

## Application to Cancel a Therapeutic Product Registration

### Information to note

1. The online Application Form to Cancel a Therapeutic Product Registration may take about 5 – 10 minutes to complete.
2. The time taken varies depending on the number and size of attachments, applicant PC and network configurations, the Internet performance, etc. The recommended PC and network configurations can be found [here](#). Please note that the time stated above excludes time taken for preparatory work in relation to filing the online form (e.g. scanning documents for file attachments).
3. User registration with [HSA CRIS](#) is required for a company who is intending to submit an application with HSA for the first time.
4. Users will require either a [CorpPass](#) or a [HSA Pin](#) to login the system for authentication and authorization.

### Common Icons and Navigation Links

The following are the common icons and links in all sections:

- Attach icon. This will allow user to go to the **Supporting Attachments** page to attach relevant documents.






- Save icon. This will allow the user to save the form information at any desired point of time.



- Application form links. This will allow the user to toggle to different sections of the

application form.

Fill in the application form			<a href="#">Guideline</a>	<a href="#">Help</a>
1. Company Particulars	4. Product Details	7. Supporting Attachments	 Special Symbol  Attach  Save	
2. Applicant Particulars	5. Manufacturer Particulars	8. Confirmation		
3. Application Details	6. Batch Release Details			

- This will allow the user to proceed to the next section of the application form.



- Previous button. This will allow the user to proceed to the previous section of the application form.



- Reset button. This will clear the information the user has input in the page.



- Fields with a red asterisk \* are mandatory input fields. Unless it is entered, the system validation will highlight error and application submission will be disabled.

### Search Product Registration for Cancellation

- 1) Select Licence/Permit/Certificate/Listing/Registration Type as ‘Therapeutic Product – Product Registration’. This field is mandatory that needs to be entered before a Search can be performed.
- 2) Optionally, you can also enter the Licence/Permit/Certificate/Listing/Registration **No** and/or **Product Name** to narrow down the search.

**PZ3001 CANCEL@PRISM**

**Important Notes:**

For HSA CRIS registered companies, user has to be authorised with the appropriate access rights via CRIS management module to access the required eservices.

Search Criteria

Licence/Permit/Certificate/Notification/Listing/Registration Type \*

Licence/Permit/Certificate/Notification/Listing/Registration No

Product Name

3) If the Search is successful, the results will be listed as shown below.

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#### Important Notes:

For HSA CRIS registered companies, user has to be authorised with the appropriate access rights via CRIS management module to access the required eservices.

Search Criteria

Licence/Permit/Certificate/Notification/Listing/Registration Type \*

Licence/Permit/Certificate/Notification/Listing/Registration No

Product Name

Please do not create cancellation application using the new window via right mouse click.

148 Matching Record(s)

Page 1 Of 15 [First] | [Previous] | [Next] | [Last]

Active Therapeutic Products – Product Registration					
S/No	Licence/Registration No	Product Name	Start Date	Expiry Date	Action
1	SIN00000P	Ezetimibe/Simvastatin Combination 10/10 tablet	13/12/2003	21/01/2019	<a href="#">Cancel</a>
2	SIN00001P	DEXTROMETHORPHAN LINCTUS 15 mg/5 ml	16/10/2000	21/01/2019	<a href="#">Cancel</a>
3	SIN00004P	DIPHENHYDRAMINE EXPECTORANT	16/10/2000	21/01/2019	<a href="#">Cancel</a>
4	SIN00005P	DIPHENHYDRAMINE EXPECTORANT PAED.	16/10/2000	21/01/2019	<a href="#">Cancel</a>
5	SIN00007P	CHLORPROMAZINE HCL TABLET 100 mg	20/11/1987	21/01/2019	<a href="#">Cancel</a>
6	SIN00008P	Roacutent	30/12/2003	21/01/2019	<a href="#">Cancel</a>
7	SIN00011P	PHENYTOIN CAPSULE BP 10 mg	21/12/1987	19/09/2019	<a href="#">Cancel</a>
8	SIN00012P	PHENYTOIN CAPSULE BP 30 mg	21/12/1987	21/01/2019	<a href="#">Cancel</a>
9	SIN00013P	PHENYTOIN CAPSULE BP 100 mg	21/12/1987	21/01/2019	<a href="#">Cancel</a>
10	SIN00014P	MAGNESIUM SULPHATE PASTE BPC	21/12/1995	21/01/2019	<a href="#">Cancel</a>

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148 Matching Record(s)

Page 1 Of 15 [First] | [Previous] | [Next] | [Last]

4) To cancel a product registration, click on its respective **Cancel** link under **Action** Column to proceed.

## Application Form

### Section 1 – Application Summary

The applicant need not have to amend any details at this section. The relevant application number, application first submission date and application status of the selected application will be displayed for information.

### Section 2 – Applicant Particulars

In this section, applicant is required to fill in the following information:

- 1) Applicant name
- 2) Applicant NRIC/Fin No.
- 3) Designation
- 4) Contact details like telephone/fax/hand-phone/pager number and e-mail address
- 5) Preference contact mode

(Please note that this preferred contact mode is the mode which you will receive the final notification of this application. During the course of this application, you will receive our input requests (i.e. queries), if any, via email if you have indicated your email address above, regardless of your selected preferred contact mode.)

### Section 3 – Cancellation Details

This section requires applicant to furnish reasons for the cancellation of the selected product registration.