

GUIDELINE ON APPLICATION FOR NOXIOUS SUBSTANCE LICENCE

TYPES OF NOXIOUS SUBSTANCE LICENCE

This section details the various types of Noxious Substance licences available under GEWCA and describes the specific activities authorised under each licence type.

Noxious Substance Licence	Description
Possession	Authorises possession of specified noxious substances. Not issued to general public.
Supply	Permits sale/distribution to licensed entities. For approved suppliers only.
Manufacture	Allows production under strict controls. Highly restricted.
Dispose	Permits disposal through approved methods. For qualified entities only.
Transport	Permits movement between approved locations. For authorised entities only.
Trader (Import/Export)	Permits to import or export noxious substances. Typically issued to licensed dealer only.

DOCUMENTS REQUIRED TO SUPPORT APPLICATION

2 When applying for Noxious Substance licence, the following supporting documents must be uploaded to support the application.

A. MANDATORY DOCUMENTS (Required for ALL Licence Types)

No.	Document	Required Information
1.	Company Letter	1. Company's business profile and principal activities 2. Reason for licence application 3. Explain why noxious substances are required 4. Detailed description of processes/usage 5. For renewals: Confirm any changes in operations
2.	Noxious Substance Information and SDS	1. Product specifications 2. Brochures 3. Safety Data Sheets (SDS)

No.	Document	Required Information
3.	Layout Plan	1. Storage location details 2. Items stored together with noxious substances 3. Types of activities being carried out
4.	Safety & Security Documentation	1. Safety Management Plan 2. Security Plan (Refer to guidelines on putting up of Safety and Security plans) 3. Emergency Response Plan for: <ul style="list-style-type: none"> • Fire incidents • Explosion • Other safety/security incidents 4. Storage Requirements (EITHER): <ul style="list-style-type: none"> a) Suitable Stockroom: <ul style="list-style-type: none"> - Non-short-lived materials construction - Solid metal/timber door - Built-in sturdy combination/keyed lock OR b) Suitable Lockable Container: <ul style="list-style-type: none"> - Not easily penetrable material - Proper locking mechanism 5. CCTV Requirements: <ul style="list-style-type: none"> • HD 1080 color recording • 12 fps minimum • Low light capability • 31 days retention
5.	Risk Assessment	1. For storage of 200MT or more: <ul style="list-style-type: none"> • Quantitative Risk Assessment (QRA) Study 2. For others: <ul style="list-style-type: none"> • Risk Assessment Report identifying: <ul style="list-style-type: none"> - Hazards and risks related to use, storage and transport - Fire and explosion risks - Recommended control measures - Address hazards stated in SDS 3. If the applicant is unable to do a proper risk assessment, may engage a risk assessment consultant to help the company do the report. More information on Risk Management can be obtained from WSH website: https://www.mom.gov.sg/workplace-safety-and-health/safety-and-health-management-systems/risk-management#conducting-risk-assessments
6.	Staff Training Records	1. Details of training methods (external/in-house) 2. Training records/certification 3. Briefing records 4. Training attendance records

B. SPECIFIC REQUIREMENTS BY LICENCE TYPE

No.	Licence Type	Additional Documents Required
1.	Manufacture	1. Layout plan showing: <ul style="list-style-type: none">• Manufacturing areas• Storage locations• Safety equipment locations 2. Manufacturing process documentation 3. Risk assessment specific to manufacturing
2.	Supply	1. Layout plan showing: <ul style="list-style-type: none">• Storage areas• Handling areas 2. Inventory management procedures
3.	Possess	1. Layout plan showing: <ul style="list-style-type: none">• Storage location• Type of activities 2. If using third-party storage: <ul style="list-style-type: none">• Letter of Agreement• Agreement stating type and quantity
4.	Transport	1. Hazmat vehicle information 2. Hazmat Transport Driver Permit (HTDP) 3. Transport Emergency Response Plan 4. Route of transportation details 5. Safety and security management plan for movements

C. FOR RENEWAL APPLICATIONS

No.	Requirement	Details
1.	Records Required	1. Inventory records 2. Transaction records 3. Updated staff training records 4. Incident reports (if any) 5. Any operational changes