

## Annex 2

### **FACTSHEET (As of 1 September 2016)**

#### **SINGAPORE CORPORATE ACCESS (CORPPASS)**

##### **A. What is CorpPass?**

- Singapore Corporate Access (CorpPass) is a single corporate digital identity for businesses and other entities (e.g. non-profit organisations and associations) to transact online with Government agencies.
- CorpPass will progressively replace SingPass/EASY and agency-issued login IDs for local entities with a Unique Entity Number (UEN) and foreign entities.
- Individuals (for e.g.: taxi drivers and hawkers) and local entities (for e.g.: trust funds and joint ventures) without an UEN may continue using their SingPass to transact with the Government.

##### **B. How does CorpPass benefit business users?**

- **Increased Convenience & Better Control for Businesses**

Businesses currently conduct online transactions through multiple digital identities such as SingPass and EASY<sup>1</sup>. Having a single corporate digital identity will increase convenience for users who transact with multiple Government agencies, as they no longer need to handle multiple login IDs. CorpPass will also allow businesses to have greater internal control, as they will be able to grant and manage employees' access to Government digital services.

- **Enhanced Data Protection**

The Government has received feedback from the business community that SingPass should only be used for personal transactions, and not corporate transactions, due to privacy concerns. For instance, employees who go on leave tend to share their personal SingPass IDs and passwords with colleagues to help carry out business transactions like filing corporate tax, or applying for permits and licences. Having separate login IDs for corporate and personal matters will therefore better protect information of both businesses and employees.

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<sup>1</sup> E-Services Authorisation System (EASY) is an online digital service authorisation system currently used by some agencies including the Inland Revenue Authority of Singapore, JTC Corporation and the Immigration Checkpoints Authority of Singapore.

### C. How will CorpPass be rolled out?

- CorpPass will be progressively rolled out from September 2016 to December 2017, with more digital services added in each phase. Each added batch of digital services will be communicated to business users, on the CorpPass website, via email notification to CorpPass Administrators, and on agencies' websites, etc.
- More than 200 Government digital services managed by about 60 Government agencies will require CorpPass as a login method by December 2017.

### D. How can business users get started on CorpPass?

- To get started on CorpPass, businesses and other entities should identify the following personnel:
  - **Registered Officer** – he/she is usually one of the key officers within a business entity, registered as a business owner with the Accounting and Corporate Regulatory Authority (ACRA), or a Unique Entity Number (UEN) Issuance Agency. For example, Business Owner, Partner, Director, or Corporate Secretary.  
*Note: There may be more than one Registered Officer within your business.*
- Alternatively, the RO may select a Key Executive (KE) within the business as a person authorised to appoint and approve new CorpPass Administrators. For example, Chief Executive Officer (CEO), Managing Director (MD) or equivalent.
- **CorpPass Administrator** – he/she is appointed by the Registered Officer(s) to set up, manage and monitor the business' and employees' CorpPass accounts and authorisation profiles.  
*Note: Each business may appoint up to two Administrators.*
- These personnel will be responsible for helping their businesses access CorpPass, facilitate setup and approval of CorpPass accounts, in order to perform online business transactions with the Government. Information on roles and steps involved is available on the CorpPass website.

### E. Where do we find out more about CorpPass?

- Visit [www.corppass.gov.sg](http://www.corppass.gov.sg).
- Refer to Step-by-Step guides at [www.corppass.gov.sg/corppass/common/userguides](http://www.corppass.gov.sg/corppass/common/userguides)
- Check out Frequently Asked Questions on CorpPass at [www.ifaq.gov.sg/CorpPass/](http://www.ifaq.gov.sg/CorpPass/)
- Call the CorpPass Helpdesk at +65 6643 0577, 8am to 8pm on Mondays to Fridays, or 8am to 2pm on Saturdays; or email [support@corppass.gov.sg](mailto:support@corppass.gov.sg).
- Look out for information on roadshows in collaboration with industry associations and regular briefings for business users.