

# Purchase of Controlled Items

It is essential to control the purchases of goods and materials into SPMS for the various reasons:

How does this impact me as an user to the proposed goods or materials to be purchased?

It helps you as the user to further understand the safety requirements before using the item or materials. With proper safety conditions fulfilled, we can have a safer environment for all. This is in addition to compliance with the laws.

a. Ensuring legal compliance such as the application of various permits or licenses from the governing authority

b. Ensuring statutory equipment passed the inspection by an Authorized Examiner (AE) before putting into use

c. Controlling the hazardous material quantities to be within the permitted amount given on the permits or licenses

d. Ensuring the required infrastructure (if applicable) is installed or constructed to facilitate the safe use of the hazardous materials

e. Prompt for the required safety training for person who need to operate or use the equipment or materials

f. Prepare for the emergency response equipment needed where the hazardous material is to be used

g. Trigger for risk mitigation measures to better manage the risk in the School



# Purchase of Controlled Items

What are some of the examples of controlled items that I should know?

Hazardous materials

Singapore Governing Authority

Biological agents  
and toxins



Chemical Weapons (toxic  
chemical and its precursors)



Explosive or  
explosive precursors



Flammable materials  
(solid, liquid or gas)



Radioactive materials



Toxic and corrosive  
substances



Ministry of Health (MOH)

Singapore Customs

Singapore Police  
Force (SPF)

Singapore Civil Defence  
Force (SCDF)

National Environment  
Agency (NEA)

National Environment  
Agency (NEA)



# Purchase of Controlled Items

What are some of the examples of controlled items that I should know?

Item or equipment

Singapore Governing Authority

High power laser (class 3B or 4)



National Environment Agency (NEA)

Ionizing radiation apparatus (e.g. X-ray equipment)



National Environment Agency (NEA)

Lifting equipment (crane, chain block, pulley block, shackles, lifting slings, etc.)



Ministry of Manpower (MOM)

Pressure vessels (air receiver, autoclaves, etc.)



Ministry of Manpower (MOM)

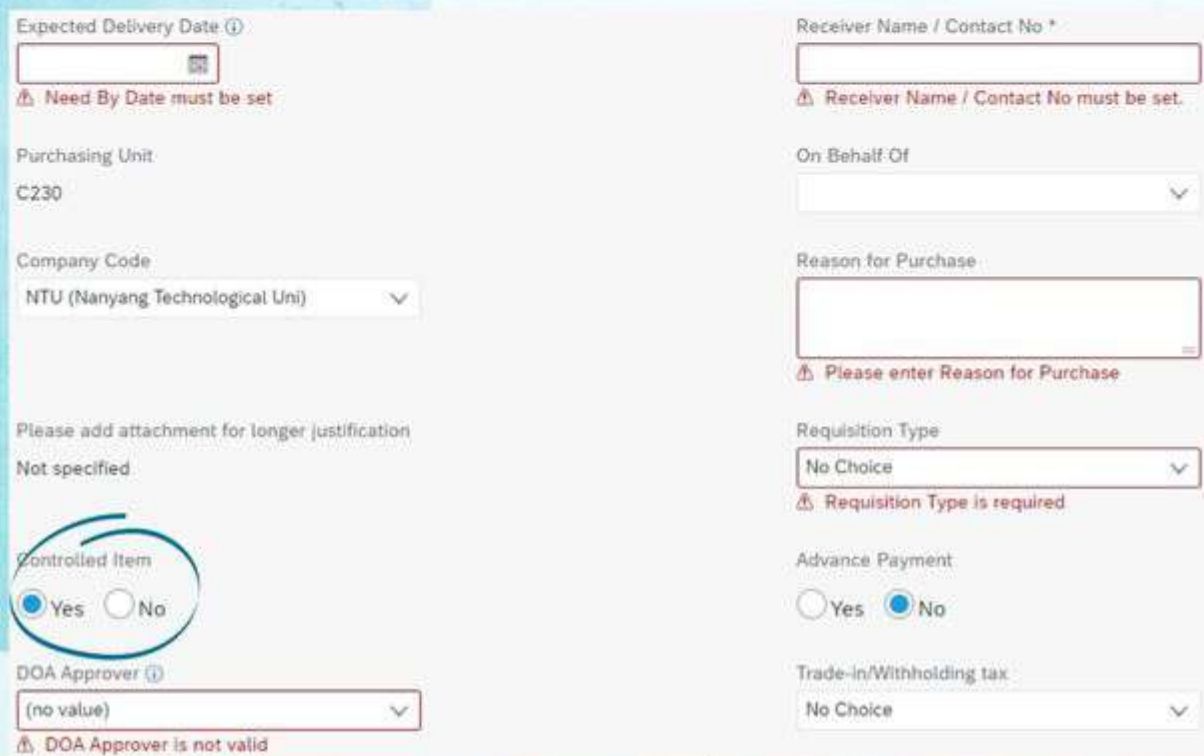
Ultrasound equipment of 1200 Watts or more



National Environment Agency (NEA)



# Purchase of Controlled Items



Expected Delivery Date (i)

**Need By Date must be set**

Purchasing Unit  
C230

Company Code  
NTU (Nanyang Technological Uni) v

Please add attachment for longer justification  
Not specified

Controlled Item  
 Yes  No

DOA Approver (i)

**DOA Approver is not valid**

Receiver Name / Contact No \*

**Receiver Name / Contact No must be set.**

On Behalf Of

Reason for Purchase

**Please enter Reason for Purchase**

Requisition Type  
No Choice v

**Requisition Type is required**

Advance Payment  
 Yes  No

Trade-in/Withholding tax  
No Choice v

Remember to check the “Yes” Controlled Item button when the item falls under the controlled category

## Note:

Apart from the purchasing route, it is also our duty to check that the required license or test certificate is in place if we intend to transfer any controlled item from elsewhere to SPMS (e.g. other School, Centre, external collaborators, etc). Check with [SPMS Safety](#) for any query.