


**STANDARD OPERATING PROCEDURE (SOP) FOR ISSUANCE OF NOC FOR
IMPORT / PURCHASE OF 3D PRINTERS**


(26th April, 2019)

PREAMBLE:

The Ministry of Commerce, vide SRO No. 345(I)/2016, dated 18th April 2016, required issuance of No Objection Certificate (NOC) of the Ministry of Interior for import of all categories of 3-D Printers in Pakistan. Hence the instant SOP is notified by the Ministry of Interior, after inter - Ministerial /agency/stakeholder consultations. The SOP will be implemented with immediate effect and applicable to all categories of 3-D Printers imported from abroad and /or sold/purchased within Pakistan.


S.No.	Title	Procedure
1.	Application Requirements  Section Officer Security Ministry of Interior Government of Pakistan Islamabad	Ministry of Interior (MOI) will receive application for grant of NOC, on a prescribed format (Annex-I) along with following documents:- a) A copy of the Computerized National Identity Card (CNIC) of the applicant, issued by NADRA. b) A copy of the valid National Tax Number /certificate issued by FBR. c) Detail of technical literature and specification of 3-D Printer (i.e. Make, Model, Product Code and Serial Number, etc), specifying therein the type of material used (metallic, plastic, etc) for printing. d) In case of Company, Registration Certificate with SECP and consignee details (i.e. copy of CNIC, Business address, company profile and details of CEO / Members Board of Directors), e) Justification for import of 3-D Printer. f) Purpose of use of the printer and detail of the products to be printed / produced using 3-D Printer. g) The port of entry / import of 3-D Printer to be specified. h) In case of post Import request for NOC, copy of Airway Bill, Bill of Lading, BoQ and Invoice etc. shall be provided. i) Declaration on legal stamp paper worth Rs.100/- with solemn affirmation that the imported 3-D Printer shall not be used for production of weapons / firearms, credit / debit card parts / SIMs,

		un-authorized, obscene / objectionable objects and that the said NOC, if issued, would not be re-utilized for further imports of 3-D Printers, and in case of misuse and being found guilty, the applicant will be liable to be punished under the relevant law/rules relating to violation of the given affidavit (<u>Annex-II</u>).																				
2.	Security Clearance	<p>a) Requests of individuals, companies, firms, organizations etc. in respect of <u>metal 3-D printers</u> shall be forwarded to security agencies for security clearance. The report by security agencies shall be submitted within eight (8) weeks to Mol. In case of failure to respond, NOC may be issued under intimation to the security agencies.</p> <p>b) For <u>plastic material printers</u>, there shall be a committee comprising all Stake-holders i.e MOI, Commerce, IT & Telecom, ISI, IB, FBR, SECP which will hold meeting in the first week of every month. During the meeting all pending applications for plastic material 3-D printers shall be discussed and finalized for issuance of NOC for import of Plastic material 3-D printers. Every meeting shall be attended at least by BS -19 or above officer, and it may be ensured that the same officer attends all meetings, for the sake of continuity and better decision making.</p> <p>c) Composition of the Committee:</p> <table border="0"><tr><td>i) Additional Secretary-I, Mol</td><td>Chairman</td></tr><tr><td>ii) Joint Secretary (Admn/Security), Mol</td><td>Member</td></tr><tr><td>iii) Deputy Secretary (Security), Mol</td><td>Member</td></tr><tr><td>iii) Rep. of M/o Commerce</td><td>Member</td></tr><tr><td>iv) Rep. of IT & Telecom Division</td><td>Member</td></tr><tr><td>v) Rep. of ISI</td><td>Member</td></tr><tr><td>vi) Rep. of IB</td><td>Member</td></tr><tr><td>vii) Rep. of FBR</td><td>Member</td></tr><tr><td>viii) Rep. of SECP</td><td>Member</td></tr><tr><td>ix) Concerned Section Officer</td><td>Secretary</td></tr></table> <p>d) The Committee shall make recommendation to the Approving /Competent Authority for grant of NOC or otherwise.</p> <p>e) An email account of each member shall be created exclusively for sharing of information / documents for processing of NOC applications.</p> <p>f) Complete set of application and documents attached therewith to be provided to all members electronically at least one week prior to the meeting date.</p>	i) Additional Secretary-I, Mol	Chairman	ii) Joint Secretary (Admn/Security), Mol	Member	iii) Deputy Secretary (Security), Mol	Member	iii) Rep. of M/o Commerce	Member	iv) Rep. of IT & Telecom Division	Member	v) Rep. of ISI	Member	vi) Rep. of IB	Member	vii) Rep. of FBR	Member	viii) Rep. of SECP	Member	ix) Concerned Section Officer	Secretary
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Section Officer
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Islamabad


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3.	End User  Section Officer Security Ministry of Interior Government of Pakistan Islamabad	a) The original importer / purchaser of 3D Printer(s) will be termed as 'End User', who will obtain NOC for import of 3-D printers. b) Any individual, company, firm, organization etc. that purchases or acquires a 3D Printer from an End User, shall also be deemed to be an End User and will be required to obtain NOC from MOI. c) The original importer will have to maintain a record of all the printers imported, which can only be sold to a person holding valid NOC of the MOI. d) The original importer will have to submit annual report to MOI regarding sale to the End Users.
4.	Release of 3D Printer at the Airport / Sea Port / Dry Port	FBR (Custom authorities) to release 3D Printer(s) only after production of NOC, issued by the MOI, and its subsequent confirmation / authenticity obtained by them from the MOI's authorized officer.
5.	Import of Restricted 3D Printers	Import of 3D Printers like Selective Laser Sintering (SLS) and Direct Metal Laser Sintering (DMLS) and others, which are used for making metal printing, weapons, credit cards, CNICs, knives and other harmful objects etc. by individuals, companies, firms, organizations, educational institutions etc. is restricted. Government departments to get requisite NOC from MOI in this connection.
6.	Procedure for Commercial Importers	The same procedure will be adopted for commercial importers (if any), as in cases of individuals, companies and firms etc. The MOI may prepare and maintain data / record of such imports including parts of 3D Printers for local assembling.
7.	Import of Parts of 3-D printers	Those who have NOC for import of 3-D printers shall be also allowed the import of spare parts of the same 3-D printer, for which NOC has been granted, within the validity of the NOC.
8.	Violation of SOP	The violator of SOP shall be punished in accordance with the relevant Law of land.
9.	Approving / Competent Authority	Secretary, Ministry of Interior shall be the Competent Authority to approve the cases for issuance of NOC in the matter.

APPLICATION FORM

Request for issuance of NOC for import of 3 D Printer(s)

1.	Full name of Applicant	
2.	CNIC No.	
3.	Full Address	
4.	Contact Details (Phone, Cell phone & E-mail Address)	
5.	NTN / Registration No.	
6.	Registration No. (Issued by SECP in case of Companies)	
7.	Name of the Port of Import / Entry	
8.	Whether 3-D Printers imported and customs clearance awaited?	YES / NO
9.	Bill of Lading, Airway Bill, Invoice (if answer to No.8 is Yes)	
10.	Justification for import of 3-D Printer (Specify usage requirements; purpose of import and the products to be produced)	
11.	Type of Printer and its technical details	
12.	Nature of material used for printing Metallic / Plastic / Other (specify exactly)	

Contd... P/2.

13.	Whether importing for personal use or Resale (commercial imports)?	
14.	Serial Number(s) of 3 D Printer(s), if available. In case this information is not available, the same should be communicated to MoI on email address_____.	

Note: Please attach the information needed above, in case space provided is no sufficient.

Signature of the Applicant _____

Date : _____

Check List of Documents Attached

S.No.	Documents	Tick (✓) if attached
1.	Copy of CNIC of the Applicant.	
2.	Copy of Tax Registration Certificate issued by FBR.	
3.	Copy of Registration Certification issued by SECP (In case of Companies).	
4.	Copies of Bill of Lading, Airway Bill, Invoice (If printers already imported and awaiting clearance).	
5.	Literature and information about the imported 3 D Printer(s).	
6.	Affidavit.	
7.	Any other Document(s) - Please specify :	
	i)	
	ii)	
	iii)	

Signature of the Applicant _____

Date : _____

AFFIDAVIT

I, Mr./ Mrs /MS. _____ S/ O/D /O / W / O.

_____ bearing CNIC No. _____ do

hereby Solemnly affirm and declare as under:-

- a) A That I have stated all the facts and information correctly in the application for issuance of NOC for import / purchase of 3D Printer (S):-
- b) That I shall not use the said 3D Printer for production of weapons, firearms, any parts / Sims of credit / debit / bank cards, obscene or objectionable items, which are other wise illegal, unethical or immoral in nature;
- c) That I shall utilize the 3 D printer (S) only for the purpose and for the printing of items / objects stated in my NOC application;
- d) That I have not sale the said printer, without intimation to / approval of the Ministry of Interior (Mol).
- e) That I shall inform the Mol about the Serial Number and other missing information as soon as it is available to me;
- f) That I shall abide by the Code of Conduct (as per this Affidavit and the SOP guidelines of the Mol) for the usage of the 3D Printer(S);
- g) The said NOC, if issued, would not be re-utilized for further imports of 3-D Printers.**
- h) That in case of any violation of the NOC, This affidavit or any other instructions of the Mol regarding the usage of the 3D Printer, I shall be liable to be prosecuted under the relevant laws / rules of the land.

2. Whatever is stated above is true and correct to the best of my knowledge and belief. I have not concealed any information neither in the application for NOC nor in this affidavit.

Attestation by Oath commissioner

Deponent