

APPLY FOR CHINESE PROPRIETARY MEDICINES IMPORT FOR RE-EXPORT APPROVAL

The online form to apply for Chinese Proprietary Medicines Import for Re-export Approval may take an average of 5 to 10 minutes to fill in.

The time taken varies depending on the number and sizes of the file attachments, configurations of applicant's computer and network system, internet performance etc. The recommended computer and network configurations are at http://www.hsa.gov.sg/content/hsa/en/Health_Products_Regulation/PRISM_e-services/system-requirements-for-prism.html. Please note that the time stated above excludes time taken for preparatory work in relation to filling the online form (e.g. scanning documents for file attachments).

Please note the following before filling up the form:

1. For a company which is using PRISM for the first time, [CRIS](#) registration is required beforehand.
2. A CorpPass (applicable from 2 May 2017 onwards) or HSA Pin is required for applicant to login the system for authentication and authorization.
For more information on CorpPass, please visit <https://www.corppass.gov.sg/>
For more information on HSA Pin, please visit http://www.hsa.gov.sg/content/hsa/en/Health_Products_Regulation/HSA_PIN.html
3. At the start of the application, applicant is required to key in the CorpPass ID followed by CorpPass password. Next the applicant needs to key in the applicant ID i.e. the NRIC of the person from the company which is registered with CRIS.
4. After accepting the Terms and Conditions of Use of the online form, applicant then proceeds to the main part of the form.

Application Form

Please read the instructions on the application form carefully. A Chinese software may be necessary to be installed in applicant's computer to key specific fields in Chinese.

Part One – Company Particulars

In this section, applicant will verify/fill in the following information:

- 1) Company Name
- 2) Company Address, Postal Code, Level and Unit number (based on ACRA registered address)
- 3) Company Telephone / Fax number
- 4) Unique Entity No. (UEN)

If there is a change in company particulars, please apply (through CRIS) to update the particulars at [Amend Company Information](#)

Part Two – Applicant Particulars

In this section, applicant will complete the following information:

- 1) Applicant Name (applicant must be CRIS registered)
- 2) Applicant NRIC/Fin (applicant must be CRIS registered)
- 3) Designation
- 4) Contact Details like Telephone/Fax/Handphone/Pager number and E-mail address
- 5) Preferred Contact mode

Part Three – General Product Details

In this section, applicant will complete the following details for every product(s) :

- 1) Product Name & Brand Name in English
- 2) Product Name & Brand Name in Chinese, if any
- 3) Batch Number
- 4) Quantity to be imported and the corresponding unit of measure

Part Four – Supporting Attachments

The following documents are to be scanned and attached to the application:

- 1) Product formula (to attach for all products)
- 2) Invoice of consignment

Part Five – Confirmation

In this section, applicant should check through whether the information keyed and the documents attached are correct. After checking, applicant must then accept the declarations required for this application. Next is to validate and submit the application.

Other Useful Information

For more details on the guidelines and requirements on the application of Chinese Proprietary Medicines product listing and dealer's licences, please visit the following website:

http://www.hsa.gov.sg/content/hsa/en/Health_Products_Regulation/Complementary_Health_Products/Chinese_Proprietary_Medicines.html