

Guide on using Search and Enquiry Tool



OSCAR

Online Safety,
Compliance Application
and Registration
System

IMPORTANT NOTES

- ❑ For companies accessing OSCAR for the first time, please refer to the User Account Creation Guide for instructions on how to access OSCAR and create accounts for new users.
- ❑ If you do not have an OSCAR account, please contact your company's OSCAR Administrator(s) for creation of your OSCAR user account.
- ❑ In the Search and Enquiry tool, users may search for FSCA cases submitted by other users under the same company UEN.

Guide on using Search and Enquiry Tool

Click on the CorpPass logo.

Login to OSCAR?

LOG IN WITH



or



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Log in with UEN/Entity ID, CorpPass ID and Password




The screenshot shows the CorpPass login interface. At the top left is the CorpPass logo with 'Singapore Corporate Access' and 'BETA' text. At the top right is the Singapore Government logo with the tagline 'Integrity · Service · Excellence' and navigation links for 'Contact Us', 'Feedback', 'Sitemap', and 'FAQ'. A red banner below the logos contains the text: 'CorpPass is now the ONLY login method for corporate transactions with the Government. Your entity can now transact with more than 140 government digital services. Register for CorpPass now to prevent any disruption to your business transactions!'. The main heading is 'Log in with CorpPass'. Below this are three input fields: 'UEN/ENTITY ID', 'CORPPASS ID', and 'Password', each with a red border and a red question mark icon to its right. Below the input fields is a checkbox labeled 'Remember Entity ID' with a red question mark icon to its right. At the bottom, there is a link for 'Forgot Entity / CorpPass ID or Password' and two buttons: 'Cancel' and 'Login'.

Complete 2FA verification.



[Contact Us](#) | [Feedback](#) | [Sitemap](#) | [FAQ](#)

[Log Out](#) 



You have not completed your 2FA setup. 2FA is required to access e-Service.



Log in [SingPass](#) to register for a OneKey Token and set up your 2FA.

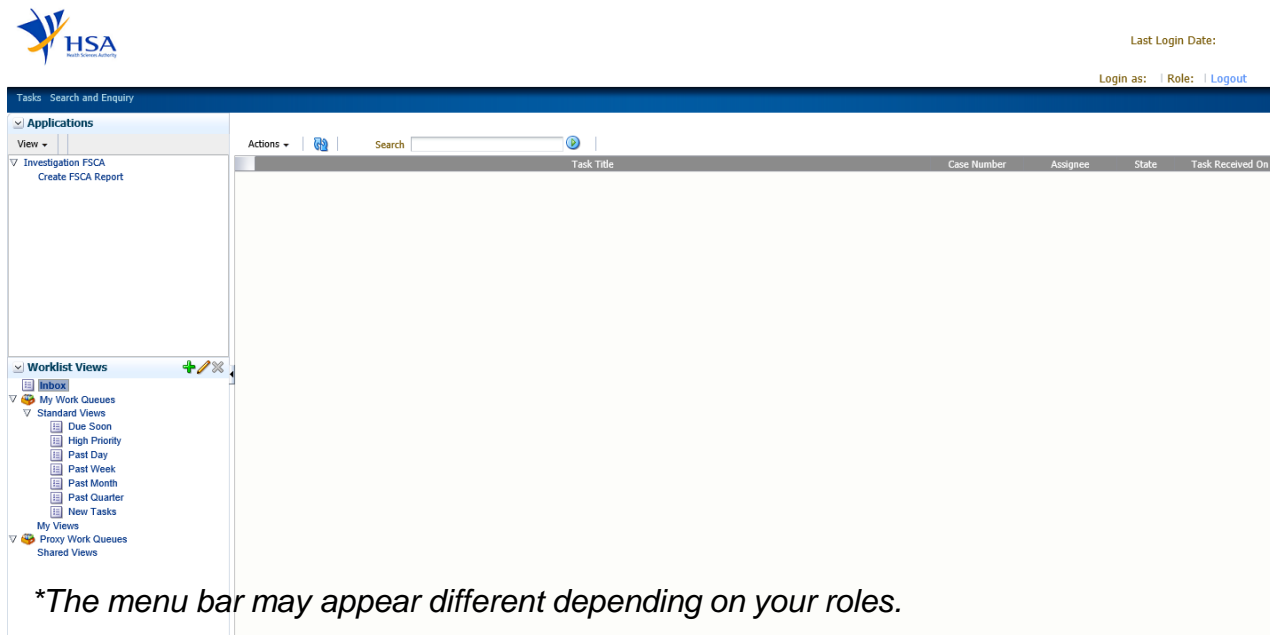
If you are residing overseas and have not updated your address with Immigration & Checkpoints Authority of Singapore (ICA), click [here](#) for more details.

You are given a 9999-day grace period to set up your 2FA. From 29/05/2044 onwards, you will **not be able** to access this e-service and others involving sensitive data, until you have set up your 2FA.

[Continue](#)

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Arrive on the OSCAR landing page.



The screenshot shows the OSCAR landing page. At the top left is the HSA logo. At the top right, it displays 'Last Login Date:' and 'Login as: | Role: | Logout'. Below this is a navigation bar with 'Tasks Search and Enquiry'. The main content area is divided into a left sidebar and a main table area. The sidebar has two sections: 'Applications' with a 'View' dropdown and 'Investigation FSCA' containing 'Create FSCA Report'; and 'Worklist Views' with an 'Inbox' icon, 'My Work Queues' (including 'Standard Views' like 'Due Soon', 'High Priority', 'Past Day', 'Past Week', 'Past Month', 'Past Quarter', and 'New Tasks'), 'My Views', and 'Proxy Work Queues' (including 'Shared Views'). The main table area has a search bar and a table header with columns: 'Task Title', 'Case Number', 'Assignee', 'State', and 'Task Received On'.

**The menu bar may appear different depending on your roles.*

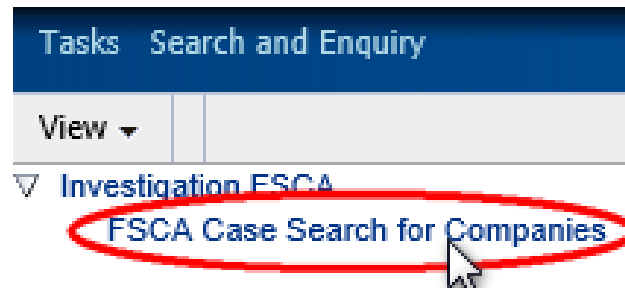
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Click on *Search and Enquiry* in the Menu bar.



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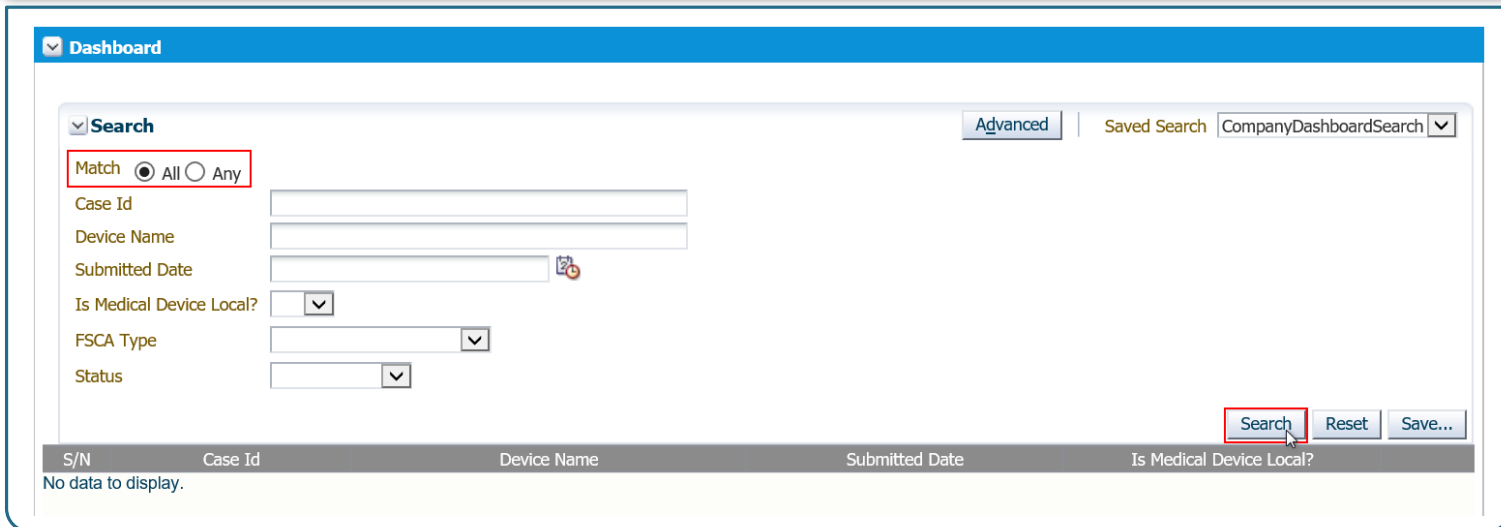
Click on *FSCA Case Search for Companies* in the sidebar.



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To perform a search, fill in the respective fields and click on the *Search* button.

If you have more than one search criteria, you may select Match to *All* to show all cases which match all the search criteria or Match to *Any* to show all cases which meet one or more of the search criteria.

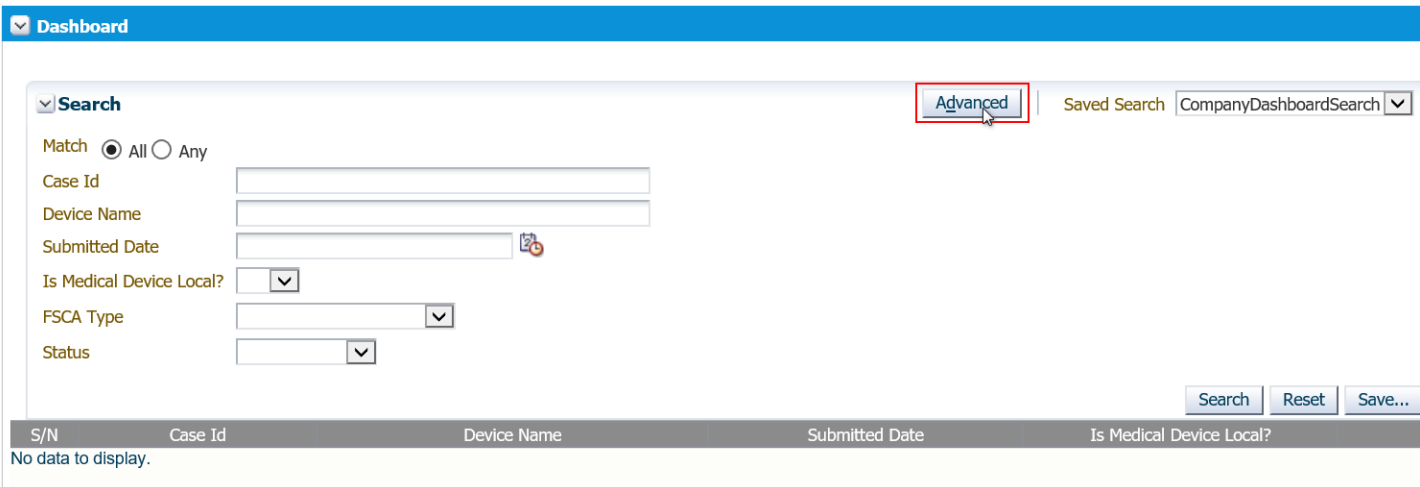


The screenshot shows a web interface for a search tool. At the top, there is a 'Dashboard' tab. Below it, the 'Search' section is active. It includes a 'Match' section with radio buttons for 'All' (selected) and 'Any'. There are several input fields: 'Case Id', 'Device Name', 'Submitted Date' (with a calendar icon), 'Is Medical Device Local?' (a dropdown menu), 'FSCA Type' (a dropdown menu), and 'Status' (a dropdown menu). On the right side of the search section, there are buttons for 'Advanced', 'Saved Search', and a dropdown menu showing 'CompanyDashboardSearch'. At the bottom right of the search section, there are buttons for 'Search', 'Reset', and 'Save...'. Below the search section, there is a table header with columns: 'S/N', 'Case Id', 'Device Name', 'Submitted Date', and 'Is Medical Device Local?'. The table content shows 'No data to display.'

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You may also toggle between the search modes by clicking on the *Advanced* or *Basic* search button.

The Advanced search will allow you to refine the search operators.



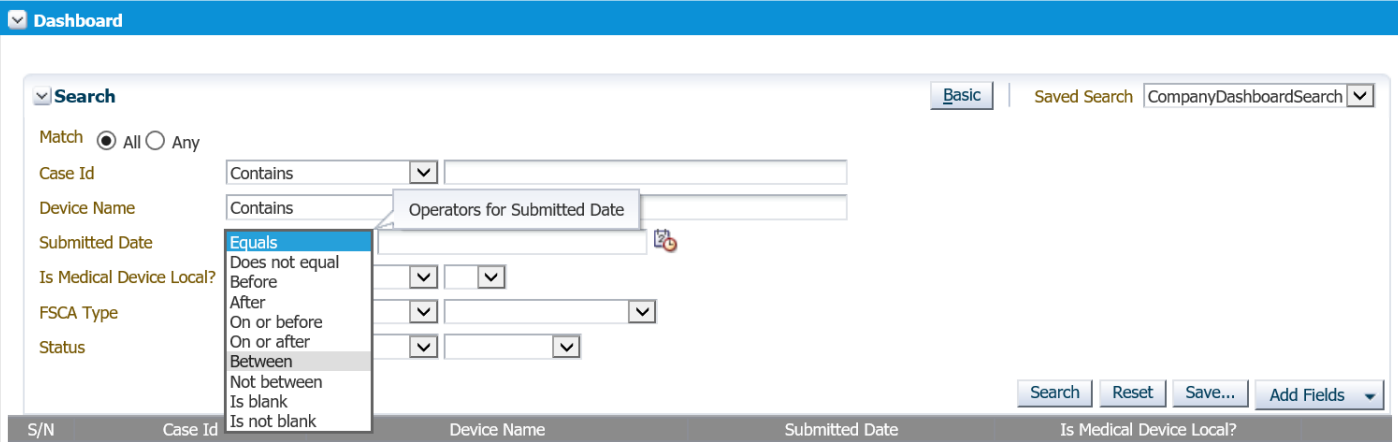
The screenshot displays the 'Dashboard' section of the Search and Enquiry Tool. The 'Search' panel includes the following elements:

- Search Mode:** A red box highlights the 'Advanced' button, which is currently selected. A 'Basic' button is also visible.
- Match:** Radio buttons for 'All' (selected) and 'Any'.
- Case Id:** A text input field.
- Device Name:** A text input field.
- Submitted Date:** A date input field with a calendar icon.
- Is Medical Device Local?:** A dropdown menu.
- FSCA Type:** A dropdown menu.
- Status:** A dropdown menu.
- Buttons:** 'Search', 'Reset', and 'Save...' buttons are located at the bottom right of the search panel.
- Saved Search:** A dropdown menu showing 'CompanyDashboardSearch'.

Below the search panel, a table header is visible with columns: S/N, Case Id, Device Name, Submitted Date, and Is Medical Device Local?. The table content shows 'No data to display.'

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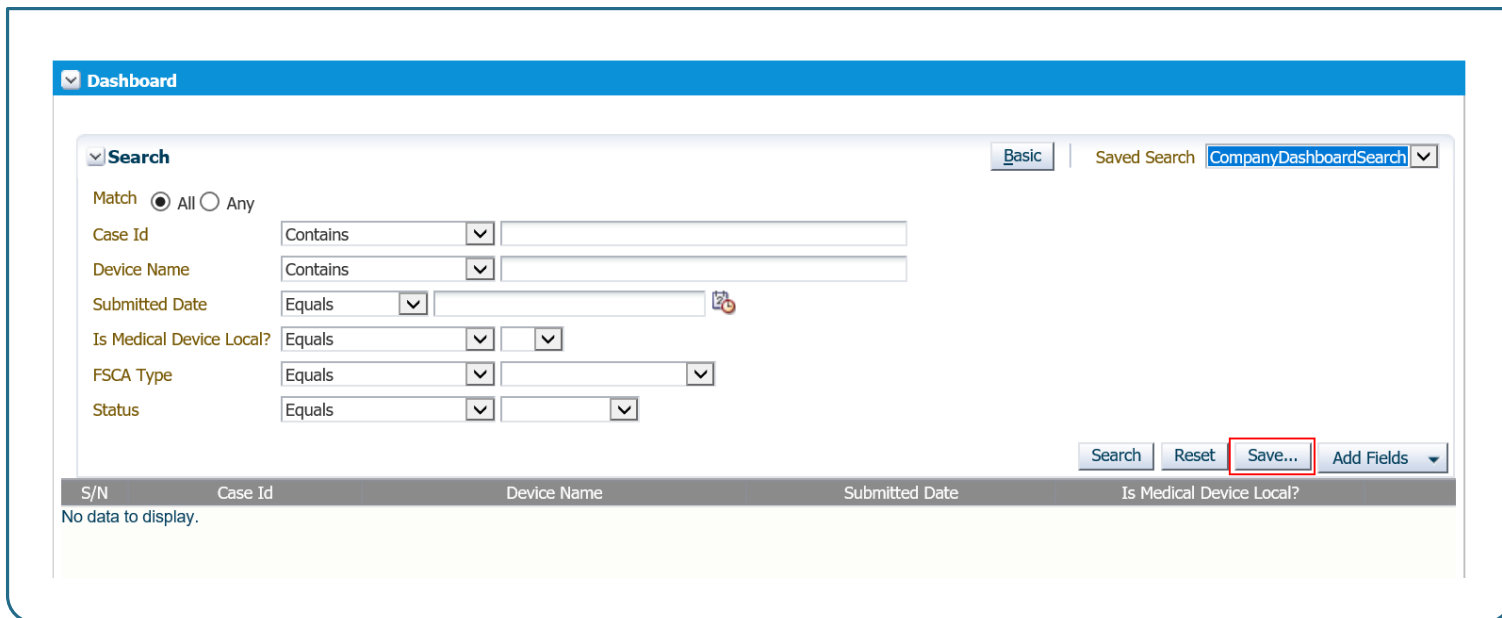
You may change the search operator by clicking on the drop-down arrow.



The screenshot shows the 'Dashboard' section of the Search and Enquiry Tool. The 'Search' section is active, displaying a search criteria form. The form includes fields for 'Case Id', 'Device Name', 'Submitted Date', 'Is Medical Device Local?', 'FSCA Type', and 'Status'. The 'Submitted Date' field has a dropdown menu open, showing various operators: 'Equals', 'Does not equal', 'Before', 'After', 'On or before', 'On or after', 'Between', 'Not between', 'Is blank', and 'Is not blank'. The 'Basic' search mode is selected, and a saved search named 'CompanyDashboardSearch' is visible. The search results table is currently empty, displaying 'No data to display.' The table headers are: S/N, Case Id, Device Name, Submitted Date, and Is Medical Device Local?.

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In the Advanced Search mode, users may create a Saved Search. To do so, customize the Search criteria and click on *Search* to generate the results. Then, click on *Save*.



The screenshot displays the 'Dashboard' section of the Search and Enquiry Tool. The 'Search' panel is active, showing search criteria for Case Id, Device Name, Submitted Date, Is Medical Device Local?, FSCA Type, and Status. The 'Save...' button is highlighted with a red box, indicating the step to save the search criteria.

Search Criteria:

- Match: All Any
- Case Id: Contains []
- Device Name: Contains []
- Submitted Date: Equals []
- Is Medical Device Local?: Equals [] []
- FSCA Type: Equals [] []
- Status: Equals [] []

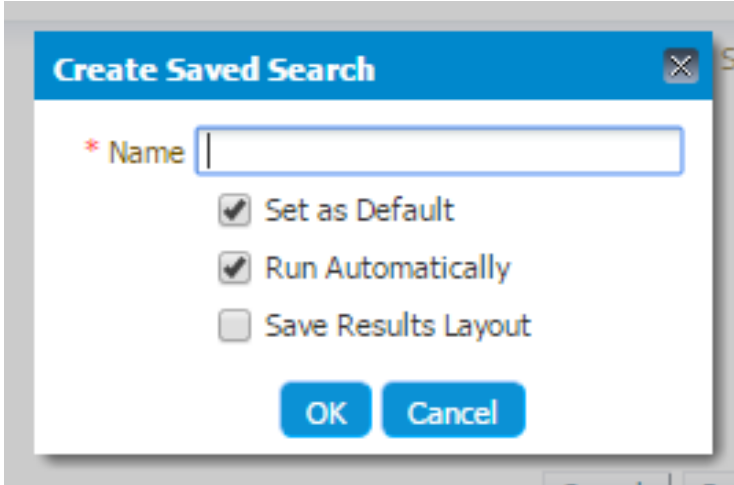
Buttons: Search, Reset, **Save...**, Add Fields

Table Headers: S/N, Case Id, Device Name, Submitted Date, Is Medical Device Local?

Table Content: No data to display.

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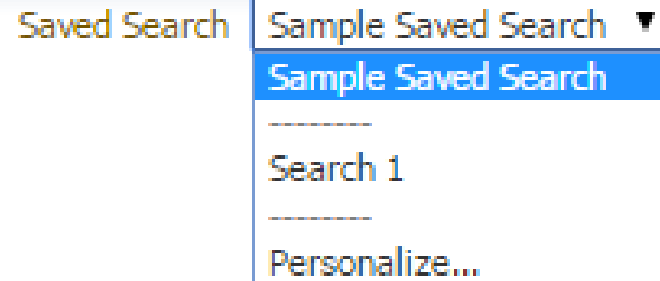
In the pop-up, please enter a name for the customized search and select the relevant criteria for the Saved Search. Click *OK*.



The screenshot shows a dialog box titled "Create Saved Search" with a close button (X) in the top right corner. Below the title bar, there is a text input field labeled "* Name" with a cursor inside. Underneath the input field are three checkboxes: "Set as Default" (checked), "Run Automatically" (checked), and "Save Results Layout" (unchecked). At the bottom of the dialog are two buttons: "OK" and "Cancel".

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To perform the same search criteria again, you may access the saved search in the Saved Search drop-down menu.



END



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