

HEALTH CANADA

Program: Natural Health Products

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Implementation of the CBSA Single Window Initiative (SWI)

The CBSA assists Health Canada in administering the following legislation at the border:

- Canada Consumer Product Safety Act
- Controlled Drugs and Substances Act
- Food and Drugs Act
- Hazardous Products Act
- Radiation Emitting Devices Act
- Pest Control Products Act

These activities apply to all drugs and devices as defined by the Food and Drug Act, including natural health products. Previously, shipments of Natural Health Products were transmitted to CBSA electronically. Under SWI, they will continue to be transmitted electronically.

Under the Single Window Initiative, release requests will be submitted utilizing a new Integrated Import Declaration (IID) that allows custom brokers to submit and obtain electronic release for goods also regulated by participating departments and agencies.

Release requests for Natural Health Products may be provided to the CBSA electronically by submitting an IID. The IID must include the following information:

- a. LPCO Type/Authorization Number
- b. LPCO Number
- c. Intended Use
- d. Commodity Type
- e. Brand Name

Note: Under SWI, information requirements will remain the same. There are no additional data requirements for the import process.

Harmonized System (HS) Codes

List of HS codes applicable to goods/substances that may be regulated by Health Canada:

<https://www.cbsa-asfc.gc.ca/prog/sw-gu/regcom-marreg/hc-sc-eng.html>

Data Element Rationales

The following data element rationales provide additional information of the specific data element requirements under the Single Window Initiative

Importer Contact Name	PGAs to contact the importer for IID clarification.
Importer Contact Telephone Number	PGAs to contact the importer for IID clarification.
Importer Contact Email Address	PGAs to contact the importer for IID clarification.
LPCO Type/Authorization Type	Importer must ensure that the product meets the appropriate licensing type to be imported.
LPCO Number	Importer must ensure that the product has a valid licensing number demonstrating its authorization for sale/use in Canada as applicable (DIN, No Objection Letter, etc.)

File	Optional but allows for clearer identification of the product and may ease need for referral.
GTIN Number	Optional but allows for clearer identification of the product and may ease need for referral.
Intended Use	The intended use, declared by the broker/importer, will impact the LPCO Type and LPCO Reference Number.
Commodity Type	The Commodity type, declared by the broker/importer, will impact the LPCO Type and the LPCO Reference Number.
Brand Name	Brand name is required to be on the product label.
Manufacture Date	Manufacture date may be provided on the product label. This information will allow for timely recall postings for goods imported into Canada.
Batch/Lot Number	Batch/lot number may be provided on the product label. This information will allow for timely recall postings by having knowledge of the batches/ lots imported into Canada.
File	Optional for Health Product Border Compliance Program.

Intended Use and Program Conditions for Natural Health Products

Commodities regulated by Health Canada's Natural Health Products Program are subject to HS classification control and specific intended use provisions, the following are the applicable intend use conditions:

Intended use	Description
HC01	HC - Generic - Human Therapeutic Use
HC02	HC - Generic - Special Access
HC05	HC - Generic - Human Clinical Trial Use
HC07	HC - Generic – Research & Development
HC29	HC – Generic – Other

Electronic Commerce Client Requirements Document (ECCRD)

The following table provides the specific rules and conditions associated to each of the data elements for HC Declarations. The data elements are: Mandatory (M), Conditional (C) or Optional (O).

Data element name	PGA element definition	Data element status	Data element rules and conditions
Contact Identification	Importer Contact Name	M	For Health Canada, an importer contact name must be provided for this declaration.
Contact Method	Importer Contact Telephone Number	C	For Health Canada, an importer contact telephone number or an importer contact e-mail address must be provided.
Contact Method	Importer Contact Email Address	C	For Health Canada, an importer contact telephone number or an importer contact e-mail address must be provided.

Document Type (Licence, Permit, Certificate, Other)	LPCO Type/ Authorization Type	C	<p>The coded identifier of applicable document types being provided at the declaration level must be provided in this field.</p> <p>Document types provided here must be applicable to all commodities on this declaration. If not applicable to all commodities, please provide the document types at the commodity line level (SG121).</p> <p>Acceptable documents types depend on the Intended Use (SG117 APP) and Canadian Product Category (SG117 PGI) provided.</p> <p>Refer to Appendix A for Document types, Intended uses and Canadian Product Categories.</p>
Document Reference Number	LPCO Number	C	<p>For each document provided at the declaration level, the associated reference number related to that document must be provided.</p> <p>Refer to Appendix B for Document Types and Reference Numbers.</p>
Document Source Description	File	O	<p>For each NHP Notice of Authorization (NOA) or Letter of Authorization (LOA) provided at the declaration level, it is strongly recommended to provide an image that can be accessed by qualified CBSA and Health Canada employees. Providing an image will improve communication in case of a referral.</p>
Product Identifier	GTIN Number	O	<p>Natural Health Products can be identified through their GTIN GS1 Asset Identifier.</p> <p>Although not required, this information would allow a clearer identification of the product and facilitate communication in case of referrals.</p> <p>The qualifier for GS1 Global Trade Identification Number (GTIN) must be provided in the 7402, 2 field.</p>
Intended End Use	Intended Use	M	<p>The intended end-use of the commodity must be provided. Depending on the intended end-use code, additional details are required.</p> <p>Refer to Appendix A for Document types, Intended uses and Canadian Product Categories.</p>
Canadian Product Category	Commodity Type	M	<p>A Canadian Product Category must be provided depending on the Intended End- Use Code entered in SG117 APP.</p> <p>See Appendix C for Intended Uses and Canadian Product Categories.</p> <p>The qualifier for field 5389 should be the code for HC – Natural Health Products.</p>

Commodity Characteristic (brand name)	Brand Name	M	The brand name of the commodity being imported must be provided. For commodities where a commercial brand name may not be available (e.g. natural health products destined for clinical trial purposes), please use this field to provide the product name or active ingredient or chemical name of the commodity as indicated by the manufacturer.
Production/ Expiry Date	Manufacture Date	O	The date on which the commodity was manufactured may be provided. If a format without time zone information is provided the time must be in CBSA Headquarters time (EST, e.g., GTM -5)
Commodity Lot Number	Batch/Lot Number	O	The batch/lot number that the manufacturer assigned to the product may be provided.
Document Type (Licence, Permit, Certificate, Other)	LPCO Type/ Authorization Type	C	The coded identifier of applicable document types being provided at the declaration level must be provided in this field. Document types provided here must be applicable to all commodities on this declaration. If not applicable to all commodities, please provide the document types at the commodity line level (SG121). Acceptable documents types depend on the Intended Use (SG117 APP) and Canadian Product Category (SG117 PGI) provided. Refer to Appendix A for Document types, Intended uses and Canadian Product Categories.
Document Reference Number	LPCO Number	C	For each document provided at the declaration level, the associated reference number related to that document must be provided. Refer to Appendix B for Document Types and Reference Numbers.
Document Source Description	File	O	For each NHP Notice of Authorization (NOA) or Letter of Authorization (LOA) provided at the commodity-line level, it is strongly recommended to provide an image that can be accessed by qualified CBSA and Health Canada employees. Providing an image will improve communication in case of a referral.

Additional resources

Regulated Commodities:

Reference Code Tables

Legislative References:

The Food and Drugs Act

Natural Health Products Regulations

Custom Memoranda:

The Administration of Health Canada Acts and Regulations Relating to Certain Controlled, Prohibited or Regulated Goods.

Memorandum D19-9-1.

Appendix A: Document types, Intended uses and Canadian Product Categories

Intended Use	Canadian Product Category (SG117 PGI)	Document Type(s) (SG9 or SG121)
Human Therapeutic Use	Natural Health Product	Site Licence AND one of either a Natural Product Authorization or a Homeopathic Medicine Drug Identification
Human Clinical Trial Use		NHP Notice of Authorization (NOA)
Special Access		Letter of Authorization (LOA)
Research & Development		None required
Other		None required

Appendix B: Document Types and Reference Numbers

Document Type	Reference Number
Site Licence	Site Licence Number
Natural Product Authorization	Site Licence Number Natural Product Number (NPN)
Homeopathic Medicine Drug Identification	Homeopathic Medicine Number (DIN-HM)
NHP Notice of Authorization (NOA)	NHP Notice of Authorization (NOA) Number
Letter of Authorization (LOA)	Letter of Authorization (LOA) Number

Appendix C: Intended Used and Canadian Product Categories

Intended Use	Canadian Product Category
Intended Use (SG117 APP)	Natural Health Product
Human Therapeutic Use	
Human Clinical Trial Use	
Special Access	
Research & Development	
Other	

Contact Livingston

Have questions or need help with your SWI imports?

Contact your Livingston client services representative.

Write to us at: clientserviceCanada@livingstonintl.com or give us a call at **1-855-225-5544**.