

AVA e-Services Guide for Food Import Inspections

Maintaining Company Account
and Authorisation of Users



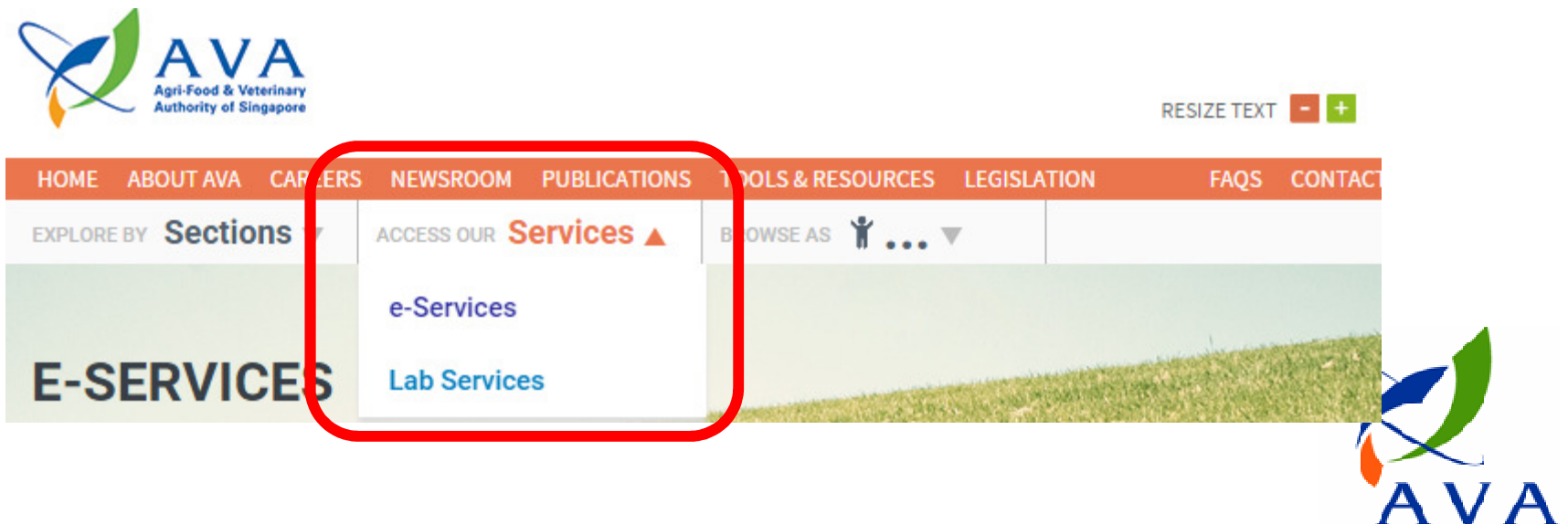
Accessing e-Services

1) <https://ifast.ava.gov.sg/eserviceweb>

or

2) Through AVA website (www.ava.gov.sg)

- Access Our Services > e-services > Inspection & Laboratory e-Services



Maintaining Company Account





Welcome to Inspection & Laboratory e-Services

Login to e-Services:

via SingPass:

[Sign In](#)

via Account:

User Name :

Format: NSxxxxxxxx
(e.g. NSabcd1234)

Password :

[Sign In](#)

[Forget Password?](#)

[New account? Click here](#)

Maintain Company Account:

User Name :

Password :

[Sign In](#)

[Forget Password?](#)

[New account? Click here](#)



[Need help? Click here](#)



Agri-Food & Veterinary Authority of Singapore

Welcome to Inspection & Laboratory e-Services, Mr Alex Lee. Your last logon was 01-Sep-2009 21:06:18.

[Logout](#)

Change Company Account Password

Company ID G09083120-0231H

Current Password *

New Password *

Re-enter New Password *





Welcome to Inspection & Laboratory e-Services, Mdm Contact Person Name of S1261730E. Your last logon was 10-Feb-2014 15:51:18.

[Logout](#)

Maintain Company Account

Company ID	G12050314-0591H												
Password	<input type="button" value="Change Password"/>												
Company Type *	<input checked="" type="radio"/> Singapore Local Company <input type="radio"/> Foreign Company												
Company Ref. Type *	UEN NUMBER												
Company Ref. No. *	196900622N												
Company Name *	COMPANY TEST CC												
Address Type *	<input checked="" type="radio"/> Local												
Address	Postal Code *	347790											
	Block/House/Lot No. *	37											
	Street Name	TANNERY LANE											
	Level & Unit No.	03	08										
	Building Name	TANNERY HOUSE											
	Country *	SINGAPORE											
Salutation/Title *	Mdm												
Contact Name *	Contact Person Name of S1261730E	NRIC/FIN *	S1261730E										
Contact Number	<i>Please include country code for non Singapore line.</i>												
	Telephone *	67769999	Extension										
	Hand Phone	91111111	Fax										
Email Address *	abc@xyz.com												
<i>Your Company ID and Password will be emailed to you upon approval. Please verify your email address.</i>													
Premises Code	SGSP04M0001	<input type="button" value="Refresh"/>											
Premises Name	LEE SAY POULTRY INDUSTRIAL												
Authorised Users	<i>The following users will be able to enquire inspection/lab results and make online payments on behalf of the company.</i>												
	<input type="text"/> <input type="button" value="Add"/>	<input checked="" type="checkbox"/> View Result	<input type="text"/> <input type="button" value="Add"/>	<input checked="" type="checkbox"/> View Result									
		<table border="1"> <thead> <tr> <th>Authorised Non SingPass User(s)</th> <th>Able to view Inspection Result</th> <th></th> </tr> </thead> <tbody> <tr> <td>NSVATTI01</td> <td><input type="checkbox"/></td> <td>X</td> </tr> <tr> <td>NSTESTER3</td> <td><input checked="" type="checkbox"/></td> <td>X</td> </tr> </tbody> </table>	Authorised Non SingPass User(s)	Able to view Inspection Result		NSVATTI01	<input type="checkbox"/>	X	NSTESTER3	<input checked="" type="checkbox"/>	X		
Authorised Non SingPass User(s)	Able to view Inspection Result												
NSVATTI01	<input type="checkbox"/>	X											
NSTESTER3	<input checked="" type="checkbox"/>	X											



Authorising Users in Company Account
-To Book Inspection Appoints
-View Inspection Results





Welcome to Inspection & Laboratory e-Services, Mdm Contact Person Name of S1261730E. Your last logon was 10-Feb-2014 15:51:18.

[Logout](#)

Maintain Company Account

Company ID: G12050314-0591H

Password:

Company Type: Singapore Local Company Foreign Company

Company Ref. Type: UEN NUMBER

Company Ref. No.: 196900622N

Company Name: COMPANY TEST CC

Address Type: Local

Address:

Postal Code: 347790

Block/House/Lot No.: 37

Street Name: TANNERY LANE

Level & Unit No.: 03 - 08

Building Name: TANNERY HOUSE

Country: SINGAPORE

Salutation/Title: Mdm

Contact Name: Contact Person Name of S1261730E NRIC/FIN: S1261730E

Contact Number: *Please include country code for non Singapore line.*

Telephone: 67769999 Extension:

Hand Phone: 91111111 Fax: 67461111

Email Address: abc@xyz.com

Your Company ID and Password will be emailed to you upon approval. Please verify your email address.

Premises Code: SGSP04M0001

Premises Name: UEN: 196900622N

Authorized Users *The following users will be able to enquire inspection/lab results and make online payments on behalf of the company.*

SingPass User(s)	<input checked="" type="checkbox"/> View Result	Non SingPass User(s)	<input checked="" type="checkbox"/> View Result
<input type="text"/>	<input type="button" value="Add"/>	<input type="text"/>	<input type="button" value="Add"/>

Authorized Non SingPass User(s)	Able to view Inspection Result	
NSVATTI01	<input type="checkbox"/>	X
NSTESTER3	<input checked="" type="checkbox"/>	X



Authorising Users

Authorised Users

The following users will be able to enquire inspection/lab results and make online payments on behalf of the company.

<u>SingPass User(s)</u> <input type="text"/> <input type="checkbox"/> View Result <input type="button" value="Add"/>	<u>Non SingPass User(s)</u> <input type="text"/> <input type="checkbox"/> View Result <input type="button" value="Add"/>
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- Insert NRIC no
- Click Add
- Save the page before logging out

- Insert Non-Singpass ID (eg. **NS12345**)
- Click Add
- Save the page before logging out



Authorising Users

Authorised Users *The following users will be able to enquire inspection/lab results and make online payments on behalf of the company.*

<u>SingPass User(s)</u>	<input checked="" type="checkbox"/> View Result	<u>Non SingPass User(s)</u>	<input checked="" type="checkbox"/> View Result
<input type="text"/>	<input type="button" value="Add"/>	<input type="text"/>	<input type="button" value="Add"/>
Authorised Non SingPass User(s)	Able to view Inspection Result		
NSVATTI01	<input type="checkbox"/>		X
NSTESTER3	<input checked="" type="checkbox"/>		X

-Check box to enable or disable user from viewing Inspection Results-

-Click on "X" to remove from Authorised Users list

-Save the page after making changes

