



Market Access Workshop on Cosmetics:
**ASEAN Cosmetic Directive –
Building Capabilities for Compliance**

Date : 19 – 20 August 2009 (Wednesday – Thursday)

Time : 9.00 am – 5.30 pm

Registration starts at 8.15 am

Venue : Concorde Ballroom, Level 3, Concorde Hotel, Singapore

亚细安美容护肤品指令 – 建立遵循能力研习坊

日期 : 2009年8月19 – 20日 (星期三 – 星期四)

时间 : 上午9时至下午5时半

签到登记由上午8时15分开始

地点 : 新加坡 Concorde Hotel 三楼 Concorde Ballroom

Supported by:



Jointly organised by:



SPRING
singapore

The ASEAN Cosmetic Directive (ACD) is an initiative by ASEAN to improve the quality and safety of cosmetic products marketed in the region and to promote collaboration to facilitate trade in cosmetic products, through standardised requirements. All ASEAN Member Countries are obliged to implement the ACD by January 2008.

Make inroads into the region for your cosmetic products by understanding and complying with the ACD. Through this workshop, equip yourself with the latest updates and in-depth knowledge for developing the skills to comply with the Directive.

This two-day workshop on the ACD is jointly organised by SPRING Singapore and the Cosmetic, Toiletry & Fragrance Association of Singapore (CTFAS) and supported by the Health Sciences Authority (HSA).

What you will learn

Day 1 will provide an overview and updates on the Directive while Day 2 will focus on the practical approaches companies should take for compliance.

At this workshop, you will learn about:

- ✓ Product notification procedures
- ✓ Efficacy testing and safety assessment
- ✓ Serious adverse event reporting requirements
- ✓ Good distribution and good storage practices
- ✓ Audit and inspection requirements
- ✓ The "Do's and Don't's" of labelling
- ✓ Product Information File (PIF)

Who should attend

This workshop is for cosmetic products brand owners, manufacturers and distributors as well as company representatives who are responsible for ensuring compliance with the Directive.

The workshop is specially suited to those involved in:

- Quality Control / Quality Assurance
- Research and Development
- Production
- Logistics and Supply Chain
- Documentation
- Business Development

亚细安美容护肤品指令 (ACD) 是亚细安国家联盟为提升亚细安区域化妆品质量与安全性，及通过法规的统一化促进贸易采取的一项主动措施。由2008年1月起，亚细安成员国都有义务实施亚细安美容护肤品指令。因此，了解并遵循亚细安美容护肤品指令条规，有助于让您的化妆品进入亚细安区域市场。透过我们的研习坊，您能深入掌握最新的知识，从而发展所需的技能以遵循亚细安美容护肤品指令。

这个为期两天的亚细安美容护肤品指示研习坊由标新局及新加坡 The Cosmetic, Toiletry And Fragrance Association of Singapore (CTFAS) 联合主办，并由卫生科学局支持。

您将学到什么

研习坊首日将为您介绍亚细安美容护肤品指示的最新概况。次日将聚焦于公司为遵循亚细安美容护肤品指令条规所应采取的实际方法。

在这个研习坊，您将学到:

- ✓ 产品申报程序
- ✓ 有效性及安全性评估
- ✓ 严重不良事件报告要求
- ✓ 良好分销及储存方法
- ✓ 审核及检查要求
- ✓ 产品标签须知
- ✓ 产品资料档案 (PIF)

谁该参加

凡是负责提呈美容护肤品申报以遵循亚细安美容护肤品指令的制造商、品牌拥有者及公司代表都利于参加。

这个研习坊特别适合从事以下工作的人员:

- 质量控制 / 质量保证
- 研究与发展
- 生产
- 物流及供应连
- 档案处理
- 业务发展

The overview of the ASEAN Cosmetic Directive will be conducted in both English and Chinese. See programme below.

4 non-patient care CPE points will be awarded for participation at the workshop per day.

亚细安美容护肤品指令概况将以英语及华语讲解。请参阅以下次序表。

Programme 次序表

Day 1 • 第一天 • 19 August 2009 (Wed) • 2009年8月19日 (星期三)

Time 时间	Programme 次序	Time 时间	Programme 次序
8.15 am	Registration 登记	12.15 pm	Q&A 答问时间
9.00 am	Welcome Address 欢迎词 <i>Mrs Marie Tham, Deputy Director, Health Products Regulation Group, Health Sciences Authority (HSA)</i>	12.45 pm	Lunch 午餐
	Opening Address 开幕词 <i>Mr Teo Nam Kuan, Group Director, Quality & Standards, SPRING Singapore</i>	2.00 pm	Good Distribution Practice & Good Storage Practice (GDP/ GSP) 良好分销及储存方法 (GDP/ GSP) <i>Dr Alain Khaiat, Seers Consulting</i>
9.15 am	Overview of ASEAN Cosmetic Directive (ACD) ACD Updates on Requirements, Notification Procedures, Post Market Surveillance (Conducted in both English & Mandarin) Health Sciences Authority (HSA) 亚细安美容护肤品指令概况 亚细安美容护肤品指令的最新要求、申报程序、 市场监督 (以英语及华语讲解) 卫生科学局	2.45 pm	Industry Experience 业者经验分享
10.15 am	Q&A 答问时间	3.00 pm	Tea Break 茶点招待
10.45 am	Tea Break 茶点招待	3.30 pm	Labelling Requirements: Company's approach • Illustration • Caution Label (Sunburn Alert / Hair Dye) • Trial sizes/samples not for sale • Claims guidelines 产品标签条例: 业者须知 • 举例说明 • 警惕标签 (提防晒伤/头发染料) • 试用品 / 非卖样品 • 产品诉求指导原则 <i>Ms Le Chau Giang, Johnson & Johnson</i>
11.15 am	Serious Adverse Event Reporting Requirements 严重不良事件报告要求 <i>Health Sciences Authority (HSA)</i>	4.30 pm	Advertising Regulations and A CASE Perspective for Beauty Industry 美容业广告法规和新加坡消费者协会观点 <i>Mr Seah Seng Choon, Consumer Association of Singapore</i>
11.45 am	Consumer Reactions Management 消费者反应管理 <i>Dr Alain Khaiat, Seers Consulting</i>	5.00 pm	Q&A 答问时间
		5.30 pm	End 结束

Day 2 • 第二天 • 20 August 2009 (Thu) • 2009年8月20日 (星期四)

The workshop is conducted by Dr Alain Khaiat unless indicated otherwise 除非另有注明, 研习坊将由 Dr Alain Khaiat 主讲

Time 时间	Programme 次序	Time 时间	Programme 次序
8.15 am	Registration 登记	2.00 pm	Industry Experience 业者经验分享
9.00 am	Efficacy Testing 有效性测试	2.20 pm	PIF Practical Session Part 2 产品资料档案 (PIF) 实习 (下)
9.30 am	Safety Assessment Overview and Guidelines 安全性评估指导概况及原则	3.20 pm	Tea Break 茶点招待
10.30 am	Tea Break 茶点招待	3.50 pm	Labelling Requirements Practical Session 产品标签条例实习
11.00 am	Product Information File (PIF) Guideline Overview and Practical Session Part 1 产品资料档案 (PIF) 指导原则概况及实习 (上)	4.10 pm	Tips for Audit and Inspection 审核及检查须知
12.00 pm	Q&A 答问时间	4.40 pm	Q&A 答问时间
12.30 pm	Lunch 午餐	5.20 pm	End 结束

About the Trainers 我们的培训师



Mrs Le Chau Giang, Director, Regulatory Affairs, Johnson & Johnson Asia Pacific

Mrs Le joined the cosmetics industry after spending nine years in the Directorate for Standards and Quality in Viet Nam. Prior to that, she was at the ASEAN Secretariat in Jakarta for about five years, where she was in charge of regulation harmonisation in Cosmetics, Pharmaceuticals, Food Supplements, Traditional Medicines and Medical Devices until September 2007. She has been involved in the establishment of the ASEAN Cosmetic Directive since 1997.

Mrs Le 在加入美容护肤品业之前曾在越南标准与质量部门工作9年。在这之前她曾在雅加达亚细安秘书处工作大约5年，专门负责美容护肤品、药剂品、保健品、传统药品及医科仪器方面的条例和谐事务，直至1997年9月。

她自1997年工作小组首次会议开始便已参与建立亚细安美容护肤品指令的工作。



Dr Alain Khaiat, President, Seers Consulting

Dr Khaiat set up SEERS Consulting after serving 10 years as the International Vice President of Research & Development, Asia Pacific, for Johnson & Johnson Consumer Divisions, Singapore.

Dr Khaiat is currently President of the Cosmetic Toiletry and Fragrance Association of Singapore, Chairman of the ASEAN Cosmetic Association, a member of the ASEAN Cosmetic Scientific Body and an advisor on Cosmetic Safety to the Singapore Health Sciences Authority. He is also a Senior International Expert on Cosmetics with organisations such as the European Commission, the World Bank and the UN-International Trade Center.

Dr Khaiat 在担任强生公司亚太区消费品，个人护理品研发国际部门副总裁10年后着手创办自己的咨询公司SEERS Consulting。

Dr Khaiat 目前是新加坡 Cosmetic Toiletry and Fragrance Association 会长、亚细安美容护肤品协会主席、亚细安美容护肤品科学评议会会员之一及新加坡卫生科学局化妆品安全顾问。此外，他也是欧洲委员会、世界银行及联合国国际贸易中心等机构的高级国际化妆品专家。



Mr Seah Seng Choon, Executive Director, CASE

谢成春先生, 理事长, 新加坡消费者协会

As an ardent advocate of fair trade, Mr Seah plays an active role in various organisations. He is a member of the Genetically Modification Advisory Council, SPRING Management Systems Standards Committee (MSSC) and Certification Advisory Council, Food Standards Committee of Singapore Articles National Code, Government Cut Waste Panel, IDA National Trust Council as well as Council Member of the Advertising Standards Authority of Singapore.

谢先生热衷于鼓吹公平贸易，在多个机构里扮演着积极的角色，包括基因变异咨询理事会（Genetically Modification Advisory Council）、标新局管理系统标准委员会、鉴定咨询理事会、新加坡食品标准委员会（Food Standards Committee of Singapore Articles National Code）、政府减少废物组（Government Cut Waste Panel）、新加坡资讯通信发展管理局全国信托理事会及新加坡广告标准管理局。

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亚细安美容护肤品指令 – 建立遵循能力研习坊



For enquiries, please contact / 欲知详情, 请联络:
 Ms Gina Cheong: Tel/电话: 9646 3763
 Ms Sally Huang: Tel/电话: 6417 9580,
 Fax/传真: 6468 7893 E-mail/电邮: workshop@ctfas.org.sg

I/ We will be attending the workshop 我/我们将参加研习坊

Name 姓名 (Dr/Mr/Ms)	Designation 职位	E-mail 电邮	Dietary Preference (Veg/Muslim/None) 餐饮要求(素食/回教/无)	Workshop to attend (Both / Day 1 / Day 2) (两天/第一天/第二天)

Organisation Details 机构详情

Name of Organisation 机构名称			
Address 地址			
Contact Person 联络人		Designation 职位	
Tel 电话		Fax 传真	
E-mail 电邮			

Registration closes on 12 August 2009. 报名截止日期: 2009年8月12日

Workshop Fees 研习坊收费

	Day 1 or 2 第一或第二天	Both Days 第一及第二天
Member of CTFAS CTFAS 会员	\$ 70	\$ 130
Non-member of CTFAS 非 CTFAS 会员	\$ 80	\$ 150

Fees are inclusive of GST. Buffet lunch and tea breaks are provided. 收费包括消费税。备有中午自助餐及上下午茶点招待。

How to Register 如何报名

Please send your completed registration form and cheque to:
 请把填妥的报名表格及支票寄交:

Gina Cheong
CTFAS
60 Toh Tuck Road
#04-05 Highgate, Singapore 596723
Tel: 9646 3763 Fax: 6468 7893
E-mail: workshop@ctfas.org.sg

All cheques should be crossed and made payable to "CTFAS". Registration will be acknowledged and confirmed upon payment receipt. Registration is on a first-come-first-served basis. No refund will be made for any cancellation but we welcome replacements. No invoice will be issued. A receipt will be issued during registration on the workshop day.

Cheque for S\$ _____ is enclosed (Cheque no.: _____ Bank: _____)

所有支票必须划线并注明收款人为“CTFAS”。主办当局在收到付款后方可确定报名已被接受。

报名将按照先到先得原则处理。取消报名恕不退款, 但可派人替代。

主办当局将不发出发票, 但将在研习坊当天签发收据。

兹附上志银 _____ 新元支票一张 (支票号码: _____ 银行: _____)。