

FOOD PERMIT APPLICATION FAQs

Q: What is CA/SC code 1?

A: CA/SC code 1 is the establishment code, please refer to the link below: <https://www.sfa.gov.sg/tools-andresources> and look under CA/SC code 1

Q: What is CA/SC code 2?

A: CA/SC code 2 is the phytosanitary certificate number for fresh fruits and vegetables from Mexico and South American countries. For meat permit declaration, CA/SC code 2 is the health certificate number.

Q: Where to get HS/Product code?

A: Please refer to the link below and choose the code that best suits your product.

<https://www.sfa.gov.sg/tools-and-resources> and look under Product Codes for Tradenet (TN4.1).

Q: Why is my permit rejected?

A: Please refer to the following for examples of permit rejection.

PLEASE CHECK TRADER EI/UEN	<ul style="list-style-type: none">• Check license validity• SFA registration number/ Licence no. is not declared• Ensure SFA registration number/ licence used is for correct food commodity• Ensure UEN of importer's company tally with the SFA registration number/ licence• Ensure that the SFA Registration number/ Licence is key in correctly
R05 (REJECTED BY SFA) - THE DECLARATION IS REJECTED DUE TO WRONG ESTABLISHMENT CODE AU99999. PLEASE CHECK THE HEALTH CERTIFICATE AND PROVIDE THE CORRECT ESTABLISHMENT CODE ACCORDINGLY.	For the meat permit declaration, please key in the establishment no. of the plant not the country code. Refer to the link below for the list of establishment code (plant no.): https://www.sfa.gov.sg/tools-and-resources?topicIds=&personIds=&categoryIds=&typeIds=7b154418-7529-6bf0-9fda-ff00009b1e7c&page=1

<p>PLEASE CHECK PRODUCT CODE/ PRODUCT QUANTITY</p>	<ul style="list-style-type: none"> Please ensure that product code and HS code are linked correctly, also ensure that the product code is key in correctly e.g. <table border="1" data-bbox="625 282 1412 472"> <tr> <td data-bbox="625 282 887 392">Product Code</td> <td data-bbox="887 282 1149 392">√</td> <td data-bbox="1149 282 1412 392">X</td> </tr> <tr> <td data-bbox="625 392 887 472">HFAØAPM</td> <td data-bbox="887 392 1149 472">HFA0APM</td> <td data-bbox="1149 392 1412 472">HFAOAPM</td> </tr> </table> <ul style="list-style-type: none"> Ensure the Quantity unit is keyed in correctly 	Product Code	√	X	HFAØAPM	HFA0APM	HFAOAPM
Product Code	√	X					
HFAØAPM	HFA0APM	HFAOAPM					
<p>PLEASE CHECK BRAND NAME/ ITEM DESCRIPTION</p>	<ul style="list-style-type: none"> More than 1 brand name is declared. Ensure to key in one brand name in the brand name field. More than 1 product is declared. Ensure to key in one product in the item description field. For fresh fruits and vegetables permit declaration, the items should not be dried or processed. For seafood permit declaration, the product description should include the species, refrigeration statement (chilled or frozen). For meat permit declaration, the number of cartons and product description, including species, refrigeration statement (chilled or frozen), type of cut (tenderloin, sirloin, cuberoll etc.) and boneless or bone-in need to be declared. 						

Q: Why is my permit still pending / processing?

A: Pending permits in the system will be processed within the same working day, on the condition that the declaration is submitted before 5:30pm from Mondays to Thursdays, and 5:00pm on Fridays. Working day refers to Mondays to Fridays, excluding weekends and public holidays.

Declarants should ensure that all information declared is true and accurate, and applications are duly completed with necessary supporting documents, to avoid further delay of the permit approval.

Declarants should also check or refresh their permit status for any query messages by SFA.

Q: How do I submit my necessary supporting documents for permit approval?

A: Declarants should attach all supporting documents via their Front-end software, and submit them electronically during the permit application. Please contact your respective Front-end TradeNet solution provider for assistance on the process to attach the supporting documents during permit applications.

Q: How do I declare for imported food items which have no brand name at the time of import?

A: If the food product has no brand name at the time of import, please declare in the permit the name of the manufacturer of the product or the intended brand name of the product. This will help SFA in the traceability of the product.

Q: I could not find the column/space to input for the brand name/licence.

A: All declaring agents/freight forwarders are to contact their system provider in the events of encountering any difficulties with the system.

Q: Are there import permit fees I need to pay? If yes, what are the fees?

A: Please refer to our website <https://www.sfa.gov.sg/food-import-export/commercial-food-imports>, section on [Applying for an Import Permit](#) for the relevant import permit fees.

Q: Are there export permit fees I need to pay? If yes, what are the fees?

A: You need to pay an export/tranship fee for every consignment of food that you export/tranship from Singapore.

The payment will be deducted from your GIRO account. Note that you will need to first apply for a GIRO account with SFA.

The fees for the export/tranship of the following types of food are provided in the table below.

Type of Food	Fees
Permit to tranship meat products	S\$20 per consignment
Permit to export meat products	S\$3 per consignment
Type of Food	Fees
Permit to export/tranship fish products (seafood)	S\$3 per consignment
Permit to tranship fresh fruits and vegetables	S\$3 per consignment

Q: How do I know what establishment number to declare for meat products?

A: Establishment number of SFA-approved plants should be indicated in the health certificate. Please refer to example of a typical health certificate below:

Exporting country authority logo and certificate title

Health certificate number

Details to be stated on health certificate including:

- (1) product description*
- (2) product quantity (product net weight and number of cartons)
- (3) date of slaughter (for raw meat) / date of processing (for processed meet product)
- (4) establishment number of SFA-approved slaughterhouse/cutting plant/processing plant
- (5) container number
- (6) name of consignee and
- (7) name of consignor

* If more than 1 items on same health certificate, individual details have to be indicated

Health attestations to certify that the Singapore's animal health and food safety requirements have been complied with.

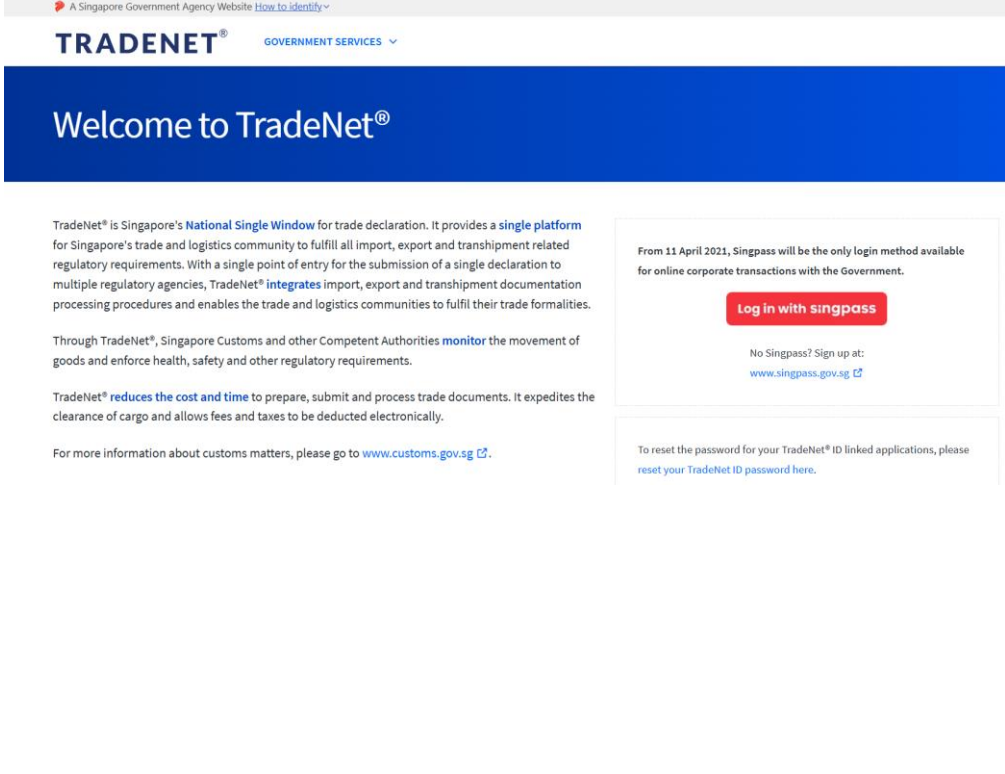
Signature and stamp of Official Veterinarian
(exporting country authority)

Q: How do I check if my permit application is approved?

A: For more information on the application of an import permit, see the Singapore Customs page on TradeNet:

[What You Need to Know about TradeNet](#)

Guide to checking status of your application via TradeNet Backend System

Step	Screenshot
<p>Step 1: Login to https://www.tradenet.gov.sg/tradenet/loginportal</p>	 <p>A Singapore Government Agency Website How to identify</p> <p>TRADENET® GOVERNMENT SERVICES</p> <h2>Welcome to TradeNet®</h2> <p>TradeNet® is Singapore's National Single Window for trade declaration. It provides a single platform for Singapore's trade and logistics community to fulfill all import, export and transshipment related regulatory requirements. With a single point of entry for the submission of a single declaration to multiple regulatory agencies, TradeNet® integrates import, export and transshipment documentation processing procedures and enables the trade and logistics communities to fulfil their trade formalities.</p> <p>Through TradeNet®, Singapore Customs and other Competent Authorities monitor the movement of goods and enforce health, safety and other regulatory requirements.</p> <p>TradeNet® reduces the cost and time to prepare, submit and process trade documents. It expedites the clearance of cargo and allows fees and taxes to be deducted electronically.</p> <p>For more information about customs matters, please go to www.customs.gov.sg.</p> <p>From 11 April 2021, Singpass will be the only login method available for online corporate transactions with the Government.</p> <p>Log in with singpass</p> <p>No Singpass? Sign up at: www.singpass.gov.sg</p> <p>To reset the password for your TradeNet® ID linked applications, please reset your TradeNet ID password here.</p>

Step 2:
Click
'Declaration
(Enquiry)'

Select 'List
of
Declarations'

Choose a
'Search by'
option

Menu
Expand/ Collapse All

Declaration (Enquiry)

List of Declarations

Search Criteria

Choose a "Search by" option.

Search by Party Type/URN

Note: 1. TRANSHIPMENT (TTI, TTF) Declarations cannot be searched by Party Type - Importer/Exporter.
2. DECLARING AGENT EI/UEN should match USER ID's EI/UEN.

Party Type: Declaring Agent Importer/Exporter

EI / UEN: * (Example: T08GA0029H)

Creation Date: * (Example: DD-MM-YYYY)

Start Sequence No.: (Example: 0001)

End Sequence No.: (Example: 9999)

Search by Submission Date/URN

Search by User ID

Search by Permit Number

Search by Container Number

Search by BL/AWB Number

Search by Declarant Code

Search by Claimant Code

Search by CO Certificate Number

Step 3: View
the status of
your
application

List Of Declarations

Search Results

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S/N	Message Version	Declaration URN	Permit Number	Original Message Type	Decl Type	Update Indicator	Status	App Type	CO Certificate Number	Interchange Number	Supporting Documents	Control CA
	1	041	T14040148M 201909180001		IPTDEC	DNG	Pending At CA [IPTDECCA] - PFO			I: G1568795504922 O:	View	PFO LQT DUT
	2	041	T14040148M 201909180002		IPTDEC	DNG	CA/SC Reject			I: G1568795548983 O: 90006579	View	PFO LQT DUT
	3	041	T14040148M 201909180003		IPTDEC	DNG	Pending At CA [IPTDECCA] - PFO			I: G1568795564993 O:	View	PFO LQT DUT
	4	041	T14040148M 201909180004		IPTDEC	GST	DCS Error			I: G1568795630636 O: 90006580	View	
	5	041	T14040148M 201909180005	IG91166257Y	IPTDEC	GST	Approved IPTDEC [IPTPMT]			I: G1568795679430 O: 90006581	View	DUT

