

## SET DIAMOND SERVICE - HOW TO GUIDE

### ANTWERP

(For Belgian based trade)

#### GOODS REQUIREMENTS

Each set diamond submitted for the Set Diamond Service must adhere to the following requirements.

- Colour - colourless to near colourless (D-L)
- Size – 0.0013ct, there is no upper limit
- Clean – pieces containing dirty or greasy stones will be rejected and a US\$5 fee will be charged per piece. To avoid this stones should be cleaned with Ethyl Alcohol prior to being sent to the lab.

#### HOW TO SUBMIT GOODS

You will receive the 'SDS Upload Document' please see below.

3										
4	Lot Number:		1							
5	Total Pieces in Lot		0							
6	Total Weight for Lot/Carats		0							
7	Insurance Value for Lot/USD		0							
8										
9	Item No.	Unique Item Coc	Total Ct Weight	Total No. of Diamon	Value USD\$	Description	Sign In (Office use or	Sign Out (Office use		
0	1									
1	2									
2	3									
3	4									
4	5									
5	6									
6	7									
7	8									
8	9									
9	10									
10	11									
11	12									
12	13									
13	14									
14	15									
15	16									
16	17									
17	18									
18	19									
19	20									
20	21									
21	22									
22	23									
23	24									
24	25									
25	26									
26	27									
27	28									
28	29									
29	30									
30	31									
31	32									
32	33									
33	34									
34	35									
35	36									
36	37									
37	38									
38	39									
39	40									
40	41									
41	42									
42	43									
43	44									
44	45									
45	46									
46	47									
47	48									
48	49									
49	50									
50										

# DE BEERS GROUP

INDUSTRY SERVICES

Fill in the required details for the desired number of pieces you are sending to be screened - Unique Item Code, Total Carat Weight, Total Number of Diamonds and Value USD. See example below:

Lot Number:		1				
Total Pieces in Lot		5				
Total Weight for Lot/Carats		6				
Insurance Value for Lot/INR		25000				

Item No.	Unique Item Code	Total Ct Weight	Total No. of Diamonds	Value USD\$	Description
1	12345A	1.2	2	5000	Ring
2	12345B	1.2	2	5000	Ring
3	12345C	1.2	2	5000	Ring
4	12345D	1.2	2	5000	Ring
5	12345E	1.2	2	5000	Ring

*Please note there is a maximum of 50 pieces per lot, 10 lots per shipment.*

Once completed please email the SDS Upload Document to [antwerptesting@debeersgroup.com](mailto:antwerptesting@debeersgroup.com)

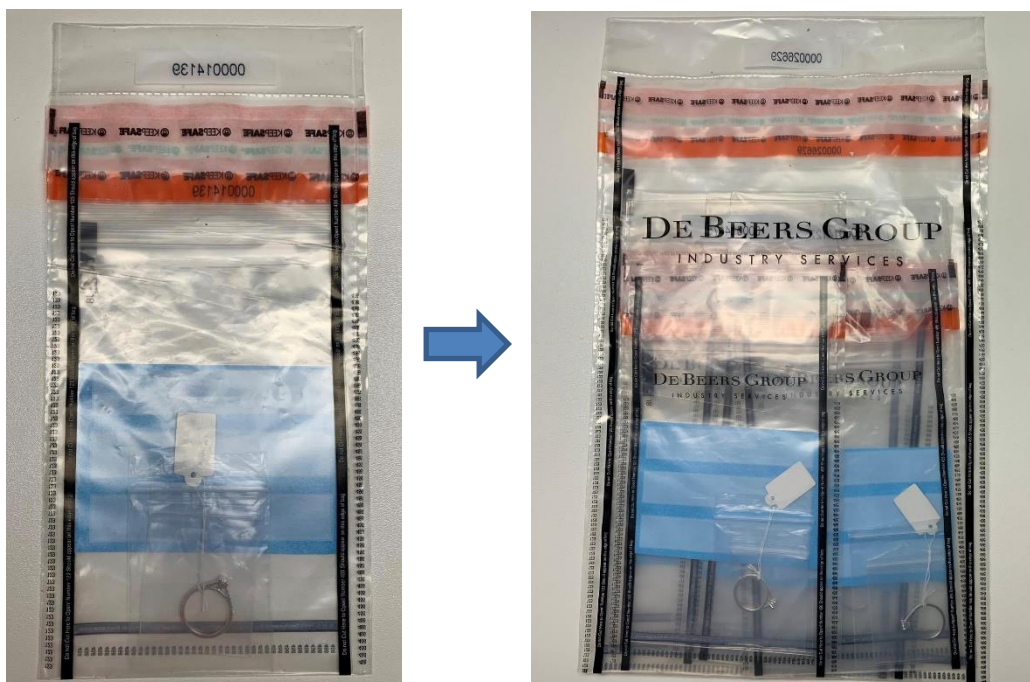
You will be given a shipment code, this must be included when shipping the goods to the lab.

### PACKING GOODS FOR DELIVERY TO THE LAB

Please submit pieces to the lab as per the following packing requirements:

- Each piece to be in 1 x ziplock bag – a label with your unique item code should be attached to the ziplock bag
- The ziplock bags should be placed in a large secure bag or sealed parcel per lot.  
*maximum 50 pieces per lot , 10 lots per shipment.*

*For example, 5 pieces to be placed in individual ziplock bags, then all 5 ziplock bags to be placed in one large secure bag or sealed parcel.*



SHIPPING TO THE LAB

Our lab in Antwerp permits hand deliveries. All non-hand delivery shipments should be sent via Malca or Brinks. You should pay for a return shipment.

Please send your shipment to the following address:

IIDGR  
Schupstraat 21  
4th Floor  
2018 Antwerp  
Belgium

Telephone +44 (0) 207 891 5893

Do not contact the lab – send any queries to [antwerptest@debeersgroup.com](mailto:antwerptest@debeersgroup.com) and quote your shipment number.

HOW WILL MY SHIPMENT BE RETURNED TO ME

Each piece will be returned in a sealed tamper-proof IIDGR bag and will be subdivided (as per the results) into the following categories.

Pass	<p>The diamonds contained in the piece of set diamond jewellery within this sealed parcel have been screened by the International Institute of Diamond Grading &amp; Research ("IIDGR") and have been classified as being neither synthetic nor simulants. Should the seal of this parcel no longer be intact the validity of this classification is no longer assured. The stone count given above is indicative only and has not been verified by IIDGR.</p> <p>For the avoidance of doubt, the disclaimer contained within the report accompanying this shipment applies to the services performed by IIDGR on the diamonds contained in the piece of set diamond jewellery within this sealed parcel. The conditions for the provision of set diamond jewellery screening services govern the provision of these services by IIDGR.</p>
Refer	<p>The diamonds contained in the piece of set diamond jewellery within this sealed parcel have been screened by the International Institute of Diamond Grading &amp; Research ("IIDGR") and have been found to have characteristics overlapping with those of some synthetic diamonds. Highly detailed testing is required to determine whether they are synthetic, which falls outside the scope the services for which IIDGR has been engaged in respect of the set diamond jewellery contained within this sealed parcel. Should the seal of this parcel no longer be intact the validity of this classification is no longer assured.</p> <p>For the avoidance of doubt, the disclaimer contained within the report accompanying this shipment applies to the services performed by IIDGR on the diamonds contained in the piece of set diamond jewellery within this sealed parcel. The conditions for the provision of set diamond jewellery screening services govern the provision of these services by IIDGR.</p>
Jewellery Containing Synthetics	<p>The diamonds contained in the piece of set diamond jewellery within this sealed parcel have been screened by the International Institute of Diamond Grading &amp; Research ("IIDGR") and one or more stones have been classified as being synthetic diamond. Should the seal of this parcel no longer be intact the validity of this classification is no longer assured.</p> <p>For the avoidance of doubt, the disclaimer contained within the report accompanying this shipment applies to the services performed by IIDGR on the diamonds contained in the piece of set diamond jewellery within this sealed parcel. The conditions for the provision of set diamond jewellery screening services govern the provision of these services by IIDGR.</p>

**DE BEERS GROUP**  
INDUSTRY SERVICES

Jewellery Containing Referrals and Synthetics	The diamonds contained in the piece of set diamond jewellery within this sealed parcel have been screened by the International Institute of Diamond Grading & Research ("IIDGR") and one or more stones have been found to have characteristics overlapping with those of some synthetic diamonds or have been classified as being synthetic diamond. Should the seal of this parcel no longer be intact the validity of this classification is no longer assured. For the avoidance of doubt, the disclaimer contained within the report accompanying this shipment applies to the services performed by IIDGR on the diamonds contained in the piece of set diamond jewellery within this sealed parcel. The conditions for the provision of set diamond jewellery screening services govern the provision of these services by IIDGR.
Unscreened Jewellery	These goods have been submitted to, but not screened by, the International Institute of Diamond Grading & Research ("IIDGR"). No screening has been performed on these goods.

If a stone is referred IIDGR will clearly mark this stone with a coloured marker and the piece will be sent back to you in a sealed tamper-proof bag with the refer label attached.

Should the seal of any of the tamper-proof and/or zip-lock bags not be intact when your shipment is returned to you, the validity of the verification is no longer assured. Likewise, if you then open the tamper-evident bag the validity of the verification is similarly no longer assured.

#### INVOICING

You will be invoiced monthly in US\$. You will receive one invoice per shipment. Your invoice, together with a backup sheet detailing each Shipment, will be emailed to the Key Contact and Finance Contact email addresses you provided.