

Semiconductor shipment checklist

Singapore to India | SSIA companion guide | Reviewed 13 September 2026

Use this working copy with your importer and trade partners. Tick each item after review, including any justified not-applicable decision. Keep the reason and supporting evidence in your own shipment record. A tick does not establish compliance.

Shipment reference: _____ Reviewed by: _____

Date: _____ Indian importer: _____

[] Commercial invoice

Include clear item descriptions, model identifiers, quantities, price and currency, seller and buyer, Incoterms and the relevant tariff classification. State the country of origin accurately. Explain a free-of-charge, sample, repair or return transaction rather than assuming a zero Customs value.

Usually prepared by: exporter. Checked by: importer and broker.

[Foreign Trade Policy 2023, chapter 2](#) [IN16]

[] Packing list

Provide item-wise and package-wise contents, quantities, gross and net weights, package count and shipping marks. Include serial numbers where useful for identification, inspection or a later repair or return.

Usually prepared by: exporter or packer.

[Foreign Trade Policy 2023, chapter 2](#) [IN16]

[] Bill of lading or air waybill

Check shipper, consignee, carrier, routing and consignment particulars against the commercial records. Confirm the document type and release instructions. An air waybill should not be treated as a negotiable document of title.

Usually issued by: carrier or freight forwarder.

[FAQs on ICEGATE](#) [IN03]

[] Singapore export permit and approvals

Confirm the approved permit is appropriate for the transaction and valid at clearance. Include competent-authority or strategic goods approvals where required and comply with their conditions.

Prepared/submitted by: exporter or Declaring Agent.

[Obtain Customs Export Permit](#) [SG01]

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[] Indian Bill of Entry and supporting references

Confirm timely filing, accurate self-assessment and document references, including e-SANCHIT uploads where required. Retain assessment, payment or approved deferment, and release evidence as it becomes available.

Prepared/submitted by: Indian importer or customs broker.

[FAQs on ICEGATE](#) [IN03]

[] Certificate of Origin and origin evidence

Obtain the correct origin evidence for a preferential claim or other applicable requirement. CECA preferences require qualifying origin under the agreement. An ordinary certificate or a Singapore shipment address does not automatically establish preferential eligibility.

Coordinated by: manufacturer, exporter and Declaring Agent, with importer.

[How to apply for Ordinary Certificate of origin \(OCO\) or Preferential Certificate of Origin \(PCO\)](#) [SG13]

[] Freight and insurance information

Provide freight invoices and insurance certificates or other required evidence. Clearly distinguish charges already included in the commercial price from additional costs. For EXW terms, identify relevant inland transport, handling and other charges so the agent can determine the appropriate declared export and import values without double counting.

Coordinated by: exporter, forwarder and importer.

[Legislative Changes in Valuation: Notification 94/2007-Customs \(N.T.\), Import Valuation Rules](#) [IN15]

[] Valuation declaration and related-party evidence

Prepare the valuation information referred to in the source checklist as the GATT Valuation Declaration. Disclose the relationship with the supplier, price basis and relevant adjustments. Provide agreements and an existing SVB order or report where applicable. Related-party status alone does not mean every shipment must undergo an SVB investigation.

Prepared by: importer, with exporter and finance or compliance teams.

[Circular 5/2016-Customs: SVB investigation procedure](#) [IN14]

Shipment checklist continued

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[] Product and environmental approvals

Use the regulatory screening table below. Check the precise product, model, manufacturer, technical standard, end-use and importer role. Some registrations involve ongoing obligations, not a certificate obtained for each consignment.

Confirmed by: importer and relevant product compliance specialists.

[Products under Compulsory Certification](#) [IN17]

[] Technical specifications and end-use evidence

Keep technical specifications, end-user statements and applicable re-export authorisations available for controlled-goods screening and permit applications. Share sensitive technical data only through an appropriate agreed channel.

Coordinated by: exporter and end-user, with trade compliance teams.

[Individual Permit: Export, Transshipment and Transit](#) [SG10]

[] Special-shipment documents

Document the purpose, serial numbers, prior shipment references, valuation basis and intended disposition. Check any bond, security, exemption or re-export deadline before shipment. Free-of-charge goods are not automatically duty-free.

Coordinated by: exporter, importer and broker.

[Handbook of Procedures, chapter 2, sections 2.64-2.66](#) [IN26]

[] Cargo handling and delivery instructions

Agree moisture or temperature limits, electrostatic protection, shock indicators, secure custody, unloading equipment and the consignee's delivery readiness where relevant. These are operational recommendations, not universal Customs requirements.

Agreed by: exporter, carrier, forwarder and consignee.

[Documentation for Clearance of Goods](#) [SG05]

Regulatory screening

Check the actual product, packaging, intended use and importer role. The schemes below are conditional; they are not a universal certificate bundle. Current notifications and approval conditions govern the shipment.

Requirement	What to check	Official route
BIS certification, including CRS	Is the product covered by an effective Quality Control Order or Compulsory Registration Order? Confirm the applicable conformity scheme, standard, factory/model and any valid exemption. CRS is one BIS scheme.	BIS product list CRS information
WPC Equipment Type Approval	Does the equipment use radio frequencies? Check the actual band, power and functionality, and whether the appropriate ETA or another authorisation route applies.	DoT ETA service
MTCTE	Is it notified telecom equipment with an effective mandatory certification date? Check Essential Requirements, model scope and exemptions.	TEC guidance
E-waste EPR	Does the entity fall within the producer obligations for the scheduled electrical/electronic equipment or relevant components? Check the product and business role.	CPCB e-waste FAQ
Battery EPR	Are batteries, including batteries in equipment, being placed on the Indian market? Assess producer registration and continuing obligations separately.	CPCB battery portal
Plastic EPR	Assess imported plastic packaging, goods with plastic packaging and relevant plastic materials. Check the importer's category and registration requirements.	CPCB plastic portal
Legal Metrology packaged commodities	Check covered pre-packaged commodities, importer registration and labelling. Retail, industrial and institutional conditions differ; do not assume a blanket exemption.	Department of Consumer Affairs

Before dispatch

Resolve inconsistent descriptions, tariff codes, values, origin claims, weights and transport references. Confirm approvals, filing and payment deadlines, and cargo handling arrangements. Use the original checklist together with the SSIA guide's source clarifications.

Questions or recurring issues: secretariat@ssia.org.sg. Start with a non-confidential summary.