SPECIAL APPROVAL

APPLICATION PROCESS FLOW

CATEGORY: COMPANY

COMPANY USE/DEMO/TRIAL /R&D/EXHIBITION/TRAINING



1

GO TO HTTPS://ECOMM.SIRIM.MY

- Log in to e-ComM system
- Select the 'New Special Approval Application Form' option under the Special Approval module.

SUBMISSION OF THE SA APPLICATION

Upload the required document

- Copy of proforma invoice
- Technical specification/ brochure
- Supporting letter from organizer (Demo/Trial/R&D/Exhibition/Training)

2





3

PAYMENT

- Quotation will be generated following the completion of the draft application.
- Various flexible online payment methods provided in eComM - FPX, Credit or debit card, Cheque, eWallet, Cash

GENERATION OF SPECIAL APPROVAL FILE NUMBER

- Applicant will be notified of the evaluation / testing schedule.

4





5

CUSTOM CLEARANCE

- Use the Special Approval file number to apply for import permit @ Certificate of Approval (CoA) for product clearance

EVALUATION OF SPECIAL APPROVAL APPLICATION

- SA approval & issuance of eSAC
- May required additional process. Refer Note*

6





7

ISSUANCE OF ELECTRONIC SPECIAL APPROVAL CERTIFICATE (ESAC)

- Upon application approval, applicant will receive the eSAC through eComM notification.

Note*:
May subject to additional process or document.
Refer to eSAC/DOC/01-1 for more information.