



Singapore Customs,  
55 Newton Road #07-02,  
Revenue House  
Singapore 307987  
Tel No. : 6775 5137  
Email: customs\_nacwc@customs.gov.sg

## NA(CWC) LICENCE AMENDMENT APPLICATION COVER FORM

### GENERAL INSTRUCTIONS

- ◆ All sections must be completed. Where not applicable, please specify "N.A." Any incomplete or illegible application will not be accepted.
- ◆ This application form is for a company / an organisation to apply for the below mentioned types of amendment to the existing NA(CWC) licence issued under the Chemical Weapons (Prohibition) Act, Chapter 37B and the Chemical Weapons (Prohibition) Regulations.
- ◆ Each company / organisation can only hold ONE NA(CWC) licence at any one time within each year.
- ◆ All amendments would require an average processing time of 10 working days from the date of receipt of the duly completed application.
- ◆ This form may take you 5 minutes to fill in. You will need the following information to fill in the form.
  - Company / Organisation Name and Unique Entity Number (UEN)
  - Company / Organisation Details and Nature of Business
  - Licence Applicant's Details and NRIC / Passport No.
  - Details of Alternative Contact Person and NRIC / Passport No.
- ◆ Upon completion, this application should be sent in by email or post to:

**Director-General  
Singapore Customs  
National Authority (Chemical Weapons Convention)**  
55 Newton Road  
#07-02, Revenue House  
Singapore 307987  
Email: customs\_nacwc@customs.gov.sg

### REQUIRED FORMS FOR SUBMISSION

Any company / organisation intending to amend their existing licence by addition of chemical, addition of activity for licensed chemical and/or increment of maximum aggregate, are required to submit the relevant forms:

- NA(CWC) Licence Amendment Cover Form
- Form B.1 – *for Schedule 1 chemical*
- Form B.2 – *for Schedule 2 chemical*
- Form B.3 – *for Schedule 3 chemical*
- Form B.4 – *for unclassified Discrete Organic Chemical*
- Form B.5 – *for Increment of maximum aggregate for licensed Schedule 1, 2, 3 and / or unclassified Discrete Organic Chemical*



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## APPLICATION FOR AMENDMENT TO EXISTING NA(CWC) LICENCE COVER FORM

### SECTION A REQUEST FOR AMENDMENT

(1) Existing NA(CWC) Licence Number:   
(2) Date of Issue: (dd/mm/yyyy)

(3) My Company would like to request for the following amendment:

- (a)  Addition of Chemical  
(b)  Addition of Activity for Licensed Chemical  
(c)  Increment of Maximum Aggregate

### SECTION B COMPANY / ORGANISATION DETAILS

(4) Company / Organisation Name:  (5) Unique Entity Number (UEN):

(6) Company / Organisation Address:

(7) Nature / Type of Business:

### SECTION C LICENCE APPLICANT DETAILS

(8) Name of Applicant: (Dr/Mr/Ms/Mrs/Mdm)\*  (9) Designation:

(10) Citizenship: (Please indicate accordingly)  
(a)  Singaporean (b)  PR (c)  Others  
Please specify nationality:  (11) NRIC / Passport No.:

(12) Contact No.:  (13) E-mail Address:

### SECTION D DECLARATION

I,  NRIC No./Passport No.   
(Name of Applicant)  
representing  hereby declare that:  
(Company/ Organisation Name)

- a) I have read and understood the terms and conditions for the issuance of the NA(CWC) Licence for Schedule 1, 2, 3 Chemicals and Unscheduled Discrete Organic Chemicals (DOCs);  
b) I will submit all declarations pertaining to the Scheduled Chemicals and/or Unscheduled DOCs included in this licence, to the National Authority (Chemical Weapons Convention), Singapore Customs, annually or on an ad-hoc basis as deemed necessary;  
c) I have ensured that all information given in this application are true and correct.

Signature of Applicant

Date (dd/mm/yyyy)

\* Please delete accordingly.

**SECTION E DETAILS OF ALTERNATIVE CONTACT PERSON**

(14) Name of Alternative Contact Person: (Dr/Mr/Ms/Mrs/Mdm)*	(15) Designation:
(16) Citizenship: (Please indicate accordingly) (a) <input type="checkbox"/> Singaporean (b) <input type="checkbox"/> PR (c) <input type="checkbox"/> Others Please specify nationality: _____	(17) NRIC / Passport No.:
(18) Contact No.:	(19) E-mail Address:

I, \_\_\_\_\_ NRIC No./Passport No. \_\_\_\_\_  
(Name of Alternative Contact Person)

representing \_\_\_\_\_ hereby declare that:  
(Company/ Organisation Name)

- a) I have read and understood the terms and conditions for the issuance of the NA(CWC) Licence for Schedule 1, 2, 3 Chemicals and Unscheduled Discrete Organic Chemicals (DOCs);
- b) I will submit all declarations pertaining to the Scheduled Chemicals and/or Unscheduled DOCs included in this licence, to the National Authority (Chemical Weapons Convention), Singapore Customs, annually or on an ad-hoc basis as deemed necessary;
- c) I have ensured that all information given in this application are true and correct.

\_\_\_\_\_  
 Signature of Alternative Contact Person

\_\_\_\_\_  
 Date (dd/mm/yyyy)

**SECTION F FORMS SUBMISSION FOR LICENCE AMENDMENT APPLICATION**

(20) Other forms submitted together with this Cover Form: (Please indicate accordingly)

- (a)  Form B.1 for Schedule 1 chemical
- (b)  Form B.2 for Schedule 2 chemical
- (c)  Form B.3 for Schedule 3 chemical
- (d)  Form B.4 for Unscheduled Discrete Organic Chemical
- (e)  Form B.5 for Increment of maximum aggregate for licensed Schedule 1, 2, 3 and / or Unscheduled Discrete Organic Chemical
- (f)  Other attachments, please specify: \_\_\_\_\_

Including this cover form, there is a total of \_\_\_\_\_ pages submitted.

**FOR OFFICIAL USE ONLY**

Checked by: \_\_\_\_\_ Total number of pages received: \_\_\_\_\_ Date received: \_\_\_\_\_

Licence No.: \_\_\_\_\_

Date of issue: \_\_\_\_\_ Processed by: \_\_\_\_\_

\* Please delete accordingly.