

Inspection & Laboratory e-Services Online Help (Last Updated: 15 April 2019)**TESTING OF ANIMAL PATHOGENS & VETERINARY BIOLOGICS..... 1**

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Testing of Animal Pathogens & Veterinary Biologics

This function is for registration of applications for Testing of Animal Pathogens & Veterinary Biologics.

Pre-Requisites

- Singapore Residents can login to NParks Inspection & Laboratory e-Services using your SingPass ID.
- For Non Singapore Residents, you need to apply for an account to login to NParks Inspection & Laboratory e-Services.
- The administrator of the company must assign your SingPass ID / personal account as an authorised representative in order to perform transaction for his/her company.

How to Create and Submit Application for Veterinary Biologics**Select Application Form for Veterinary Biologics**

1. Go to **Online Application → Laboratory Services** on the navigation menu bar. The following screen display will be displayed.

Figure 1: Laboratory Services Selection

2. This screen allows you to apply for a service as an individual or on behalf of the company.
 - To register for service as an individual, select **Myself**.
 - To register for service as an authorised representative from a company, select **Authorised Company** and select the company name from the dropdown list.
 - Select the **Type of Service** required.
 - Select the **Type of Application** from the dropdown list.
 - Click on **Register New Application** and the following screen will be displayed.

Figure 2: Testing of Animal Pathogens & Veterinary Biologics Screen – Veterinary Biologics

3. All the information about the applicant as shown on the top section is retrieved from your user and/or company profile upon loading the screen.

Completing the Application Form

To begin registration, fill in or select the correct information in the relevant sections/tabs of the form.

Specimen Details

HOME>>Online Application>>Laboratory Services>>Veterinary Biologics

Instruction [Show]

Testing of Animal Pathogens & Veterinary Biologics (Application is for Myself)
 Application: Veterinary Biologics
 Applicant: NSMICHELLE; MS Michelle Gui; 1, MARITIME SQUARE, , HARBOURFRONT CENTRE, SINGAPORE 099253; NON-GIRO

Specimen Details | Samples & Tests | My Preference

Specimen Details

Specimen

Purpose of Test *

Manufacturer

Country of Origin *

Date of Import

Import Permit No.

Importer Name

No. of Vials Submitted

Doses/Vial

Vaccine/Biologics Type *

Diluent Batch No.

Vaccine Name *

Diluent Expiry Date

[For Locally Manufactured Vaccines: \[+\]](#)

History & Remarks [+]

Figure 3: Specimen Details

1. Fill in the information accordingly. Fields marked with * are mandatory.
2. To add details to Locally/Manufactured Vaccines, click on the '+' to expand the section or '-' to collapse the section.
3. To add details to History & Remarks, click on the '+' to expand the section or '-' to collapse the section.

HOME>>Online Application>>Laboratory Services>>Veterinary Biologics

Instruction [Show]

Testing of Animal Pathogens & Veterinary Biologics (Application is for Myself)
 Application: Veterinary Biologics
 Applicant: NSMICHELLE; MS Michelle Gui; 1, MARITIME SQUARE, , HARBOURFRONT CENTRE, SINGAPORE 099253; NON-GIRO

Specimen Details | Samples & Tests | My Preference

Specimen Details

Specimen

Purpose of Test *

Manufacturer

Country of Origin *

Date of Import

Import Permit No.

Importer Name

No. of Vials Submitted

Doses/Vial

Vaccine/Biologics Type *

Diluent Batch No.

Vaccine Name *

Diluent Expiry Date

[For Locally Manufactured Vaccines: \[-\]](#)

No. of Vials Produced

Date Produced

Substrate

History & Remarks [-]

Figure 4: Specimen Details – add vaccines & remarks**Samples & Tests**

To add samples & tests information, click on the ‘**Samples & Tests**’ tab.

HOME>>Online Application>>Laboratory Services>>Veterinary Biologics

Instruction [Show]

Testing of Animal Pathogens & Veterinary Biologics (Application is for Myself)
 Application: Veterinary Biologics
 Applicant: NSMICHELLE, MS Michelle Gui; 1, MARITIME SQUARE, , HARBOURFRONT CENTRE, SINGAPORE 099253; NON-GIRO

Specimen Details | **Samples & Tests** | My Preference

Samples & Tests

Specimen Listing

S/N	Sample Marking *	Batch No.	Expiry Date	No. of Samples	Test(s)
1	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="checkbox"/>

Assign Tests Add Sample Delete Sample Replicate Sample Replicate 0 time(s)

Sampling Details

Sampled By Sampling Date & Time * From 12 : 00 AM To 12 : 00 AM

Back to Laboratory Services Proceed to Preview Page Save Draft

Figure 5: Samples & Tests

1. Fill in the information accordingly. Fields marked with * are mandatory.
2. Click on **Add Sample** to add another sample row.
3. Select rows to be deleted and click on **Delete Sample** to delete the selected sample row(s).
4. Select a row to copy and click on **Replicate Sample** and enter no of times to copy.

How to Add Test(s)

1. Select the check box at the end of each sample row to add test(s) for the corresponding specimen/samples.
2. Click on the **Assign Tests** and the Assign Tests Popup Window will be displayed.

Samples & Tests

Specimen Listing

S/N	Sample Marking *	Batch No.	Expiry Date	No. of Samples	Test(s)
1	s1	<input type="text"/>	<input type="text"/>		<input checked="" type="checkbox"/>

Assign Tests Add Sample Delete Sample Replicate Sample Replicate 0 time(s)

Figure 6: Samples & Tests – Add Test(s) to Sample

Assign Tests

Examination/Diagnostic Tests

QC sterility Inactivation in eggs Veterinary Biologics titration in tissue culture

Veterinary Biologics titration in eggs

Other Tests

Assign Selected Tests

Search for Other Tests

Laboratory: -- All --

Test Description:

Search

Figure 7: Assign Tests Popup Window

3. Select the type of examination/diagnostics tests required
4. Click on **Assign Selected Tests** if there are no other tests required, else search for other types of tests if required.
5. Enter the test description. You may use “%” as the wildcard if you do not know the exact description.
6. Click **Search**. Tests that meet the selection criteria will be displayed as shown.

Assign Tests

Examination/Diagnostic Tests

QC sterility Inactivation in eggs Veterinary Biologics titration in tissue culture

Veterinary Biologics titration in eggs

Other Tests

Assign Selected Tests

Search for Other Tests

Laboratory:

Test Description: **Search**

195 test(s) found

<input type="checkbox"/>	S/N	Test Description
<input type="checkbox"/>	1	Isolation of Aeromonas
<input type="checkbox"/>	2	Leishmania IFAT
<input type="checkbox"/>	3	Therileria equi cELISA
<input type="checkbox"/>	4	Therileria equi IFAT
<input type="checkbox"/>	5	Toxoplasma gondii IFAT (screening)
<input type="checkbox"/>	6	Toxoplasma gondii IFAT (titration)
<input type="checkbox"/>	7	Trypanosoma evansi CATT
<input type="checkbox"/>	8	Trypanosoma evansi ELISA
<input type="checkbox"/>	9	QC - Inactivation in tissue culture
<input type="checkbox"/>	10	QC - Inactivation in eggs

1 2 3 4 5 6 7 8 9 10 ...

Add

Figure 8: Assign Tests Popup Window – Other Tests

7. Add the other tests needed and click on **Assign Selected Tests** to return to the Samples & Tests screen.

Specimen Details | **Samples & Tests** | My Preference

Samples & Tests

Specimen Listing

S/N	Sample Marking *	Batch No.	Expiry Date	No. of Samples	Test(s)	<input type="checkbox"/>
1	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="1"/>	Isolation of Aeromonas	<input type="checkbox"/>
				<input type="text" value="1"/>	QC - Sterility test for bacteria, fungi and mycoplasma	<input type="checkbox"/>
				<input type="text" value="1"/>	QC - Veterinary Biologics titration in eggs	<input type="checkbox"/>

Assign Tests Add Sample Delete Sample Replicate Sample Replicate time(s)

Sampling Details

Sampled By:

Sampling Date & Time * From: : :

To: : :

Back to Laboratory Services Proceed to Preview Page Save Draft

Figure 9: Samples & Tests - Selected Tests

8. Specify the No. of Sample(s), default is 1.
9. Click on **Add Sample** to add another sample row.
10. Select rows to be deleted and click on **Delete Sample** to delete the selected sample row(s).
11. Select a row to copy and click on **Replicate Sample** and enter no of times to copy.

Sampling

Figure 10: Sampling Section

Fill in the information in the Sampling details.

My Preference

Figure 11: My Preference Page

Fill in any specific instructions and notification method in 'My Preference' tab.

Save Draft and Preview Page, Cost Estimation & Confirmation (Submit Application)

1. Click on **Save Draft** to save the application as **Draft** (please note that there is no need to include all mandatory information at this point). A Service Acknowledgement No. (e.g. ELLA12J000009) will be generated.

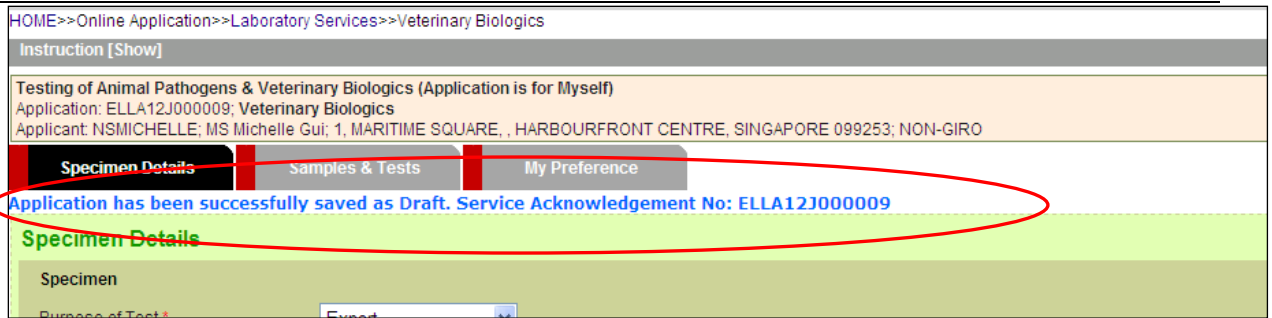


Figure 12: Save Draft

2. To retrieve the draft application, go to **My Applications** → **Resume Draft Lab Application**.
3. To proceed with the application without saving draft, click on **Proceed to Preview Page**. The following page will be displayed.

Testing of Animal Pathogens & Veterinary Biologics (Application is for Authorised Company)
 Application: ELLA19D000013, **Veterinary Biologics**
 Applicant: T08GB0003K; Mdm tester; ANIMAL & PLANT HEALTH CENTRE; 6, PERAHU ROAD, SINGAPORE 718827; NON-GIRO

Specimen Details

Specimen Details

Purpose of Test	Export	
Manufacturer		
Country of Origin	CHINA	Date of Import
Import Permit No.		Importer Name
No. of Vials Submitted		Doses/Vial
Vaccine/Biologics Type	VACCINE - INACTIVATED BACTERIAL POULTRY	Diluent Batch No.
Vaccine Name	Coriza Gel 3	Diluent Expiry Date
<u>For Locally Manufactured Vaccines:</u>		
No. of Vials Produced		Date Produced
Substrate		

History & Remarks

Samples & Tests

Specimen Listing

S/N	Sample Marking	Batch No.	Expiry Date	No. of Samples	Test(s)
1	56			1	QC - Veterinary Biologics titration in tissue culture

Sampling Details

Sampled By	Sampling Date & Time	From	09/04/2019 12:00:00 AM
		To	09/04/2019 12:00:00 AM

My Preference

Sample Handling / Testing Instructions

Results Reporting Instructions

Preferred Method of Receiving Notification SMS Email

Preferred Method of Receiving Report Fax Mail Email Self Collection

Payment Mode GIRO Non GIRO

Figure 13: Preview Page

4. Click on **Amend Application** to edit changes.
5. Click on **Proceed to Cost Estimation** to view the estimated cost of the application.

Testing of Animal Pathogens & Veterinary Biologics (Application is for Authorised Company)					
Application: ELLA19D000013; Veterinary Biologic					
Applicant: T08GB0003K; MDM tester; ANIMAL & PLANT HEALTH CENTRE; 6, PERAHU ROAD, SINGAPORE 718827;					
Estimation of Cost					
(This is an estimated cost. Total amount payable to be confirmed upon sample submission.)					
S/N	Tests/ Services	Fee Description	Qty	Unit Amt (S\$)	Net Amt (S\$)
1	QC - Veterinary Biologics titration in tissue culture	Purity/Titration-tissueculture	1	235.51	235.51
				Total Fees (Before GST)	235.51
				Total GST	16.49
				Total Fees (After GST)	252.00
Declaration					
I declare that the information provided here is true and correct at the time of application and I am fully aware of the conditions laid down by the National Parks Board.					
Back to Preview Page		Confirm			

Figure 14: Cost Estimation

- Click on **Back to Preview Page** if you wish to make changes to your application.
- Click on **Confirm** to submit the application. An Acknowledgement page of all the submitted applications will be generated as shown below.












HOME>>Online Application>>Laboratory Services>>Acknowledgement						
Acknowledgement						
Thank you. Your application(s) has/have been submitted successfully. Please print a copy of this acknowledgement slip and submit it along with your samples to the following address by the date(s) specified. Your application(s) will be deleted after 14 days if samples are not received.						
Application(s) Submitted						
S/N	Application No.	Barcode	Date of Application	Submit Samples By	Product/Specimen	<input type="checkbox"/>
1	ELLA12D000022		25/04/2012	09/05/2012	(1) AMPHIBIAN	<input type="checkbox"/>
2	ELLA12I000010		14/09/2012	28/09/2012	(1) FISH MARINE	<input type="checkbox"/>
3	ELLA12I000023		15/09/2012	29/09/2012	(1) VACCINE - INACTIVATED BACTERIAL AQUATIC ANIMAL	<input type="checkbox"/>
4	ELLA12I000050		17/09/2012	01/10/2012	(1) VACCINE - INACTIVATED BACTERIAL EQUINE	<input type="checkbox"/>
5	ELLA12J000001		02/10/2012	16/10/2012	(1) BLOOD, FISH MARINE	<input type="checkbox"/>
6	ELLA12J000002		02/10/2012	16/10/2012	(1) FISH FRESHWATER	<input type="checkbox"/>
7	ELLA12J000005		02/10/2012	16/10/2012	(1) BLOOD, FISH FRESHWATER	<input type="checkbox"/>
8	ELLA12J000006		02/10/2012	16/10/2012	(1) FISH FRESHWATER	<input type="checkbox"/>
9	ELLA12J000007		02/10/2012	16/10/2012	(1) BLOOD, AMPHIBIAN	<input type="checkbox"/>
10	ELLA12J000008		03/10/2012	17/10/2012	(1) VACCINE - INACTIVATED VIRAL COMPANION ANIMAL	<input checked="" type="checkbox"/>
11	ELLA12J000009		03/10/2012	17/10/2012	(1) VACCINE - INACTIVATED BACTERIAL COMPANION ANIMAL	<input checked="" type="checkbox"/>
Animal Health Laboratory Animal & Plant Health Centre 6 Perahu Road Singapore 718827 Tel:65-63165168/88						
Print Now		Print Later. Register Another Application				Rate this e-Service

Figure 15: Acknowledgement Screen

- Click on **Print Now** to print the selected acknowledgement(s). Please bring along the acknowledgement slip and submit it together with the sample(s).

Inspection & Laboratory e-Services



Acknowledgement					
Thank you. Your application(s) has/have been submitted successfully. Please print a copy of this acknowledgement slip and submit it along with your samples to the following address by the date(s) specified. Your application(s) will be deleted after 14 days if samples are not received.					
Application(s) Submitted					
S/N	Application No.	Barcode	Date of Application	Submit Samples By	Product/Specimen
1	ELLA19D000002		05/04/2019	19/04/2019	(1) WATER FARM
2	ELLA19D000003		05/04/2019	19/04/2019	(1) VACCINE - INACTIVATED BACTERIAL COMPANION ANIMAL
Animal Health Laboratory Animal & Plant Health Centre 6 Perahu Road Singapore 718827 Tel:65-63165168/88					
<div style="display: flex; justify-content: space-between;"> Print Close </div>					

Figure 16: Print Acknowledgement Page

SMS and Email Notifications

You will receive the following SMS and/or email notifications if you have indicated to receive notification by SMS and/or email in your lab application form.

Acknowledgement of Application by the Laboratory

- **Successful Applications**

You will receive the following message after the laboratory has acknowledged receipt of your samples.

Sample by SMS

Lab App Service Ack No: ELLA09G000012
 Your Lab Application has been accepted.
 Lab Application No: AFWL20090700001

Sample by Email

Subject: Lab Service Acknowledgement

Lab Application Service Acknowledgement No.: ELLA09G000012

Name: Dr Angeline Tan

Lab Application No: AFWL20090700001

Your Lab Application has been accepted.

This is a computer generated email.

- **Rejected Applications**

You will receive the following message if your application was rejected by the laboratory.

Sample by SMS

Your Lab Application request ELHV09E000002 has been rejected.

Sample by Email

Subject: Lab Application Rejected
Name: Dr Angeline Tan
Your Lab Application request ELHV09E000002 has been rejected.

This is a computer generated email.

Notification of Laboratory Results

You will receive the following message after the completion of all the lab tests in your application.

Sample by SMS

Lab App Service Ack No: ELLA09G000012
Result(s) is ready. Status – Approved. Please view online after payment.

Sample by Email

Subject: Lab Results. Status: Approved
Lab Application Service Acknowledgement No: ELLA09G000012
Lab Application No: AFWL20090700001
Name: Dr Angeline Tan
Laboratory test result(s) is ready. Please note that for non-GIRO customers, payment is required before you can view the results.

This is a computer generated email.