

AVA e-Services Guide for Food Import Inspections

Frequently Asked Questions



FAQs

Can my external parties make bookings for my company's CCPs?

- Yes, but you must authorise them under your Company Account in e-Services first.
- The external party should also ensure they select your company's name when making the appointment booking.

• Inspection Appointment Booking
• Laboratory Services

Inspection Appointment Booking

This request for service is for :

Myself

Authorised Company : COMPANY TEST CC

-- Select One --
COMPANY TEST CC



FAQs

Can I choose which authorised users are allowed to view my inspection results?

- Yes, you can select which user accounts can view results if you are the administrator of the company account

<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"/>									
		<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										



FAQs

My company already has a Company Account but we cannot access it as the administrator has left the company and did not inform us of the password.

- 1) If you know the email address linked to the company account and are still able to access the email account, you can reset the password by clicking on “Forget password?” at the log in page. The new password will be sent to that email address.

Maintain Company Account:

User Name :

Password :

[New Account? Click here](#)



FAQs

My company already has a Company Account but we cannot access it as the administrator has left the company and did not inform us of the password.

2) If you do not know the email address linked to the account or if the email address is no longer in use, please contact AVA to change the email address in the system to an existing one before you reset the password. The new password generated will be sent to the updated email address.

