



Singapore Customs,  
55 Newton Road #06-02,  
Revenue House  
Singapore 307987  
Tel No.: 6775 5137  
Email: customs\_nacwc@customs.gov.sg

## NA(CWC) LICENCE APPLICATION COVER FORM (SCHEDULE 1 CHEMICALS)

### GENERAL INSTRUCTIONS

- All sections must be completed. Where not applicable, please specify "N.A". Any incomplete or illegible application will not be accepted.
- This application form is for a company / an organisation to apply for a NA(CWC) licence issued under the Chemical Weapons (Prohibition) Act, Chapter 37B and the Chemical Weapons (Prohibition) Regulations.
- Each company / organisation can only hold ONE NA(CWC) licence at any one time.
- All licence applications require an average processing time of 10 working days from the date of receipt of the duly completed application.
- This form may take you 10 minutes to complete. You will need the following information to fill in the form.
  - Company / Organisation Name and Unique Entity Number (UEN)
  - Company Details and Nature of Business
  - Main and alternate licence applicants' details and NRIC / Passport No.
- Upon completion, this application should be sent in by email or post to:

**Director-General  
Singapore Customs  
National Authority (Chemical Weapons Convention)**  
55 Newton Road  
#06-02, Revenue House  
Singapore 307987  
Email: customs\_nacwc@customs.gov.sg

### FORMS REQUIRED FOR SUBMISSION

Any company / organisation intending to conduct activities involving Scheduled 1 chemicals are required to submit the relevant forms:

- NA(CWC) Licence Application Cover form
- Form A.1 – for Schedule 1 chemical
- Supporting documents – Letter of Authorisation, NRIC / Passport (if there are any changes to the existing main and alternate licence applicants)



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## NA(CWC) LICENCE APPLICATION COVER FORM (SCHEDULE 1 CHEMICALS)

### SECTION A DETAILS OF APPLICATION

(1) Intended Year of Licence:

### SECTION B DETAILS OF COMPANY / ORGANISATION

(2) Name of Company / Organisation:

(3) Unique Entity Number (UEN):

(4) Address of Company / Organisation:

(5) Nature / Type of Business:

### SECTION C DETAILS OF MAIN LICENCE APPLICANT

(6) Full Name of Main Licence Applicant: (Dr/Mr/Ms/Mrs/Mdm)\*

(7) Designation:

(8) Citizenship: (Please indicate accordingly.)

☐ Singaporean ☐ PR ☐ Others

Please specify: \_\_\_\_\_

(9) NRIC No. / Passport No.:

(10) Contact No.:

(11) E-mail Address:

### SECTION D DECLARATION

I, \_\_\_\_\_ NRIC No./Passport No. \_\_\_\_\_  
(Name of Main Licence Applicant)

representing \_\_\_\_\_ hereby declare that:  
(Company/ Organisation Name)

- a) I have read and understood the terms and conditions for the issuance of the NA(CWC) Licence for Schedule 1 Chemicals.
- b) I will submit all declarations pertaining to the Scheduled 1 Chemical(s) included in this licence, to the National Authority (Chemical Weapons Convention), Singapore Customs, annually or on an ad-hoc basis as deemed necessary;
- c) I have ensured that all information given in this application is true and correct.

\*Please delete accordingly.

**SECTION E DETAILS OF ALTERNATE LICENCE APPLICANT**

|   |                               |
|---|-------------------------------|
| (12) Full Name of Alternate Licence Applicant: (Dr/Mr/Ms/Mrs/Mdm)*  | (13) Designation:             |
| (14) Citizenship: (Please indicate accordingly.)<br><input type="checkbox"/> Singaporean <input type="checkbox"/> PR <input type="checkbox"/> Others<br>Please specify: _____ | (15) NRIC No. / Passport No.: |
| (16) Contact No.:   | (17) E-mail Address:          |

**SECTION F DECLARATION**

I, \_\_\_\_\_ NRIC No./Passport No. \_\_\_\_\_  
(Name of Alternate Licence Applicant)

representing \_\_\_\_\_ hereby declare that:  
(Company/ Organisation Name)

a) I have read and understood the terms and conditions for the issuance of the NA(CWC) Licence for Schedule 1 Chemicals.

b) I will submit all declarations pertaining to the Scheduled 1 Chemical(s) included in this licence, to the National Authority (Chemical Weapons Convention), Singapore Customs, annually or on an ad-hoc basis as deemed necessary;

c) I have ensured that all information given in this application is true and correct.

**SECTION G FORMS SUBMISSION FOR LICENCE APPLICATION**

(18) Other forms submitted together with this Cover Form: (Please indicate accordingly.)

(a) ☐ Form A.1 for Schedule 1 chemical

(b) ☐ Other attachments, please specify: \_\_\_\_\_

Including this cover form, there is a total of \_\_\_\_\_ pages submitted.

**FOR OFFICIAL USE ONLY**

Checked by: \_\_\_\_\_ Date received: \_\_\_\_\_

Licence No.: \_\_\_\_\_

Date of issue: \_\_\_\_\_ Processed by: \_\_\_\_\_

\*Please delete accordingly.