Type Approval

Frequently Asked Questions (FAQ)

1. **Is it a compulsory requirement for all types of radio frequency devices to acquire Type Approval certification in Samoa?**

Answer - *All radio frequency devices importing into the country needs to be type approved by the Office of the Regulator (OOTR) for use in Samoa. Example – Mobile phones, Walkie Talkies, Vehicle Radios and so forth.*

2. **Who is in charge of the Type Approval in Samoa?**

Answer - *The Office of the Regulator is the authorised office in Samoa for Type approval certification for all telecommunications and broadcasting equipment or any other spectrum and frequency use related device.*

3. **How to apply for Type-approval Certification?**

Answer - *You should complete a Type approval application form which is available to download from our website and provide us the relevant documentation and sample for assessment process. Link https://www.regulator.gov.ws/images/Application_Forms/re-edit_forms/form_APP01_radiocommunication_type_approval.pdf.*

4. **What sort of documentation needed for the Type approval Certification?**

Answer - *For the Type approval process we need the following documentation:*

   i.   *Technical documentation (eg. System specification) ;*
   ii.   *Related user operation manual;*
   iii. *Test report from the manufacturer or accredited laboratory;*
   iv.   *Declaration of Conformity certificate from the relevant Regulator Authority.*
   v.   *One sample per model.*

5. **Are there any costs associated to the Type Approval request?**

Answer – *At the moment fees are exempted for type approval in Samoa.*

6. **How can I send documentations needed for the Type approval process?**

Answer – *There are several ways you can send these documents to us. We accept it via email using address in Number 11 below, send us a link where we can download the*

compressed files or sending documents via postal on a CD if these files are too big with the sample. However, we need a cover letter declaring the name and manufacturer of the device to accompany the application form downloaded in Number 3 above.

7. Do we need a sample for the Type approval process?

Answer - *Yes. A sample is mandatory for this process. "Due to previous type approvals where documentation do not match with actual machine, OOTR made it mandatory for samples to accompany the application"*

8. **What is the address I need to use to send the sample?**

Answer - *The address for the Office of the Regulator is :*

> ***Location Address:***
>
> *Office of the Regulator,*
>
> *MKR Building, Savalalo,*
>
> *Apia,*
>
> *Samoa.*
>
> ***Postal address:***
>
> *Office of the Regulator,*
>
> *Private Bag,*
>
> *Apia,*
>
> *Samoa.*

9. Do we need a local agent to process this application from overseas countries?

Answer - *Local agent is not needed for this process as all documentation can be send to us online, we also accept agency applications with the agency authorization letter provided.*

10. How long is this Type approval certification processing period?

Answer - *If all the documentation and sample are fully provided and received by the OOTR, the process should take 10 working days.*

11. Is there a Type approval label requirement?

Answer - *Yes*

12. Where must the label be placed?

Answer - *The label must be highlighted on the packaging, warranty forms, instruction manual and leaflets, websites, and equipment or device. A height of at least 3mm is recommended.*

13. Is electronic labelling (e-label) allowed?

Answer – *Yes, an electronic labelling is recommended if the product has a built in display. For the built in display only, both the electronic label and Type Approval Identification Code must be used.*

14. What if there is no space to place the label on the device?

Answer – *In such cases the manual, leaflets, e-labelling and other feasible areas to place the label will suffice. If there is space for all the highlighted areas mentioned in the OOTR Order, then please place the label on all of them*

15. Is the label mandatory for products already granted Type Approval?

Answer – *Label is not mandatory for products already type approved by OOTR but it is required for products approved after the 23rd June 2021.*

16. Where can I get the Type Approval label/mark?

Answer - *The label/marking copy will be distributed with the applicants Type Approval certificate*

17. Does color of the label have to be black?

Answer – *Yes, but for darker surfaces white is recommended.*

18. Can CE or FCC be used to replace the label?

Answer – *No. The OOTR label is different from CE and FCC. Having CE or FCC approval does not mean the device has been approved for import and sold/use in Samoa.*

19. What is the Type Approval Identification Code ?

Answer – *The Type Approval Identification Code is the same as the Type Approval Number*

20. How to obtain additional information about Type approval certification in Samoa?

Answer - *Additional information may be obtained from our website www.regulator.gov.ws or email our Spectrum and Technical Team by spectech@regulator.gov.ws*