



Singapore Customs,
Schemes & Engagement Branch
55 Newton Road #07-01
Revenue House
Singapore 307987
Tel No. : 6251 3027
Email: customs_schemes@customs.gov.sg

APPLICATION FOR STRATEGIC TRADE SCHEME (STS) BULK PERMIT

This form may take you 30 minutes to complete.

You will need the following to fill in the form:

- Your company's particulars
- Controlled strategic good(s)/technology which your company deals with; and
- The countries of destination for the above mentioned goods/technology

Important Notes:

- Please fill in all fields unless otherwise instructed to do so. If a field is not applicable, indicate 'N.A'
- Tick where applicable
- This application must be signed:
 - If the applicant is an individual or sole proprietorship, the individual or sole proprietor; or
 - If the applicant is a partnership, a partner or an employee of the firm duly authorized by one of the partners to act on behalf of the partnership firm; or
 - If the applicant is a body corporate, a director or a secretary or an employee duly authorized in writing by a director to act on behalf of the company.
- Please complete the application form and submit it with the relevant supporting documents to Singapore Customs.

For Official Use Only

Application No.:

Date Received:

Date Approved/Rejected:

Valid till :

SECTION A: PURPOSE OF APPLICATION

- New Application Renewal of Bulk Permit Updating of Record Addition/Updating of Product(s)
 Addition/Updating of Country(ies) of Destination Addition/Updating of Entity(ies) (Consignee/End User)
 Addition/Updating of Transaction Relationship(s) Deactivation of Bulk Permit

For all purposes, you are required to fill in Sections A to F of this form and the following Annexes:

- For new application and renewal of bulk permit, Annexes A, C (if requested by Singapore Customs) and D.
- For addition/updating of country(ies) of destination, Annexes A and D.
- For addition/updating of product(s), Annexes B and D.
- For addition/updating of entity(ies) (consignee/end user), Annexes C and D.
- For addition/updating of transaction relationship(s), Annex D.

Existing Bulk Permit No.:

SECTION B: COMPANY INFORMATION

Company Name

Company UEN

Corporate Address

Date of incorporation
(dd/mm/yy)

Affiliated Companies		Key Customers/Customer Groups	
Date of implementation of Internal Compliance Program		Countries mainly exported to	
Percentage of strategic goods against all products		Percentage of strategic goods against total export volume	

SECTION C: CONTACT PERSON'S PARTICULARS

Particulars of Strategic Goods Control Officer

Full name as per NRIC/FIN/Passport		Designation	
Office No.		Mobile No.	
Email			

Particulars of Alternate Strategic Goods Control Officer

Full name as per NRIC/FIN/Passport		Designation	
Office No.		Mobile No.	
Email			

SECTION D: SUBMISSION OF SUPPORTING DOCUMENTS

Please indicate the type of supporting documents submitted to Singapore Customs together with this application form. Please note that failure to submit the necessary documents will delay the processing.

- Completed TradeFIRST Self-Assessment Checklist, with supporting documents as stated in the TradeFIRST Self-Assessment Checklist
- Annex A – Information on Country(ies) of Destination
- Annex B – Information on Product/Technology
- Annex C – Information on Entity(ies) (Consignee/End User)
- Annex D – Information on Transaction Relationship(s)
- Technical Specifications/Data Sheets/Brochures of the product(s), where applicable.
- Material Safety Data sheet (MSDS) or Certificate of Analysis (COA), where applicable.
- Export/Re-export Licence(s)/Licence Exception(s), where applicable.
- Internal Compliance Programme
- Other relevant supporting documents, please indicate:

SECTION E: TERMS AND CONDITIONS

1. Singapore Customs will assess the transaction and award the company with either the Approval by Specific Entities or Approval by Countries of Destination types of Bulk Permits or both. The Bulk Permit(s) will be valid for the period as specified by Singapore Customs in the Letter of Approval, subject to your company's compliance to the following conditions and other requirements of the Strategic Goods (Control) Act (SGCA) and Strategic Goods (Control) Regulations (SGCR):

- (a) The strategic goods or technology are not exported or transferred to any country, person or entity that is subjected to any sanction imposed pursuant to a decision of the United Nations Security Council;
- (b) Approvals by other local Competent Authorities (if applicable) and relevant authorities in the importing or exporting countries must be obtained for the strategic goods or technology (if the import or export of these goods or technology is subject to controls by these countries); and
- (c) The strategic goods or technology are not known, believed or suspected to be used in relation to a nuclear, chemical, or biological weapons programme; or missiles capable of delivering these weapons.

2. Under Regulation 20 of the SGCR, the following records shall be kept for a period of at least **5 years** from the end of the calendar year in which the act authorised by the permit is carried out, for export, transshipment, bringing in transit of strategic goods and transmission of strategic goods technology:

- a description of the goods, document or technology;
- the date on which the goods, document or technology was exported, transhipped, brought in transit or transmitted;
- the quantity of the goods or document that was exported, transhipped, brought in transit, acquired or disposed of;
- the particulars of the recipient and end-user of the goods, document or technology;
- the particulars of the supplier of the goods, document or technology;
- the permit granted to the permit holder;
- the document issued by the relevant authority of the country from or through which the goods, document, technology was exported, transhipped, brought in transit or transmitted allowing such goods, document or technology to be exported or brought out of the country, transmitted, acquired or disposed of;
- the document issued by the relevant authority of the country into which the goods, document, technology was imported or transmitted authorising the import or transmission of such goods, document or technology into the country;
- the end-user certificate or statement;
- the invoice issued in respect of the sale of the goods, document or technology in respect of which the permit relates;
- the bill of lading or the airway bill; and
- the contract for the acquisition or disposal of the goods, document or technology to which the permit relates.

3. In addition, every permit holder is also required to keep the following documents and records (where applicable):

- Internal documents recording the assessment of a consignee or end-user;
- Business transaction documents such as order forms, transaction-related communications, etc;
- Internal audit reports and internal training records;
- Records of instructions to subsidiaries/affiliates;
- Reports and details of non-compliance incidents (if any); and
- Other supporting documentation.

4. The Director-General may at any time require the records to be audited and verified by an authorised officer.
5. Every permit holder shall allow the records or documents to be inspected and copied by any authorised officer.
6. Where any document or record is not legible, the permit holder who is required to maintain the document or record shall, at the request of the authorised officer reproduce the document or record in a legible manner.
7. In addition, you are also required to notify Singapore Customs of any change made to the declared particulars or information submitted in your STS Bulk Permit application **within 14 days** of that change. Should there be a need to include any new product(s) or country(ies) of destination to be covered under the same Bulk Permit, please write in to Singapore Customs in advance.
8. Please note that your company is obliged to inform Singapore Customs if it:
- (a) knows, or
 - (b) has reasonable grounds to suspect that the end-user is intending or likely to use, wholly or in part, the strategic goods/technology in the development, production, maintenance or storage of nuclear, chemical or biological weapons or missiles which are capable of delivering any of these weapons.
9. Singapore Customs has the right to revoke your company's Bulk Permit should you fail to comply with the SGCA and the SGCR, or any other applicable or related domestic laws or has contravened any condition of this permit.

SECTION F DECLARATION AND UNDERTAKING

I/We have read and understood the conditions under Section E of the application form. I/We declare that all the information provided is true, correct and complete, to the best of my/our knowledge.

Name of Authorised Personnel		Office Number	
Designation		Email	
Mobile number		Signature	
Date (dd/mm/yyyy)			

ANNEX B: INFORMATION ON PRODUCT/TECHNOLOGY*(Please attach more sheets if necessary)*

S/N	Product Details <i>(Please attach the technical specifications or Material Safety Data Sheet and any other information on the item)</i>	
	Product Name	
	Product Description	
	Product Code as per the SGCA	
	Brand	
	Model Number	
	Last country of export before goods reach Singapore <i>*Indicate Singapore if manufactured locally</i>	
	Strategic good/technology originate from the US	<input type="checkbox"/> Yes <input type="checkbox"/> No
	For Chemical Product (Skip if not applicable)	
	Chemical Abstract Service (CAS) Number	
	Is the Chemical controlled under NA (CWC)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Export Licence Requirement	
	Licence required from last country of export (other than US) for export of the product to Singapore? <i>(If yes, please attach)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Licence required from US (if the strategic good/technology originate from the US) for export of the product from last country of export to Singapore? <i>(If yes, please attach)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Licence required from last country of export (other than US) for re-export of the product from Singapore to any of the intended country/entity (consignee/end-user)? <i>(If yes, please attach)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Licence required from US (if the strategic good/technology originate from the US) for re-export of the product from Singapore to any of the intended country/entity (consignee/end-user)? <i>(If yes, please attach)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Purpose/ End Use of Product	
	Is the item for Weapons of Mass Destruction (nuclear, biological or chemical weapons, or missiles capable of delivering these weapons) related end use?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Type of Transaction Applied for		
<input type="checkbox"/> Export <input type="checkbox"/> Re-export <input type="checkbox"/> Transshipment <input type="checkbox"/> Intangible Transfer of Technology		
End Use Description		
Remarks (If Any)		

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ANNEX C: ENTITY (CONSIGNEE/END USER) DETAILS*(Please attach more sheets if necessary)*

S/N	Entity's Particulars		
	Name		Address
	Country		Website
	Nature of Business <i>(please provide description on the products/services that the company deals in and the main customers that it serves)</i>		
	Particulars of Entity's Contact Person		
	Name		Designation
	Office No.		Mobile No.
	Email		
S/N	Entity's Particulars		
	Name		Address
	Country		Website
	Nature of Business <i>(please provide description on the products/services that the company deals in and the main customers that it serves)</i>		
	Particulars of Entity's Contact Person		
	Name		Designation
	Office No.		Mobile No.
	Email		

ANNEX D: COUNTRY, PRODUCT CODE, CONSIGNEE AND END-USER RELATIONSHIP

(Please attach more sheets if necessary)

S/N	Country	Product Code	Consignee (if requested by Singapore Customs)	End-User (if requested by Singapore Customs)	For Military use/user? (State yes or no)	For Government use/user? (State yes or No)