

**SENARAI SEMAK PERMOHONAN PENGESAHAN SIJIL TEMPASAL**  
**BUKAN KEUTAMAAN**  
CHECKLIST FOR APPLICATION OF NON-PREFERENTIAL CERTIFICATE OF ORIGIN

**Nama Syarikat :** \_\_\_\_\_  
*Name of Company :*

**Dokumen yang perlu dikemukakan :**  
*Documents need to be submitted :*

<b><u>Permohonan Pengesahan Sijil Tempasal Bukan Keutamaan (STBK)</u></b> <i>Application for Non-Preferential Certificate Of Origin (NPCO) Endorsement</i>	Ya/Tidak Yes/No	Untuk Kegunaan Rasmi (MITI)
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<b>PERMOHONAN KOS ANALISIS (COST ANALYSIS - CA)</b>				
1.	<b>Surat permohonan kelulusan CA daripada pemohon</b> <i>Application Letter for CA Approval from the applicant</i>		(   )	(   )
2.	<b>Salinan Sijil Pendaftaran Syarikat (SSM)</b> Perlu dikemukakan sekali sahaja bagi setiap permohonan <i>Copy of Company Registration Certificate To be submitted only once for each application</i>		(   )	(   )
3.	<b>Salinan Lesen Pihak Berkuasa Tempatan (PBT)</b> <i>Copy of Local Authority License</i>	<b>MANUFACTURER/ TRADER</b>	(   )	(   )
4.	<b>Surat Kebenaran daripada Pengilang (Untuk Trader)</b> <i>Letter of Authorization from the Manufacturer (For Trader)</i>		(   )	(   )
5.	<b>Salinan Invois Bahan Mentah &amp; Produk</b> - Bagi bahan mentah tempatan, sila sediakan invois dan surat pengesahan tempasal		(   )	(   )

	<p>- Bagi bahan mentah yang diimport, sila sediakan invois dan borang K1</p> <p><i>Copy of Invoice for Raw Materials &amp; Products</i></p> <p>- For local raw material, please provide invoice and declaration letter of origin</p> <p>- For imported raw material, please provide invoice and K1 form</p>		
6.	<p><b>Borang Kos Analisis (Annex I)</b></p> <p>Bagi permohonan yang memenuhi kriteria tempasal;</p> <p><i>Cost Analysis Form (Annex I)</i></p> <p>For applications that meet the origin criteria;</p> <p>i. <b>Wholly obtained dan Change in Tariff Classification (CTSH)</b> - Borang Kos Analisis sah sehingga satu tahun. <i>The Cost Analysis Form is valid for one year</i></p> <p>ii. <b>Qualifying Value Content (QVC)</b> - Borang Kos Analisis perlu dihantar setiap kali pengeksportan (penghantaran) <i>The Cost Analysis Form must be submitted for each exportation (shipment)</i></p>	( )	( )
7.	<p><b>Surat Akuan Berkanun (Annex II)</b></p> <p><i>Statutory Declaration</i></p> <p>Sah sehingga satu (1) tahun <i>Valid for one (1) year</i></p>	( )	( )
8.	<p><b>Sampel/Gambar/Katalog</b></p> <p><i>Sample/Photo/Catalogue</i></p>	( )	( )
9.	<p><b>Carta Alir Proses Pengeluaran</b></p> <p><i>Flowchart of production process</i></p>	( )	( )

**PERMOHONAN PENGESAHAN TEMPASAL****Permohonan SEBELUM Eksport***Application BEFORE export*

<b>1.</b>	<b>Invois kepada Pengimport</b> <i>Invoice to Importer</i>	<b>MANUFACTURER/ TRADER</b>	( )	( )
<b>2.</b>	<b>Senarai Barang</b> <i>Packing List</i>		( )	( )
<b>3.</b>	<b>Bil Muatan</b> <i>Bill of Lading</i> (Dikemukakan dalam tempoh 14 hari selepas eksport) <i>(To be submitted within 14 days after export)</i>		( )	( )
<b>4.</b>	<b>Borang Pengisytiharan Kastam (K2)</b> (Dikemukakan dalam tempoh 14 hari selepas eksport) <i>Custom Declaration Form (K2)</i> <i>(To be submitted within 14 days after export)</i>		( )	( )

**Permohonan SELEPAS Eksport***Application AFTER export*

<b>1.</b>	<b>Senarai Barang</b> <i>Packing List</i>	<b>MANUFACTURER/ TRADER</b>	( )	( )
<b>2.</b>	<b>Invois kepada Pengimport</b> <i>Invoice to Importer</i>		( )	( )
<b>3.</b>	<b>Bil Muatan</b> <i>Bill of Lading</i>		( )	( )
<b>4.</b>	<b>Borang Pengisytiharan Kastam (K2)</b> <i>Custom Declaration Form (K2)</i>		( )	( )