

## FAQ: HSA Product Codes and Information to be Declared When Importing Health Products

### 1. Do all health products have to be declared with HSA Product Codes?

You are only required to declare the relevant HSA Product Codes in the TradeNet<sup>®</sup> permit applications submitted for health products that are currently subjected to HSA's product registration/listing or dealer import licensing requirements/approvals.

Health products that are not subjected to any licensing requirement at this time, such as traditional medicines, health supplements, quasi-medicines, need not be declared using HSA Product Codes.

Declaring agents are advised to confirm with the importers whether the products they are importing are subject to any product registration/listing or dealer import licensing requirements/approvals. If they are, all valid product or dealer licence/approval information should be provided to the declaring agents for submission of the TradeNet<sup>®</sup> permit applications.

### 2. Which product code should be used when submitting a TradeNet<sup>®</sup> Permit Application?

HSA has simplified the HSA Product Codes into 5 product codes. Please follow the brief guides below to determine which product code is applicable.

- (a) For all products that contain any controlled drugs as specified in the Misuse of Drugs Act or psychotropic substances as specified in the Medicines (Export Licence for Psychotropic Substances) Regulations, they are to be declared using the product code **"HSACDPSY"** regardless of the purpose of the import.
- (b) For health products that do not contain any controlled drugs or psychotropic substances, the product code to be used will depend on the purpose of the import:
  - (i) **"HSAHP"** is to be used for registered medicinal products, registered medical devices, listed Chinese Proprietary Medicines and Class A (non-sterile) Medical Devices, which are imported for local sale and/or supply.
  - (ii) **"HSAIFRSA"** is to be used for health products that have been approved for import via any of the special authorisation/approval routes.
  - (iii) **"HSAIPU"** is to be used for health products that are imported by individuals for personal use only.
  - (iv) **"HSAPOIS"** is to be used for raw materials/substances specified as poisons in the Poisons Act and non-medicinal products such as diagnostic kits, and reference standards containing poisons.

### 3. Where can I check whether the substance being imported is regulated as a poison under the Poisons Act and should be declared using HSAPOIS?

All legislation is available on-line at the portal **Singapore Statutes Online**. The substances regulated as **"poisons"** can be found in the Schedule to the Poisons Act.

**4. Can medical devices, medicinal products and Chinese proprietary medicines be declared within the same permit application?**

All health products imported by the same importer in the same shipment may be declared within the same permit application.

**5. Can health products with the same HS Code be declared together as one item?**

All products are required to be declared separately (with separate item number), even if they share the same HS Code.

**6. For personal import of medicinal products, containing controlled drugs or psychotropic substances, which product code should be used, "HSAIPU" or "HSACDPSY"?**

Personal import of medicinal products containing controlled drugs or psychotropic substances should be declared using the product code "HSACDPSY".

Please note that HSA's prior approval is required for personal import of products containing controlled drugs or psychotropic substances. A personal import reference number issued upon approval must be specified in the CA/SC Codes 1, 2 or 3, where applicable.

**7. For medicinal products containing psychotropic substances, is there a need to declare the consignment authorisation number?**

If the importer has applied for a psychotropic substance import authorisation, the import authorisation number should be declared in the CA/SC Codes 1, 2 or 3, where applicable. Otherwise, "Form A Poisons licence number" has to be declared.

**8. Imports of traditional medicines, homeopathic medicines, health supplements, medicated oils and balms, medicated plasters, medicated beverages and raw herbs are currently being declared in TradeNet® for processing by CHP CA. How do I declare the imports of these products from 3 May 2016?**

From 3 May 2016, the above mentioned products, which are currently not subject to HSA's licensing/approval requirements, need not be declared using HSA Product Codes. They may be declared using the product code "MISC", upon confirmation that the goods are not controlled by any CA.

**9. Can complementary health products, which are not subjected to licensing/approval requirements, be declared in the same permit application as medicinal products which are imported in the same shipment?**

Health products imported by an importer within the same shipment may be declared within the same permit application. Those which are not subjected to any HSA's licensing/approval requirements, may be declared using the product code "MISC".

10. **What information needs to be declared in the CA/SC Code 1, 2 or 3 fields when submitting TradeNet<sup>®</sup> permit applications for imports of health products subjected to HSA's licensing/approval requirements?**

For the relevant licence/approval information to be declared for various categories of imports, please refer to information provided on HSA website at:

[http://www.hsa.gov.sg/content/hsa/en/Health\\_Products\\_Regulation/Manufacturing\\_Importation\\_Distribution/Overview/import-declarationatradenet.html](http://www.hsa.gov.sg/content/hsa/en/Health_Products_Regulation/Manufacturing_Importation_Distribution/Overview/import-declarationatradenet.html)

11. **For medical devices that are also controlled by Radiation Protection & Nuclear Science Department (RPNSD), National Environment Agency (NEA), which product code should be used?**

There is no change to the current declaration procedure for medical devices which are also regulated by RPNSD. They should continue to be declared using the product code specified by RPNSD.

12. **For Class A non-sterile medical device which are legally exempted from registration, what should be indicated in the CA/SC codes 1, 2 or 3 fields?**

Although Class A non-sterile medical devices are legally exempted from HSA's product registration requirement, importers are required to be licensed by HSA and the Medical Device Importer's licence number should be indicated in the CA/SC Code 1 field.

13. **Which product code should be used for veterinary products?**

Only veterinary products that contain substances specified in the Poisons Act, the Misuse of Drugs Act and the Medicines (Export Licence for Psychotropic Substances) Regulations need to be declared using HSA Product Codes. "**HSACDPSY**" is to be used for veterinary products containing any controlled drugs and psychotropic substances. "**HSAPOIS**" is to be used for veterinary products containing any poisons.

14. **What product code should be used for personal import of veterinary products by pet owners?**

Personal imports of veterinary products not containing controlled drugs, psychotropic substances or poisons need not be declared using HSA Product Codes.

If the products contain any controlled drugs or psychotropic substances, you may use the product code "**HSACDPSY**". If the products contain poisons, product code "**HSAPOIS**" is to be used. The personal import reference number issued must be indicated under the CA/SC Code 1 field.

15. **What information is required to be declared for Clinical Trial Materials (CTM)?**

Clinical Trials Materials (CTM), not containing any controlled drugs or psychotropic substances, are to be declared using the product code "**HSAIFRSA**". However, the product code "**HSACDPSY**" should be used instead if they contain any controlled drugs or psychotropic substances.

The information below is to be provided under CA/SC Code 1 for CTM imported for the specified purpose. Declaring agents are advised to confirm the purpose of the imports with the importers.

Type of Import	Information to be declared under CA/SC Code 1
CTM imported for clinical trials conducted in Singapore	CTM import permit number
CTM imported for re-export for clinical trials conducted outside of Singapore	Import for Re-export (IFR) notification number E.g. IN1612345
CTM imported for disposal	CTMDISP

In addition, the following information is to be provided under CA/SC Code 2 for CTM containing any controlled drugs or psychotropic substances:

Type of Import	Information to be declared in CA/SC Code 2
CTM containing controlled drugs	CD Import permit number
CTM containing psychotropic substances	Psychotropic substance import authorisation (if available) or poisons licence number.

**16. Which product code should be used for IN-NON-PAYMENT (STORAGE IN FTZ) and RE-EXPORT permit types?**

You are required to declare the HSA Product Code “**HSACDPSY**” if the products contain any controlled drugs or psychotropic substances. The HSA approval reference number provided upon approval must be indicated under the CA/SC Code 1 field.

For imports that do not contain any controlled drugs or psychotropic substances, they should be declared using the product code “**MISC**” if the goods are not regulated by any other Competent Authority.

**Important Points to Note:**

- Prior approval from HSA is required for the import of every consignment of products containing controlled drugs or psychotropic substances.
- Controlled drugs or psychotropic substance import licence/authorisation number granted by HSA must be declared in the TradeNet<sup>®</sup> permit application.
- The import licence/authorisation number is valid for a specific consignment and should be used only once, unless otherwise specifically permitted in the import licence/authorisation.
- A new import licence/authorisation must be obtained from HSA for every consignment to be imported.

**17. Will there be any change to the approval message to be printed on the cargo clearance permit?**

Permit applications that have been declared with the correct information for the imports of health products will be issued with the following message:

***“GRANTED BY SINGAPORE CUSTOMS SUBJECT TO THE CONDITION THAT VALID PERMITS, LICENCES, APPROVALS OR SANCTIONS, WHERE REQUIRED, HAVE BEEN OBTAINED FROM THE HEALTH SCIENCES AUTHORITY FOR THE IMPORT UNDER THE APPLICABLE LAWS.”***