

**Singapore Productivity and Standards Board (Singapore Quality Mark)
Certification Regulations**

Table of Contents

1 Citation

2 Definitions

3 Prohibition of use of Singapore Quality Mark without licence

4 Board may issue licence

5 Duration of licence

6 Application for issue or renewal of licence

7 Fees payable upon application for, issue and renewal of licence

**8 Board may require applicant for licence to provide evidence, etc.,
relating to quality, etc., of product**

9 Board may refuse to issue or renew licence

10 Form of licence

11 Licence not transferable or assignable

12 Approval of facsimile of Singapore Quality Mark

13 Cancellation or suspension of licence

14 Procedure for cancellation or suspension of licence

15 Notification of cancellation or suspension of licence

16 Return of suspended or cancelled licence

17 Reduction of period of suspension

18 Appeals

19 Duty of person whose licence has not been renewed or has been cancelled or suspended

20 Notification in *Gazette* of issue, cancellation or suspension of licence

21 Application of Singapore Quality Mark

22 Duty of licensee

23 Register of licensees

24 Licensee to notify Board of change in address

25 Inspectors

26 Power of inspectors

27 Procedure for inspection of premises and taking samples

28 Report of inspection

29 Charges for inspection of premises, advice given and consultation

30 Expenses of and incidental to test to be borne by licensee or applicant

THE SCHEDULE Fees

Legislative History

SINGAPORE PRODUCTIVITY AND STANDARDS BOARD ACT
(CHAPTER 303A, SECTION 42)

SINGAPORE PRODUCTIVITY AND STANDARDS BOARD
(SINGAPORE QUALITY MARK) CERTIFICATION REGULATIONS

Rg 1

G.N. No. S 355/1996

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(15th June 1997)

[1st April 1996]

Citation

1. These Regulations may be cited as the Singapore Productivity and Standards Board (Singapore Quality Mark) Certification Regulations.

Definitions

2. In these Regulations, unless the context otherwise requires —

“approved product standard” means the standard accepted by the Board for the purpose of issuing a licence;

“licence” means a licence issued by the Board under these Regulations authorising the use of the Singapore Quality Mark in respect of any product;

“licensee” means a person who holds a valid licence;

“Quality Management System Requirements” means the requirements for quality management systems published by the Board for the purpose of issuing a licence;

“Singapore Quality Mark” means the Singapore Quality Mark specified by the Board under section 7(1)(j) of the Act for the certification of the quality of products.

Prohibition of use of Singapore Quality Mark without licence

3. No person shall use the Singapore Quality Mark in respect of any product unless —

(a) he has in force a valid licence; and

- (b) the facsimile of the Singapore Quality Mark to be used by him has been approved by the Board under regulation 12.

Board may issue licence

4. The Board may, either unconditionally or subject to such conditions as it thinks fit, issue a licence to any person who has satisfied the Board that —

- (a) the product in respect of which he proposes to use the Singapore Quality Mark conforms to the relevant approved product standard;
- (b) the quality management system used by him in the manufacture of that product complies with the Quality Management System Requirements; and
- (c) he has in operation a scheme of inspection and testing which adequately ensures that that product shall conform to the relevant approved product standard.

Duration of licence

5. Subject to regulation 13, every licence shall continue in force for a period of 3 years from the date of its issue and may, on its expiry, be renewed for such period as the Board may determine.

Application for issue or renewal of licence

6.—(1) An application for the issue or renewal of a licence shall be made to the Board in such form as the Board may require.

(2) Every application for the renewal of a licence shall be submitted to the Board not less than 4 weeks before the expiry of the period for which the licence was issued or previously renewed, as the case may be.

Fees payable upon application for, issue and renewal of licence

7.—(1) Every applicant for the issue or renewal of a licence shall, when submitting his application to the Board, pay the fee specified in the Schedule.

(2) The fee paid for the application for the issue or renewal of a licence shall not be refundable.

(3) The fee payable for each year of a licence shall be as specified in the Schedule.

(4) Upon the issue or renewal of a licence, the licensee shall pay the fee in respect of the first year of the licence.

(5) The fee in respect of —

- (a) the second year of the licence shall be payable within one month of the expiration of the first year of the licence; and
- (b) the third year of the licence shall be payable within one month of the expiration of the second year of the licence.

(6) No licence shall be deemed to have been issued or renewed until the fee in respect thereof has been paid.

Board may require applicant for licence to provide evidence, etc., relating to quality, etc., of product

8.—(1) Before issuing a licence under regulation 4, the Board may require the applicant —

- (a) to produce to the Board evidence that the product in respect of which he proposes to use the Singapore Quality Mark conforms to the relevant approved product standard;
- (b) to produce to the Board evidence that the quality management system used by him in the manufacture of that product complies with the Quality Management System Requirements;
- (c) to produce to the Board evidence that he has in operation a scheme of inspection and testing which adequately ensures that that product shall conform to the relevant approved product standard;
- (d) to provide, for such duration as the Board may reasonably require, all facilities as are reasonable and necessary to enable an inspector to inspect the factory or other premises at which that product is manufactured, for the purpose of —
 - (i) verifying the evidence produced to the Board under subparagraphs (a), (b) and (c);
 - (ii) obtaining any other information as may be required by the Board;
 - (iii) selecting samples of that product for testing;
 - (iv) checking the process or the mode of manufacture of that product; and
 - (v) checking the records relating to the control of the process or the quality of that product;