category no. 9(ii)
11) Special Approval (Research & Development)	Importation of complete set or parts for the purpose of R&D.	As of permit category no. 9(ii)	As of permit category no. 9(ii)	As of permit category no. 9(ii)
12) Special Approval (Exhibition)	Importation of complete set for the purpose of exhibition and product is required to be re-export after expiry date of special approval.	As of permit category no. 9(ii)	As of permit category no. 9(ii) and applicant is required to submit the exhibition schedule/ event details.	As of permit category no. 9(ii)
13) Special Approval (Demo)	Importation of complete set for the purpose of demo and product is required to be re-export after expiry date of special approval.	As of permit category no. 9(ii)	As of permit category no. 9(ii)	As of permit category no. 9(ii)
14) Special Approval (Training)	Importation of complete set for the purpose of training	As of permit category no. 9(ii)	As of permit category no. 9(ii)	As of permit category no. 9(ii)



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15) Special Approval (Market Survey)	Importation of complete set for the purpose of market survey and product are required to be re-export after expiry date of special approval.	As of permit category no. 9(ii)	As of permit category no. 9(ii)	As of permit category no. 9(ii)
16) Service Provider (complete set and/ or accessories)	Importation of complete set or parts for the product that already type approved by SIRIM QAS International Sdn. Bhd. Only applicable to service provider who is the type approval certificate's holder.  eg. Maxis, DiGi, Celcom or any registered service provider with Suruhanjaya Komunikasi & Multimedia Malaysia (SKMM).	As of permit category no. 1	As of permit category no. 1	As of permit category no. 1
17) Tax Exemption (complete set and/ or accessories)	Importation of complete set or parts for the purpose of tax exemption. Only applicable to : i) Applicant who hold tax exemption letter from Ministry of Finance (MoF); and ii) Applicant who hold a consent letter from the type approval certificate's holder.  <i>Note: The applicant is encouraged to apply for their own type approval/certificate.</i>	<ul style="list-style-type: none"> <li>As of permit category no.1</li> <li>Registration No.</li> </ul> <i>Note: E-permit application will be key-in by SQASI based on information from CMC/FOR/02-2.</i>	<ul style="list-style-type: none"> <li>Applicant is required to submit completed e-permit application form CMC/FOR/02-2, valid tax exemption letter issued by MoF, letter of consent issued by type approval certificate's holder and copy of valid 'Registration of Supplier's Certificate.</li> </ul>	<ul style="list-style-type: none"> <li>SIRIM will issue file no. to the applicant.</li> </ul> <i>Note: Currently, manual permit application is accepted until further notice.</i>



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18) Import for Repair (complete set for re-export)	Importation of complete set for the purpose of repair only. Product is to be 100% re-export after repaired.	As of permit category no. 7	As of permit category no. 5	As of permit category no. 5
19) Import for Repair (parts for re-export)	Importation of parts for the purpose of repair only. Parts is to be 100% re-export after repaired	As of permit category no. 7	As of permit category no. 5	As of permit category no. 5
20) IT/Networking Product (complete set and/ or accessories)	Importation of IT/ Networking products for the purpose of local sales.	E-permit application will be key-in by SQASI.	<ul style="list-style-type: none"> <li>Applicant is required to submit e-permit application form CMC/FOR/02-2, technical specification, pro-forma invoice and RM60.00 for permit processing fee and RM 10.00 for administrative fee.</li> </ul>	<ul style="list-style-type: none"> <li>SIRIM will issue Application reference no. and applicant shall be able to check the permit status at e-permit website.</li> </ul> <p><i>Note: Currently, manual permit application is accepted until further notice.</i></p>
21) Antenna (except for satellite antenna)	Importation of all type of antennas other than satellite antenna for the purpose of local sales.	As of permit category no. 20	As of permit category no. 20	As of permit category no. 20
22) Other telecommunication accessories	Importation of other telecommunication accessories for the purpose of local sales.	As of permit category no. 20	As of permit category no. 20	As of permit category no. 20
23) Import for Sample (parts)	Importation of parts for the purpose of producing sample for certification/ type	<ul style="list-style-type: none"> <li>Registration no. e.g. 'SQASI/REG/06/</li> </ul>	Pre-requisites : <ul style="list-style-type: none"> <li>Submission of type</li> </ul>	<ul style="list-style-type: none"> <li>This permit category is <b>only</b> applicable for</li> </ul>



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	approval. Maximum number of parts allowed is for two (2) units of sample, unless prior approval from SIRIM QAS International Sdn. Bhd. This category is only applicable to the applicant who has registered as manufacturer/ assembler/ repair centre/ service centre/ call centre.	0001' <ul style="list-style-type: none"> <li>• ROC</li> <li>• Total quantity for parts allowed is limited to produce of two units of sample (max).</li> </ul>	approval application. <ul style="list-style-type: none"> <li>• File no will be issued after submission of complete application.</li> <li>• Submission of application for registration [CMC/REG/FOR/01-2]</li> <li>• Registration no. will be issued to applicant after submission of complete application.</li> <li>• Applicant shall key-in the registration no. issued at e-permit website and complete the permit application.</li> <li>• Applicant is required to request to SQASI for the next importation of the parts if the application status is Cancel or Fail.</li> </ul>	company who has registered as manufacturer/ assembler/ repair center/ service center/ call center with SQASI <ul style="list-style-type: none"> <li>• Total quantity for parts allowed is limited to produce of two units of sample (max).</li> <li>• Importation for parts is on <b>one-time</b> basis and SQASI will verify before next importation is approved.</li> </ul>