

Market Access Workshop on Cosmetics

ASEAN Cosmetic Directive - Building Capabilities for Compliance

Date : 2-3 March 2010

Time : 9:00am to 5:30pm

Venue : Grand Ballroom, Level 2, Sheraton Towers Singapore Hotel

ASEAN Cosmetic Directive (ACD) is an initiative by ASEAN to improve the quality and safety of cosmetic products marketed in the region. This initiative is to promote collaboration and facilitate trade in cosmetic products through standardized requirements. It was implemented since January 2008 requiring full compliance by all cosmetic producers and distributors.

1st January 2011 marks the date when the Health Sciences Authority (HSA) will fully enforce the Directive after the 3-year grace period. It is thus important for all companies dealing with the manufacture and distribution of cosmetics within Singapore to have a good working knowledge of the Directive in order to comply with its requirements.

If you missed the past workshops on the ACD due to sold-out situation or were unaware, then this workshop is for you!

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

Topics covered include:

- Updates on product notification procedures and product information file
- Efficacy testing and safety assessment
- Serious adverse event reporting requirements, good distribution and storage practices and audit & inspection requirements
- "Do's and Don't's" on labelling

For more information and registration details, please [click here](#) to download the brochure. Register early as seats are limited!

This workshop is a re-run of the workshop held on 19-20 Aug 2009. Priority will be given to companies that have not attended the previous workshop. Registration closes on 22 February 2010.

From 1 January 2011, the Health Sciences Authority (HSA) will be enforcing the ASEAN Cosmetic Directive (ACD) after a three-year grace period. All companies dealing with the manufacturing and distribution of cosmetics in Singapore must comply with the ACD requirements. This workshop will equip companies with the knowledge and skills to comply with the Directive.

The Directive is an initiative by ASEAN to improve the quality and safety of cosmetic products marketed in the region. Since January 2008, all ASEAN countries are required to comply with ACD to promote collaboration and facilitate trade in cosmetic products through standardised requirements.

This two-day workshop is jointly organised by SPRING Singapore and the Cosmetic, Toiletry & Fragrance Association of Singapore (CTFAS) and supported by the HSA. This workshop is second run of the workshop held on 19 - 20 August 2009.

What you will learn

Day 1 will provide an overview and updates on the Directive. 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" on 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

Programme

Day 1 • 2 March 2010 (Tue)

Time	Programme	Time	Programme
8.30 am	Registration	2.00 pm	Good Distribution Practice & Good Storage Practice (GDP/ GSP)
9.00 am	Welcome Address <i>Ms Susan Chong, SPRING Singapore</i>		<i>Dr Alain Khaiat, Seers Consulting</i>
9.05 am	ASEAN Cosmetic Directive (ACD) Overview, Updates on Requirements, Notification Procedures, Post Market Surveillance <i>Ms Cheong Kok Ee, Health Sciences Authority (HSA)</i>	2.45 pm	Claims Guidelines <i>Ms Eeme Datu, Procter & Gamble Asia</i>
10.05 am	Refreshments	3.15 pm	Refreshments
10.30 am	Serious Adverse Event Reporting Requirements <i>Ms Cheong Kok Ee, Health Sciences Authority (HSA)</i>	3.45 pm	Labelling Requirements: Company's Approach – Illustration – Caution Label (Sunburn Alert / Hair Dye) – Trial sizes/samples not for sale <i>Ms Eeme Datu, Procter & Gamble Asia</i>
11.00 am	Consumer Reactions Management <i>Dr Alain Khaiat, Seers Consulting</i>	4.30 pm	Beauty Industry – A CASE Perspective <i>Mr Seah Seng Choon, Consumer Association of Singapore</i>
11.30 am	Q&A	5.00 pm	Q&A
12.15 pm	Lunch	5.30 pm	End

Day 2 • 3 March 2010 (Wed)

The workshop is conducted by Dr Alain Khaiat unless indicated otherwise

Time	Programme	Time	Programme
8.30 am	Registration	2.00 pm	PIF Practical Session
9.00 am	Safety Assessment Guidelines and Overview	3.20 pm	Labelling Requirements: Practical Session <i>Ms Esther Hau, L'Oreal</i>
10.00 am	Refreshments	3.50 pm	Refreshments
10.30 am	Efficacy Testing	4.10 pm	Tips for Audit and Inspection
11.00 am	Product Information File (PIF) Guideline Overview	4.40 pm	Q&A
12.00 pm	Q&A	5.20 pm	End
12.30 pm	Lunch		

Programme is accurate at the time of printing

Our Trainers

Dr Alain Khaiat

President, Seers Consulting

Dr Khaiat established his consulting firm 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 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 Cosmetics Safety for Singapore's 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.

Ms Anna Imelda Altare Jos-Datu (Eeme A Datu)

Regulatory & Technical Relations Manager, Procter & Gamble Asia

She holds a Bachelor of Science (Industrial Pharmacy) from the University of the Philippines, Manila. She started joining Procter & Gamble (P&G) Philippines as Regulatory & Clinical Development Manager and simultaneously assumed the QA Manager role for R&D at the P&G Manila Technical Center. She later was appointed as Section Head for Technical External Relations for P&G Philippines.

At present, she is the Regulatory & Technical Manager for AAI (Australasia, ASEAN and India) of Procter & Gamble Asia, based in Singapore. Since 2003, she has been actively involved in various committees of associations or professional organisation in cosmetics, toiletries and fragrances.

Mr Seah Seng Choon

Executive Director, CASE

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.

Ms Esther Hau

Regulatory Affairs Assistant Manager, L'Oreal Singapore Pte Ltd

Ms Esther joined L'Oreal Singapore Pte Ltd in 1992 and has spent 12 years in the Operation Department. She handled supply chain and oversees export activities to Vietnam, Myanmar, Cambodia and Brunei. She is now in-charged of Regulatory Affairs and is fully involved in training on the compliance of ASEAN Cosmetic Directive and the labeling requirements. Esther is also the Treasurer of CTFAS.

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2-3 March 2010, Sheraton Towers Singapore Hotel



For enquiries, please contact

Tiffany

Tel: 9147 0959 (9.00am to 6.00pm)

Fax : 6841 8482

E-mail: workshop@ctfas.org.sg

I/ We will be attending the workshop

Name (Dr/Mr/Ms)	Designation	E-mail	Dietary Preference (Veg/ Muslim/ None)	Workshop to attend (Both / Day 1 / Day 2)

Organisation Details

Name of Organisation			
Address			
Contact Person		Designation	
Tel		Fax	
E-mail			

Registration closes on 22 February 2010

Workshop Fees

	Day 1 or 2	Both Day 1 and 2
Member of CTFAS	\$ 90	\$ 160
Non-member of CTFAS	\$ 100	\$ 180

Fees are inclusive of GST. Buffet lunch and refreshments are provided.

How to Register

Please send your completed registration form and cheque to:

Workshop Committee

CTFAS

1 Kaki Bukit Road 1

Enterprise One #02-48

Singapore 415934

Tel: 9147 0959 Fax: 6841 8482

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. No invoice and receipt will be issued. Registration is on a first-come-first-served basis. Maximum 2 participants are allowed for registration per company. No refund will be made for any cancellation but we welcome replacements.

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