Singapore Post Limited
(Reg. No. 199201623M)
10 Eunos Road 8
#05-37 Singapore Post Centre
Singapore 408600

Schedule

Prohibition of Shipment of Contraband, Firearms, Highly Sensitive Materials and Dangerous Goods

1. GENERAL STATEMENT OF PROHIBITION

SingPost prohibits the shipment of contraband, firearms, highly sensitive materials and dangerous goods, which include but are not limited to articles or substances which are capable of posing significant risk to health, safety or property, in the form of suspicious objects, liquids, powder, flammable and heating substances, weapons, explosives, bombs, toxic and infectious substances, radioactive and corrosive materials or other dangerous goods ('**Dangerous and Prohibited Goods**'). For the purposes of this Schedule, Dangerous and Prohibited Goods shall include but not be limited to goods set out in SingPost's General Prohibitions / Dangerous Goods List at: https://www.singpost.com/dgguide as may be revised from time to time.

2. OBLIGATIONS OF CUSTOMER

2.1 You are required to submit to SingPost documents highlighting all security measures that you have put in place, including:

(a) Security measures and procedures that you use in managing shipments that will be channelled via SingPost services, such as Registered Article, Ordinary Mail, Air Parcel and / or any other SingPost products or services that you may make use of; and

(b) Security measures and procedures for screening shipments and / or for detecting Dangerous and Prohibited Goods. For the purposes of this Schedule, 'screening' means the application of technical or other means which are intended to detect any Dangerous and Prohibited Goods.

2.2 You must additionally comply with the following:

(a) Provide the full information (such as the name, address, contact number and email) of the original shipper and / or company details (such as the registered name, registered office address, contact number, name of contact person and email) for each and every shipment;

(b) Provide accurate HS Codes for any and all shipments;

(c) Conduct 100% item level screening by qualified personnel and implement steps to ensure that Dangerous and Prohibited Goods are detected and dealt with appropriately. Item level screening shall include but not be limited to using X-ray machines, physical checks, deploying sniffer dogs or any other security screening methods or tests. For the purpose of this Clause 2.2(c), any failure by you to implement such steps shall not be deemed a failure by SingPost to carry out any screening of shipments;

(d) Train your employees, agents and/or subcontractors to detect the presence of, handle and/or transport Dangerous and Prohibited Goods, with regular refresher training provided from time to time, and maintain evidence of such training (including but not limited to certification) which shall be promptly furnished to SingPost upon request;

(e) Ensure that each shipment is prepared in secure premises using reliable employees, agents or contractors employed or engaged by you and is protected against unauthorised interference at all times until acceptance of the shipment by SingPost;

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(f) Ensure that the contents of each shipment are provided and / or declared completely and accurately in full. Generic description of the content of each shipment (e.g gifts, samples, merchandise, audio materials and personal belongings) shall not be accepted by SingPost. For clarity, the foregoing are illustrative not exhaustive;

(g) Ensure that all shipments are properly packed for transportation with the requisite paperwork completed and maintained.

(h) Implement measures and / or procedures to enable the tracing of shippers as and when required by SingPost and ensure that such information is provided to SingPost within two (2) working days of a request by SingPost. For the purposes of this Clause 2.2(g), you shall provide to SingPost a copy of the shipper's particulars including, where applicable, passport details, identity card details, certificate of incorporation, and particulars of directors and / or shareholders;

(i) Comply with all international, trans-national, trans-boundary and national legislation, regulations and conventions in relation to the transportation of dangerous goods, including but not limited to the International Air Transport Association's Dangerous Goods Regulations, the International Maritime Dangerous Goods Code, the United Nations Recommendations on the Transport of Dangerous Goods, the European Agreement concerning the International Carriage of Dangerous Goods by Road and the International Civil Aviation Organisation's Technical Instructions for the Safe Transport of Dangerous Goods by Air (Doc 9284);

(j) Ensure that you, your agent, subcontractor and/or Sender comply with the requirements as set out under Section 2.4 of the IATA Dangerous Goods Regulations and any other international or national regulations and provisions on risk assessment, classification, identification, packaging, marking, labeling and documentation for the shipment of lithium batteries.

(k) Comply with all relevant international, trans-national, trans-boundary and national legislation, regulations and conventions in relation to the import and export of goods, including but not limited to the import and export of strategic goods;

(l) Provide SingPost with the flight details (including but not limited to flight number, flight arrival time in Singapore, master airway bill number) within 24 hours from the time such request is raised by SingPost; and

(m) Retain the flights details (including but not limited to flight number, flight arrival time in Singapore, master airway bill number) for at least six (6) months from the time shipment is lodged with SingPost

2.3 Without prejudice to any of the foregoing, it is your duty to ensure that any and all customs declarations provided by you for any shipment is true and accurate.

3. RIGHT TO AUDIT

3.1 SingPost shall have the discretion either by itself or an external and independent auditor or such other party chosen at SingPost's discretion, from time to time, to audit your compliance with the requirements under this Schedule.

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3.2 SingPost agrees that it shall provide you with fourteen (14) days' written notice prior to the commencement of any such audit, and you agree that you shall cooperate and provide all reasonable assistance to SingPost and / or the auditor in its conduct of the audit for compliance with this Schedule.

4. LIABILITY AND INDEMNITY

4.1 Notwithstanding any provision in the agreement(s) between you and SingPost, you shall be liable for any direct and / or indirect damages, losses, costs or expenses suffered or incurred by SingPost or any third party, including any overseas postal administrators or carriers, arising from your failure to comply with your, your employees', agents' or contractors' obligations in this Schedule.

4.2 Notwithstanding any provision in the agreement(s) between you and SingPost, SingPost shall not be liable for any direct and /or indirect damages, losses, costs or expenses suffered or incurred by you or any third party, including any overseas postal administrators or carriers, where such damages, losses, costs or expenses are caused, whether directly or indirectly, by the failure of you, your employees, agents or contractors to comply with the obligations in this Schedule.

4.3 Without prejudice to Clause 4.2 above, you agree to indemnify and keep indemnified SingPost, its officers, employees and agents against any liabilities, damages, losses, claims, demands, actions, suits, judgments, costs, charges and expenses, including legal fees, of whatsoever nature and wheresoever and howsoever arising directly or indirectly out of the failure by you, your employees, agents or contractors to comply with the obligations in this Schedule.

5. LIMITATION OF LIABILITY

5.1 Notwithstanding any provision in the agreement(s) between you and SingPost, your liability shall not be limited or excluded in respect of:

(a) personal injury, including death, caused by you, your employees, agents or contractors;

(b) any failure by you, your employees, agents or contractors to comply with the obligations in this Schedule;

(c) any failure by you to conduct screening of any shipment and / or where such screening is conducted, failure to detect any Dangerous and Prohibited Goods in the shipment;

(d) any indemnity given by you in this Schedule; or

(e) any liability unless such liability is limited or excluded by any mandatory provisions of any applicable law.

5.2 Without prejudice to any of the foregoing, the maximum aggregate liability of SingPost to you shall be as set out in the agreement(s) between you and SingPost.

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6. REFUSAL OF SERVICES

6.1 SingPost reserves the right, at its sole discretion, to immediately suspend services, refuse, hold, confiscate, and/or return any shipment without refund. This right may be exercised if SingPost suspects the shipment contains Dangerous and Prohibited Goods or in breach of your obligations under this Schedule. Should the shipment be confiscated, SingPost may destroy or dispose of it without recourse to you. In the event that SingPost incurs any financial penalties or costs arising from your non-compliance or negligence — including, but not limited to, any violation of the Air Navigation (Carriage of Dangerous Goods) Regulations 2022 — you shall be liable for all such penalties and costs, including: (i) all direct and indirect expenses for handling, storage, and disposal; (ii) administrative overheads incurred by SingPost; and (iii) any fines, penalties, or damages levied against SingPost by any governmental, aviation, or regulatory authority, or third-party carrier, arising from such non-compliance. SingPost shall have no liability to the Customer or any third party for the exercise of the aforesaid rights.

7. AMENDMENTS

SingPost reserves the right, in its sole discretion, to change, update, modify or amend any of the terms and conditions stated herein, from time to time, without any prior notice to you and you shall be bound to observe and comply with the terms and conditions herein and any amendments thereof. Further, it shall be your responsibility to review the terms and conditions available at https://www.singpost.com/dgschedule for any such changes, revisions, modifications or amendments and that your continued use of our Services shall constitute your agreement to such updated terms and conditions.

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