



# Healthier Choice Symbol (HCS) Online Application User Guide – Product Review

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## Introduction to Product Review

### **What is Product Review?**

Instead of renewing the Licence Agreement every 2 years, companies would now need to complete the Product Review exercise. It is a yearly exercise where companies will review their HCS product(s) listed in the Licence Agreement with Health Promotion Board and determine if they wish to keep the HCS or discontinue HCS on the product(s). Once product review is submitted, the package status of the product(s) you have selected to discontinue will be changed to *Discontinued* in the system.

In the product review exercise, companies would also need to declare the following.

*We have conducted the Product Review and hereby declare that:*

- a) there has been no change in the contents of the Product.*
- b) the Product comply with the Healthier Choice Symbol Nutrient Guidelines.*

The Licence Agreement will be terminated if the Product Review is not completed on time.

### **Who needs to do Product Review?**

- Only companies with valid licence agreement and at least one approved application are required to do product review.
- Both Authorised Representative and Staff for HCS can complete the product review.

### **When is the Product Review?**

Product Review Exercise occurs yearly, starting from 1 Jul.

- The regular Product Review period is from 1 Jul – 31 Aug.
- The Suspension/Appeal period is from 1 Sep – 31 Oct.
  - The Suspension/Appeal period is applicable to companies which did not complete the Product Review during the regular period. This is a second chance to complete the Product Review before the Licence Agreement is terminated on 1 Nov due to the Product Review not being completed.

### **What are the repercussions for failing to complete product review?**

If company fails to complete product review between 1 Jul – 31 Aug:

- It will result in suspension of the company's HCS programme account.
- During suspension, company will not be able to create, submit HCS application(s) or amend application(s). Company is also not able to use any HCS modules, including HCS Application, Product Review and Advertising Materials modules.
- The suspended company can write an email to [HPB\\_HCSadmin@hpb.gov.sg](mailto:HPB_HCSadmin@hpb.gov.sg) to appeal for a second chance to complete the product review by 31 Oct.
- After appeal is approved, the company will regain access to the Product Review module only. Unless product review is completed, company will not be able to access the remaining HCS modules for submitting HCS application(s) or advertising materials.

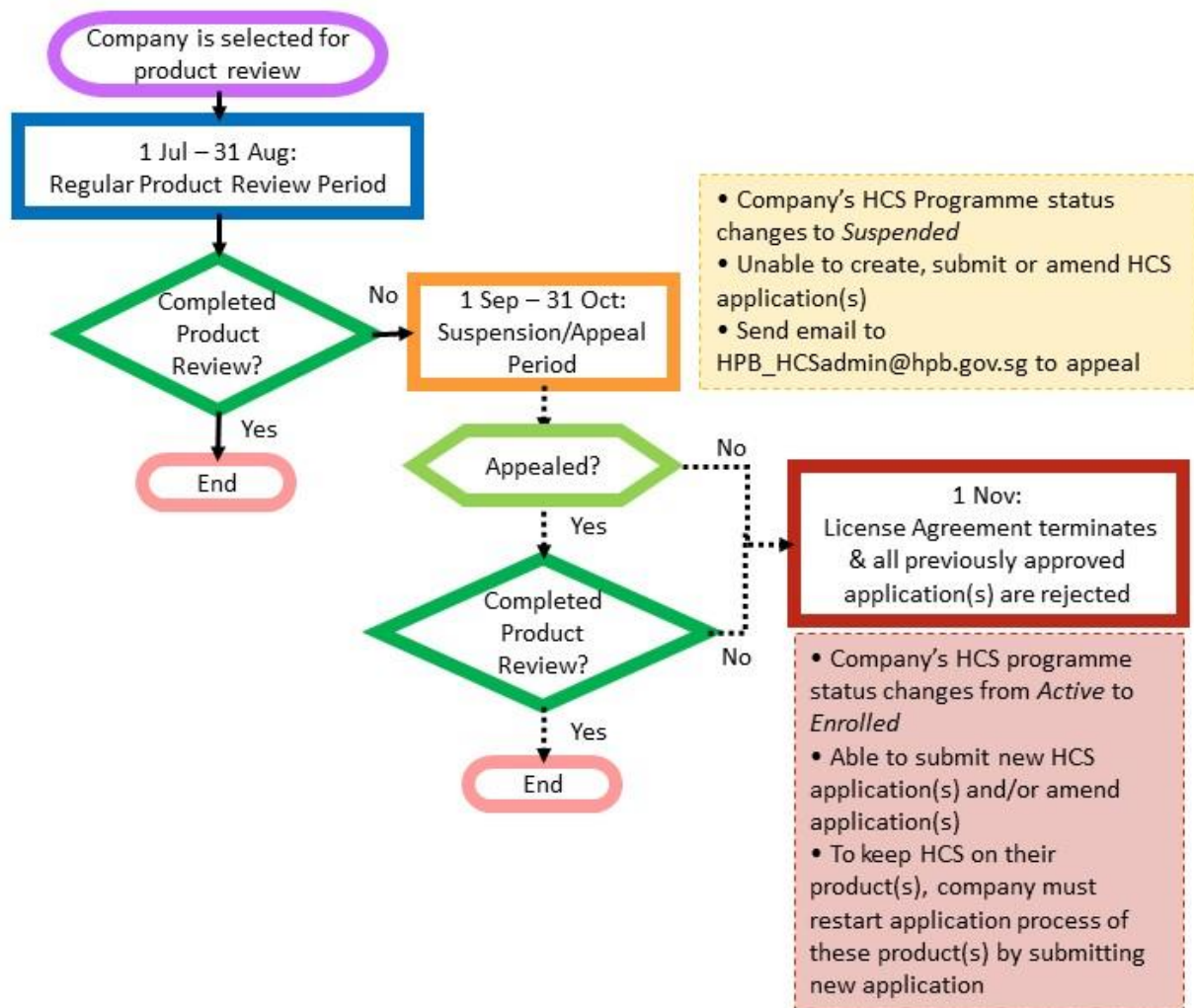
If the suspended company fails to complete product review by 31 Oct:

- On 1 Nov, the following will occur:
  - Their approved applications will be rejected, and their License Agreement will terminate. Their HCS programme status will also change from *Active* to *Enrolled*.
  - Their suspension will be lifted, the company will regain access to HCS modules and can submit new HCS application(s) for their product(s). Essentially, the company will have to restart the application process if they want to continue participating in the Healthier Choice Symbol (HCS) Programme and keep HCS on their product(s).

### Which application(s) will show on Product Review Module?

Only approved application(s) will be populated in the HCS list for product review. Approved application(s) includes revised artwork (packaging already approved but resubmitted for approval due to change in artwork (e.g. design)).

### Summary of Product Review Flow

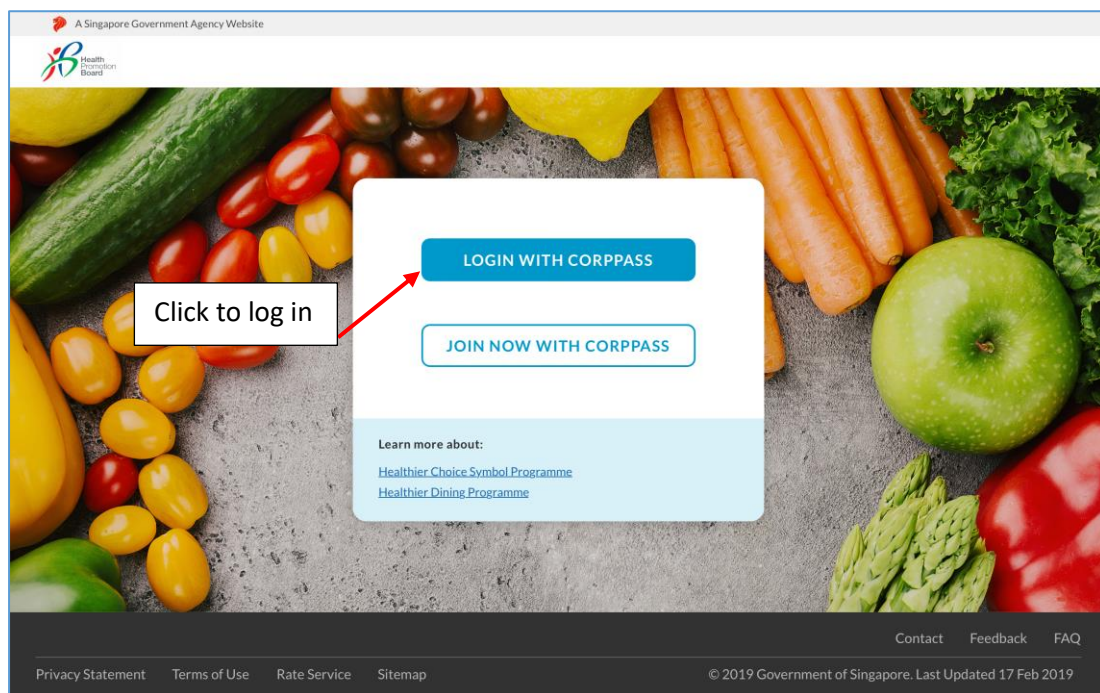


## Product Review Exercise

### Login using CorpPass

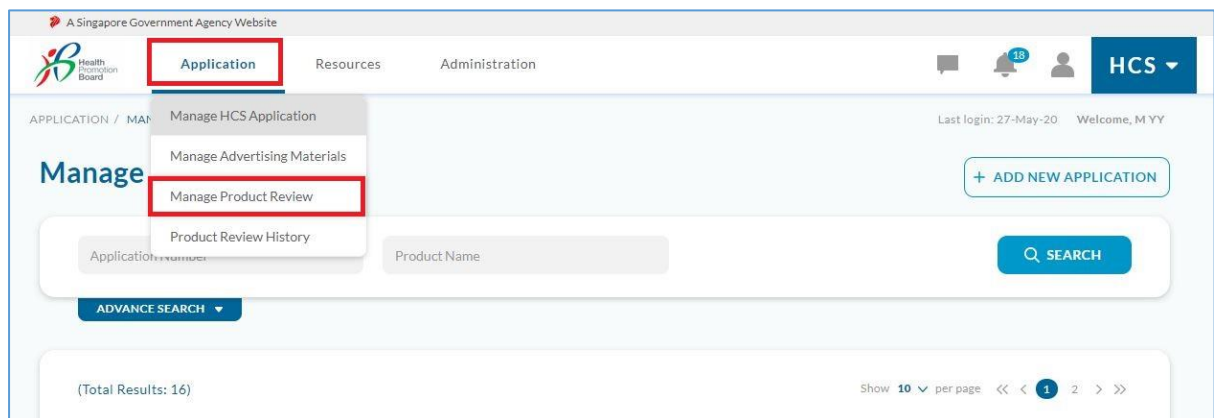
Please go to <https://healthier-choice.hpb.gov.sg> and login using CorpPass.

- If you have already completed your first-time login, you will be directed to the “Manage Applications” page. If you have not done your first-time login, please refer to the User Manual (Onboarding).

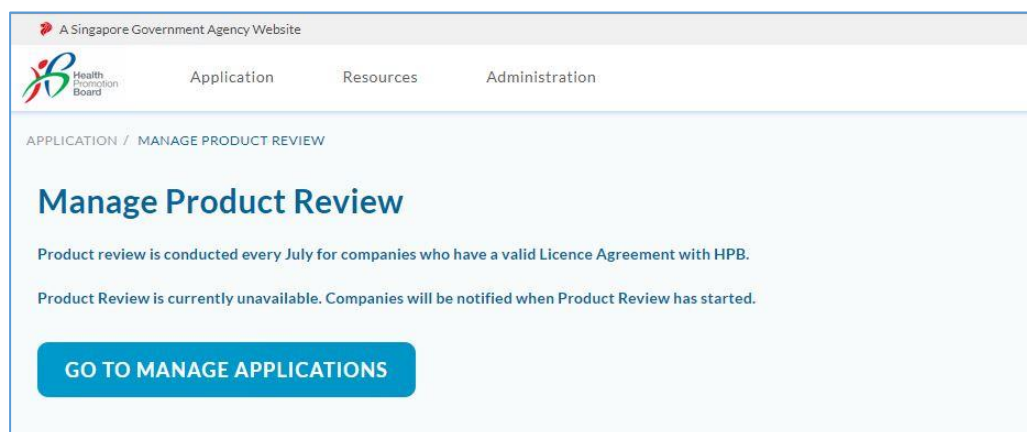


## Locating the Product Review Module

1. Please click on *Application*, then *Manage Product Review*.



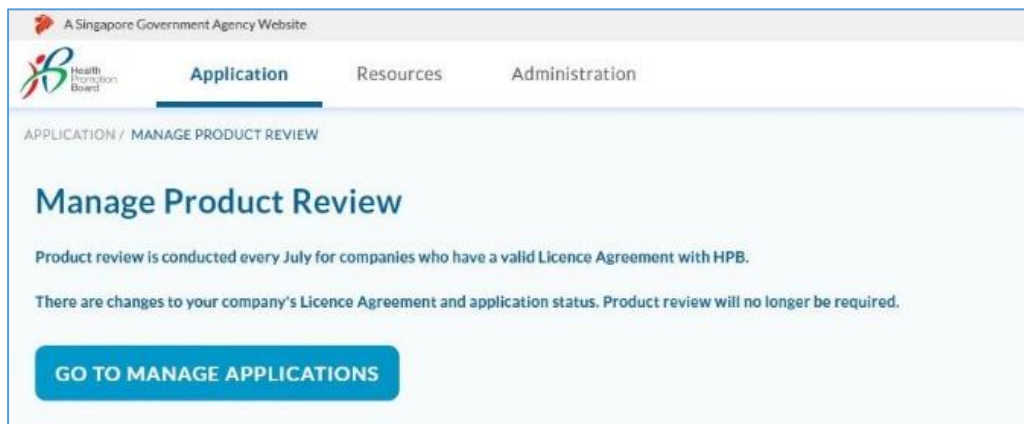
2. You will arrive at one of the following landing pages:
  - a. When product review is **not** in season, you will see the following. You will be notified via email when Product Review starts.



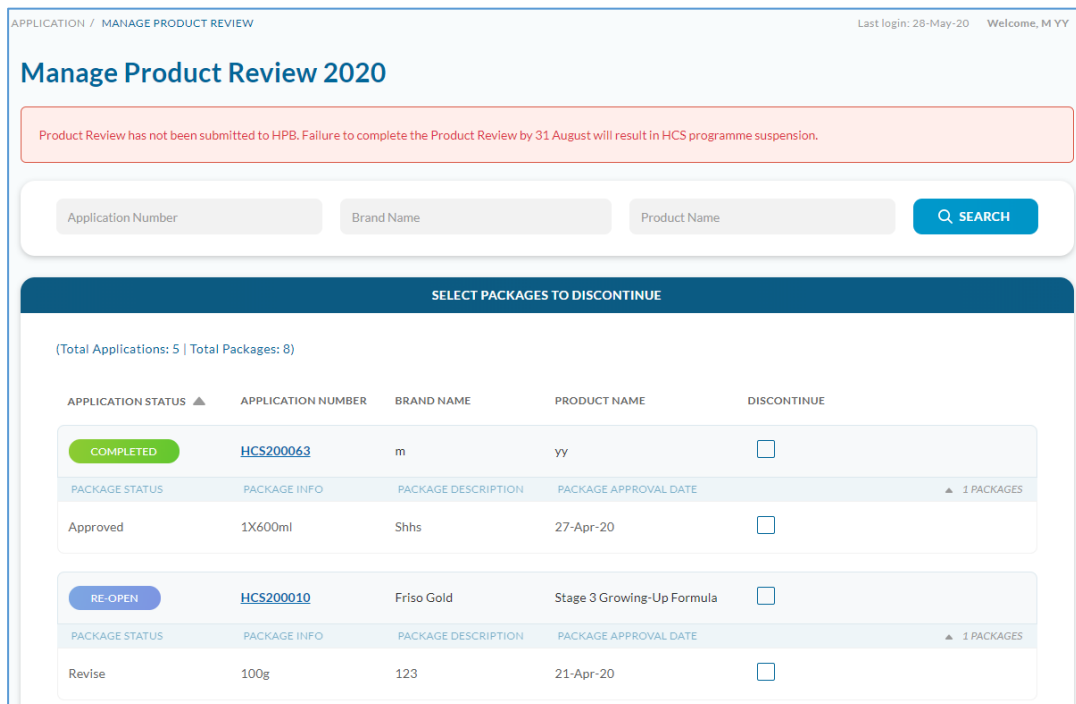
- b. When company is not selected for product review this year, you will see the following.



- c. When product review no longer required due to changes in company's license agreement and/or application status, you will see the following. The company is no longer required to do product review this year.



- d. When the company is selected for product review and product review starts, you will see the following. Please proceed with the product review by referring to the steps in [Product Review Period: 1 Jul – 31 Aug](#). Please complete product review by 31 Aug.



## Product Review Period: 1 Jul – 31 Aug

Please complete the product review by 31 Aug. Companies that did not complete the product review by **31 Aug** will result in the company's HCS programme status changed from *Active* to *Suspended* on **1 Sep**.

To complete the product review, please remember to select product(s) that you **DO NOT** want to continue with HCS, to do the declaration and to click "Confirm" at the end.

Here are the steps to complete the product review. When product review starts, you will see the landing page below when you enter Product Review Module.

1. You arrive at the Selection page of the Product Review module. At this page, please determine which product(s) within the populated HCS product review list you wish to keep HCS or discontinue HCS. Please select the product(s) that you **DO NOT** want.
  - a. You may use the search function or sort by column heading to find application/package(s).

APPLICATION / MANAGE PRODUCT REVIEW Last login: 28-May-20 Welcome, M YY

### Manage Product Review 2020

Product Review has not been submitted to HPB. Failure to complete the Product Review by 31 August will result in HCS programme suspension.

Application Number Brand Name Product Name SEARCH

Click on a column heading to sort SELECT PACKAGES TO DISCONTINUE

(Total Applications: 5 / Total Packages: 0)

APPLICATION STATUS ▲	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUE
<span>COMPLETED</span>	<a href="#">HCS200063</a>	m	yy	<input type="checkbox"/>
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	1X600ml	Shhs	27-Apr-20	<input type="checkbox"/>
<span>RE-OPEN</span>	<a href="#">HCS200010</a>	Friso Gold	Stage 3 Growing-Up Formula	<input type="checkbox"/>
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Revise	100g	123	21-Apr-20	<input type="checkbox"/>



b. Select only the application/package(s) you intend to discontinue HCS.

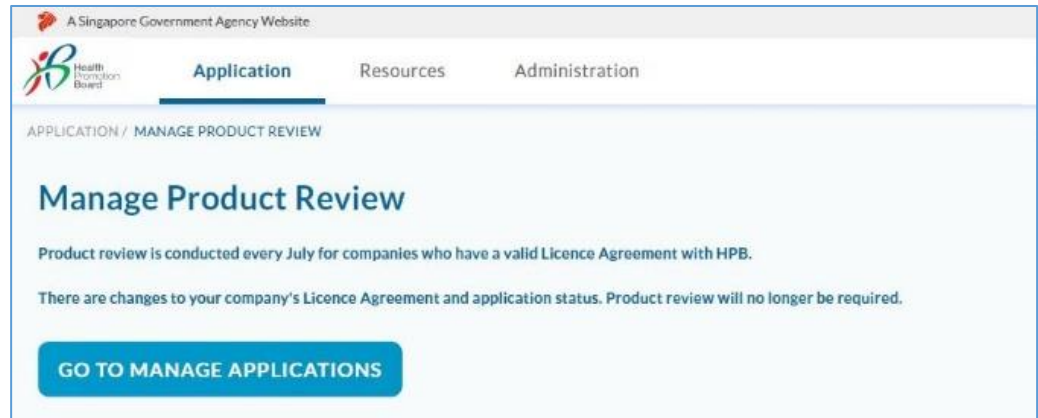
SELECT PACKAGES TO DISCONTINUE				
(Total Applications: 5   Total Packages: 8)				
APPLICATION STATUS ▲	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUE
<b>COMPLETED</b>	<b>HCS200063</b>	m	yy	<input checked="" type="checkbox"/>
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	1X600ml	Shhs	27-Apr-20	<input checked="" type="checkbox"/> Reason: <span>Select reason ▼</span>
<b>RE-OPEN</b>	<b>HCS200010</b>	Friso Gold	Stage 3 Growing-Up Formula	<input type="checkbox"/>
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Revise	100g	123	21-Apr-20	<input type="checkbox"/>
<b>COMPLETED</b>	<b>HCS200068</b>	m	Proly Brolly	<input type="checkbox"/>
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	9g		27-Apr-20	<input type="checkbox"/>

c. For every item you select to discontinue, a dropdown box to select reason for discontinue appears. Select the reason for each item. If you select “Others”, please specify the reason.

<input checked="" type="checkbox"/>	Reason: <span>Select reason ▼</span>
<input type="checkbox"/>	PR: Product is discontinued for sales in the market
<input type="checkbox"/>	PR: Product to cease carrying HCS due to change in company business direction
<input type="checkbox"/>	PR: Revised Guidelines: Product no longer meets HCS nutrient guidelines
<input type="checkbox"/>	PR: Revised Guidelines: Product has to be reclassified to new category
<input type="checkbox"/>	PR: Others (please specify)
<input type="checkbox"/>	

d. What happens when application or package status changes during the product review exercise?

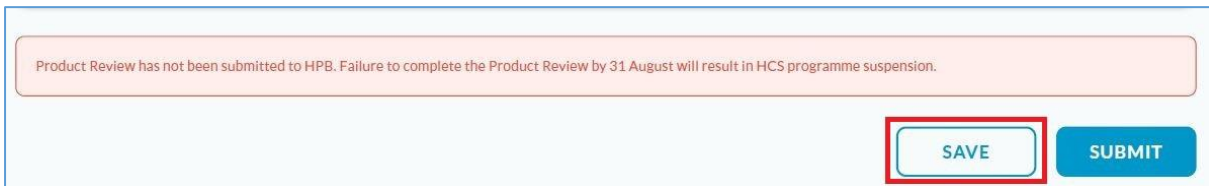
- i. if application or package status changes (e.g. to rejected/discontinued/closed due to various reasons), leading to a total of zero approved applications under the company's License Agreement, the License Agreement will terminate. Therefore, the company will see the following message on the *Manage Product Review* page - Product review is no longer required. The company will also be notified by email that the company no longer needs to do product review.



- ii. if application or package status changes (e.g. to rejected/discontinued/closed) but company still has at least one approved packaged under the License Agreement, the License Agreement will remain valid. The status of the affected application/package(s) will be updated accordingly in the Selection page of Product Review Module.
- You do not need to select these application/package(s) for discontinuation as it is already rejected/discontinued/closed.
  - But if you do select these rejected/discontinued/closed package(s) for discontinuation, note that the status will not change but you are able to select the reason for discontinuation.

SELECT PACKAGES TO DISCONTINUE				
OPEN	HCS191765	Coca Cola	Heaven & Earth	<input type="checkbox"/>
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	2 PACKAGES
Rejected	1 x 500ml	PET bottles in carton	12-Mar-19	<input type="checkbox"/>
Approved	1 x 500ml	PET bottles in carton	12-Mar-19	<input type="checkbox"/>

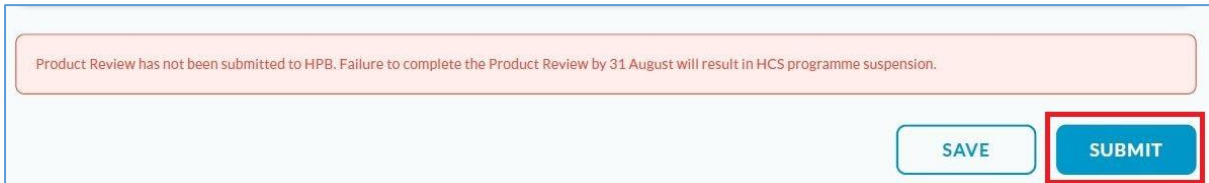
- e. To save and continue with Product Review another time, click “Save” at the bottom of the page.



Product Review has not been submitted to HPB. Failure to complete the Product Review by 31 August will result in HCS programme suspension.

SAVE SUBMIT

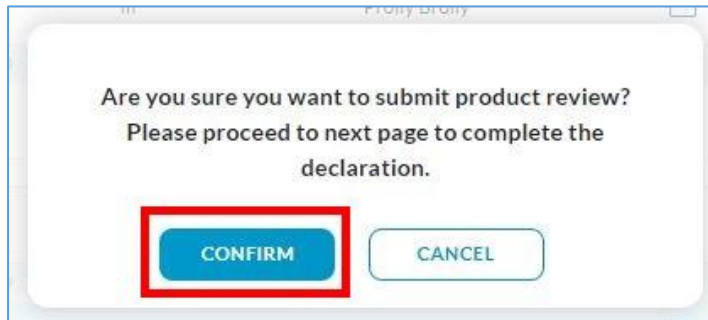
- f. To proceed and submit, click “Submit” at the bottom of the page.



Product Review has not been submitted to HPB. Failure to complete the Product Review by 31 August will result in HCS programme suspension.

SAVE SUBMIT

The following pop-up will appear. To confirm to proceed, click “Confirm”.



Are you sure you want to submit product review?  
Please proceed to next page to complete the declaration.

CONFIRM CANCEL

2. You will arrive at the Product Review Summary Page, where you need to do the declaration for the Product Review module. Product review is not complete until the declaration boxes are checked and the “Confirm” button is clicked at the end.

APPLICATION / MANAGE PRODUCT REVIEW Last login: 28-May-20 Welcome, M YY

### Manage Product Review 2020

Product Review has not been submitted to HPB. Please check the declaration boxes and select 'Confirm' below to complete the Product Review.

#### PRODUCT REVIEW SUMMARY

UEN	COMPANY NAME	PROGRAMME STATUS	PRODUCT REVIEW STATUS	REVIEW COMPLETED DATE
198102460H	UPUZHSSSZUSZSUUSZ YZXH	ACTIVE	INCOMPLETE	--

No. of packages selected for PR: 8  
No. of packages selected to be discontinued: 3  
No. of packages selected not to be discontinued: 5

No. of applications selected for PR: 5

#### PRODUCT REVIEW SUMMARY - PACKAGE DETAILS

#### PRODUCT REVIEW DECLARATION

We have conducted the Product Review and hereby declare that:

- (a) there has been no change in the contents of the Product.
- (b) the Product comply with the [Healthier Choice Symbol Nutrient Guidelines](#).

Product Review has not been submitted to HPB. Please check the declaration boxes and select 'Submit' below to complete the Product Review.

- a. Check that the package(s) selected to be discontinued and not to be discontinued in the *Product Review Summary - Package Details* are correct.

PRODUCT REVIEW SUMMARY - PACKAGE DETAILS				
<b>Packages selected to be discontinued</b>				
APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUATION REASON
<b>COMPLETED</b>	<a href="#">HCS200063</a>	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	1X600ml	Shhs	27-Apr-20	PR: Product is discontinued for sales in the market
<b>RE-OPEN</b>	<a href="#">HCS200067</a>	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 2 PACKAGES
Amended	70g		27-Apr-20	PR: Product to cease carrying HCS due to change in company business direction
Final Review	7g		27-Apr-20	PR: Revised Guidelines: Product no longer meets HCS nutrient guidelines
<b>Packages not selected to be discontinued</b>				
APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	
<b>RE-OPEN</b>	<a href="#">HCS200010</a>	Friso Gold	Stage 3 Growing-Up Formula	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Revise	100g	123	21-Apr-20	
<b>COMPLETED</b>	<a href="#">HCS200068</a>	m	Prolly Brolly	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	9g		27-Apr-20	
<b>RE-OPEN</b>	<a href="#">HCS200067</a>	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 2 PACKAGES
Reassess	1kg		27-Apr-20	
To Amend	1g	abc	27-Apr-20	
<b>COMPLETED</b>	<a href="#">HCS200065</a>	Brandy Bundy	Friso Frisa	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	100g		27-Apr-20	

- b. If you need to make changes to the list of packages selected (or not selected) to be discontinued, click on “Cancel” at the bottom of the page to return to the Selection page of the Product Review module.

PRODUCT REVIEW DECLARATION

We have conducted the Product Review and hereby declare that:

(a) there has been no change in the contents of the Product.

(b) the Product comply with the [Healthier Choice Symbol Nutrient Guidelines](#).

Product Review has not been submitted to HPB. Please check the declaration boxes and select 'Confirm' below to complete the Product Review.

CANCEL
CONFIRM

The following pop-up will appear. To cancel and edit the selection for discontinue, please click “Confirm”.

Are you sure you want to cancel submission?

CONFIRM
CANCEL

Subsequently, you will return to the Selection page of the Product Review module. Please amend the selection for package(s) to discontinue.

APPLICATION / MANAGE PRODUCT REVIEW Last login: 28-May-20   Welcome, M YY

## Manage Product Review 2020

Product Review has not been submitted to HPB. Failure to complete the Product Review by 31 August will result in HCS programme suspension.

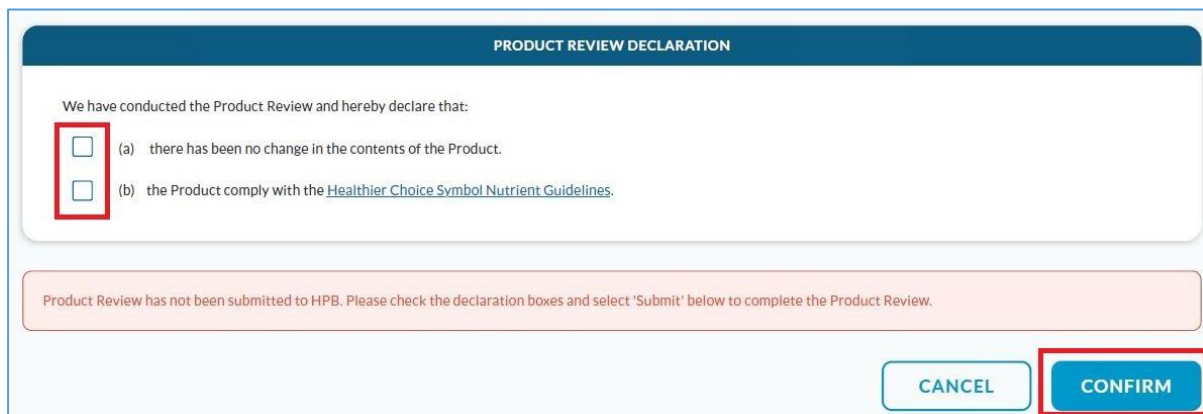
SEARCH

SELECT PACKAGES TO DISCONTINUE

(Total Applications: 5 | Total Packages: 6)

APPLICATION STATUS ▲	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUE
COMPLETED	<a href="#">HCS200063</a>	m	yy	<input type="checkbox"/>
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	1X600ml	Shhs	27-Apr-20	<input type="checkbox"/>
RE-OPEN	<a href="#">HCS200010</a>	Friso Gold	Stage 3 Growing-Up Formula	<input type="checkbox"/>
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Revise	100g	123	21-Apr-20	<input type="checkbox"/>

- c. If the package(s) selected to be discontinued in the product review are correct, please go to the bottom of the Product Review Summary and check the two declaration boxes in the Product Review Declaration section. Then, click “Confirm” to complete the Product Review.



The screenshot shows a form titled "PRODUCT REVIEW DECLARATION". It contains a section with the text "We have conducted the Product Review and hereby declare that:" followed by two checkboxes. The first checkbox is labeled "(a) there has been no change in the contents of the Product." and the second is labeled "(b) the Product comply with the [Healthier Choice Symbol Nutrient Guidelines](#)." Both checkboxes are highlighted with a red box. Below this section is a pink message box that reads "Product Review has not been submitted to HPB. Please check the declaration boxes and select 'Submit' below to complete the Product Review." At the bottom right of the form, there are two buttons: "CANCEL" and "CONFIRM", with the "CONFIRM" button highlighted by a red box.

The following pop-up will appear. To complete product review, please click “Confirm”.



The screenshot shows a confirmation dialog box with the text "Are you sure you want to confirm product review?". Below the text are two buttons: "CONFIRM" and "CANCEL". The "CONFIRM" button is highlighted with a red box.

3. Product Review is completed and submitted. You will arrive at the following page which will show the submitted summary of the packages selected for discontinuation (invalid packages) and packages not selected for discontinuation (valid packages) and the declaration you have made. This page will be available for viewing in *Manage Product Review* until the end of the product review exercise (31 Oct), after which you can find it in *Product Review History* from 1 Nov.

## Product Review Summary 2020

### PRODUCT REVIEW SUMMARY

UEN	COMPANY NAME	PROGRAMME STATUS	PRODUCT REVIEW STATUS	REVIEW COMPLETED DATE
198102460H	UPUZHSSSZUSZSUUSZ YZXH	ACTIVE	COMPLETED	28-May-20

No. of applications selected for PR 5      No. of invalid packages 3

No. of packages selected for PR 8      No. of valid packages 5

### Valid Packages

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	
RE-OPEN	<a href="#">HCS200010</a>	Friso Gold	Stage 3 Growing-Up Formula	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Revise	100g	123	21-Apr-20	
COMPLETED	<a href="#">HCS200068</a>	m	Prolly Broolly	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	9g		27-Apr-20	
RE-OPEN	<a href="#">HCS200067</a>	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 2 PACKAGES
Reassess	1kg		27-Apr-20	
To Amend	1g	abc	27-Apr-20	
COMPLETED	<a href="#">HCS200065</a>	Brandy Bundy	Friso Frisa	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	100g		27-Apr-20	

### Invalid Packages

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUATION REASON
CLOSED	<a href="#">HCS200063</a>	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Discontinued	1X600ml	Shhs	27-Apr-20	PR: Product is discontinued for sales in the market
RE-OPEN	<a href="#">HCS200067</a>	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 2 PACKAGES
Discontinued	70g		27-Apr-20	PR: Product to cease carrying HCS due to change in company business direction
Discontinued	7g		27-Apr-20	PR: Revised Guidelines: Product no longer meets HCS nutrient guidelines

### PRODUCT REVIEW DECLARATION

We have conducted the Product Review and hereby declare that:

- (a) there has been no change in the contents of the Product.
- (b) the Product comply with the [Healthier Choice Symbol Nutrient Guidelines](#).

Product Review has been completed & submitted:

28-May-20, 13:38:32 PM by M YY (Authorised Representative)



- a. Note that the company programme status, product review status and application/package status shown on the page were captured when product review was submitted.
- b. The discontinued packages and the respective discontinuation reason(s) submitted in the product review can be viewed in the *Product Review Summary* page, under Invalid Packages.

Invalid Packages				
APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUATION REASON
CLOSED	<a href="#">HCS200063</a>	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Discontinued	1X600ml	Shhs	27-Apr-20	PR: Product is discontinued for sales in the market
RE-OPEN	<a href="#">HCS200067</a>	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 2 PACKAGES
Discontinued	70g		27-Apr-20	PR: Product to cease carrying HCS due to change in company business direction
Discontinued	7g		27-Apr-20	PR: Revised Guidelines: Product no longer meets HCS nutrient guidelines

- c. Information on the date and time the product review was submitted and who it was submitted by can be located at the bottom left corner of the page.

PRODUCT REVIEW DECLARATION

We have conducted the Product Review and hereby declare that:

- (a) there has been no change in the contents of the Product.
- (b) the Product comply with the [Healthier Choice Symbol Nutrient Guidelines](#).

**Product Review has been completed & submitted:**  
28-May-20, 13:38:32 PM by MYY (Authorised Representative)

Report Vulnerability
Privacy Statement
Terms of Use
Rate Service
Sitemap
Contact
Feedback
FAQ

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4. The package(s) discontinued in product review exercise will be reflected in the system. You can find the discontinuation reason(s) for the package(s) that was/were discontinued due to product review via *Product Packaging Artwork* section in the respective application page(s).
  - a. At the Manage Applications page, click on the application number of the application with discontinued package(s).

APPLICATION / MANAGE APPLICATIONS Last login: 08-Jun-20 Welcome, Cc Cc

## Manage Applications + ADD NEW APPLICATION

15  SEARCH

ADVANCE SEARCH ▾

[This is a filtered result](#) (Total Results: 1)

APPLICATION STATUS ▲	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	SUBMISSION DATE	ASSIGNED TO
CLOSED	<b>HCS200015</b>	Violet	P002	06-Apr-20	tester 02
PACKAGE STATUS ▾		PACKAGE INFO		LAST MODIFIED	
Discontinued		1X2g		04-Jun-20	
Discontinued		1kg		04-Jun-20	

- b. You will arrive at the following application page. Click on the “Packaging Artwork” tab.

A Singapore Government Agency Website

Health Promotion Board Application Resources

APPLICATION / MANAGE APPLICATIONS / HCS200015-VIOLET Last login: 05-Jun-20 Welcome, Cc Cc

## HCS200015 - Violet - P002 VIEW ALL HISTORY VIEW ALL COMMENTS

APPLICATION STATUS	SUBMISSION DATE	LAST MODIFIED DATE	APPLICATION TYPE	APPLICATION RELATIONSHIP
CLOSED	06-Apr-20	04-Jun-20	New	-

**Reason for Closure:** Application closed because all packages has been discontinued, withdrawn or rejected

PRODUCT INFORMATION
  NUTRIENT VALUES
  **PACKAGING ARTWORK**
 HCS PRODUCT LISTING

- c. In the *Product Packaging Artwork* section, look for the discontinued package size and click on the arrow to expand the row.

PRODUCT INFORMATION | NUTRIENT VALUES | **PACKAGING ARTWORK** | HCS PRODUCT LISTING

**Upload Product Packaging Artwork**

Please upload the product packaging artwork with the HCS logo.  
If there is more than one artwork for each package size (e.g. front and back), please combine the artworks into one PDF or ZIP file before uploading.

Only one file submission is allowed for each package size (file size limit 10 MB)

+ ADD NEW PACKAGE SIZE

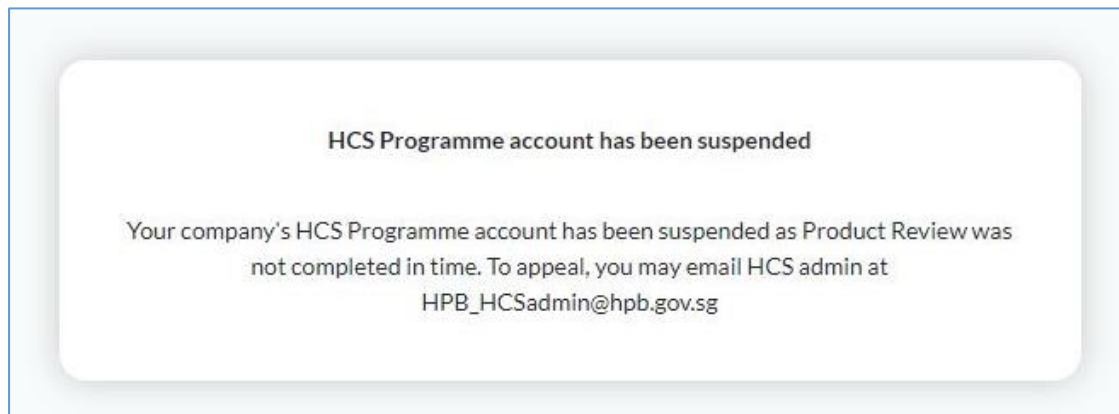
PRODUCT PACKAGING ARTWORK									
Single/bulk	Package size	Packaging description	Status ▲	Submission Date	Approval Date	Last Modified Date	Listed date	Actions	
▼	Bulk	1X2g	Discontinued	06-Apr-20	06-Apr-20	04-Jun-20	08-May-20	Select ▼	
▼	Single	1kg	Discontinued	06-Apr-20	06-Apr-20	04-Jun-20	08-Apr-20	Select ▼	

- d. The reason for discontinuation will be shown. PR indicates that the product was discontinued by the company in the Manage Product Review page.

PRODUCT PACKAGING ARTWORK									
Single/bulk	Package size	Packaging description	Status ▲	Submission Date	Approval Date	Last Modified Date	Listed date	Actions	
▲	Bulk	1X2g	Discontinued	06-Apr-20	06-Apr-20	04-Jun-20	08-May-20	Select ▼	
<b>Artwork Files</b>					<b>HPB Comments</b>				
File 10.pdf APPROVED 06-Apr-20 (21.9 KB)					cmt.pdf 06-Apr-20 (8.8 KB)				
Reason for Discontinuation: PR: Product is discontinued for sales in the market									
▲	Single	1kg	Discontinued	06-Apr-20	06-Apr-20	04-Jun-20	08-Apr-20	Select ▼	
<b>Artwork Files</b>									
File 2.pdf APPROVED 06-Apr-20 (21.7 KB)									
Reason for Discontinuation: PR: Others: abc									

## Suspension/Appeal Period: 1 Sep - 31 Oct

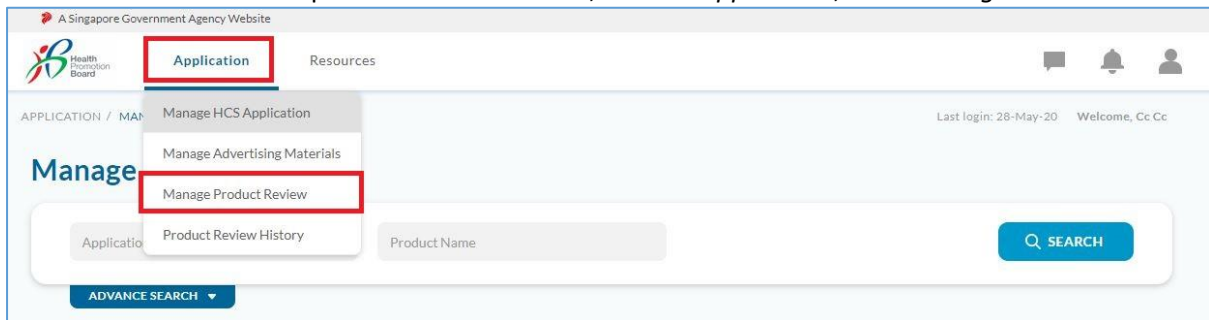
1. On 1 Sep, companies that did not complete product review by 31 Aug will have their HCS programme status changed to *Suspended*. The suspended company will not be able to submit or amend HCS application(s). The suspended company will also not be able to use any HCS modules including HCS Application, Product Review and Advertising Materials modules. You will see the following after you log into HCS programme account:



2. Email notifications will be sent to the suspended companies to inform them of the suspension and to remind them to email [HPB\\_HCSadmin@hpb.gov.sg](mailto:HPB_HCSadmin@hpb.gov.sg) within the Appeal Period (1 Sep – 31 Oct) to appeal for a second chance to complete product review.
3. After the appeal is approved, the company will regain access to the Product Review module but the other modules (e.g. Application module and Advertising Materials module) will remain suspended until product review is completed. Please complete product review by 31 Oct.

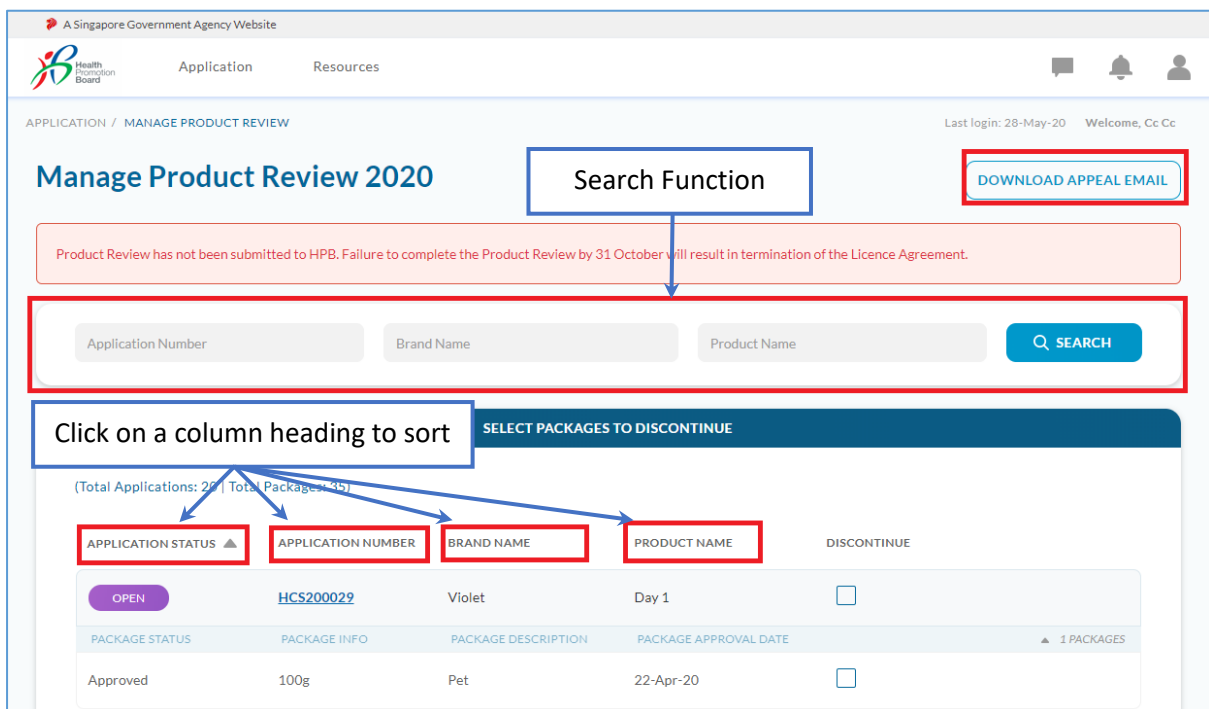
4. To complete the product review, please refer to the following steps:

a. To locate the product review module, click on *Application*, then *Manage Product Review*.



b. You arrive at the Selection page of the Product Review module. At this page, please determine which product(s) within the populated HCS product review list you wish to keep HCS or discontinue HCS. Please select the product(s) that you **DO NOT** want.

- i. You may download your appeal email if needed. To download the appeal email, click on “Download Appeal Email” at the top right corner.
- ii. You may use the search function or sort by column heading to find application/package(s).



- iii. Select only the application/package(s) you intend to discontinue HCS.

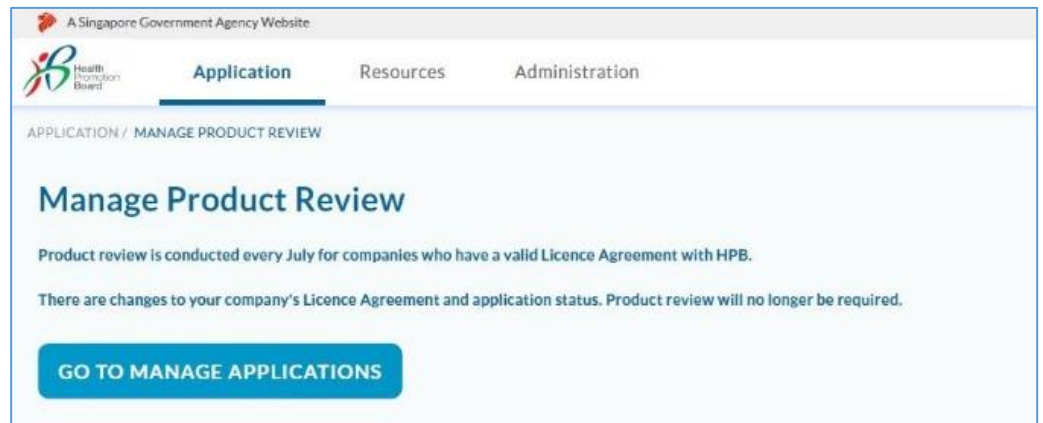
APPLICATION STATUS ▲	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUE
OPEN	HCS200029	Violet	Day 1	<input checked="" type="checkbox"/>
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	100g	Pet	22-Apr-20	<input checked="" type="checkbox"/> Reason: Select reason ▼
RE-OPEN	HCS200091	Violet	P004	<input checked="" type="checkbox"/>
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 2 PACKAGES
Approved	20kg	pett	11-May-20	<input checked="" type="checkbox"/> Reason: Select reason ▼
Revise	10g	pett	11-May-20	<input checked="" type="checkbox"/> Reason: Select reason ▼
OPEN	HCS200042	Green	Chich Choe	<input type="checkbox"/>
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 4 PACKAGES

- iv. For every item you select to discontinue, a dropdown box to select reason for discontinue appears. Select the reason for each item. If you select “Others”, please specify the reason.

Reason: Select reason ▼

- PR: Product is discontinued for sales in the market
- PR: Product to cease carrying HCS due to change in company business direction
- PR: Revised Guidelines: Product no longer meets HCS nutrient guidelines
- PR: Revised Guidelines: Product has to be reclassified to new category
- PR: Others (please specify)

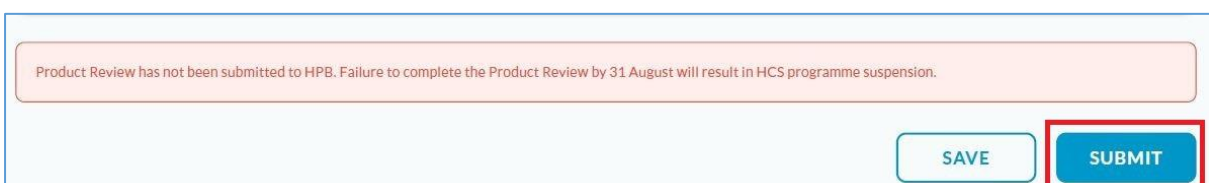
- v. What happens when application or package status changes during the product review exercise?
  - if application or package status changes (e.g. to rejected), leading to a total of zero approved applications under the company's License Agreement, the License Agreement will terminate. Therefore, the company will see the following message on the *Manage Product Review* page - Product review is no longer required. The company will also be notified by email that the company no longer needs to do product review.



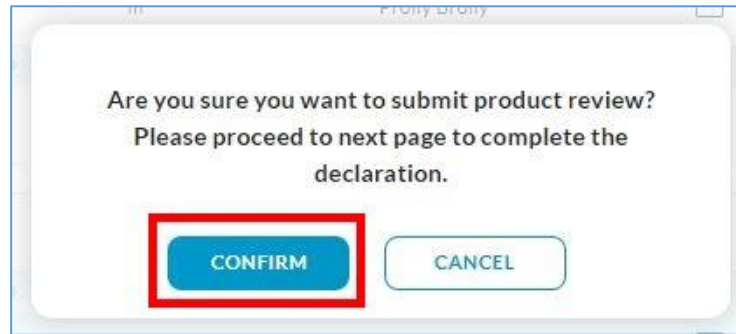
- if application or package status changes (e.g. to rejected) but company still has at least one approved packaged under the License Agreement, the License Agreement will remain valid. The status of the affected application/package(s) will be updated accordingly in the Selection page of Product Review module.
  - You do not need to select these application/package(s) for discontinuation as it is already rejected.
  - Note that if you do select these rejected package(s) for discontinuation, the status will not change but you are able to select the reason for discontinuation.
- vi. To save and continue with Product Review another time, click “Save” at the bottom of the page.



- vii. To proceed and submit, click “Submit” at the bottom of the page.



The following pop-up will appear. To confirm to proceed, click “Confirm”.



- c. You will arrive at the Product Review Summary page of the Product Review module. Product review is not complete until the declaration boxes are checked and “confirm” button is clicked.

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Health Promotion Board

Application Resources Administration

APPLICATION / MANAGE PRODUCT REVIEW Last login: 28-May-20 Welcome, Cc Cc

### Manage Product Review 2020

Product Review has not been submitted to HPB. Please check the declaration boxes and select 'Confirm' below to complete the Product Review.

#### PRODUCT REVIEW SUMMARY

UEN	COMPANY NAME	PROGRAMME STATUS	PRODUCT REVIEW STATUS	REVIEW COMPLETED DATE	APEAL EMAIL
11111111A	COLOR	APPEAL	INCOMPLETE	28-May-20	<a href="#">Download</a>

No. of packages selected for PR: 35

No. of packages selected to be discontinued: 3

No. of packages selected not to be discontinued: 32

No. of applications selected for PR: 20

#### PRODUCT REVIEW SUMMARY - PACKAGE DETAILS



- i. Check that the package(s) selected to be discontinued and not to be discontinued in the *Product Review Summary - Package Details* are correct.

*Example of Product Review Summary - Package Details:*

PRODUCT REVIEW SUMMARY - PACKAGE DETAILS				
Packages selected to be discontinued				
APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUATION REASON
<b>COMPLETED</b>	<a href="#">HCS200063</a>	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	1X600ml	Shhs	27-Apr-20	PR: Product is discontinued for sales in the market
<b>RE-OPEN</b>	<a href="#">HCS200067</a>	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 2 PACKAGES
Amended	70g		27-Apr-20	PR: Product to cease carrying HCS due to change in company business direction
Final Review	7g		27-Apr-20	PR: Revised Guidelines: Product no longer meets HCS nutrient guidelines
Packages not selected to be discontinued				
APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	
<b>RE-OPEN</b>	<a href="#">HCS200010</a>	Friso Gold	Stage 3 Growing-Up Formula	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Revise	100g	123	21-Apr-20	
<b>COMPLETED</b>	<a href="#">HCS200068</a>	m	Prolly Brolly	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	9g		27-Apr-20	
<b>RE-OPEN</b>	<a href="#">HCS200067</a>	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 2 PACKAGES
Reassess	1kg		27-Apr-20	
To Amend	1g	abc	27-Apr-20	
<b>COMPLETED</b>	<a href="#">HCS200065</a>	Brandy Bundy	Friso Frisa	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	100g		27-Apr-20	

- ii. If you need to make changes to the list of packages selected (or not selected) to be discontinued, click on “Cancel” at the bottom of the page to return to the Selection page of the Product Review module.

PRODUCT REVIEW DECLARATION

We have conducted the Product Review and hereby declare that:

(a) there has been no change in the contents of the Product.

(b) the Product comply with the [Healthier Choice Symbol Nutrient Guidelines](#).

Product Review has not been submitted to HPB. Please check the declaration boxes and select 'Confirm' below to complete the Product Review.

CANCEL
CONFIRM

The following pop-up will appear. To cancel and edit the selection for discontinue, please click “Confirm”.

Are you sure you want to cancel submission?

CONFIRM
CANCEL

Subsequently, you will return to the Selection page of the Product Review module. Please amend the selection for package(s) to discontinue.

A Singapore Government Agency Website

Application Resources

APPLICATION / MANAGE PRODUCT REVIEW
Last login: 28-May-20 Welcome, Cc Cc

## Manage Product Review 2020

Product Review has not been submitted to HPB. Failure to complete the Product Review by 31 October will result in termination of the Licence Agreement.

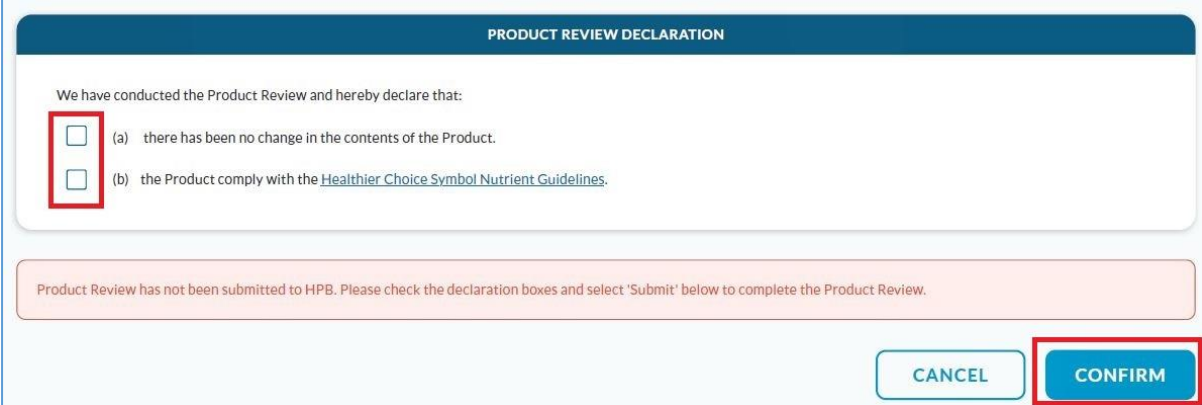
SEARCH

SELECT PACKAGES TO DISCONTINUE

(Total Applications: 20 | Total Packages: 35)


APPLICATION STATUS ▲	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUE
OPEN	HCS200029	Violet	Day 1	<input type="checkbox"/>
<div style="display: flex; justify-content: space-between; font-size: x-small;"> <span>PACKAGE STATUS</span> <span>PACKAGE INFO</span> <span>PACKAGE DESCRIPTION</span> <span>PACKAGE APPROVAL DATE</span> <span>▲ 1 PACKAGES</span> </div>				
Approved	100g	Pet	22-Apr-20	<input type="checkbox"/>

- iii. If the packages selected to be discontinued in the product review are correct, please go to the bottom of the Product Review Summary and check the two declaration boxes in the Product Review Declaration section. Then, click “Confirm” to complete the Product Review.



The screenshot shows a form titled "PRODUCT REVIEW DECLARATION". It contains two checkboxes, both of which are highlighted with red boxes. The first checkbox is next to the text "(a) there has been no change in the contents of the Product." The second checkbox is next to the text "(b) the Product comply with the [Healthier Choice Symbol Nutrient Guidelines](#)." Below the checkboxes is a pink error message: "Product Review has not been submitted to HPB. Please check the declaration boxes and select 'Submit' below to complete the Product Review." At the bottom right of the form are two buttons: "CANCEL" and "CONFIRM", with the "CONFIRM" button highlighted by a red box.

The following pop-up will appear. To complete product review, please click “Confirm”.



The screenshot shows a confirmation pop-up dialog with the text "Are you sure you want to confirm product review?". Below the text are two buttons: "CONFIRM" and "CANCEL". The "CONFIRM" button is highlighted with a red box.

5. Product Review is completed and submitted. You will arrive at the following page which will show the submitted summary of the packages selected for discontinuation (invalid packages) and packages not selected for discontinuation (valid packages) and the declaration you have made. This page will be available for viewing in *Manage Product Review* until the end of the product review exercise (31 Oct), after which you can find it in *Product Review History* from 1 Nov.

APPLICATION / MANAGE PRODUCT REVIEW Last login: 28-May-20 Welcome, Cc Cc

## Product Review Summary 2020

PRODUCT REVIEW SUMMARY

UEN	COMPANY NAME	PROGRAMME STATUS	PRODUCT REVIEW STATUS	REVIEW COMPLETED DATE	APPEAL EMAIL
11111111A	COLOR	ACTIVE	COMPLETED	28-May-20	<a href="#">Download</a>

No. of applications selected for PR 20	No. of invalid packages 3
No. of packages selected for PR 35	No. of valid packages 32

### Valid Packages

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME
OPEN	<a href="#">HCS200042</a>	Green	Chich Choe
▲ 4 PACKAGES			
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE
Approved	250X100g	Ko dien	05-May-20
To Amend	100g	peett	05-May-20

### Invalid Packages

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUATION REASON
CLOSED	<a href="#">HCS200015</a>	Violet	P002	
▲ 2 PACKAGES				
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	DISCONTINUATION REASON
Discontinued	1X2g		06-Apr-20	PR: Product is discontinued for sales in the market
Discontinued	1kg		06-Apr-20	PR: Others: abc

You may click to download appeal email

- a. Note that the company programme status, product review status and application/package status shown on the page were captured when product review was submitted.
- b. The appeal email is available for download on this page if necessary.
- c. Information on the date and time the product review was submitted and who it was submitted by can be located at the bottom left corner of the page

**PRODUCT REVIEW DECLARATION**

We have conducted the Product Review and hereby declare that:

- (a) there has been no change in the contents of the Product.
- (b) the Product comply with the [Healthier Choice Symbol Nutrient Guidelines](#).

**Product Review has been completed & submitted:**  
28-May-20, 16:23:32 PM by Cc Cc (Authorised Representative)

[Contact](#) [Feedback](#) [FAQ](#)

[Report Vulnerability](#) [Privacy Statement](#) [Terms of Use](#) [Rate Service](#) [Sitemap](#) © 2019 Government of Singapore. Last Updated 09 May 2019

d. The discontinued packages and the respective discontinuation reason(s) submitted in the product review can be viewed in the *Product Review Summary* page, under Invalid Packages.

**Invalid Packages**

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUATION REASON
<b>CLOSED</b>	<a href="#">HCS200015</a>	Violet	P002	
	<b>PACKAGE STATUS</b>	<b>PACKAGE INFO</b>	<b>PACKAGE DESCRIPTION</b>	<b>PACKAGE APPROVAL DATE</b>
	Discontinued	1X2g		06-Apr-20
	Discontinued	1kg		06-Apr-20

**DISCONTINUATION REASON**

▲ 2 PACKAGES

PR: Product is discontinued for sales in the market

PR: Others: abc

6. When product review is completed, the Company can resume submitting applications and regain access to other modules (e.g. Application module and Advertising Materials module).

7. The package(s) discontinued in product review exercise will be reflected in the system. You can find the discontinuation reason(s) for the package(s) that was/were discontinued due to product review via *Product Packaging Artwork* section in the respective application page(s).
  - a. At the Manage Applications page, click on the application number of the application with discontinued package(s).

- b. You will arrive at the following application page. Click on the “Packaging Artwork” tab.

- c. In the *Product Packaging Artwork* section, look for the discontinued package size and click on the arrow to expand the row.

PRODUCT INFORMATION
  NUTRIENT VALUES
  PACKAGING ARTWORK
  HCS PRODUCT LISTING

**Upload Product Packaging Artwork**

Please upload the product packaging artwork with the HCS logo.  
 If there is more than one artwork for each package size (e.g. front and back), please combine the artworks into one PDF or ZIP file before uploading.

Only one file submission is allowed for each package size (file size limit 10 MB)

[+ ADD NEW PACKAGE SIZE](#)

PRODUCT PACKAGING ARTWORK									
Single/bulk	Package size	Packaging description	Status ▲	Submission Date	Approval Date	Last Modified Date	Listed date	Actions	
▼	Bulk	1X2g	Discontinued	06-Apr-20	06-Apr-20	04-Jun-20	08-May-20	Select ▼	
▼	Single	1kg	Discontinued	06-Apr-20	06-Apr-20	04-Jun-20	08-Apr-20	Select ▼	

- d. The reason for discontinuation will be shown. PR indicates that the product was discontinued by the company in the Manage Product Review page.

PRODUCT PACKAGING ARTWORK									
Single/bulk	Package size	Packaging description	Status ▲	Submission Date	Approval Date	Last Modified Date	Listed date	Actions	
▲	Bulk	1X2g	Discontinued	06-Apr-20	06-Apr-20	04-Jun-20	08-May-20	Select ▼	
<b>Artwork Files</b>					<b>HPB Comments</b>				
File 10.pdf APPROVED 06-Apr-20 (21.9 KB)					cmt.pdf 06-Apr-20 (8.8 KB)				
Reason for Discontinuation: PR: Product is discontinued for sales in the market									
▲	Single	1kg	Discontinued	06-Apr-20	06-Apr-20	04-Jun-20	08-Apr-20	Select ▼	
<b>Artwork Files</b>									
File 2.pdf APPROVED 06-Apr-20 (21.7 KB)									
Reason for Discontinuation: PR: Others: abc									

## If Product Review is not completed by end of Suspension/Appeal Period (31 Oct)

For companies that did not complete product review by the end of Suspension/Appeal Period (31 Oct), the following will occur on 1 Nov:

1. **The License Agreement (LA) will be terminated, thus all approved HCS application(s) will be automatically rejected by the system.** Email notifications will be sent out to inform companies of LA termination.
  - a. At the *Manage Applications* page, you will see that all approved HCS application(s) and package(s) have been rejected. Click on the arrow to expand the row to view packages status.

The screenshot shows the 'Manage Applications' interface. At the top, there are search filters for 'Application Number' and 'Product Name', along with an 'ADVANCE SEARCH' dropdown and a 'SEARCH' button. Below the search area, it indicates '(Total Results: 1)'. A table lists the application details:

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	SUBMISSION DATE	ASSIGNED TO
REJECTED	<a href="#">HCS200092</a>	GREEN	GR 001	12-May-20	tester 02

A dropdown arrow next to 'tester 02' indicates that there are 2/2 packages associated with this application.

This screenshot shows the expanded view of the application HCS200092. It displays a table of package statuses:

PACKAGE STATUS	PACKAGE INFO	LAST MODIFIED
Rejected	1kg	04-Jun-20
Rejected	2kg	04-Jun-20



- b. To view the reason for package rejection:  
Go to *Manage Applications* page and click on the application number of the *Rejected* application with rejected package(s).

Application Number:  Product Name:  [SEARCH](#)

[ADVANCE SEARCH](#)

(Total Results: 1)

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	SUBMISSION DATE	ASSIGNED TO
REJECTED	HCS200092	GREEN	GR 001	12-May-20	tester 02
PACKAGE STATUS: <a href="#">Rejected</a> PACKAGE INFO: <a href="#">2/2 packages</a> LAST MODIFIED: <a href="#">04-Jun-20</a>					
Rejected					
Rejected					

From this point, there are 2 ways to view reason for package rejection:

- i. View rejection reason in *Product Packaging Artwork*. Click on “Packaging Artwork” tab.

APPLICATION / MANAGE APPLICATIONS / HCS200092-GREEN

### HCS200092 - GREEN - GR 001

[VIEW ALL HISTORY](#) [VIEW ALL COMMENTS](#)

APPLICATION STATUS	SUBMISSION DATE	LAST MODIFIED DATE	APPLICATION TYPE	APPLICATION RELATIONSHIP
REJECTED	12-May-20	04-Jun-20	New	-

[PRODUCT INFORMATION](#) [NUTRIENT VALUES](#) [PACKAGING ARTWORK](#) [HCS PRODUCT LISTING](#)

- In the *Product Packaging Artwork* section, look for the rejected package size and click on the arrow to expand the row to view the reason for rejection.

**Upload Product Packaging Artwork**

Please upload the product packaging artwork with the HCS logo.  
If there is more than one artwork for each package size (e.g. front and back), please combine the artworks into one PDF or ZIP file before uploading.  
Only one file submission is allowed for each package size (file size limit 10 MB)

[+ ADD NEW PACKAGE SIZE](#)

Single/bulk	Package size	Packaging description	Status ▲	Submission Date	Approval Date	Last Modified Date	Listed date	Actions
▼ Single	1kg	PET	Rejected	12-May-20	12-May-20	04-Jun-20	-	Select
▼ Single	2kg	PETTT	Rejected	12-May-20	12-May-20	04-Jun-20	-	Select

- The reject reason appears: LA terminated due to Product Review not completed.

Single/bulk	Package size	Packaging description	Status ▲	Submission Date	Approval Date	Last Modified Date	Listed date	Actions
▲ Single	1kg	PET	Rejected	12-May-20	12-May-20	04-Jun-20	-	Select

**Artwork Files**

File 1.pdf    APPROVED 12-May-20 (305.9 KB)

**HPB Comments**

File 6.pdf    12-May-20 (21.7 KB)

**Rejection Reason:** LA terminated due to Product Review not completed

- ii. View rejection reason in *Application History Listing*. Click on “View All History”.

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Health Promotion Board    Application    Resources

APPLICATION / MANAGE APPLICATIONS / HCS200092-GREEN    Last login: 05-Jun-20    Welcome, Anna Lee

## HCS200092 - GREEN - GR 001

[VIEW ALL HISTORY](#)    [VIEW ALL COMMENTS](#)

APPLICATION STATUS	SUBMISSION DATE	LAST MODIFIED DATE	APPLICATION TYPE	APPLICATION RELATIONSHIP
REJECTED	12-May-20	04-Jun-20	New	-

PRODUCT INFORMATION    NUTRIENT VALUES    PACKAGING ARTWORK    HCS PRODUCT LISTING

- The *Application History Listing* section will show that the package(s) has been rejected by the system. Click on “Action Details” to expand action details.

APPLICATION / MANAGE APPLICATION / HCS200092-GREEN / VIEW ALL HISTORY

View All History

NO PAST HISTORY

Search filters: Action, User role

ADVANCE SEARCH

APPLICATION HISTORY LISTING

(Total Results: 13) Show 10 per page

DATE & TIME	ACTION	USER ROLE	FIRST/LAST NAME
04-Jun-20 17:40:25	Reject Package	System	SYSTEM
04-Jun-20 17:40:25	Reject Package	System	SYSTEM

- The reject reason appears: LA terminated due to Product Review not completed.

APPLICATION HISTORY LISTING

(Total Results: 13) Show 10 per page

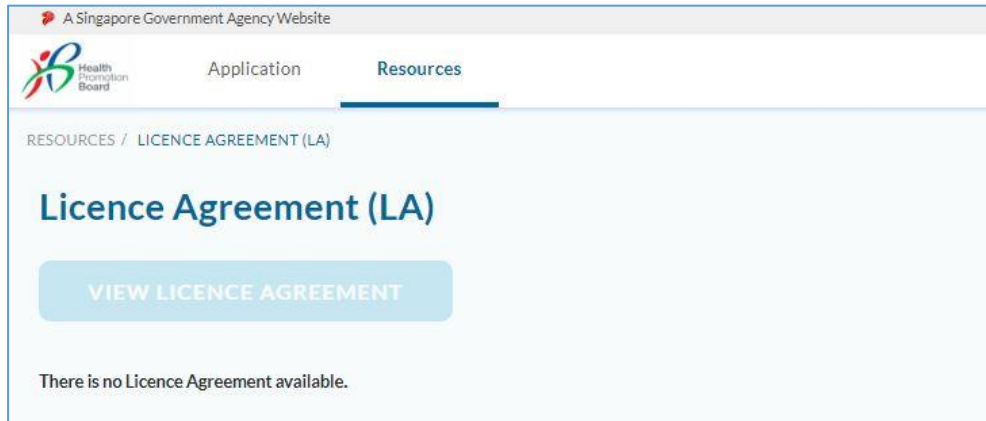
DATE & TIME	ACTION	USER ROLE	FIRST/LAST NAME
04-Jun-20 17:40:25	Reject Package	System	SYSTEM

FIELD | OLD VALUE | NEW VALUE | ACTION DETAILS

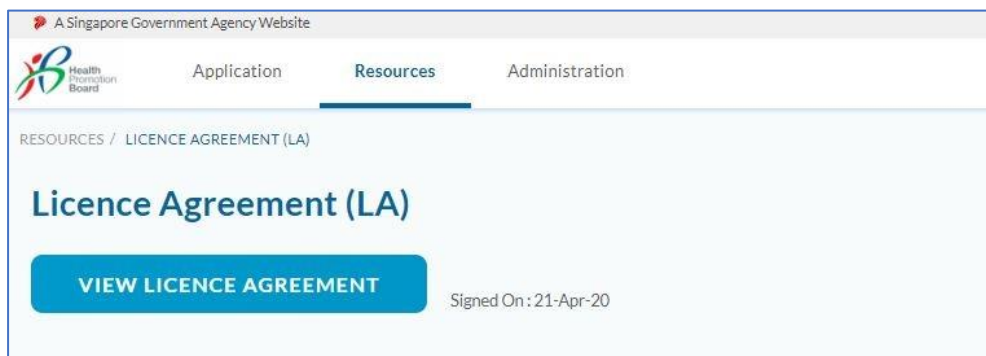
Package Size	1kg	1kg	
Package Description	PET	PET	
Reject Reason	LA terminated due to Product Review not completed		
Package Status	APPROVED	REJECTED	

- c. You may check the validity of your License Agreement at *Resources > HCS License Agreement (LA)*.

You will see the following when LA has been terminated.



To contrast, this is what you will see if your LA is valid.

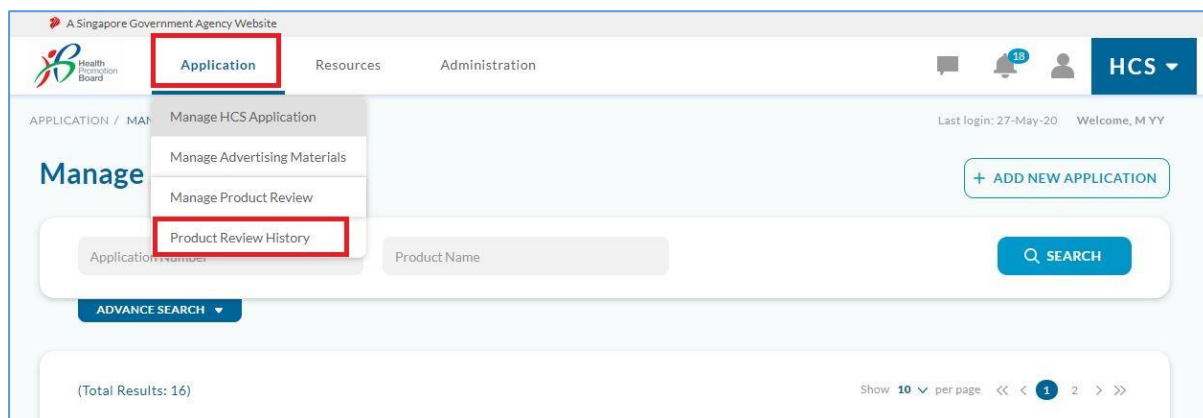


2. Company's HCS programme status will change from *Active* to *Enrolled*.
3. The suspension will be lifted, and the company can access HCS modules to submit new HCS application(s) and continue with pending application(s). Essentially, the company will have to restart the application process to keep HCS on their product(s).

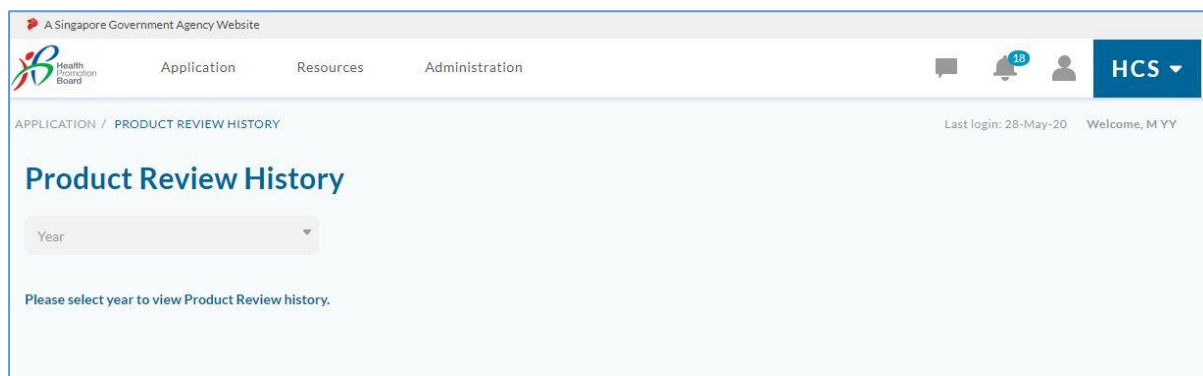
## Product Review History

In Product Review History, company can view their product review history from previous years. After the product review exercise has ended on 31 Oct, that year's product review summary will be moved to *Product Review History* on 1 Nov.

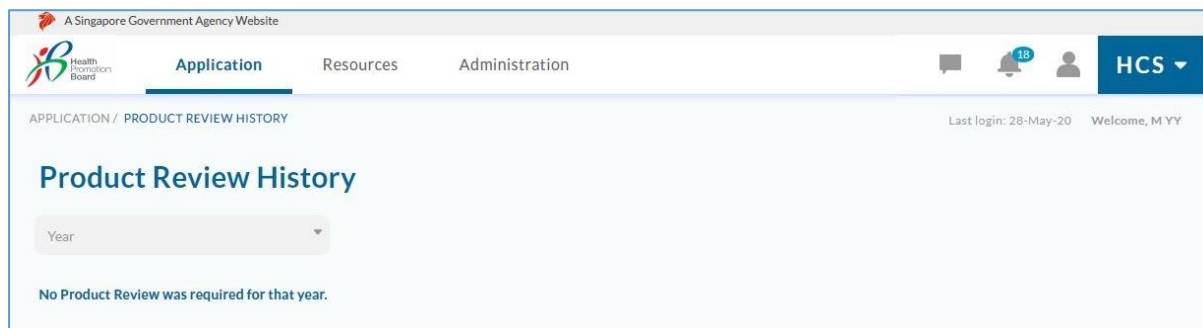
1. To go to Product Review History, click on *Application*, then *Product Review History*.



2. To view the product review summary history for a particular year, select the year from the dropdown box.



3. If company selects a year from the dropdown box in which they did not participate in product review, the following message will appear – No Product Review was required for that year.



4. If there is product review history for the selected year, you will see a similar looking page:

*Example of a product review history page for company that completed product review between 1 Jul – 31 Aug (i.e. without going through appeal).*

APPLICATION / PRODUCT REVIEW HISTORY Last login: 28-May-20 Welcome, M YY

## Product Review History

Year 2020

PRODUCT REVIEW SUMMARY

UEN	COMPANY NAME	PROGRAMME STATUS	PRODUCT REVIEW STATUS	REVIEW COMPLETED DATE
198102460H	UPUZTHSSSZSUUSZ YZXH	ACTIVE	COMPLETED	28-May-20

No. of applications selected for PR 5      No. of invalid packages 3  
 No. of packages selected for PR 8      No. of valid packages 5

---

### Valid Packages

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	PACKAGE APPROVAL DATE	▲	PACKAGES
RE-OPEN	<a href="#">HCS200010</a>	Friso Gold	Stage 3 Growing-Up Formula	21-Apr-20	▲	1
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE			
Revise	100g	123	21-Apr-20			
COMPLETED	<a href="#">HCS200068</a>	m	Prolly Brolly	27-Apr-20	▲	1
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE			
Approved	9g		27-Apr-20			
RE-OPEN	<a href="#">HCS200067</a>	m	yy	27-Apr-20	▲	2
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE			
Reassess	1kg		27-Apr-20			
To Amend	1g	abc	27-Apr-20			
COMPLETED	<a href="#">HCS200065</a>	Brandy Bundy	Friso Frisa	27-Apr-20	▲	1
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE			
Approved	100g		27-Apr-20			

---

### Invalid Packages

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUATION REASON		
CLOSED	<a href="#">HCS200063</a>	m	yy	PR: Product is discontinued for sales in the market		
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲	1	PACKAGES
Discontinued	1X600ml	Shhs	27-Apr-20			
RE-OPEN	<a href="#">HCS200067</a>	m	yy	PR: Product to cease carrying HCS due to change in company business direction		
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲	2	PACKAGES
Discontinued	70g		27-Apr-20			
Discontinued	7g		27-Apr-20	PR: Revised Guidelines: Product no longer meets HCS nutrient guidelines		

---

PRODUCT REVIEW DECLARATION

We have conducted the Product Review and hereby declare that:

- (a) there has been no change in the contents of the Product.
- (b) the Product comply with the [Healthier Choice Symbol Nutrient Guidelines](#).

**Product Review has been completed & submitted:**  
 28-May-20, 13:38:32 PM by M YY (Authorised Representative)

- a. Note that the company programme status, product review status and application/package status shown on the History page was captured when it was submitted for Product Review.
- b. The discontinued packages and the respective discontinuation reason(s) submitted in the product review can be viewed here, under Invalid Packages.

Invalid Packages																
APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUATION REASON												
CLOSED	<a href="#">HCS200063</a>	m	YY													
<table border="1"> <thead> <tr> <th>PACKAGE STATUS</th> <th>PACKAGE INFO</th> <th>PACKAGE DESCRIPTION</th> <th>PACKAGE APPROVAL DATE</th> </tr> </thead> <tbody> <tr> <td>Discontinued</td> <td>1X600ml</td> <td>Shhs</td> <td>27-Apr-20</td> </tr> </tbody> </table>				PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	Discontinued	1X600ml	Shhs	27-Apr-20	▲ 1 PACKAGES PR: Product is discontinued for sales in the market				
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE													
Discontinued	1X600ml	Shhs	27-Apr-20													
RE-OPEN	<a href="#">HCS200067</a>	m	YY													
<table border="1"> <thead> <tr> <th>PACKAGE STATUS</th> <th>PACKAGE INFO</th> <th>PACKAGE DESCRIPTION</th> <th>PACKAGE APPROVAL DATE</th> </tr> </thead> <tbody> <tr> <td>Discontinued</td> <td>70g</td> <td></td> <td>27-Apr-20</td> </tr> <tr> <td>Discontinued</td> <td>7g</td> <td></td> <td>27-Apr-20</td> </tr> </tbody> </table>				PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	Discontinued	70g		27-Apr-20	Discontinued	7g		27-Apr-20	▲ 2 PACKAGES PR: Product to cease carrying HCS due to change in company business direction PR: Revised Guidelines: Product no longer meets HCS nutrient guidelines
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE													
Discontinued	70g		27-Apr-20													
Discontinued	7g		27-Apr-20													

- c. Information on the date and time the product review was submitted and who it was submitted by can be located at the bottom left corner of the page.

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- d. For companies that appealed, the appeal email is available for download in the *Product Review History* page if needed.

APPLICATION / PRODUCT REVIEW HISTORY Last login: 28-May-20 Welcome, Cc Cc

## Product Review History

Year 2020 ▼

**PRODUCT REVIEW SUMMARY**

UEN	COMPANY NAME	PROGRAMME STATUS	PRODUCT REVIEW STATUS	REVIEW COMPLETED DATE	APPEAL EMAIL
11111111A	COLOR	ACTIVE	COMPLETED	28-May-20	<a href="#">Download</a>
No. of applications selected for PR		20	No. of invalid packages		3
No. of packages selected for PR		35	No. of valid packages		32

You may click to download appeal email

- If the company failed to complete product review for the selected year, you will see the following history page.

*Example of a product review history page for company that appealed but did not complete product review by Oct 31.*

The screenshot displays the 'Product Review History' page for the year 2020. The page is titled 'Product Review History' and includes a navigation bar with 'Application' and 'Resources' links. The user is identified as Anna Lee, with a last login of 02-Jun-20.

**PRODUCT REVIEW SUMMARY**

UEN	COMPANY NAME	PROGRAMME STATUS	PRODUCT REVIEW STATUS	REVIEW COMPLETED DATE	APPEAL EMAIL
88888888A	COMPANY 001	APPEAL	INCOMPLETE	--	<a href="#">Download</a>

Summary statistics:

- No. of packages selected for PR: 2
- No. of packages selected to be discontinued: 0
- No. of packages selected not to be discontinued: 2
- No. of applications selected for PR: 1

**PRODUCT REVIEW SUMMARY - PACKAGE DETAILS**

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUATION REASON
COMPLETED	<a href="#">HCS200092</a>	GREEN	GR 001	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	2 PACKAGES
Approved	1kg	PET	12-May-20	
Approved	2kg	PETTT	12-May-20	

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