



**Step-by-Step Guide:**  
**DENTAL LABORATORY**  
**NOTIFICATION PROCESS**

**MEDICAL DEVICES CLUSTER**  
**OCTOBER 2022**

Local standalone dental laboratories that manufacture only custom-made Class A and/or Class B dental devices will no longer require a Manufacturer's Licence.

They will only be required to:

- Have a Quality Management System in place for their manufacturing site (no certification required), and
- Submit a **one-time notification** to HSA

**The Dental Laboratory Notification Steps are detailed in the following slides.**

To find out more about the regulatory controls on custom-made dental devices, please visit

<https://www.hsa.gov.sg/announcements/regulatory-updates/webinar-on-dental-laboratory-regulatory-requirements-in-singapore>.

# Step 1: Access Notification Form

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Access the Dental Laboratory Notification form on your mobile or desktop

<https://go.gov.sg/dentallab-notification>



<https://go.gov.sg/dentallab-notification>

Login with your corporate linked SingPass ID  
*(You will be redirected to the SingPass login page.)*

# Dental Laboratory Notification Form

🕒 5 mins estimated time to complete

[LOGIN WITH SINGPASS \(CORPORATE\) →](#)

Corporate entity login is required for this form. Your Singpass ID and corporate Entity ID will be included with your form submission.

## Input your company's UEN

### 1. Unique Entity Number (UEN)

Your company's 10 digit UEN as issued by ACRA (Accounting and Corporate Regulatory Authority)

## Input name and address of dental laboratory

### 2. Manufacturing Site Name

If your company has more than one manufacturing site, please input only one manufacturing site name. Please submit one form per manufacturing site.

### 3. Manufacturing Site Address

If your company has more than one manufacturing site, please input only the address for the manufacturing site indicated above. Please submit one form per manufacturing site.

# Step 5: Scope of Manufacture

Select all applicable dental device type(s)

## 4. Scope of manufacture

Please select ALL applicable custom-made dental device types manufactured under the site.

- Bridge
- Inlay, Onlay
- Crown
- Complete / Partial Dentures
- Retainers
- Aligners
- Others

If others, please specify.

## Step 6: Contact Information

Input your name and contact email

*(You will be required to verify your email address by inputting a One-Time Password (OTP) sent to your email)*

5. Contact Person Name

6. Contact Email

me@example.com

VERIFY

## Step 6: Contact Information

Verify your email address by inputting the 6 digit OTP



### Verify your email

An email with a verification code was just sent to you.  
The code will be valid for 30 minutes.

**SUBMIT**

[Resend OTP](#)

## Complete the declaration

### Declaration

7. I declare that the above manufacturing site only manufactures custom-made Class A and/or Class B dental devices.

✗ NO

✓ YES

8. I declare that the above manufacturing site has a Quality Management System in place.

✗ NO

✓ YES

9. I attest that the information submitted is true and accurate, and that I am authorized to submit this form on behalf of the company.

✗ NO

✓ YES

Ensure all fields are populated accurately and click Submit

9. I attest that the information submitted is true and accurate, and that I am authorized to submit this form on behalf of the company.

✘ NO

✔ YES

SUBMIT

You should receive an acknowledgement sent to your registered email

✉ **Subject:** Acknowledgement of Dental Laboratory Notification

↩ **Sender Name:** Medical Devices Cluster

Response ID: 123456789

Dear Sir or Madam,

We have received the notification form for your dental laboratory. We will be in touch via email if there are any clarifications required.

If there are any changes to this manufacturing site scope, please submit a new form for this site. A new form entry will overwrite all previous entries for the site.

Regards,  
Medical Devices Cluster  
Health Products Regulation Group  
Health Sciences Authority, Singapore

For clarifications regarding the notification form, please email **[HSA MD Info@hsa.gov.sg](mailto:HSA_MD_Info@hsa.gov.sg)** with the email subject “**Dental Laboratory**”.