

Inspection & Laboratory e-Services Online Help (Last Updated: 15 April 2019)**FOOD TESTING AND EXPORT HEALTH CERTIFICATION (VETERINARY HEALTH CERTIFICATE FOR MEAT, FISH & DAIRY PRODUCTS) 1**

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Food Testing and Export Health Certification (Veterinary Health Certificate for Meat, Fish & Dairy Products)

This function is for registration of applications for Food Testing and Export Health Certificate.

Pre-Requisites

- Singapore Residents can login to SFA Inspection & Laboratory e-Services using your SingPass ID.
- For Non Singapore Residents, you need to apply for an account to login to SFA 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 Export Health Certification**Select Application Form for Export Health Certificate**

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

Figure 1: Laboratory Services Selection – by Company

2. This screen allows you to apply for 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.

3. If service is requested through Myself, there will only be one type of application in the dropdown list - **Laboratory Examination (Commercial)**.

Figure 2: Laboratory Services Selection (by Individual)

4. Click on **Register New Application** and the following screen will be displayed.

Figure 3: Food Testing and Export Health Certification – Export Health Certificate

5. 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

Fill in the relevant information under the sections/tabs for the form:

Product & Source Details

HOME>>Online Application>>Laboratory Services>>Export Health Certificate

Instruction [Show]

Food Testing and Export Health Certification (Application is for Authorised Company)
 Application: Export Health Certificate
 Applicant: 199507363H; MS Michelle Gui; HENG GUAN POULTRY IND PTE LTD; 32, SENOKO CRESCENT, SENOKO INDUSTRIAL ESTATE, SINGAPORE 758280; GIRO

Product Details | Shipment Details | Samples & Tests | My Preference | Attachments

Product & Source Details

Product Identification

Product Item Description *

Species (Scientific Name)

Brand

Preferred Date of Inspection *

Processing Date * From To

Processing Temperature * (°C)

For Seafood Product Only:

Catching Date From To

Catching Area

Culture Ocean Caught

Product Breakdown

S/N	Description	Packing Quantity	Weight(KGM)
1	<input type="text"/>	<input type="text"/> X <input type="text"/>	<input type="text"/>
Total Packing Quantity		<input type="text"/>	<input type="text"/>
Total Weight (KGM)		<input type="text"/>	<input type="text"/>

Add Row Delete Row

Source Details

Source

Source Address Local Foreign

Postal Code Refresh

Blk/House/Lot No.

Street Name

Level & Unit No. -

Building Name

Country

Back to Laboratory Services | Proceed to Preview Page | Save Draft

Figure 4: Product & Source Details

1. Fill in the information accordingly. Fields marked with * are mandatory.

Shipment Details

Click on 'Shipment Details' tab to add shipment details,

HOME>>Online Application>>Laboratory Services>>Export Health Certificate

Instruction [Show]

Food Testing and Export Health Certification (Application is for Authorised Company)
 Application: Export Health Certificate
 Applicant: 199507363H; MS Michelle Gui; HENG GUAN POULTRY IND PTE LTD; 32, SENOKO CRESCENT, SENOKO INDUSTRIAL ESTATE, SINGAPORE 758280; GIRO

Product Details | Shipment Details | Samples & Tests | My Preference | Attachments

Shipment Details

Shipment

Export Value (SGD\$) *

S/N	Country	Port/City
1	CHINA	HANGZHOU

Add Row Delete Row

Back to Laboratory Services | Proceed to Preview Page | Save Draft

Figure 5: Shipment Details

1. Fill in the appropriate information under this tab. Fields marked with * are mandatory.
2. Enter the export value in SGD.
3. To ship to more than one country, use the **Add Row**. To delete a country, select the row to delete and click on the **Delete Row**.
4. For multiple countries export, SFA will follow the sampling plan and requirements of the most stringent country.
5. Click on the Search icon to search for a country. You can make use of wildcards to narrow the search at the Country box (eg. C% will return only countries starting with 'C'). Once the country is selected, click on the drop down list of the Port/City field to display the ports in the selected country. Select the port/city of entry.

Sample & Test Details

Click on the '**Samples & Tests**' tab to add samples & tests information.

Food Testing and Export Health Certification (Application is for Authorised Company)
 Application: **Export Health Certificate**
 Applicant: T08GB0003K; MDM tester; ANIMAL & PLANT HEALTH CENTRE; 6, PERAHU ROAD, SINGAPORE 718827; GIRO

Product Details | Shipment Details | **Samples & Tests** | My Preference | Attachments

Samples & Tests

Tests Requested

S/N	No. of Tests Required	Test(s)*	
0	1		<input type="checkbox"/>

Add Test

Back to Laboratory Services | Proceed to Preview Page | Save Draft

Figure 6: Sample & Test

How to Add Test(s)

1. Select the check box at the end of each row to add test(s) and click **Add Test**.

Assign Tests

Total Meat Content

Total Meat Content [Comprising Moisture, Ash, Crude Fat and Crude Protein]

Proximate Analysis

Ash Moisture Crude Protein
 Crude Fat Energy

Freshness Tests

Peroxide Value FFA TBA
 TVN Indole TMA
 Histamine

Additives/Preservatives

Nitrite Sugar Sorbic Acid
 Boric Acid Sudan Dye Polyphosphate
 Nitrate Salt/Silica Benzoic Acid

Bacterial/Mould Identification

Bacteria Identification Mould Identification Bacteria Characterization by Ribotyping

Examination of Canned Food

Commercial Sterility Test [Comprising Incubation Test at 35 & 55°C] Test for anaerobic bacteria Test for aerobic bacteria

Contaminants

PCBs Dioxins Chloropropanols

Nutrition

Fatty Acids

Other Tests

Search for Other Tests

Laboratory:

Test Description:

Figure 7: Assign Tests Popup Window

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

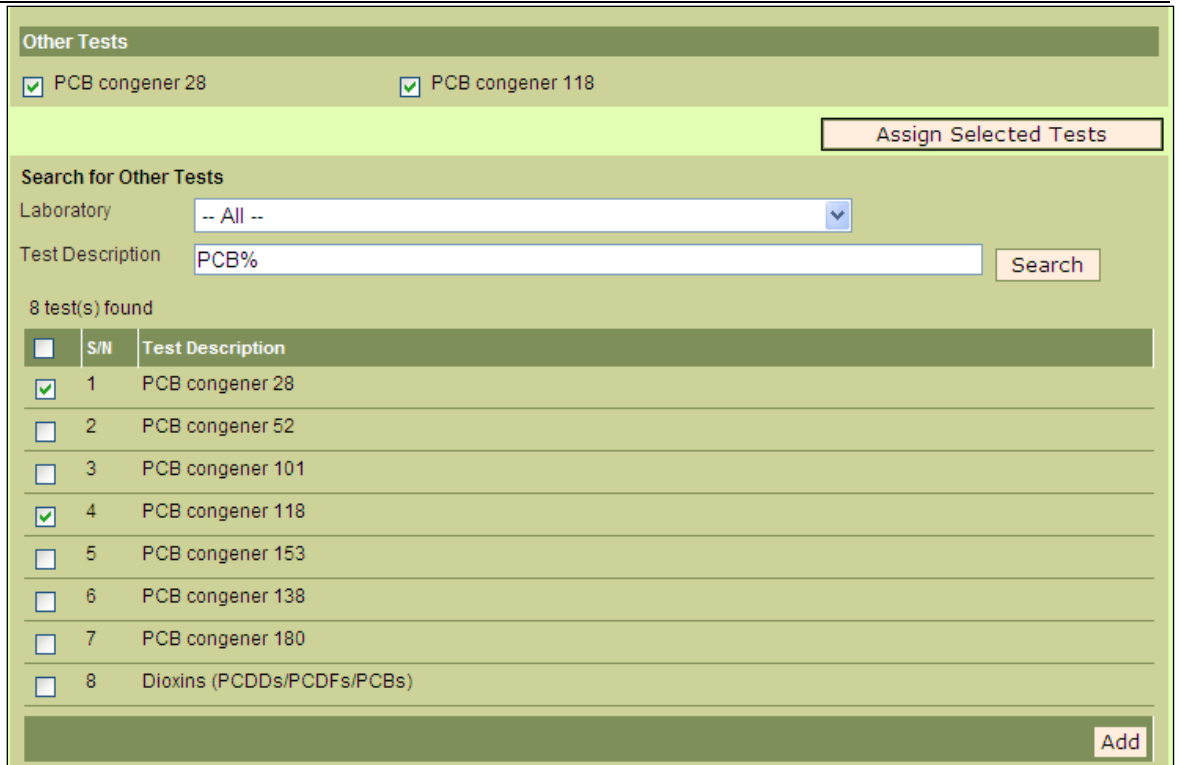


Figure 8: Assign Tests Popup Window – Other Test

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

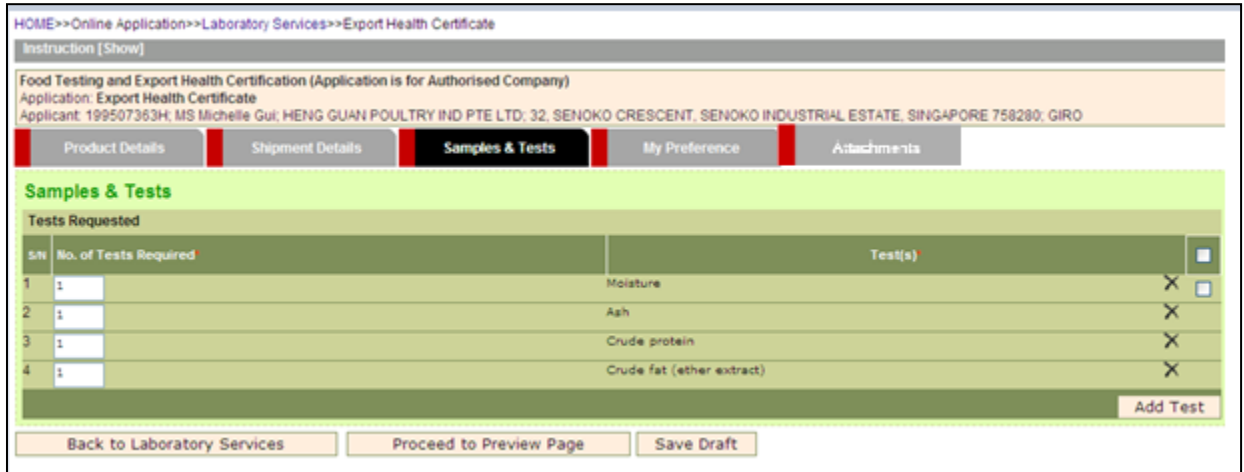


Figure 9: Samples & Tests - Selected Tests

- Specify the No. of Tests required, default is 1.

My Preference

Figure 10: My Preference Page

Fill in any general remarks and preferred notification method in 'My Preference' tab.

Attachments

Figure 11: Attachment Page

Add Document in 'Attachment' tab.

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

Figure 12: Save Draft 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. ELHV12J000014) will be generated.
2. To retrieve the draft application, go to **My Application → 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.

HOME>>Online Application>>Laboratory Services>>Export Health Certificate>>Preview

Food Testing and Export Health Certification (Application is for Authorised Company)
 Application: ELHV12J000014; Export Health Certificate
 Applicant: 199507363H; MS Michelle Gui; HENG GUAN POULTRY IND PTE LTD; 32, SENOKO CRESCENT, SENOKO INDUSTRIAL ESTATE, SINGAPORE 758280; GIRO

Product & Source Details

Product Identification

Product /Item Description product code

Species (Scientific Name)

Brand

Preferred Date of Inspection 05/10/2012

Processing Date From 03/10/2012 To 04/10/2012

Processing Temperature -10 (°C)

For Seafood Product Only:

Catching Date From To

Catching Area

Culture Ocean Caught

Product Breakdown

S/N	Description	Packing Quantity	Weight (KGM)
1	DDD	10 GRM X 1 CAN X 10 BOT	0.1
Total Packing Quantity: 10		Total Weight (KGM): 0.1	

Source Details

Source

Source Address Local Foreign

Shipment Details

Shipment

Export Value (SGD\$) 1000.00

Destination

S/N	Country	Port/City
1	CHINA	HANGZHOU

Sample Listing

S/N	Test(s)
1	Histamine

My Preference

General Remarks

Preferred Method of Receiving Notification SMS Email

Preferred Method of Receiving Report Fax Mail Email Self Collection

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.

HOME>>Online Application>>Laboratory Services>>Estimation of Cost

Food Testing and Export Health Certification (Application is for Authorised Company)
 Application: ELHV12J000014; Export Health Certificate
 Applicant: 199507363H; MS Michelle Gui; HENG GUAN POULTRY IND PTE LTD; 32, SENOKO CRESCENT, SENOKO INDUSTRIAL ESTATE, SINGAPORE 758280; GIRO

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 (\$\$)	Net Amt (\$\$)
1	Histamine	Lab Analysis using HPLC	1	60.75	60.75
				Total Fees (Before GST)	60.75
				Total GST	4.25
				Total Fees (After GST)	65.00

Declaration

I declare that the information given above is true and correct at the time of application and I am fully aware of the conditions laid down by the Agri-Food & Veterinary Authority of Singapore.

[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	ELHV12J000014		03/10/2012	17/10/2012	(1) product code	<input checked="" type="checkbox"/>
2	ELLV12I000007		13/09/2012	27/09/2012	(1) TEST	<input type="checkbox"/>
3	ELLV12I000008		13/09/2012	27/09/2012	(1) fff	<input checked="" type="checkbox"/>
4	ELLV12I000009		13/09/2012	27/09/2012	(1) dddd	<input type="checkbox"/>

Veterinary Public Health Laboratory
 Veterinary Public Health Centre
 10 Perahu Road
 Singapore 718837
 Tel:65-67952822/29
 Fax:68619491

[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	ELLV19C000012		29/03/2019	12/04/2019	(1) labTest
2	ELLV19C000014		29/03/2019	12/04/2019	(1) test lab
Veterinary Public Health Laboratory Veterinary Public Health Centre 10 Perahu Road Singapore 718837 Tel:65-67952822/29					
<input type="button" value="Print"/> <input type="button" value="Close"/>					

Figure 16: Print Acknowledgement Page

Related Topics

Please refer to the following help topics that are relevant to your application from the index page:

- Resume Draft Lab Application
- Copy Lab Application
- How to Make ePayment
- Lab Application Status