**Annex F**

**HEALTHIER DRINKS DECLARATION FORM**

**TO BE FILLED IN BY SUPPLIER/ VENDOR/ TENANT**

Under the Healthier Drinks policy, all drinks sold or provided within government premises must be lower in sugar from 1 May 2018. **This declaration form serves to ensure that all drinks offered by the supplier/vendor/tenant will comply with policy requirements**.

Please tick appropriate check box wherever applicable. If the respective guideline is not applicable, please tick “N/A” (e.g. no freshly prepared hot coffee/tea/malted drinks).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **S/N** | **Drink type** | **Requirements**  | **Yes** | **NA** |
| 1 | Pre-packaged drinks* 1. Drinks that are ready-to-drink without further preparation (e.g. in a bottle, can, carton, bag-in-box or other similar container). This includes fountain drinks and dispensed drinks such as in vending machines and coffee machines; OR
	2. Products in powder form that require reconstitution according to dilution instructions on the packaging (e.g. 3-in-1, 2-in-1 premixes).
 | All drinks are either water OR compliant with Healthy Choice Symbol[[1]](#footnote-1) sugar guidelines.  |  |  |
| 2 | Freshly prepared hot coffee/ tea/ malted drinks 1. Hot coffee/ tea/ malted drinks that are prepared onsite before serving (e.g. drinks with final preparations like addition of sugar/ water/ milk on the spot upon ordering by customers.)
 | Drinks are prepared and served with no added sugar (i.e. *‘ko-song’*). |  |  |
| If premix is used to prepare such drinks, these premixes comply with HCS sugar guidelines and are prepared according to manufacturers’ instructions on packaging.  |  |  |
| *Strongly encouraged:* Amount of condensed milk added to drinks are reduced to *‘siu dai’* level.  |  |  |

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**UNDERTAKING TO COMPLY WITH HEALTHIER DRINKS POLICY**

This Undertaking is made on [date], for and on behalf of:

|  |  |
| --- | --- |
| Name of Organisation: |  |
| Registration No.[[2]](#footnote-2) of the Organisation: |  |

2 I understand that, under the Health Promotion Board’s Healthier Drinks Policy (“Policy”), all drinks sold or supplied at or on government premises must be lower in sugar. A copy of the Policy has been provided to me, and I have read and fully understood the Policy.

1. On behalf of [insert name of Organisation], I hereby undertake to:
2. fully comply with the Policy, in relation to any drinks sold or supplied at [insert description of the relevant premises] (“Premises”); and
3. allow [insert name of the government agency], and any party authorized by it, to conduct such checks (including unscheduled checks at and on the Premises) and obtain such information as may be necessary to verify my Organisation’s compliance with the Policy.

4 I further agree that any breach of the Policy will render my Organisation legally liable to [insert name of the government agency] for breach of this Undertaking.

**Executed as a deed for and on behalf of [insert name of Organisation]**

|  |
| --- |
| Signature: |
| Name of Organisation:  |
| Name of Authorised Representative:  |
| Designation:  |

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**In the presence of:**

|  |
| --- |
| Signature: |
| Name:  |

**Government agencies are to retain completed forms for the entire contract period.**

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1. The Healthier Choice Symbol guidelines can be found here: [https://www.hpb.gov.sg/docs/default-source/default-document-library/hcs-guidelines-(april-2017)-edited.pdf?sfvrsn=1797eb72\_0](https://www.hpb.gov.sg/docs/default-source/default-document-library/hcs-guidelines-%28april-2017%29-edited.pdf?sfvrsn=1797eb72_0) [↑](#footnote-ref-1)
2. Company, Business, Society or Co-operative registration number as applicable [↑](#footnote-ref-2)