



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

Contents

Introduction to Product Review.....	3
Summary of Product Review Flow	4
Product Review Exercise	5
Login using CorpPass.....	5
Locating the Product Review Module.....	6
Product Review Period: 1 Jul – 31 Aug	8
Suspension/Appeal Period: 1 Sep - 31 Oct	20
If Product Review is not completed by end of Suspension/Appeal Period (31 Oct)	32
Product Review History.....	37

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 self-appeal to complete the Product Review during the suspension period by logging into the system and following the instructions on the screen by 31 October.

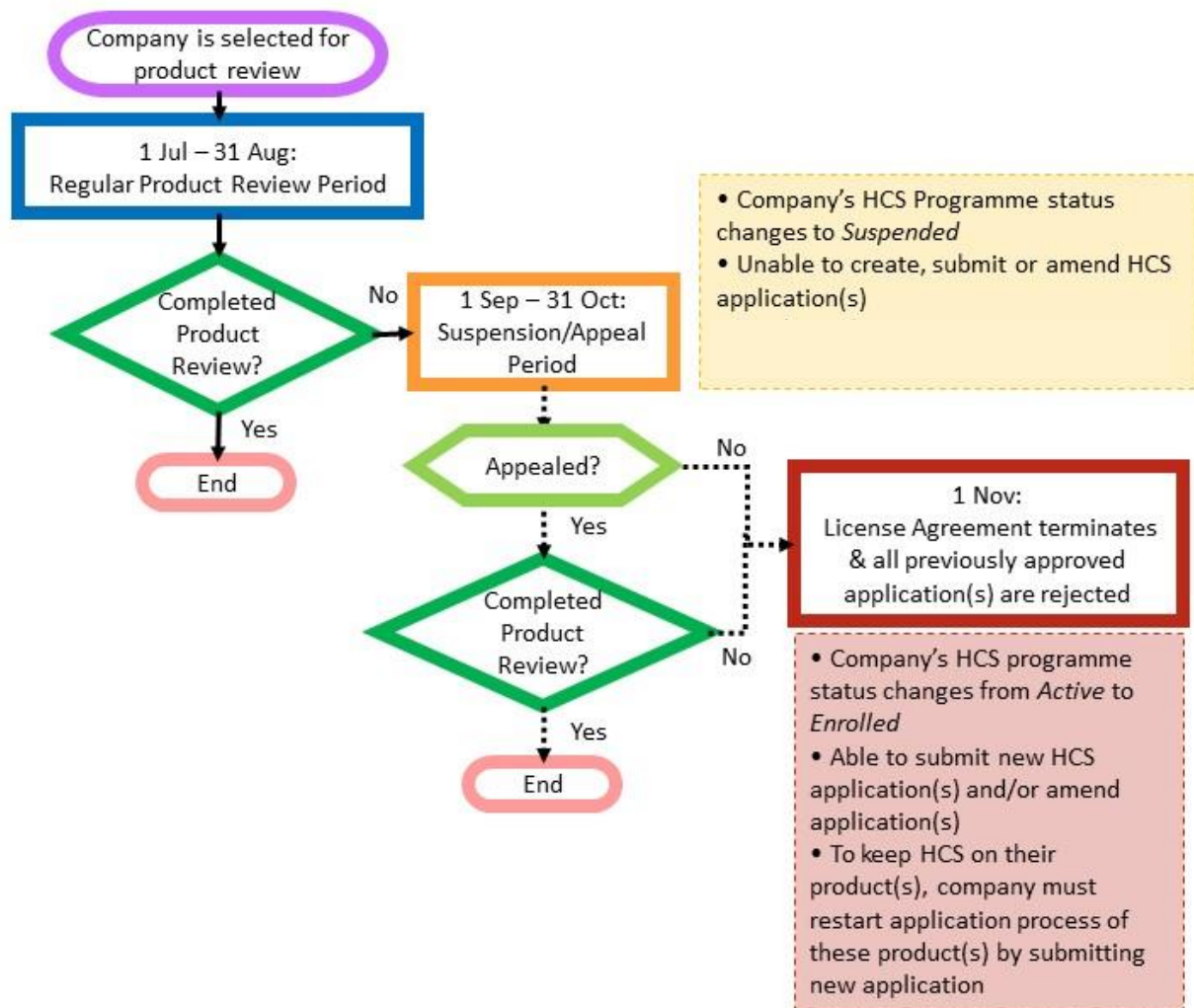
If the suspended company fails to complete product review by 31 Oct:

- 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

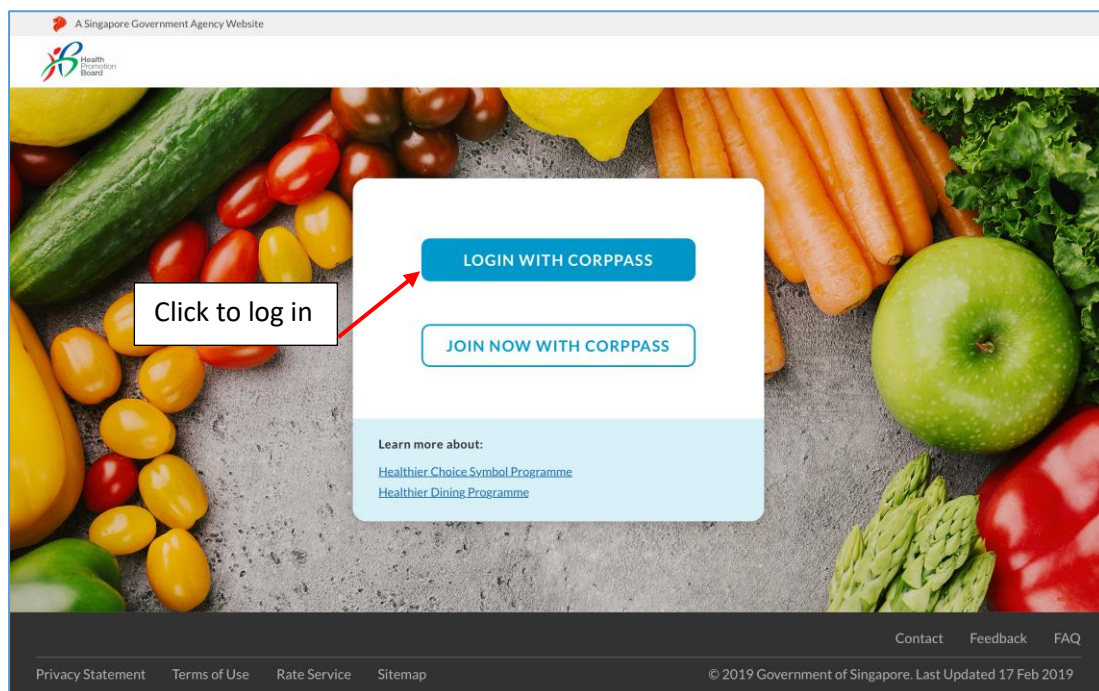


Product Review Exercise

Login using CorpPass

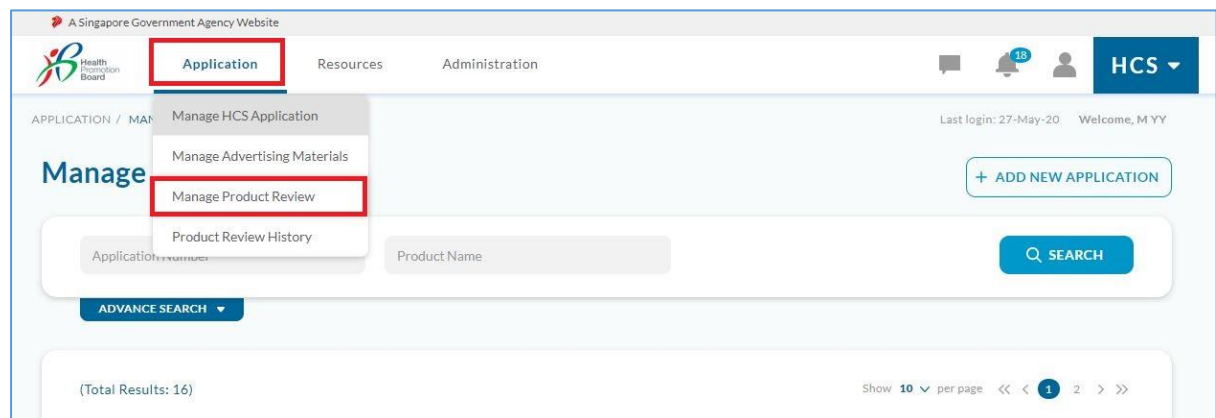
Please go to <https://healthier-choice.hpb.gov.sg> and login using CorpPass.

- 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).

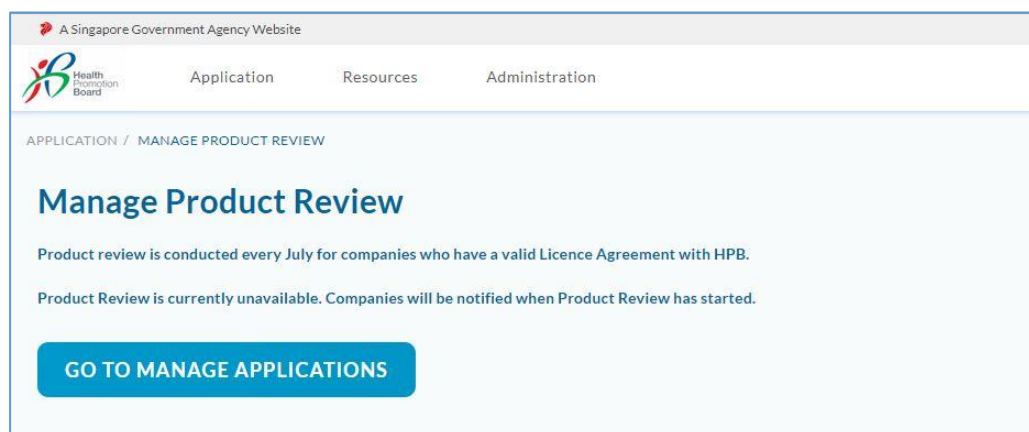


Locating the Product Review Module

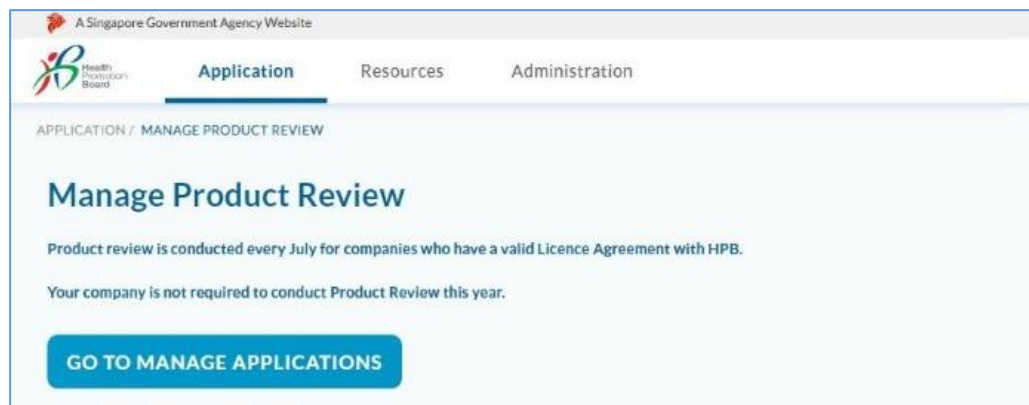
1. Please click on *Application*, then *Manage Product Review*.



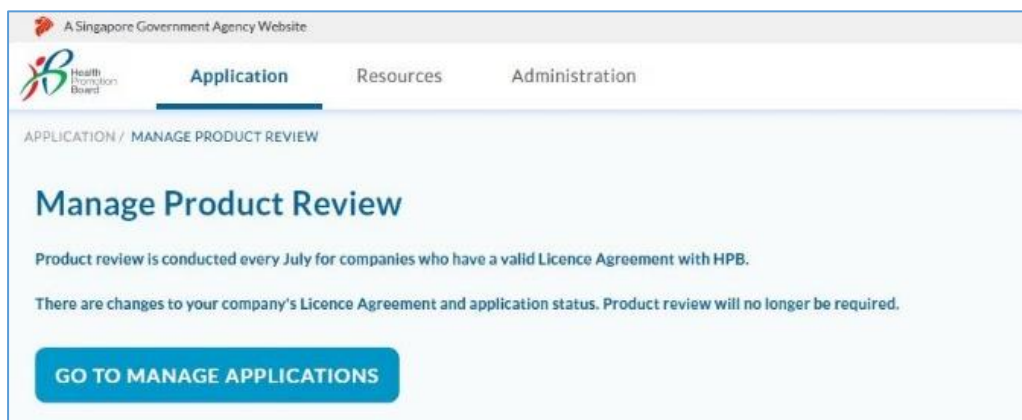
2. You will arrive at one of the following landing pages:
 - a. When product review is **not** in season, you will see the following. You will be notified via email when Product Review starts.



- 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.



A Singapore Government Agency Website

Health Promotion Board

Application Resources Administration

APPLICATION / MANAGE PRODUCT REVIEW

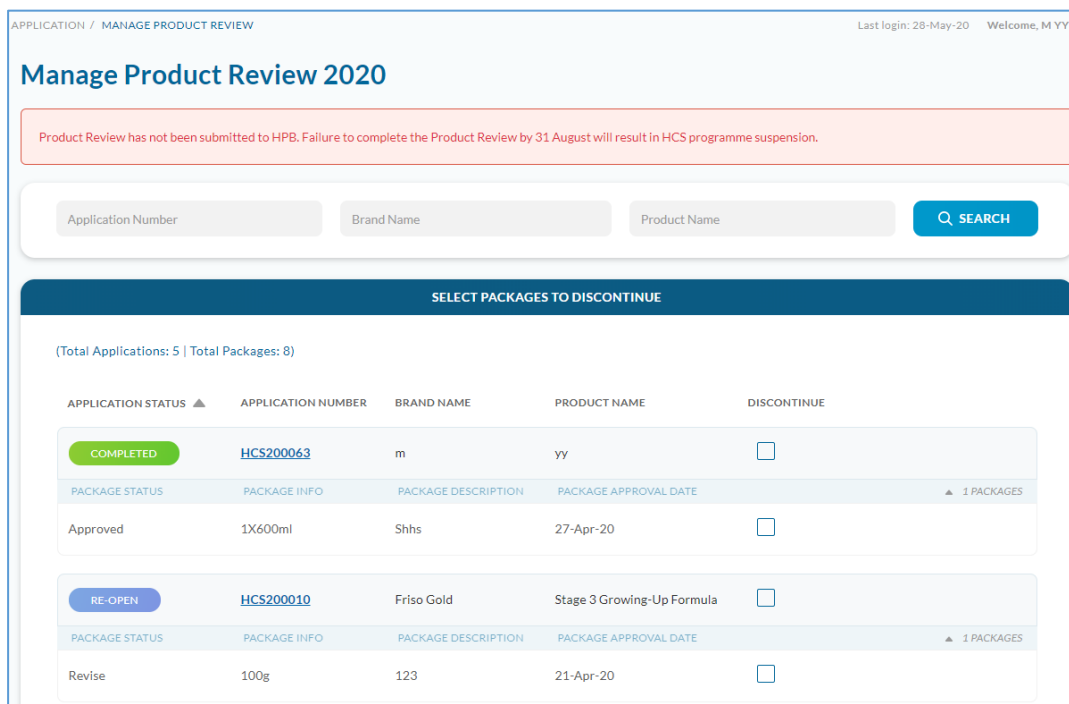
Manage Product Review

Product review is conducted every July for companies who have a valid Licence Agreement with HPB.

There are changes to your company's Licence Agreement and application status. Product review will no longer be required.

[GO TO MANAGE APPLICATIONS](#)

- 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.



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](#)

SELECT PACKAGES TO DISCONTINUE

(Total Applications: 5 | Total Packages: 8)

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUE
COMPLETED	HCS200063	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	HCS200010	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"/>

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

Search Function

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 **Q 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
COMPLETED	HCS200063	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	HCS200010	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
COMPLETED	HCS200063	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: Select reason ▼
RE-OPEN	HCS200010	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"/>
COMPLETED	HCS200068	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.

☒ 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

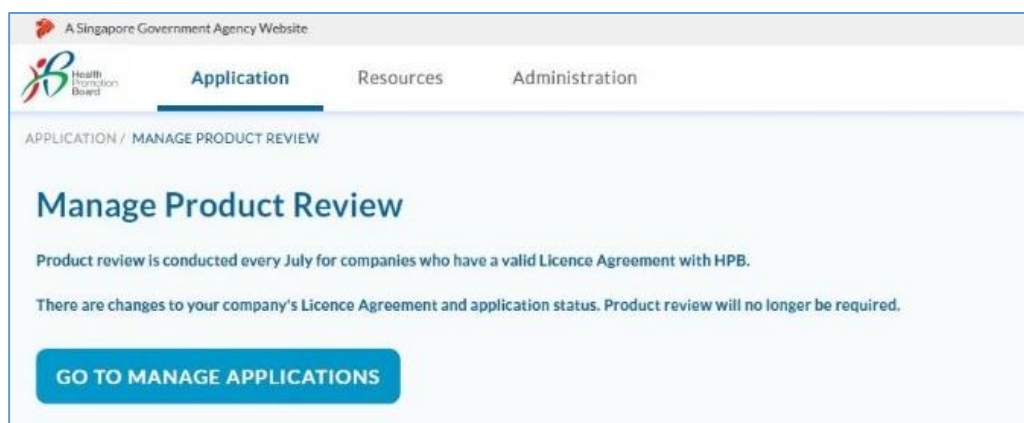
☐ PR: Revised Guidelines: Product no longer meets HCS nutrient guidelines

☐ PR: Revised Guidelines: Product has to be reclassified to new category

☐ PR: Others (please specify)

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

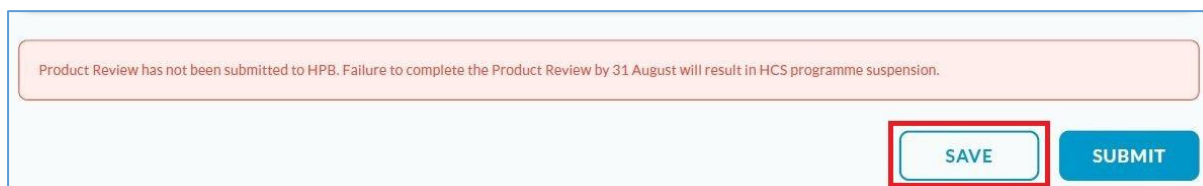
- i. if application or package status changes (e.g. to rejected/discontinued/closed due to various reasons), leading to a total of zero approved applications under the company's License Agreement, the License Agreement will terminate. Therefore, the company will see the following message on the *Manage 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"/>

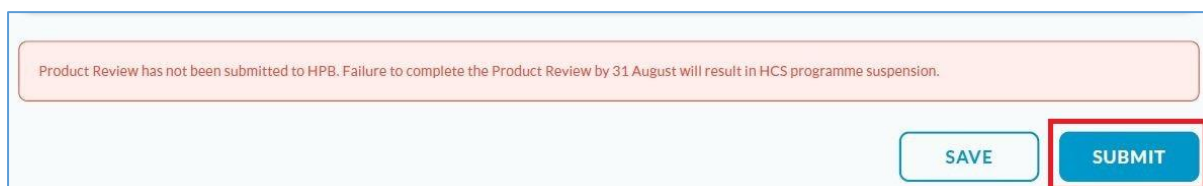
- e. To save and continue with Product Review another time, click “Save” at the bottom of the page.



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

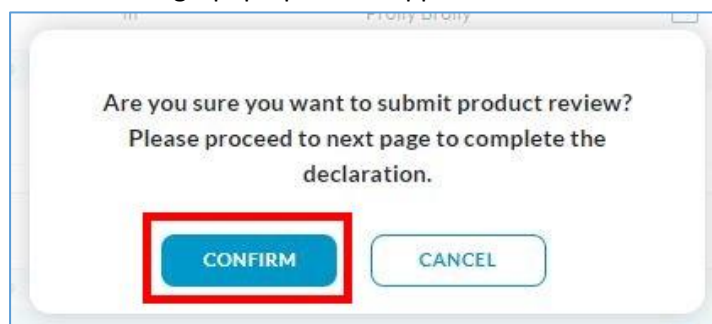
- f. To proceed and submit, click “Submit” at the bottom of the page.



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.

CANCEL CONFIRM

- 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				
Packages selected to be discontinued				
APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUATION REASON
COMPLETED	HCS200063	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
RE-OPEN	HCS200067	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	
RE-OPEN	HCS200010	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	HCS200068	m	Proolly Brolly	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	9g		27-Apr-20	
RE-OPEN	HCS200067	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	HCS200065	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.

Application Number

Brand Name

Product Name

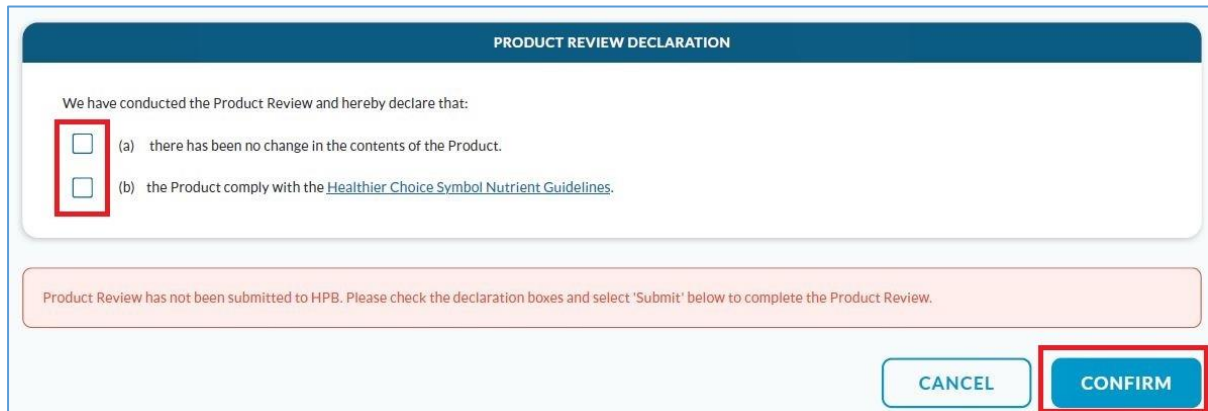
SEARCH

SELECT PACKAGES TO DISCONTINUE

(Total Applications: 5 | Total Packages: 8)

APPLICATION STATUS ▲	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUE
COMPLETED	HCS200063	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	HCS200010	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 red boxes. Below this section is a red warning box that says "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.

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	HCS200010	Friso Gold	Stage 3 Growing-Up Formula
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE
Revise	100g	123	21-Apr-20
COMPLETED	HCS200068	m	Proolly Brolly
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE
Approved	9g		27-Apr-20
RE-OPEN	HCS200067	m	yy
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE
Reassess	1kg		27-Apr-20
To Amend	1g	abc	27-Apr-20
COMPLETED	HCS200065	Brandy Bundy	Friso Frisa
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	HCS200063	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	
Discontinued	1X600ml	Shhs	27-Apr-20	PR: Product is discontinued for sales in the market
RE-OPEN	HCS200067	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	
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	HCS200063	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	HCS200067	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 M YY (Authorised Representative)

ContactFeedbackFAQ

[Report Vulnerability](#)
[Privacy Statement](#)
[Terms of Use](#)
[Rate Service](#)
[Sitemap](#)

© 2019 Government of Singapore. Last Updated 17 Feb 2019

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 Product Name Q SEARCH

ADVANCE SEARCH ▼

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

APPLICATION STATUS ▲	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	SUBMISSION DATE	ASSIGNED TO
CLOSED	HCS200015	Violet	P002	06-Apr-20	tester 02

PACKAGE STATUS ▼ PACKAGE INFO LAST MODIFIED ▲ 2/2 packages

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 1

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 ▼

Artwork Files

File 10.pdf APPROVED 06-Apr-20 (21.9 KB)

HPB Comments

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 ▼
---	--------	-----	--------------	-----------	-----------	-----------	-----------	----------

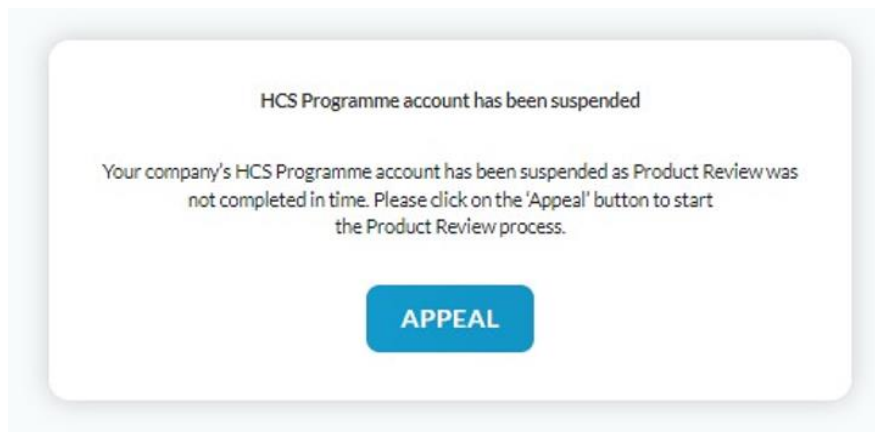
Artwork Files

File 2.pdf APPROVED 06-Apr-20 (21.7 KB)

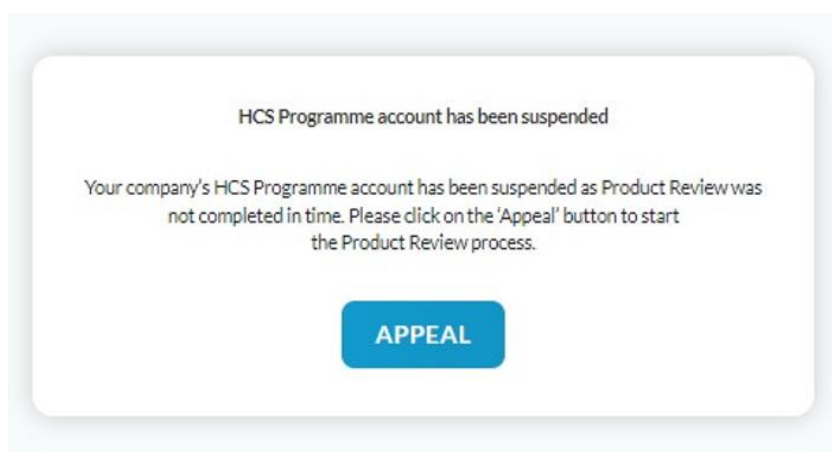
Reason for Discontinuation: PR: Others: abc

Suspension/Appeal Period: 1 Sep - 31 Oct

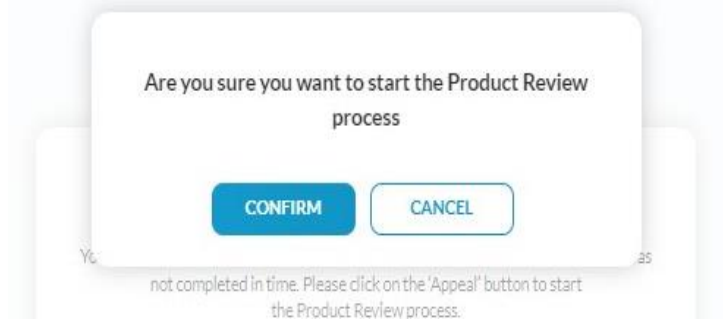
1. On 1 Sep, companies that did not complete product review by 31 Aug will have their HCS programme status changed to *Suspended*. The suspended company will not be able to submit or amend HCS application(s). The suspended company will also not be able to use any HCS modules including HCS Application, 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 self-appeal within the Appeal Period (1 Sep – 31 Oct) for a second chance to complete product review.
3. Self-appeal for Product Review during Suspension period
 - a. During suspension period, when a company logs in, this page will be shown (see image below). Company can click on the 'Appeal' button to start the Product Review process.



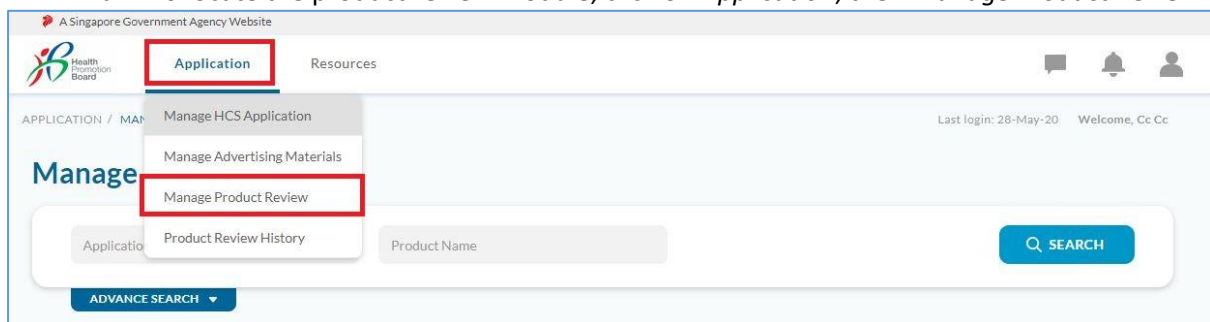
- b. There will be a pop-up box to confirm the action. After confirming, the system will bring company to the Product Review page to complete the Product Review. If company does not complete the Product Review and logs out of the system, the system will continue to send email reminders for company to complete the appeal. Company will not be able to use other functions in the system (i.e. submit applications) during suspension and appeal period.



4. Please complete product review by 31 Oct.

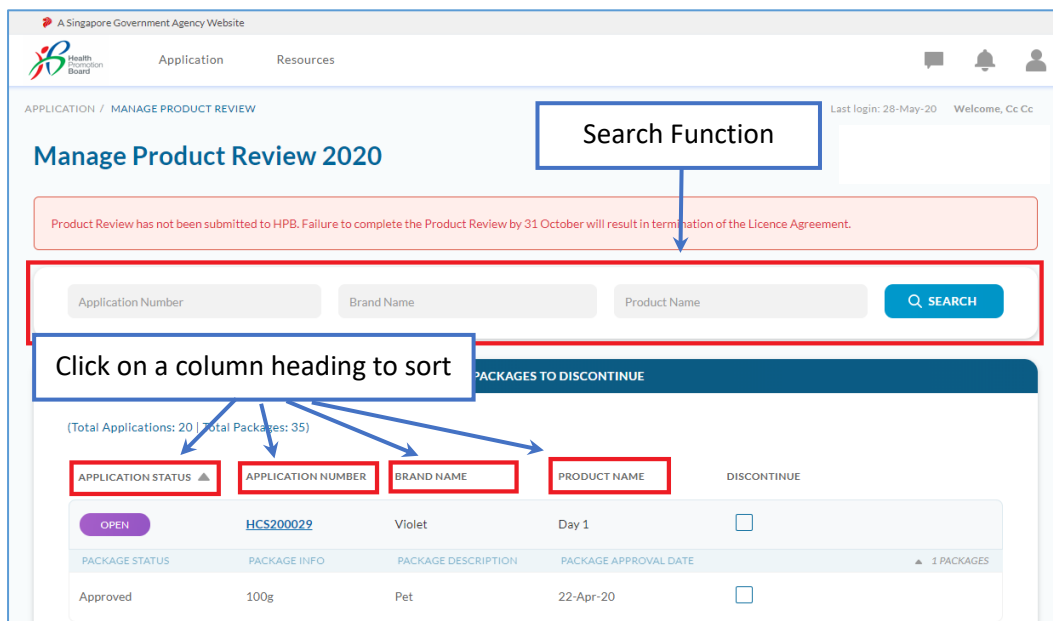
5. To complete the product review, please refer to the following steps:

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 use the search function or sort by column heading to find application/package(s).



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

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 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

- iii. 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

☐

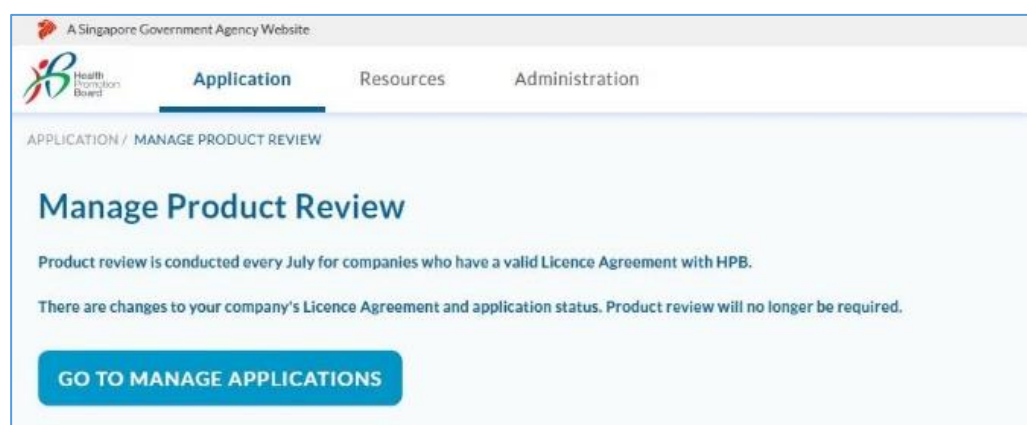
PR: Revised Guidelines: Product has to be reclassified to new category

☐

PR: Others (please specify)

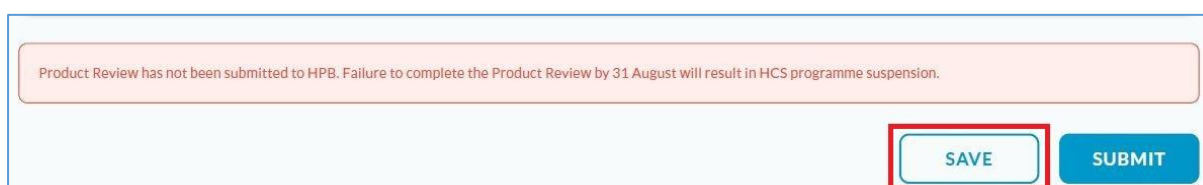
iv. What happens when application or package status changes during the product review exercise?

- 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.

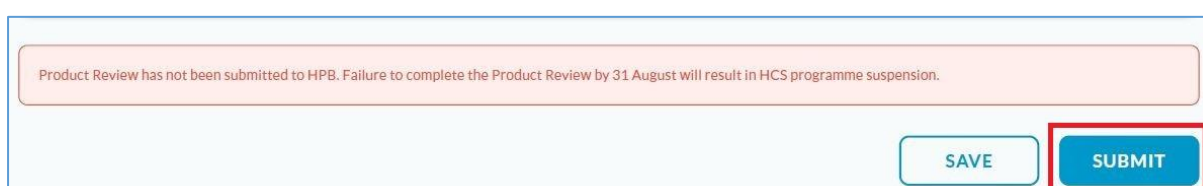


- if application or package status changes (e.g. to rejected) but company still has at least one approved packaged under the License Agreement, the License Agreement will remain valid. The status of the affected application/package(s) will be updated accordingly in the Selection page of Product Review 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.

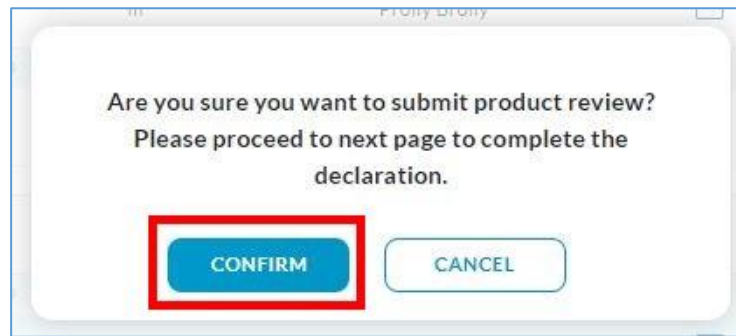
v. To save and continue with Product Review another time, click “Save” at the bottom of the page.



vi. 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.

A Singapore Government Agency Website

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	Download

No. of packages selected for PR	No. of packages selected to be discontinued	No. of packages selected not to be discontinued
35	3	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
COMPLETED	HCS200063	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
RE-OPEN	HCS200067	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	
RE-OPEN	HCS200010	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	HCS200068	m	Prolly Brolly	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 1 PACKAGES
Approved	9g		27-Apr-20	
RE-OPEN	HCS200067	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	HCS200065	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



ApplicationResources



APPLICATION / MANAGE PRODUCT REVIEW

Last login: 28-May-20Welcome, Cc Cc

Manage Product Review 2020

DOWNLOAD APPEAL EMAIL

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.

Application Number

Brand Name

Product Name

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"/>
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	
Approved	100g	Pet	22-Apr-20	<input type="checkbox"/>

1 PACKAGES

- 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 web form titled "PRODUCT REVIEW DECLARATION". It contains two checkboxes, each with a red box around it. 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](#)." Below these is a red 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, there are two buttons: "CANCEL" and "CONFIRM", with the "CONFIRM" button highlighted with a red box.

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.

CANCEL CONFIRM

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.

Are you sure you want to confirm product review?

CONFIRM CANCEL

6. 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	Download

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	HCS200042	Green	Chich Choe

PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	4 PACKAGES
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	HCS200015	Violet	P002	

PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	2 PACKAGES
Discontinued	1X2g		06-Apr-20	PR: Product is discontinued for sales in the market
Discontinued	1kg		06-Apr-20	PR: Others: abc

- Note that the company programme status, product review status and application/package status shown on the page were captured when product review was submitted.
- The appeal email is available for download on this page if necessary.
- 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)

ContactFeedbackFAQ

Report VulnerabilityPrivacy StatementTerms of UseRate ServiceSitemap

© 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
CLOSED	HCS200015	Violet	P002	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	▲ 2 PACKAGES
Discontinued	1X2g		06-Apr-20	PR: Product is discontinued for sales in the market
Discontinued	1kg		06-Apr-20	PR: Others: abc

7. 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).

8. 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 Product Name SEARCH

ADVANCE SEARCH

This is a filtered result (Total Results: 1)

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	SUBMISSION DATE	ASSIGNED TO
CLOSED	HCS200015	Violet	P002	06-Apr-20	tester 02

PACKAGE STATUS PACKAGE INFO LAST MODIFIED 2/2 packages

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 ▼

Artwork Files

File 10.pdf

APPROVED 06-Apr-20 (21.9 KB)

HPB Comments

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 ▼ |

Artwork Files

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.

A Singapore Government Agency Website

Health Promotion Board

Application Resources

APPLICATION / MANAGE APPLICATIONS

Last login: 05-Jun-20 Welcome, Anna Lee

Manage Applications

+ ADD NEW APPLICATION

Application Number Product Name SEARCH

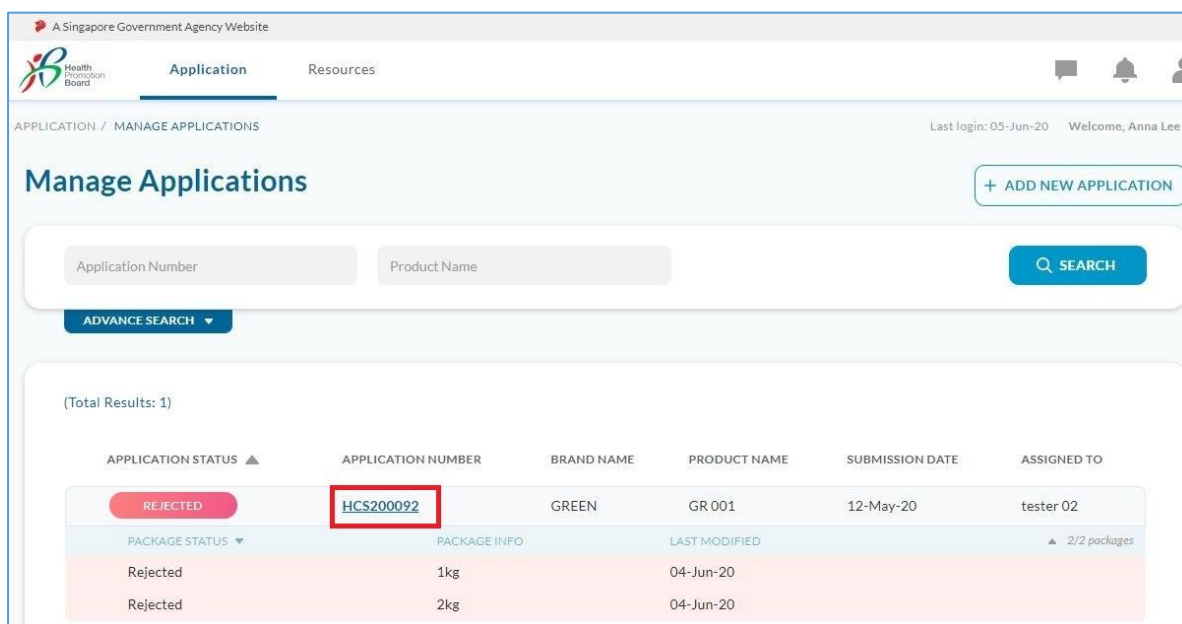
ADVANCE SEARCH

(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 2/2 packages

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	SUBMISSION DATE	ASSIGNED TO
REJECTED	HCS200092	GREEN	GR 001	12-May-20	tester 02
PACKAGE STATUS PACKAGE INFO LAST MODIFIED 2/2 packages					
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 / MANAGE APPLICATIONS

Last login: 05-Jun-20 Welcome, Anna Lee

Manage Applications

+ ADD NEW APPLICATION

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

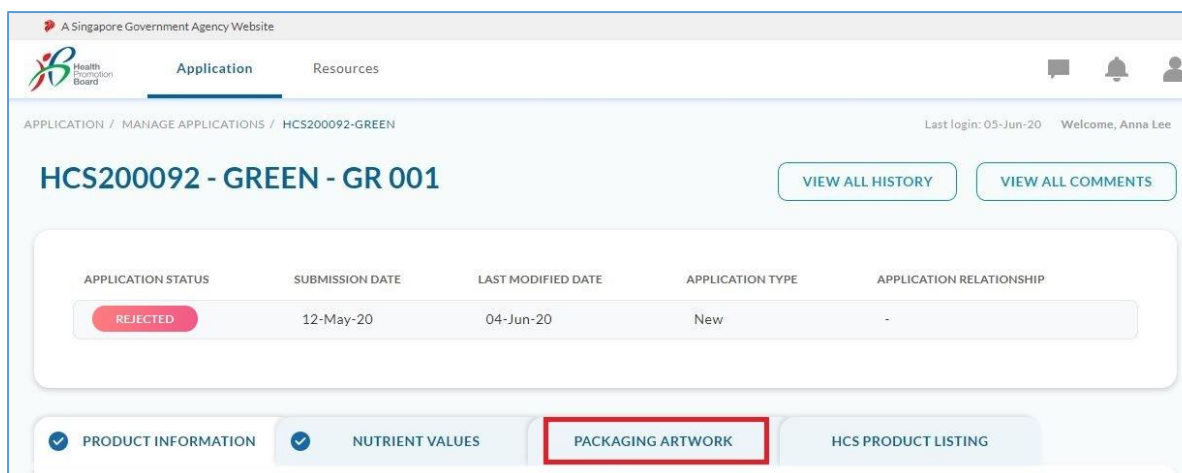
PACKAGE STATUS PACKAGE INFO LAST MODIFIED

Rejected 1kg 04-Jun-20

Rejected 2kg 04-Jun-20

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

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

- 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

▼ Single	2kg	PETTT	Rejected	12-May-20	12-May-20	04-Jun-20	-	Select
----------	-----	-------	----------	-----------	-----------	-----------	---	--------

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

A Singapore Government Agency Website

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.

A Singapore Government Agency Website

Health Promotion Board

Application Resources

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

Last login: 05-Jun-20 Welcome, Anna Lee

View All History

NO PAST HISTORY

Action User role SEARCH

ADVANCE SEARCH

APPLICATION HISTORY LISTING

(Total Results: 13) Show 10 per page << 1 2 >>

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

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

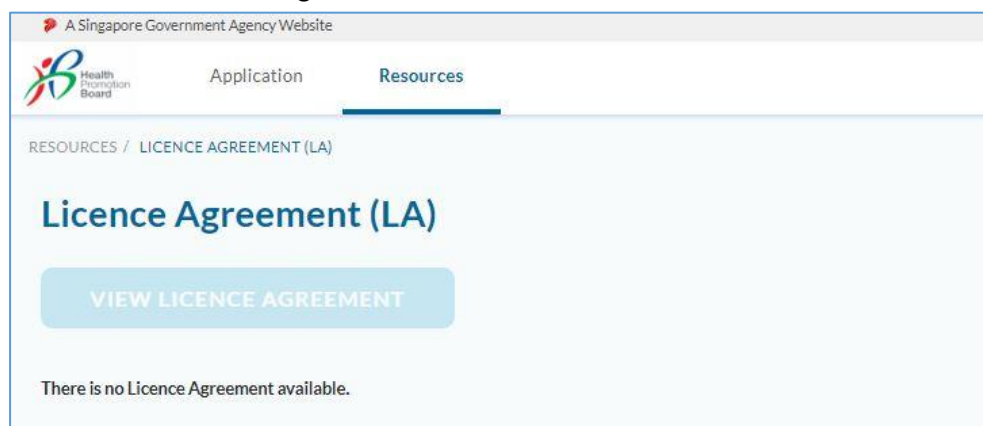
APPLICATION HISTORY LISTING

(Total Results: 13) Show 10 per page << 1 2 >>

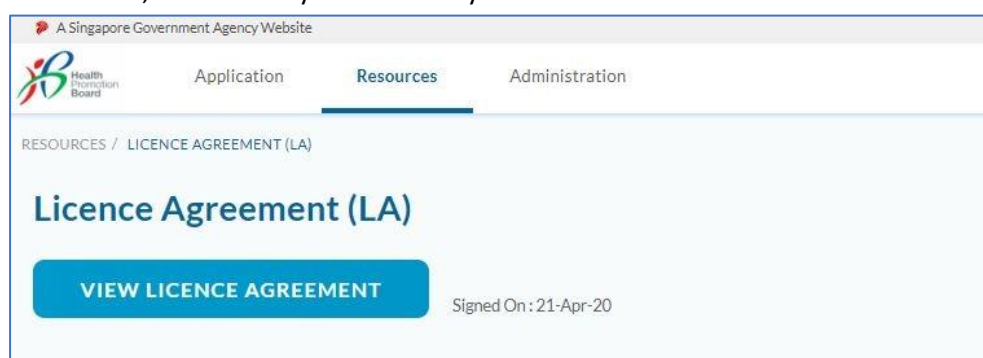
DATE & TIME	ACTION	USER ROLE	FIRST/LAST NAME
04-Jun-20 17:40:25	Reject Package	System	SYSTEM
			▲ ACTION DETAILS
FIELD	OLD VALUE	NEW VALUE	
Package Size	1kg	1kg	
Package Description	PET	PET	
Reject Reason	LA terminated due to Product Review not completed		
Package Status	APPROVED	REJECTED	
04-Jun-20 17:40:25	Reject Package	System	SYSTEM
			▼ ACTION DETAILS

- 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.

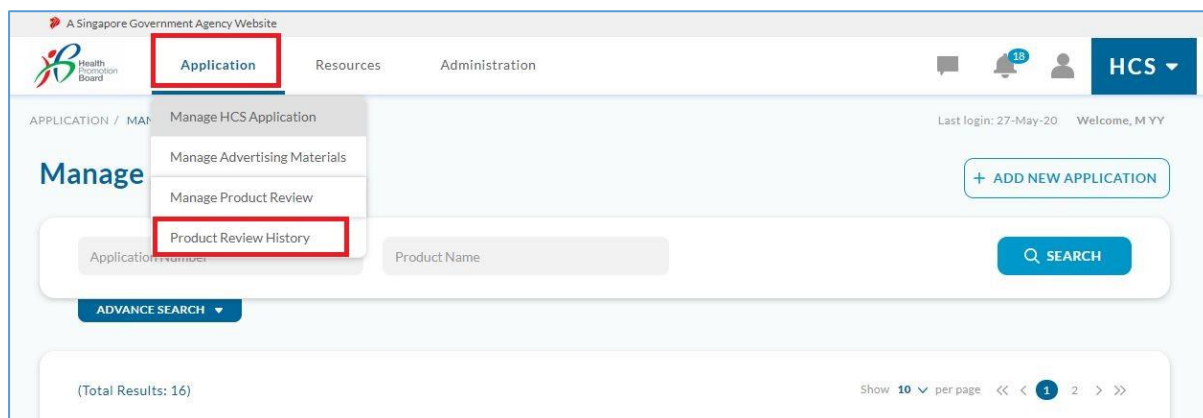


2. Company's HCS programme status will change from *Active* to *Enrolled*.
3. The suspension will be lifted, and the company can access HCS modules to submit new HCS application(s) and continue with pending application(s). Essentially, the company will have to restart the application process to keep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

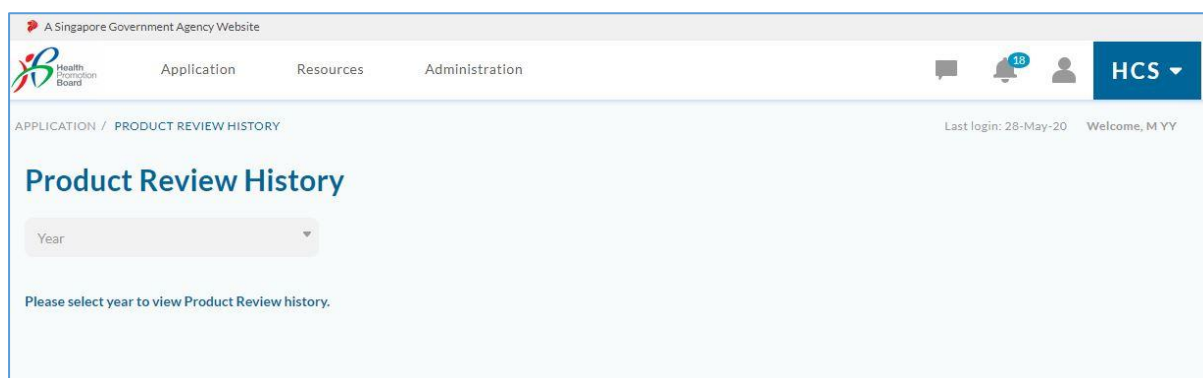
Product Review History

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.

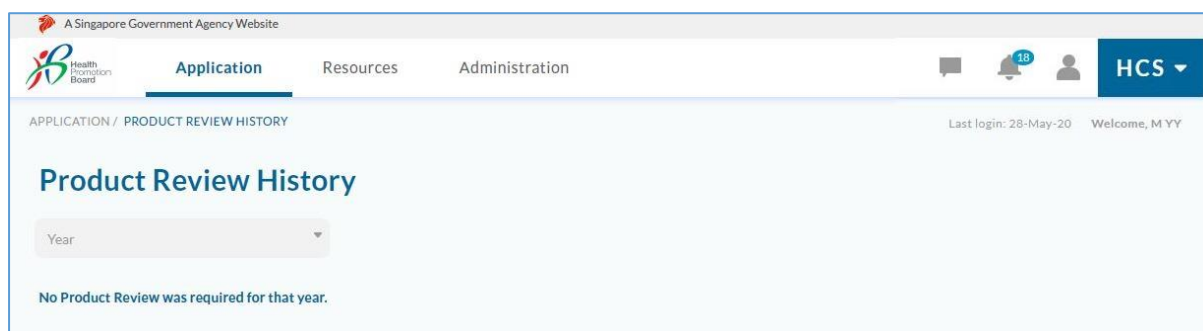
1. To go to Product Review History, click on *Application*, then *Product Review History*.



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	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	HCS200010	Friso Gold	Stage 3 Growing-Up Formula
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE
Revise	100g	123	21-Apr-20
▲ 1 PACKAGES			
COMPLETED	HCS200068	m	Prolly Brolly
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE
Approved	9g		27-Apr-20
▲ 1 PACKAGES			
RE-OPEN	HCS200067	m	yy
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE
Reassess	1kg		27-Apr-20
To Amend	1g	abc	27-Apr-20
▲ 2 PACKAGES			
COMPLETED	HCS200065	Brandy Bundy	Friso Frisa
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE
Approved	100g		27-Apr-20
▲ 1 PACKAGES			

Invalid Packages

APPLICATION STATUS	APPLICATION NUMBER	BRAND NAME	PRODUCT NAME	DISCONTINUATION REASON
CLOSED	HCS200063	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	
Discontinued	1X600ml	Shhs	27-Apr-20	PR: Product is discontinued for sales in the market
▲ 1 PACKAGES				
RE-OPEN	HCS200067	m	yy	
PACKAGE STATUS	PACKAGE INFO	PACKAGE DESCRIPTION	PACKAGE APPROVAL DATE	
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
▲ 2 PACKAGES				

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	HCS200063	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	HCS200067	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 M YY (Authorised Representative)

ContactFeedbackFAQ

[Report Vulnerability](#)
[Privacy Statement](#)
[Terms of Use](#)
[Rate Service](#)
[Sitemap](#)

© 2019 Government of Singapore. Last Updated 17 Feb 2019

5. 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.

A Singapore Government Agency Website

Health Promotion Board

Application Resources

APPLICATION / PRODUCT REVIEW HISTORY

Last login: 02-Jun-20 Welcome, Anna Lee

Product Review History

Year 2020

PRODUCT REVIEW SUMMARY

UEN	COMPANY NAME	PROGRAMME STATUS	PRODUCT REVIEW STATUS	REVIEW COMPLETED DATE	APPEAL EMAIL
88888888A	COMPANY 001	APPEAL	INCOMPLETE	--	Download

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	HCS200092	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	

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](#).

Contact Feedback FAQ

Report Vulnerability Privacy Statement Terms of Use Rate Service Sitemap

© 2019 Government of Singapore. Last Updated 09 May 2019