Dual-Use Export License Application Guide (NdFeB Magnets)

A practical, order-ready checklist for export compliance review and application preparation

Version: V1.3 **Updated:** 2025-06-18
Scope: Sintered NdFeB magnets & magnetic assemblies (typical export orders)

Important: This guide is a practical reference for communication and internal process alignment. Export control requirements depend on the latest laws, control lists, local implementation rules and the final official review outcome. If there is any uncertainty (end-use, end-user, destination, technical parameters), perform a formal compliance check before shipment.

What you will get:

- A quick decision framework to judge whether a **dual-use export license** review is required
- A document checklist tailored to **NdFeB magnets** orders (samples & mass production)
- How to prepare technical descriptions, end-use statements (EUC), and supporting evidence
- A suggested internal workflow (sales → engineering → compliance → logistics) to reduce back-and-forth

For faster assessment, please prepare: drawings/specs, quantity, destination, end-user, and end-use.

1. Quick Check: Do you need a dual-use export license review?

NdFeB magnets are not automatically controlled items. Whether a license is required depends on **control list classification**, **technical parameters**, and **end-use / end-user / destination**. Use the questions below before quoting or confirming shipment.

Key question	What to confirm	Why it matters
1) Product type	Sintered NdFeB magnet / assembly; magnetized or not; coating; shape	Classification may differ by form and use scenario
2) Technical parameters	Grade, Br/Hcj/(BH)max, working temperature, dimensions, tolerance, drawing	Some thresholds or special use-cases may trigger review
3) Destination & route	Final destination country/region; transit & re-export route (if any)	Risk and review intensity vary by destination and route
4) End-user	Purchasing entity and ultimate end-user; corporate profile; address/website	End-user screening is required for controlled/sensitive cases
5) End-use	Application description (industry, device, function); military / nuclear / aerospace sensitive link?	End-use is a primary trigger for control review

Practical rule: if any of the above information is missing or inconsistent, treat it as a compliance risk and request clarification before shipment.

2. Typical Application Flow (supplier-side view)

Actual procedures vary by region and authority, but most dual-use export license applications follow a similar pattern: **classification** → **application submission** → **official review** → **supplementation/technical evaluation** → **approval & issuance**.

Recommended internal SOP (for each order):

- **Step 0:** Collect RFQ info (specs, drawings, end-use, end-user, destination).
- **Step 1:** Engineering confirms technical parameters and provides a technical description.
- **Step 2:** Compliance performs screening and preliminary classification against the relevant control list.
- **Step 3:** Prepare the document package (EUC, contract/PO, invoices, technical annex, company certificates).
- **Step 4:** Submit the application via the official system (or through the competent authority).
- **Step 5:** Respond to Q&A; / supplementary requests during review (keep records).
- **Step 6:** Receive the license; verify scope/validity and shipment conditions.
- **Step 7:** Archive all records for audit (order file + license + proof of delivery).

Time planning: build buffer for review and supplementation. Do not promise delivery dates without a compliance lead-time buffer.

3. Document Checklist (NdFeB magnets)

Below is a practical checklist. The authority may request additional documents depending on the order, destination, and end-use.

Module	Typical documents	Notes
Commercial	Contract/PO, proforma invoice, packing list, payment terms	Keep product description consistent across all documents
End-use / end-user (EUC)	End-Use & End-User Certificate (signed/stamped), end-use description, end-user profile	Use clear, non-technical language; avoid ambiguous terms
Technical package	Drawing/spec sheet, grade & performance data, coating info, magnetization status, application note	Explain why the specs are normal for civilian use
Compliance support	HS code suggestion, internal screening record, transit route explanation (if any)	Do not claim a fixed HS code if unsure—provide as “suggested”
Company credentials	Business license / registration, ISO certificates, factory profile (if needed)	Use the latest versions with consistent company name/address
Logistics proof (if requested)	Shipping plan, packaging & shielding description, MSDS (if applicable)	Strong magnets may require shielding proof for air shipment

Tip: prepare a **single PDF package** with bookmarks (Commercial / EUC / Technical / Company) to speed up review.

4. Technical Description Writing Guide (what reviewers can verify)

A good technical description is **short, specific, and consistent** with the drawing/spec sheet. Focus on information that a reviewer can verify quickly.

4.1 Suggested content blocks

- **Product:** Sintered NdFeB permanent magnet / magnetic assembly
- **Dimensions & tolerance:** attach drawing; specify key dimensions and tolerances
- **Grade & performance:** Br / Hcj / (BH)max range; working temperature class (e.g., H/SH/UH) if applicable
- **Magnetization:** magnetized or unmagnetized at delivery; magnetization direction if magnetized
- **Coating:** NiCuNi / Zn / epoxy, etc.; purpose (corrosion protection)
- **Application:** civilian industry and device function (e.g., motors, sensors, fixtures)

4.2 How to state “No HREE” clearly

If you provide **No-HREE** solutions, use a simple statement that avoids confusion. Recommended wording:

Note: Does not contain **Dy**, **Tb** or **Ho** (no heavy rare-earth additions).

Abbreviations: Dy = Dysprosium, Tb = Terbium, Ho = Holmium. HREE = Heavy Rare Earth Elements.

4.3 Common pitfalls (avoid rework)

- Inconsistent product name/specs between PO, invoice and technical annex
- End-use description too vague (e.g., “industrial use”)—add device/function context
- Missing end-user info (address, website, business scope)
- Over-promising: claiming “no license needed” without a formal classification/screening record

5. Internal Execution: make licensing a standard workflow

For export-oriented magnet orders, treat license assessment as part of the order gating process (like credit check or QC). This reduces surprises and protects delivery commitments.

5.1 Roles & responsibilities (suggested)

- **Sales:** collect complete RFQ info; push EUC request; align delivery expectations
- **Engineering:** provide spec confirmation and technical annex
- **Compliance/Management:** screening, classification judgement, application decision
- **Logistics:** packaging/shielding plan; shipment booking after license confirmation

5.2 Recordkeeping

- Keep a single order folder: RFQ → screening record → submission package → Q&A; → license → shipment proof
- Use version control for documents; do not overwrite previous files during supplementation

6. EUC (End-Use & End-User Certificate): fields to include

An EUC is often required to support compliance review. Below are common fields reviewers expect:

- **Exporter:** supplier company name, address, contact
- **Importer:** purchasing company name, address, contact
- **End-user:** ultimate user entity; address; website; business scope
- **End-use:** detailed civilian application (device, industry, function); project name if available
- **Non-transfer clause:** not resold/re-exported without permission (as required)
- **Destination:** final destination country/region; any transit route
- **Product list:** description, grade, dimensions, quantity, magnetization status, drawing reference
- **Signature:** authorized signatory name/title; company stamp; date

Tip: ask the customer to keep EUC wording consistent with their internal compliance policies; inconsistency is a common reason for supplementation.

7. Reference & Next Actions

Regulations and control lists are updated over time. Always verify against the latest official requirements before submission.

- Maintain an internal “export compliance pack” (EUC template, checklist, technical annex template, shipping/shielding notes).
- For new destinations or new end-uses, run an enhanced screening and keep a written record.
- If requested, we can provide a **de-identified license sample** for customer audit purposes.

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