

How to register Controlled Goods (CGs) for sale in Singapore

Purpose of Document:

This document summarizes the procedure for registration of CGs as stated in the “Consumer Protection (Safety Requirements) Registration Scheme Information Booklet (CPSR Information Booklet)”. It is meant to present suppliers with the main steps of the registration process. If information in this document differs from that in the CPSR Information Booklet, what is shared in the CPSR Information Booklet should take precedence.

For more details on CGs, procedures and requirements please download a copy of the CPSR Information Booklet at www.consumerproductsafety.gov.sg

Overview of Controlled Good (CG) Registration

To sell CGs¹ in Singapore, suppliers must do the following:

1. Register with the Consumer Product Safety Office² (CPSO) to be a Registered Supplier (RS).
2. Obtain the necessary test report(s)^{3,4}. If none are available, RS can contact a CAB (Testing)⁵ to test their CG.
3. Determine the CG's risk category by referring to chapter 6 of the CPSR Information Booklet.

¹ There are 33 categories of household electrical and gas products classified as CGs. For a complete list of CGs and their risk categories, refer to chapter 6 of the CPSR Information Booklet.

² The Consumer Product Safety Office (CPSO) is an office overseen by Enterprise Singapore.

³ Test reports are issued by test laboratories and detail how well the CG complies with specified safety standards. For a full list of accepted test reports, refer to the below sections on SDoC or CoC application.

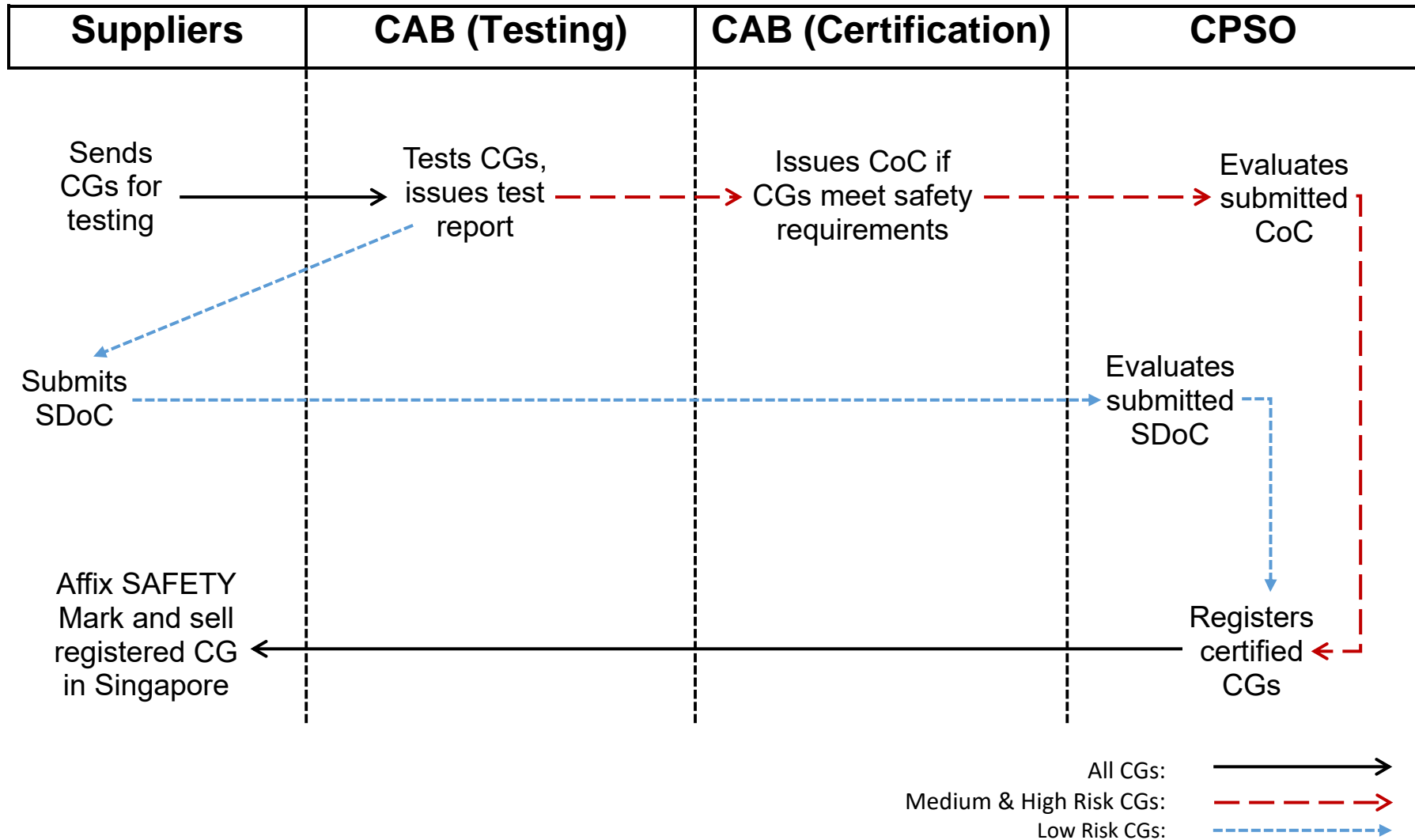
⁴ If the RS obtains test reports from a third party (usually the original manufacturer of the CG), the third party must also provide an authorization letter allowing the RS to use their test report.

⁵ CABs (Testing) are third party testing laboratories designated by the Safety Authority that can test the CGs against relevant safety standard(s) and issue a test report.

4. **[For Low Risk CGs]** RS submits a Supplier's Declaration of Conformity (SDoC)⁶ to the CPSO. In doing so the RS is making a self-declaration that the low risk CGs conform to the requirements under the CPSR.
5. **[For Medium and High Risk CGs]** RS submits test reports and other relevant documentation to a CAB (Certification)⁷ for review. If the CGs meet safety requirements, the CAB (Certification) issues a Certificate of Conformity (CoC) and submits the CoC to the CPSO.
6. If the CPSO judges that the application is in order, a Letter of Approval (LOA) will be issued to the RS.
7. Upon receiving the LOA, RS can affix the SAFETY Mark on the registered CG before they sell it in Singapore.

⁶ Supplier's Declaration of Conformity. A declaration by the RS that their CGs meets safety requirements specified by the Safety Authority.

⁷ CABs (Certification) are third party certification bodies designated by the Safety Authority which can certify if the CGs conform to specified safety requirements.



Becoming an RS

Suppliers wishing to sell CGs in Singapore can apply to become a RS via online e-Registration:

- a. Visit <https://cpsa.enterprisesg.gov.sg>
- b. Select “e-Registration of Registered Supplier” under “NEW APPLICATION” and follow onscreen instructions⁸



The CPSO processes RS application.



Upon successful registration, the RS will receive an email which includes:

- a. Their RS Code (A 3-alphabet identity code unique to the RS)
- b. Softcopy of the SAFETY Mark bromide



RS can now register CGs by submitting SDoCs online or approaching any designated Conformity Assessment Bodies (CABs) to apply for CoCs.

⁸ Note that a copy of the Certification of Incorporation of Private Company/Certificate of Registration issued by ACRA will be required for registration.

SDoC Application

RS first obtains documentation (i.e. test reports) certifying their CG meets required safety standards⁹. These test report types are accepted:

- a. Reports with IECEE CB certificates
- b. Reports issued by testing laboratories accredited by the Singapore Accreditation Council or its Mutual Recognition Agreement partners
- c. Reports issued by CABs (Testing)

RS may obtain relevant documentation from the original manufacturer of the CG or send CGs to a CAB (Testing) to be tested.



RS declares the CG complies with the safety requirements by submitting an SDoC online.

- a. Visit: <https://cpsa.enterprisesg.gov.sg>
- b. Login to your RS account
- c. Select “Registration of SDOC – New” in the sidebar and follow onscreen instructions



Safety Authority approves the registration and issues an LOA if the information in the SDoC is deemed to be in order.



⁹ For a list of standards by product category, refer to chapter 6 of the CPSR Information Booklet.

Upon receiving the LOA, RS can affix SAFETY Mark to the CG and sell it in Singapore.

CoC Application

RS first obtains documentation (i.e. test reports) to certify their CG complies with required safety standards (all CABs should know safety standards required). The following test report types are accepted:

- a. Reports with IECEE CB certificates
- b. Reports issued by testing laboratories accredited by the Singapore Accreditation Council or its Mutual Recognition Agreement partners
- c. Reports issued by CABs (Testing)

RS may obtain documentation from the original manufacturer of the CG or send CGs to a CAB (Testing) to be tested.



RS submits the necessary documentation to a CAB (Certification). If everything is found to be in order, the CAB (Certification) issues a CoC.



Submit CoC to the CPSO. The CPSO registers the CG and issues an LOA if the information in the CoC is deemed to be in order.



Upon receiving the LOA, the RS can affix SAFETY Mark to the CG and sell it in Singapore.

Note: Many CABs act as both CAB (Testing) and CAB (Certification). Many CABs (Certification) also submit CoCs to the CPSO on the supplier's behalf. Do check with CABs to determine their services offered.

You may refer to the link [here](#) for the list of CABs.