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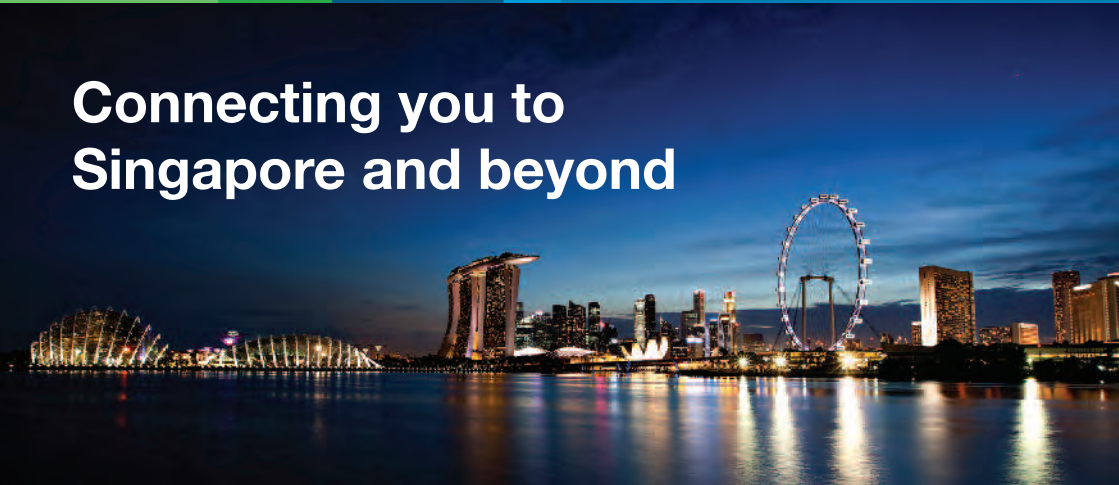
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Singapore overview

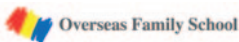
Singapore is a city-state in Southeast Asia that lies between Malaysia to the north and Indonesia to the south. The Singapore Strait runs south of the city-state, and the Johor Strait runs between Peninsular Malaysia and Singapore.

Singapore's economy is small and open, similar to that of Hong Kong. The country's GDP per capita of over US \$59,000 makes it one of the wealthiest economies in Asia. It also has one of the highest population densities in the world — 5.69 million people inhabit an area slightly larger than the Isle of Man. One-third of the population consists of foreign workers and residents.

There are many different sectors that participate in the Singaporean economy. Manufacturing has a one-fifth share of the economy, predominantly consisting of electronics, biomedical manufacturing, engineering and chemicals. Singapore is the third-largest oil refining centre in the world. The country is also a major regional hub for shipping, logistics, air transport and financial services.

There are numerous opportunities for UK businesses across many sectors in Singapore including biomedical sciences (BMS) and healthcare, creative industries, education and training, energy and environment, financial and professional services, ICT, and transport and infrastructure.

MARKET EXPERTS



Thank you to our Market Experts

Welcome from Marco Forgione – Director General, Institute of Export & International Trade

This 'Doing Business with Singapore Guide' looks into a city-state which has become one of the major global hubs for international trade and which is the largest member of the Association of Southeast Asian Nations (ASEAN).

Singapore is also a member of the Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP) – the 11-nation pact of Pacific nations the UK hopes to join.

But with bilateral trade agreements already in place, British firms already have ample reason to look to Singapore as a new and exciting market – something this guide will help you with.

Innovative relationship

In December 2020, the two countries signed the UK-Singapore Free Trade Agreement to continue the preferential trade terms of the EU's own deal with Singapore, including provisions around rules of origin, quotas, and preferential tariff rates.

But it was in February 2022 that this bilateral trading relationship went up another gear, when the two countries signed a cutting-edge Digital Economy Agreement – the first such agreement to be struck by a European nation.

This deal was a landmark moment for UK trade including, as it did, innovations around increasing the use of electronic documentation, digital authentication and streamlining customs processes.

The government said the deal will boost the UK's £16 billion trading relationship with Singapore by ending outdated rules for goods and services exporters, making it easier for UK business to target new opportunities in Singapore and the wider region.



Largest Asian trade partner

Singapore is already the UK's largest trade partner in Asia — in 2021, roughly £4.5 billion worth of UK goods and services were exported to Singapore (Source – ONS, 2021).

The country's modern economy allows for a fast free-flowing of goods and capital – as demonstrated by its second-place ranking in the World Bank's 2020 Ease of Doing Business Index. More than 4,000 British firms already operate in Singapore, enabled by English being the main language of business in the country.

New era

As with any market, there are cultural and regulatory differences British firms will need to be aware of – something this guide helps you to grapple with. But it is a market at the vanguard of a new era of digitisation in global trade.

At the Institute of Export & International Trade (IOE&IT) we are working with partners in both the UK and Singapore to implement supply chain digitalisation and simplification of customs procedures.

The IOE&IT is therefore your ideal partner to make the most of the opportunities in Singapore through our training, qualifications, consultancies and other support services, including this very guide.

Marco Forgione

Director General of the Institute of Export & International Trade

www.export.org.uk



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Securing Your World





British High Commission Singapore



Foreword from Kara Owen, British High Commissioner to Singapore

Singapore is a vibrant and dynamic country offering a wealth of business opportunities. As the UK's fifth-largest export market, and the top goods and services trading partner in the Asia-Pacific region, total trade in goods and services between our two nations was already at £16.3 billion at the end of Q3 in 2019 – an 8.9% increase compared to the same period for 2018. As an entry-point to Asia, Singapore is an important location for UK businesses looking to expand in the region and was ranked by the World Bank as the second-easiest place in the world to start, run and do business.

The UK and Singapore have much in common, including our shared belief in free trade and our strong commitment to the rules-based international system. This is the foundation upon which we are working together to embrace innovation and technology that will ensure the continued prosperity of both our nations.

In 2019 we signed a number of agreements, supported by the SG-UK Partnership for the Future, to collaborate in areas such as cybersecurity, business accelerator programmes and medical technology. This shows another commitment shared by us – to invest in creating opportunities for our future generations, be it innovative new businesses, transformations in the way established businesses cater to new audiences or new skills for a changing workforce.

As the UK enters a new phase in its history, colleagues at the British High Commission Singapore – from both the Department for International Trade and other UK Government departments – are working closely with British businesses to ensure they are supported in finding opportunities and help them break through the obstacles to what they want to achieve.

There are already over 4,700 British companies present here, with more looking at expansion or trade opportunities. I hope you find this guide helpful and I look forward to continuing to support British businesses and showcase what the UK has to offer, in both Singapore and across the region.

Kara Owen

British High Commissioner to Singapore

For more information on exporting to Singapore, please contact the Department for International Trade, Singapore



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Department for International Trade



Introduction from Justinian Habner, Country Director, Trade & Investment for Singapore at the Department for International Trade (DIT)

The UK's Department for International Trade (DIT) aims to support the UK to trade its way to prosperity, stability, and security. We do this by helping businesses to export, by driving investments into the UK, opening up markets, and by championing free trade around the world.

At the end of Q3 2019, the UK exported £16.3 billion of goods and services to Singapore – an 8.9% increase compared to the same period for 2018. Singapore is an open, transparent and competitive market with thriving business opportunities, and is ranked 2nd out of 190 countries for ease of doing business (World Bank, 2019). With Singapore's strategically positioned location in Southeast Asia, British businesses also find Singapore their partner of choice to access the wider ASEAN economy, which is home to a young and digital-savvy population of more than 630 million and due to become the 4th largest market in the world by 2050.

Here in Singapore, we have a dedicated trade and investment team within the British High Commission to support you through your journey. We focus on addressing market access barriers, and export and investment campaigns in priority sectors. The team is able to support you in the following ways:

Strong Business Connectivity and In-depth Market Insights

The team in Singapore is constantly establishing and maintaining their connectivity with various key stakeholders such as the Singapore Government and regulatory authorities, Chambers of Commerce, trade associations, local companies and buyers to uncover opportunities for UK companies to sell goods and services, and is well positioned to provide you with in-depth market insights of our high-value sectors.

Trade Missions

We work with international trade advisers across the UK to support trade missions to Singapore. Trade experts from the team can support you at major Singapore trade fairs and conferences, or arrange calls with key individuals to discuss products or solutions.

Your exporting journey could begin with a call with DIT. We are ready to support you in your expansion plans to Singapore.

Justinian Habner

Country Director, Trade & Investment for Singapore
Department for International Trade

British Chamber of Commerce Singapore

British
Chamber of Commerce
SINGAPORE


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Introduction from David Kelly, Executive Director of the British Chamber of Commerce Singapore

Singapore is a city-state full of opportunities and open to business.

As an international Chamber of Commerce, our team meets with hundreds of business leaders every year who are looking to Southeast Asia for their next market, and where better to choose as Singapore is consistently ranked in the top two countries in the world to do business¹. Over 45,000 British citizens live in the country and there are an estimated 4,000 British businesses already operating here. UK-ASEAN trade is worth nearly GBP £37 billion, more than Australia, Brazil, India, Japan, New Zealand, and Russia.

The Chamber is a landing point for British businesses considering or already in Singapore, providing support for those in the UK through market research and webinars, and for those planning a trip to the country, we can assist to set meetings with potential partners, deliver market briefings and offer travel discounts from our partners. For those who have already made the move, membership of the Chamber delivers connection opportunities within our network of 3,700 professionals, business development services, links to the UK Government, the latest industry knowledge and brand-building tools.

If you are considering Singapore for your business, we encourage you to get in touch today. With a full-time team of experienced professionals ready to help, we look forward to hearing about your business and helping you to grow.

Considering Singapore as a new market?

Visit: <https://www.britcham.org.sg/market-entry-support>

Already in Singapore?

Visit: www.britcham.org.sg

Yours,

David Kelly

Executive Director, British Chamber of Commerce Singapore

¹ <https://www.doingbusiness.org/en/rankings>



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Department for International Trade

Department for International Trade (DIT)

DIT is the British Government department that helps UK-based companies succeed in an increasingly global economy. DIT also helps overseas companies bring their high quality investment to the UK's economy. DIT's range of expert services are tailored to the needs of individual businesses to maximise their international success. DIT provides companies with knowledge, advice and practical support.

Through a range of unique services, including participation at selected tradeshow, outward trade missions and providing bespoke market intelligence, DIT can help you crack foreign markets and get to grips quickly with overseas regulations and business practice.

With headquarters in London, DIT have professional advisers around the UK and staff across more than 100 countries.

Contact DIT

Contact your local International Trade Team or Scottish Development International (SDI), Welsh Government (WG) or Invest Northern Ireland (INI) offices to find out more about the range of services available to you.

You can find your nearest International Trade Team at:

<https://www.great.gov.uk/contact/office-finder/>

General enquiry number: +44 (0) 207 215 5000
Department for International Trade
3 Whitehall Place
London
SW1A 2AW
United Kingdom

Email: enquiries@trade.gov.uk



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Without support from UK Export Finance, White Light wouldn't have been able to take on a major contract for a theme park in the Middle East. Working with their bank we were able to provide a government-backed guarantee. This freed up White Light's working capital to take on the contract, which in turn boosted their revenues by over 20%.

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UK Export Finance

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We help UK companies of all sizes and in all sectors win, fulfil and get paid for export contracts. We provide insurance to exporters and guarantees to banks to share the risks of providing export finance. In addition, we can make loans to overseas buyers of goods and services from the UK.

As the world's first export credit agency, established in 1919, we've been innovating since day one. Last year, we provided £6.8 billion of support for UK exports, helping 262 companies sell to 72 markets around the world and supporting an estimated 47,000 UK full-time equivalent jobs.

79% of all companies supported with finance and insurance were small to medium-sized businesses.

To check your eligibility for trade finance and insurance visit:
www.great.gov.uk/trade-finance

UK Export Finance is the operating name of the Export Credits Guarantee Department (ECGD)

Website: www.gov.uk/uk-export-finance
Telephone: +44 (0) 20 7271 8010
Email: customer.service@ukexportfinance.gov.uk

COVID-19

COVID-19 has caused widespread disruption for businesses.

For business support during the coronavirus pandemic go to gov.uk's website:

<https://www.gov.uk/coronavirus/business-support>

Your business may have been impacted by the spread of COVID-19 if you export or deliver goods and services internationally. The Department for International Trade (DIT) can offer free export-related support, for more information see:

**[https://www.great.gov.uk/campaigns/
local-export-support/](https://www.great.gov.uk/campaigns/local-export-support/)**

These local trade teams are there to give tailored advice to help you with a number of challenges as every company has been affected in different ways.

There are a number of webinars taking place on a range of COVID-19 topics. To see the list of webinars taking place, visit:

**[https://www.events.great.gov.uk/ehome/
trade-events-calendar/all-events/](https://www.events.great.gov.uk/ehome/trade-events-calendar/all-events/)**

Please be aware that this list is updated regularly.



About International Market Advisor (IMA)

International Market Advisor (IMA) works with British and foreign government departments, Embassies, High Commissions and international Chambers of Commerce throughout the world. Our work helps to identify the most efficient ways for British companies to trade with and invest in opportunity-rich overseas markets.

During the last ten years IMA has worked with the British Government's overseas trade and investment department, the Department for International Trade (DIT) (formerly UK Trade & Investment (UKTI)), and has written, designed, produced, launched and distributed over one million copies of more than 100 country-specific print and multi-media based reports, guides and publications, including the internationally-recognised 'Doing Business Guide' series of trade publications.

These are composed of market and industry sector-specific, multi-format print and digital trade reports, together with some of the internet's most visited international trade websites – all of which are designed to advise and assist UK companies looking to trade with and invest in overseas markets. These reports and guides are then distributed free-of-charge through the IMA and DIT global networks – over 500 distribution outlets in total. Further distribution takes place at global exhibitions, roadshows, conferences and trade missions, and IMA receives daily requests for additional copies of the guides from these networks and from businesses considering exporting.

Each of IMA's 'Doing Business Guides' is produced in three formats: a full colour, glossy, paper-based brochure; a supporting fully-interactive and updatable multi-media based website; and the website contents available as a free-of-charge downloadable smartphone/tablet app.

The guides' contents focus on the market in question, how to approach that market and the help and support available, and include informative market overviews, plus details of business opportunities, listings with website links to British and Foreign Government support services and essential private sector service-provider profiles.

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A close-up photograph of a young child with dark hair, wearing a green long-sleeved shirt, hugging an adult from behind. The adult is wearing a blue denim jacket. The child's face is partially visible, showing a peaceful expression with closed eyes. The background is softly blurred.

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ABOUT THIS GUIDE

This guide aims to provide a route map of the way ahead, together with signposts to other sources of help.

The main objective of this **Doing Business with Singapore Guide** is to provide you with basic knowledge about Singapore; an overview of its economy, business culture, potential opportunities and to identify the main issues associated with initial research, market entry, risk management and cultural and language issues.

We do not pretend to provide all the answers in the guide, but novice exporters in particular will find it a useful starting point. Further assistance is available from the Department for International Trade (DIT) team in Singapore. Full contact details are available in this guide.

To help your business succeed in Singapore we have carefully selected a variety of essential service providers as 'Market Experts'.

The guide is available in 4 formats:

- the website: www.Singapore.DoingBusinessGuide.co.uk
- this full colour hard-copy brochure
- a 'free' downloadable 'mobile device-friendly' app – available from the Apple App Store and Google Play Store
- PDF download/e-flipbook (available on the guide website)

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SINGAPORE

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SPORTS & ECAs	ENRICHMENT PROGRAM	MOTHER TONGUE SUPPORT
<ul style="list-style-type: none"> OFS promotes a huge array of sporting interests for all ages Our prime focus is to promote full involvement - all students, all ages There is an impressive range of clubs and community service at all levels 	<ul style="list-style-type: none"> Besides sports and ECAs, there is a separate Enrichment Program with a greater focus on individual teaching and coaching Classes include a wide range of skills from mother tongue to sports to music 	<ul style="list-style-type: none"> We offer Mother Tongue classes in 14 different languages from Pre-K2 through to Grade 8, for 4 periods per week Mother Tongue classes are integrated into the curriculum, and do not involve an extra fee The Mother Tongue languages that we offer are Danish, Dutch, Finnish, French, German, Hebrew, Italian, Japanese, Korean, Mandarin, Norwegian, Russian, Spanish and Swedish
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- [Registration No.: 199104269R (1/9/2019 - 31/8/2023)]
- EduTrust Certified [Certificate Number: EDU-2-2072 (Validity: 21/12/2019 - 20/12/2023)]

For more information, contact:

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Overseas Family School

81 Pasir Ris Heights Singapore 519292
Tel: +65 6738 0211 Fax: +65 6733 8825
Email: recruitment@ofs.edu.sg

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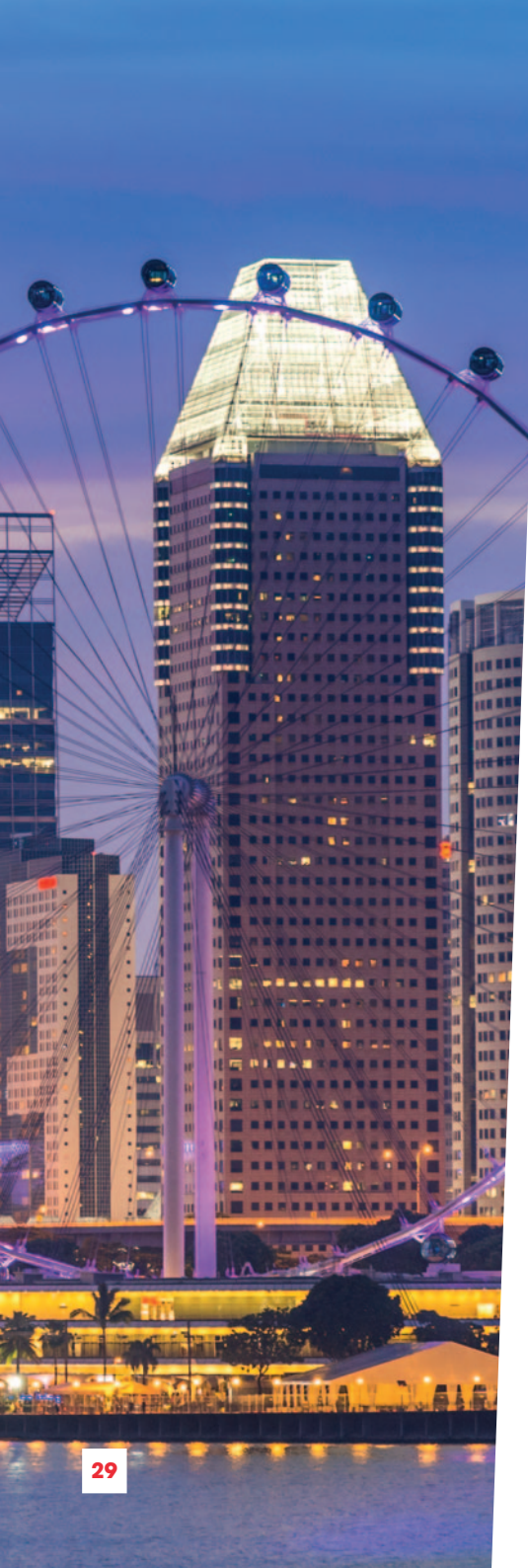
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Why Singapore?

■ Summary

Area: 721.5 km ²	GDP per capita: US \$59,794.6
Population: 5.69 million	Annual inflation rate: -0.2%
Urban population: 100%	General government gross debt: 154.9% of GDP
Population growth rate: 0.492% change	Fiscal balance: -8.9% of GDP
Capital city: Singapore	Current account balance: 17.6% of GDP/US \$59.8 billion
Official language: English, Malay, Tamil, Mandarin Chinese	Exports of goods to UK: £2,944 million
Currency: Singapore Dollar (S\$)	Exports of services to UK: £3,953 million
Nominal GDP: US \$340 billion	Imports of goods from UK: £6,140 million
Real annual GDP growth: -5.4%	Imports of services from UK: £4,599 million

(Source – FCDO Economics Unit (June 2022), DIT Overseas Business Risk: Singapore)



Despite its small size, Singapore is a wealthy city-state. Its open, trade-driven economy allows it to be a global business hub, bolstered by its strategic location at the meeting point of the east and west shipping lanes.

The country has a stable government as well as a strong rule of law and an effective regulatory system. The World Bank ranks Singapore as one of the easiest places both to start and to run a business globally. Setting up a new business in Singapore can be done within a few hours.

Within the Asia-Pacific region, Singapore acts as a financial, shipping and trade centre, and the government has a pro-business economic and trade policy.

There are already over 4,000 British companies operating in Singapore, with over 45,000 British residents living there.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]

■ Geography

Singapore is a city-state in Southeast Asia that lies between Malaysia to the north and Indonesia to the south. The Singapore Strait runs south of the city-state, and the Johor Strait runs between Peninsular Malaysia and Singapore.

The country is small in size, with an area of 721.5 km² and an urban population of 100%. This urbanisation has meant that the country is now a city-state. Due to this urbanisation, there is very little vegetation, with only two rainforests (Bukit Timah Nature Reserve and the Singapore Botanical Gardens' Jungle) with a few thousand acres between them.

The country comprises of mainland Singapore alongside over 60 additional islands and islets, including Sentosa, a popular tourist destination; the artificial Jurong Island; and Pulau Ubin, home to some of the last remaining rural land in Singapore.

Singapore witnesses high temperatures all year round due to the city-state's close proximity to the equator. It lies in the equatorial monsoon region of Southeast Asia. These monsoons cause significant rainfall. Most of the rainfall occurs during November to March, alongside strong winds. May to September sees the least rainfall, especially in July.

[Source – National Parks Board (NParks) Singapore]

■ Government

A prosperous island state, home to one of the most significant ports in the world, Singapore is known as a business hub for wider Southeast Asia. Its 5.69 million-strong population is diverse, with around 74% being Chinese, 13% Malay and 9% Indian. Only 3.3 million – or 61% of the country's population – are citizens, the remainder consists of foreign workers and residents.

Singapore gained independence from the UK in 1963 as part of Malaysia. In 1965 the country separated from Malaysia, but remains a Republic within the Commonwealth.

Singapore has consistently been politically stable, especially in comparison to its regional neighbours. Its parliamentary system is a modified version of that of Westminster. There is a limit of five years in place for how long each parliament may sit.

The most recent election in Singapore took place on 10th July 2020, with the People's Opposition Party (PAP) winning the majority of seats, as it has since 1959. PAP currently holds 83 of the 93 elected seats in Singapore's Parliament, and is predominantly challenged by the Workers' Party, the largest opposition party.

Presidential elections are held every six years in Singapore, the most recent being in September 2017. On 14th September 2017, Halimah Yacob was inaugurated as the first female president of Singapore.

The President of Singapore has a small number of limited powers, although the position is predominantly ceremonial.

Local governments are not directly elected. There is a system of town councils and regional mayors.

[Source – DIT Overseas Business Risk: Singapore]

■ Economic overview

Singapore's economy is small and open, similar to that of Hong Kong. The country's GDP per capita of over US \$59,000 makes it one of the wealthiest economies in Asia. It also has one of the highest population densities in the world – 5.69 million people inhabit an area slightly larger than the Isle of Man. One-third of the population consists of foreign workers and residents.

Singapore's economy can be quite vulnerable to external factors due to its open and trade-focussed nature. This means it can be used as a barometer for global trade. In recent years, trade has grown faster than expected,

with a real annual GDP growth of 0.7% in 2020. GDP growth in 2017 of 6.3% was the fastest it has been for five years as the manufacturing and services sectors both picked up. As long as trade and economic flows stay stable, medium-term growth is expected to be steady.

There are many different sectors that participate in the Singaporean economy. Manufacturing has a one-fifth share of the economy, predominantly consisting of electronics, biomedical manufacturing, engineering and chemicals. Singapore is the third-largest oil refining centre in the world. The country is also a major regional hub for shipping, logistics, air transport and financial services.

Over two-thirds of Singapore's GDP comes from the services sector, with the country ranking as the 4th global financial centre, following London, New York and Hong Kong. Financial and business services, in particular, have seen strong growth, and Singapore is a fast-growing insurance and wealth management hub.

Singapore is now delivering a strategy predominantly focused on maintaining an economically competitive environment. 'Future economy' prioritises helping SMEs to scale up, internationalise and digitise in order to improve their global connectivity; and investing in building new and deeper sets of skills to help with job flexibility. Healthcare, education and infrastructure spending will also be increased going forward to reduce levels of inequality.

For up-to-date information, please visit Singapore Department of Statistics at: <https://www.singstat.gov.sg/>, the Ministry of Trade and Industry website:

<https://www.mti.gov.sg>, or the Monetary Authority of Singapore at: <https://www.mas.gov.sg/>.

[Source – DIT Overseas Business Risk: Singapore]

Contact a DIT Export Adviser at: <https://www.great.gov.uk/contact/triage/location/> for a free consultation if you are interested in exporting to Singapore.

Contact UK Export Finance (UKEF) about trade finance and insurance cover for UK companies. You can also check the current UKEF cover position for Singapore. See: <https://www.gov.uk/guidance/country-cover-policy-and-indicators#singapore>.

Human rights

You must obtain a police permit if you intend to hold a public assembly or procession, and you must also gain permission in order to wear or display 'cause related' materials, or to publicly display the flags of foreign nationals. The Ministry of Manpower will decide whether a foreign national has permission to give a talk on 'racial, communal, religious, cause-related or political topics'. Foreign nationals are not permitted to partake in protests at Singapore's Speaker's Corner.

In Singapore, a punishment known as caning (being beaten with a large stick) can be handed out to men who commit non-violent crimes, such as graffiti or immigration-related offences. The death penalty can be given for murder, drug trafficking, kidnapping or firearm offences.

Homosexual acts between men are illegal in Singapore, although in 2007 the then Prime Minister declared that 'the Government does not act as moral policemen' so 'we do not proactively enforce' the law on this issue.

Openly gay and lesbian venues and groups exist. It can be difficult for same-sex couples to obtain dependant visas.

It is up to employers to decide whether they will grant foreign domestic workers a day off, and the workers may agree to forgo these days off and suffer poor working conditions in order to pay off debts they owe to placement agencies. UK companies should follow local laws when employing migrant workers, but ensure that they are considering their own ethical obligations and internal company policy in order to maintain good employment practice.

[Source – DIT Overseas Business Risk: Singapore]

International relations

Singapore is a founding member of the Association of Southeast Asian Nations (ASEAN), as well as being a member of the Commonwealth of Nations, the United Nations and the Forum of Small States (FOSS). The country also participates in the Asia-Pacific Economic Cooperation (APEC) forum and the Asia-Europe Meeting (ASEM). Singapore is a leading member of the Global Governance Group, comprised of members outside of the G20, and has attended G20 meetings to represent this group.

Singapore has a good relationship with its neighbours, and advocates for ASEAN unity, including ASEAN economic integration, in particular through the ASEAN Economic Community, launched in 2015 to aid South-east Asian economic and trade integration.

[Source – DIT Overseas Business Risk: Singapore]

Strengths of the Singapore market

Strengths of the Singapore market include:

- 50% of the world's population are within a six hour flight distance

- it possesses Asia's only AAA credit rating from all three agencies
- the local population is highly skilled and well educated
- it is the world's fourth-largest financial centre
- it has Asia's strongest Intellectual Property protection
- infrastructure and transport connectivity is highly efficient
- low levels of corruption are coupled with a strong rule of law

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]

Growth potential

Singapore's economy is an excellent indicator of global trade due to its open nature. GDP growth in 2018 was 3.1%. The International Monetary Fund predicted that this will fall to 1% in 2020. Due to the persistence of challenging conditions, annual growth of between 1% and 3% is forecast for the medium term.

One-third of Singapore's population are foreign workers and residents and the country is one of the most densely populated in the world. Singapore's economy:

- is particularly vulnerable to external factors and shocks due to its openness
- has a GDP per capita of US \$59,794.6
- is the 38th largest economy in the world

Currently, Singapore's Government is focusing its economic policy on reducing the country's dependence on imported labour and increasing productivity.

By moving towards knowledge-driven, high-value and creative businesses, Singapore is creating many new opportunities for UK companies.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, International Monetary Fund]

Association of Southeast Asian Nations (ASEAN)

ASEAN is an economic region made up of around 620 million residents. It was expected to become the fourth-largest stable market by 2020 and to add 200 million residents to the middle class in the region.

Singapore is the most developed economy in the ASEAN, making it a regional trade and financial hub.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]

Free trade agreements and partnerships

Singapore has 20 regional and bilateral free trade agreements (FTAs) with 32 trading partners. These cover the majority of the country's trade. It is also a member of the Trans-Pacific Partnership.

The European (EU)-Singapore FTA is the EU's first FTA in Southeast Asia and makes it easier for EU companies to get access to certain opportunities in government procurement and services sectors.

Currently, the UK and Singapore Governments are working together to establish a free trade agreement/trade deal, with effects that are similar to the EU-Singapore FTA. Both Governments are hoped to finalise the arrangements before January 2021.

In February 2022, the UK signed a new Digital Economy Agreement with Singapore. The agreement will cut costs, make trade easier and use a more modern approach to trading.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]

World rankings

In addition:

- In Transparency International's latest 2021 Corruption Perceptions Index (announced January 2022) Singapore is ranked 4th out of 180 countries (the UK ranks 11th): <https://www.transparency.org/en/countries/singapore>
- Singapore ranks 2nd out of 190 countries in the World Bank's 2020 Ease of Doing Business Index (the UK ranks 8th): <https://www.doingbusiness.org/en/data/exploreeconomies/singapore>
- The World Economic Forum's Global Competitiveness Report 2018-19 ranks Singapore 2nd out of 140 (the UK ranks 8th): <http://reports.weforum.org/global-competitiveness-report-2018/country-economy-profiles/#economy=SGP>
- Singapore ranks 1st out of 180 countries in the Heritage Foundation's 2022 Index of Economic Freedom (the UK ranks 24th): <https://www.heritage.org/index/country/singapore>

■ Trade between the UK and Singapore

Singapore is one of the only countries with which the UK has a trade surplus and is one of their largest trading partners in Asia.

In 2021, the UK imported £2,944 million worth of Singaporean goods. Globally, in 2020, the top ten exports from Singapore to the UK included:

- electrical machinery, equipment
- machinery including computers
- mineral fuels including oil
- optical, technical, medical apparatus
- gems, precious metals
- plastics, plastic articles
- organic chemicals
- perfumes, cosmetics
- pharmaceuticals
- miscellaneous food preparations

You can read more about what Singapore exports at World's Top Exports: <http://www.worldstopexports.com/singapores-top-exports/>. The International Trade Centre (ITC) ranks the value of Singapore's top services exports: <http://www.intracen.org/>.

Many large UK companies operate from Singapore, especially because it is an excellent gateway into the whole region. These include Barclays, BP, GSK, HSBC, PWC, Rolls-Royce, Standard Chartered, Shell, Tate and Lyle, and Unilever.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, World's Top Exports]

Benefits for UK businesses exporting to Singapore

Benefits for UK businesses exporting to Singapore include:

- free flowing goods and capital
- UK products and services are attractive due to the exchange rates
- Singapore is the UK's largest trade partner in Southeast Asia
- business and legal practices, as well as technical standards, are similar to those in the UK
- strong historical ties and share a common language
- it is close to major Asia-Pacific economies

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]



Tech Start-Ups in Singapore – maximising potential for growth



Singapore is an exciting hub in South-East Asia, offering an array of commercial activities. It's perceived as an attractive place to set up a new company, particularly within the technology space – whether that means digital transformation, developments in medical technology or “disruption” to existing ways of working.

Singapore also enjoys the bonus of having established trading links with Malaysia and Indonesia; English as the official business language; a legal system based on British Common Law; and a tax system that follows the key principles of British tax regulations. Singapore's robust, regulated environment make it an appealing country to start up a new business.

Nevertheless, despite the ease of doing business in Singapore, it's essential that you choose the right corporate service provider. A provider who can easily explain and guide you through each step and take into account your specific requirements for company registration, ongoing compliance, business advice, special considerations around employing foreigners and dealing with foreign investment in Singapore.

Then, once your business is ready to operate, you will need reliable advice and support for your ongoing accounting, tax and HR requirements, in addition to general business advice. At Expat Consulting, we can help and ensure you remain fully compliant with Singapore regulations while providing commercial and operational business advice – all focused on maximising your business's potential to grow.

Why Expat Consulting?

At Expat Consulting, we are specialists.

Founded by a UK qualified Chartered Accountant with a local and multi-national team of experts, we speak your language and understand your culture, while having in-depth knowledge of the Singapore business environment.

As a boutique service provider, we take the time to understand your overall strategy and objectives, current business model and any expansion plans. We advise on your optimal corporate structure concerning future tax planning and ensure your company is registered in full compliance with ACRA regulations.

We then go one step further and, once the business is registered, provide continuing support and advice for your business. Whether you require simple bookkeeping or the latest information on the key aspects of finance, management and statutory reporting, business forecasting and planning, corporate and personal income tax, GST and payroll. We also offer a range of key HR services including preparation of employment contracts and HR administration. Essentially, we're here to answer your questions and help you navigate your ongoing requirements.

As your business develops and is ready for expansion, Expat Consulting can also advise on fundraising, access to capital, investor relations and ultimately support your exit plan.

Whatever your specific requirements, we are here to give you the personalised assistance you need.



A recent success story

Expat Consulting provides business partner support to a medical-technology client – from incubator stage through to achieving a multi-million valuation over three years.

We initially met with the Founder, who was then based in Melbourne, Australia, during the product conceptualisation phase to advise on the process to register a company in Singapore, the considerations around obtaining a work pass and banking arrangements. Several months later he was ready to move to Singapore, register the company and launch the product. Our support provided a smooth process for company registration, bank account set-up and Ministry of Manpower approval for the work passes required.

The Board of Directors quickly realised that their requirements were more extensive than initial company secretarial services, also requiring support in managing accounting, payroll, tax and HR. We were able to step in and fill all the gaps of their “back office” function.

Like many clients we work with, what started as straightforward aspects of bookkeeping and management reporting, quickly developed into additional needs – regular cash flow management and forecasting and identifying critical time frames for subsequent rounds of funding. As the organisation continued to grow successfully, Expat Consulting’s level of business support developed, and we implemented standard operating procedures for internal controls, especially around procurement activities.

We handle their monthly management reporting and year-end reporting for statutory financial statements and the preparation and submission of tax computations. These are essential aspects of compliance with the different regulatory authorities in Singapore.



We are
knowledgeable
and professional

Our help also extended to include advice and processing for additional rounds of funding, shareholder and director changes, share transfers, filing returns and attendance at Board of Director meetings, strategic input in matters of compliance and commercial activities.

Our extensive expertise also allowed us to provide bespoke HR solutions and the implementation of HR systems. These included templates for employment contracts, an employee handbook, HR operations guidelines and performance appraisal templates. We also manage the needs of their employees by delivering full payroll services, including payslip provision; set-up of salary payments; reporting to IRAS, Singapore's tax authority, and Central Provident Fund Board to ensure compliance with the Ministry of Manpower employment regulations.

Our team at Expat Consulting has now become an integral part of the organisation, working alongside the Board, and the commercial and technical teams, to provide the consistent, professional and reliable ongoing service that we are renowned for in Singapore.

At Expat Consulting, our objective is to make things as simple and straightforward as possible. We provide a single point of contact to help you manage all your requirements to set up and manage your business successfully in Singapore.

We are
approachable



EXPAT CONSULTING

maximising your business's potential



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Singapore's famous view of around the Marina Bay district



SINGAPORE

'GREAT', a UK Government campaign, has tailored support and advice for UK businesses on how to start exporting or increase the amount of goods and services they sell overseas. ►



HELP AVAILABLE FOR YOU

British Chamber of Commerce Singapore

The British Chamber of Commerce is an independent membership organisation committed to strengthening the ties between the UK and Singapore. We have done so since 1954.

Our goal is to deliver member value through the services we offer, that all work towards supporting our members in achieving your business objectives and aligning with our mission of **Building Networks, Connecting Businesses** and **Creating Opportunities**.

For companies considering Singapore, or indeed the wider ASEAN region, as a potential market, the Chamber offers a variety of services such as market/sector research, supporting with customer acquisition, partner identification, and webinars.

As you plan your visit, the Chamber can help to reduce costs through preferential partner rates from our members who are keen to support British businesses, introduce you to connections in banking, funding, corporate services, insurance and other professional service sectors, and help to secure those important meetings. After your visit, the

team will follow up to find out how you are progressing and provide additional support if needed.

For those who have made the leap into the market, we offer extensive membership benefits including a full calendar of activities throughout the year with opportunities to connect and collaborate with our members. The Chamber team is available to help as a point of resource, connection with Governments of the United Kingdom and Singapore, introductions, networking, learning and profile-raising.

Whether you are just starting your research into ASEAN, have established your business and looking for growth, are keen to build connections to Government, or looking for brand exposure and employee development, the Chamber is here to support your needs at every stage of your journey.

Ultimately, our entire network benefits from our leading position as a strong and credible voice for our members and British businesses in Singapore and beyond.

Member Benefits Include:

- Networking, VIP speakers, industry learning, social and personal development events
- Brand awareness platforms including thought leadership publications, news, job board, event partnerships and guest speaking
- Industry and topical committee participation
- Business development platforms including member discounts, partnerships and advertising
- Introductions to and extended benefits with British Chambers throughout the Asia Pacific region
- Use of boardroom and meeting room facilities to host your meetings and events

For more information, download our **Membership Brochure** at joom.ag/0FLa or our **2019/20 Membership Directory** at www.britcham.org.sg/2019-20-member-ship-directory.



Contact Details

British Chamber of Commerce
Singapore

Address: 137 Telok Ayer Street,
#06-03,
Singapore 068602
Nearest MRT station:
Telok Ayer

Phone: +65 6222-3552

Email: info@britcham.org.sg

Website: www.britcham.org.sg

Testimonials:

*"For our brand **FUEL10K**, the British Chamber of Commerce in Singapore has been exceptionally supportive. Their organisation during our 3-day market visit was informed, energetic and second to none. Follow on support and guidance once we returned to the UK was invaluable. From that single trip we now have significant trading relationships and a great base to grow our brand throughout Singapore and beyond. Thank you to the team. I would highly recommend the British Chamber of Commerce to any UK business who are serious about gaining a firm foothold in the region."*

*"**Tuk Tuk Chai** was selected by the Department for International Trade (DIT) London to attend a trade mission in Singapore in July 2019. The level of support we received from the Chamber was absolutely great and invaluable, enabling us to meet key contacts of interest during our carefully organised and well-planned retail tour which resulted in us signing up a deal whilst still on the Mission! The whole Mission was very professionally managed, engaging and insightful. They also arranged a networking reception which was a great occasion to showcase our products to potential buyers and engage with them."*

*"The British Chamber of Commerce Singapore do a fantastic job at promoting British interests overseas and delivering opportunities to network and communicate with a dynamic business community, including many British expats in this market; as a British company who focuses on working with British expats, this is hugely important to us. Our relationship, which has been strong for over a decade, has helped to deliver a range of different programmes for members. Over the years, we've sponsored the Breakfast Club series, their Annual Economic Briefing, the Back to Work networking events, Rugby events, and we are very excited to be headline sponsors of the Great British Ball since 2018. Members of our team are actively involved in their committees, including their Financial and FinTech group and sitting on their Board, so we feel highly involved in the process as a sponsor. Our involvement with BritCham has grown over the years and we feel that the partnership with them is unique and really supports our business in Singapore. They provide an innovative and rewarding platform from which **The Fry Group** can build its brand in this market and be associated with a diverse and relevant network."*

Help available for you

■ Support from the British Chamber of Commerce Singapore

The British Chamber of Commerce Singapore, established in 1954, is an independent membership organisation with commitments to strengthening ties between the UK and Singapore.

Their goal is to deliver member values through their services, which work towards supporting their members to achieve their business objectives and to align with the Chamber's mission of building networks, connecting businesses and creating opportunities.

The Chamber can support your needs, whether you are only beginning to research the ASEAN market by scoping market opportunities, you have established your business and are wanting to grow, you want to build connections with the UK Government, or you are looking for brand exposure and employee development activities.

The Chamber hosts a full calendar of activities throughout the year, including events, publications and membership collaboration opportunities. They are available to help as a point of resource, introduction, networking, learning and profile-raising.

The Chamber, from their leading position, is a strong and credible voice for their members and British businesses in Singapore and beyond.

[Source – British Chamber of Commerce Singapore]

■ Support from the UK Department for International Trade (DIT)

The UK Department for International Trade (DIT) provides tailored support packages for companies who are:

- first time exporters (FTEs)
- small and medium-sized enterprises (SMEs)
- medium-sized businesses (MSBs)

Business opportunities

'GREAT', a UK Government campaign, has tailored support and advice for UK businesses on how to start exporting or increase the amount of goods and services they sell overseas. For more information see their website at: <https://www.great.gov.uk/international/>.

You can:

- read guidance for new, occasional and frequent exporters
- find out about services offered by 'GREAT' partners
- use the selling online overseas tool at: <https://www.great.gov.uk/selling-online-overseas/> to find the best marketplaces to showcase your products online
- you can take advantage of special deals negotiated by the government for UK businesses, and find out more about the UK Government's E-Exporting Programme, at: <https://www.gov.uk/guidance/selling-online-overseas-with-the-digital-exporting-programme>

- apply at: <https://www.great.gov.uk/export-opportunities/> for overseas export opportunities for your products or services
- create a business profile at: <https://www.great.gov.uk/find-a-buyer/>, which will allow you to promote your products and services to international buyers
- search for events, trade fairs, missions and webinars relevant to your sector or overseas markets, at: <https://www.events.great.gov.uk/ehome/index.php?eventid=200183029&>
- see upcoming DIT international ministerial visits, at: <https://www.events.great.gov.uk/ehome/index.php?eventid=200183333&>
- apply for a tradeshow access grant at: <https://www.gov.uk/guidance/tradeshow-access-programme> to attend an overseas event
- contact a trade adviser in your area, at: <https://www.great.gov.uk/contact/office-finder/>

Getting local market help to sell overseas

DIT has trade specialists who can help you commission services from local experts overseas. This includes:

- country and sector advice
- local market research
- support during overseas visits
- identification of possible business partners
- preparation for exhibitions and events

To find out more about commissioning any of these services, contact a DIT Trade Adviser in your region at: <https://www.great.gov.uk/contact/triage/location/> for a free consultation, or see further details at: <https://www.gov.uk/government/organisations/department-for-international-trade/about-our-services>.

In-market support

If you already trade internationally, and have decided that Singapore is part of your business strategy, you are advised to contact DIT at the British High Commission Singapore prior to your visit to discuss your objectives and what help you may need. See: <https://www.gov.uk/world/organisations/department-for-international-trade-singapore#contact-us>.

They can provide a range of Singapore-specific services for you, including the provision of market information, validated lists of agents /potential partners, key market players or potential customers; establishing interest from such contacts; and arranging in-market appointments. In addition, they can also organise events for you to meet contacts in Singapore, or to promote your company and your products/services.

For further information about DIT services, see: <https://www.gov.uk/government/organisations/department-for-international-trade/about-our-services>.

[Source – DIT, gov.uk]

■ Support from the Institute of Export & International Trade (IOE&IT)

Raising the profile of international trade qualifications and experienced members is only part of how IOE&IT membership is essential for any individual or business involved with global trade.

Importantly, the IOE&IT also offer access to a unique range of benefits and services specific to international trade:

- Help with any export issues you come across. Our team of experts can help with questions on documentation, export controls, the UK Bribery Act, customs and VAT procedures, regulatory and compliance issues, insurance issues, payment terms, transport and logistics. Members get free access to our experts via a technical helpline. See: https://www.export.org.uk/page/International_Trade_Helpline.
- A voice for your ideas and concerns. We represent your point of view and feed back to government, HMRC and other influencing bodies on issues that impact you, plus participate in Institute responses to central government with regard to proposed legislative changes.
- A complete range of international trade qualifications – for those that have no experience, up to those who wish to qualify themselves to take a business degree. The Institute's qualifications are widely recognised as providing both employers and employees with the necessary international business practice linked to satisfying career planning and development. See: <https://www.export.org.uk/page/qualifications>.

- A range of short courses giving you the skills and expertise you need to gain a competitive advantage in the challenging and complex world of export, import and international trade. See: <https://www.export.org.uk/page/training>.
- An extensive events programme to help you share information and connect at every level in the international trade community, whether it is sector-specific or regional. See: https://www.export.org.uk/events/event_list.asp.
- Inclusion in surveys to research the attitudes and changes to world trade.

For more information on how the IOE&IT can help you, or on becoming a member, contact the IOE&IT at: <https://www.export.org.uk/page/about>.

Open to Export

Open to Export is the IOE&IT's free online advice service for UK companies looking to grow internationally. It offers free information and support on anything to do with exporting and hosts online discussions via its forum, webinars and social media, where businesses can ask any export question and learn from each other.

Open to Export can be accessed at: <http://opentoexport.com/>.

[Source – Institute of Export & International Trade]



Your gateway to the Asia Pacific region

For over two decades, Hogan Lovells has advised clients in the Asia Pacific region, tracking the region's journey to become one of the largest and most influential trading blocks in the world.

Our Singapore office is the hub for the Asia Pacific region, working closely with our offices in Beijing, Hanoi, Ho Chi Minh City, Hong Kong, Shanghai and Tokyo as well as our associated offices in Jakarta and Ulaanbaatar, to provide both local and international legal advice on cross-border transactions.

In Singapore we operate as Hogan Lovells Lee & Lee, a joint law venture, which enables us to provide Singapore law advice.

Our lawyers, who are consistently ranked in all major legal directories, are focused both on regional expertise and the importance of seamless connectivity with investors into the Asia Pacific region from all over the globe.

Key practice areas



Our **aviation finance practice** has substantial experience advising established market participants in the aviation industry on a wide range of financings including pre-delivery payment financings, export credit supported financings, tax-based structures and securitisations.



Our **banking practice** is valued for advising on innovative lending transactions, bank products, credit products, deal structures, and on all types of secured transactions to meet your goals. We ensure that all banking matters we work on benefit from the firm's deep industry sector knowledge and experience.



Our **business restructuring and insolvency practice** has the capacity to advise on a full range of transaction types including formal and court-driven restructuring and insolvency procedures, consensual restructurings, loan-to-own strategies, special situations lending and refinancings, and enforcement-related litigation.



Our **corporate M&A / private equity practice** has extensive experience handling complex deals as well as offering dedicated private equity capabilities. We advise on many of the largest deals in the region. This multidisciplinary approach enables us to identify, and even anticipate, regulatory changes, market dynamics, and trends that can impact our clients business transactions.



Our **infrastructure and energy practice** has in depth industry-focused experience advising financial institutions, project sponsors, contractors, infrastructure companies, governments, and investment funds — on the world's largest and most challenging infrastructure projects and transactions.



Our **international arbitration practice** has significant experience handling all the major arbitral institutions. We advise on bilateral and multilateral investment treaties in the energy, finance, life sciences, infrastructure, oil and gas, and telecommunications sectors.



Our **international debt capital markets practice** has extensive experience across domestic and international straight debt and structured capital markets transactions, including EMTN programmes, stand-alone issuance, equity-linked security, high-yield bonds and sustainable financing including handling large and complex liability management exercises and bond restructurings.



Our **investigations practice** handles all issues relating to enforcement, whistleblowing, criminal liability, regulatory violations, tax investigations, asset recovery and cross-border work. We also craft internal programs and policies that comply with global legislation, such as the Foreign Corrupt Practices Act and the UK Bribery Act.

Awards



Asian Diversity Initiative of the Year, *Asia Legal Awards 2019*



Best gender diversity initiative by international firm, *Euromoney Asia Women in Business Law Awards 2019*



Ranked 3rd most innovative international law firm in the region by the *Financial Times 2019 Asia Pacific Innovative Lawyers Awards*



Citizenship Law Firm of the Year, *Asian Legal Business, 2018*



Recognised as a "Champion of Good" by the *National Volunteer & Philanthropy Centre, 2017 - 18*



Hogan Lovells are excellent. You can always be sure they have highly qualified lawyers in almost every area of law so you don't have to be afraid that they'll have some issues with some area of law. We never think about whether Hogan Lovells can be good or bad in a particular situation; if we ever have a problem we can be sure they can find a solution.

Chambers Asia Pacific 2020



Award-winning diversity and inclusion

One team. Making a difference Worldwide.

- Awarded "Asian Diversity Initiative of the Year" for Pride+ by Asia Legal Awards 2019.
- Named the firm that female lawyers said they most wanted to work for in a 2018 Acritas survey of stand-out lawyers.
- Received a top rating of 100 per cent for the ninth consecutive year on Human Rights Campaign Foundation's Corporate Equality Index - Best Place for LGBTQ Equality in 2018.
- Featured on The Times Top 50 Employers for Women in 2018 for the seventh year.
- Best gender diversity initiative by an international law firm, Euromoney Asia Women in Business Law Awards 2019.
- Named a Top 50 Law Firm for Women by Working Mother for the sixth consecutive year in 2018.
- Best place to work for LGBTQ Equality – Human Rights Campaign 2018.

Good Citizenship

232,    + with 143,    +
Citizenship hours worldwide focused on pro bono legal services

First global law firm to launch a  **transgender policy**

Global partnership with **PeaceTech Lab** – our commitment to promoting peace through technology 

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**Hogan
Lovells
Lee&Lee**

SINGAPORE

For tourism, business or social visits, you do not normally need a visa if you plan to stay for up to 90 days. ►





GETTING HERE AND ADVICE ABOUT YOUR STAY

Getting here and advice about your stay

■ Entry requirements

Entry rules in response to coronavirus

Due to COVID-19, Singapore's entry requirements are constantly being changed and updated in order to be in line with the country's guidelines during the pandemic. For more information see guidance from the FCDO at: <https://www.gov.uk/foreign-travel-advice/singapore/entry-requirements>, for up to date guidelines for entering Singapore.

Visas

For tourism, business or social visits, you do not normally need a visa if you plan to stay for up to 90 days. You may also be eligible to enter Singapore with the enhanced Immigration Automated Clearance System (eIACS) under the Frequent Traveller Programme.

If you are more than six months pregnant, you no longer need permission before travelling, however, it is up to the immigration officer on arrival to decide how long you can stay. If you plan to give birth in Singapore, prior entry clearance is needed. You can apply at the High Commission of the Republic of Singapore in London at: <https://www.mfa.gov.sg/london/>.

Alternatively, contact DIT in Singapore at: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us> if you are not in the UK.

Passport validity

Make sure your passport is valid for a minimum period of six months before travelling to Singapore or if you plan to transit Singapore to neighbouring countries. If your

passport does not meet this requirement, airlines may turn you away.

If you have a damaged passport or have pages missing, your entry will normally be refused. Refusal of entry can lead to significant cost and a long stay at the airport.

Yellow fever certificate requirements

Check with the National Travel Health Network and Centre's TravelHealthPro website to see whether you will need a yellow fever certificate: https://travelhealthpro.org.uk/country/196/singapore#Vaccine_recommendations.

Arriving from the Middle East

You may be subject to screening for Middle East Respiratory Syndrome (MERS) if you are arriving from a Middle Eastern airport. If you show symptoms, you may be quarantined or face further testing.

UK Emergency Travel Documents

UK Emergency Travel Documents (ETDs) are accepted for entry, airside transit and exit from Singapore, and must be valid for at least six months. When entering or transiting Singapore on an ETD, you do not need a visa.

[Source – FCDO Foreign travel advice: Singapore, gov.uk]

■ Money

The currency in Singapore is the Singapore Dollar (S\$).

Most hotels, restaurants and department stores accept major credit cards.

Make sure you check your statements carefully, even though credit card fraud is not a common occurrence in Singapore.



[Source – FCDO Foreign travel advice: Singapore, gov.uk]

■ Local laws and customs

Death penalty

For certain offences such as drug trafficking and murder, punishment can be the death penalty. Possessing over a certain amount of drugs is classed as trafficking. In Singapore there are severe penalties for all drug offences, the definitions are set out in the Misuse of Drugs Act.

Drunk and disorderly conduct

Make sure you drink responsibly and know your limits as in Singapore it is a serious crime to be drunk and disorderly.

Depending on the severity of the crime, convicted offenders may face the following charges:

- fines of up to S\$5,000 (around £2,500)
- up to 15 years imprisonment
- caning

Drinking in public places

It is illegal to drink alcohol in public places between 10:30pm and 7:00am, you can only drink between these hours if you are in:

- a restaurant
- a bar or cafe
- an outdoor area on private property, such as a condominium or chalet
- an outdoor event that has a permit

Geylang and Little India are designated 'Liquor Control Zones'. It is prohibited to drink in public places during the weekends, public holidays and on the eve of a public holiday in these areas.

If you do drink in these areas you could be fined up to S\$1,000 (around £500). If you have repeated this offence, you can be fined up to S\$2,000 (around £1,000) or face up to three months imprisonment.

E-cigarettes and smoking

Vaporisers such as e-cigarettes, e-pipes, e-cigars and refills cannot be brought into Singapore. The items will be confiscated and you may face a fine or imprisonment.

You must be over 20 years old to purchase, use, possess or sell tobacco. Those not complying with this law will face a fine. Smoking is only permitted in designated smoking areas when visiting Orchard Road.

Visa overstay

If you overstay your visa, you may be subject to a fine, imprisonment, corporal punishment (caning) and deportation, depending on how long you have overstayed.

Outrage of modesty

Avoid any action that can be deemed as molestation. Penalties for convicted offences include a fine, imprisonment and/or corporal punishment (caning). Be aware that scams involving false claims have been carried out.

Retention of passports during police investigations

Your passport will be confiscated by the authorities if you are subject to a police investigation. Once the investigation has been concluded, this will be returned to you.

If you are convicted, it will be returned after you have carried out your sentence.

Investigations can take from a few days up to months, depending on the crime committed. Usually, you will not be able to leave Singapore while the investigation is taking place. Be aware that the British High Commission Singapore cannot interfere with proceedings and cannot negotiate the release of your passport.

Dual nationals and permanent residents

Singapore does not recognise dual nationality for anyone over 21.

The following are liable for National Service:

- all male Singapore citizens (including dual citizens below 21)
- all male children granted permanent resident (PR) status as part of their parents' PR application

If you have any specific questions regarding National Service issues, contact the Singapore Central Manpower Base at: contact@ns.sg. For further information, see the Immigration & Checkpoints Authority website at: <https://www.ica.gov.sg/enter-depart/for-visitors/FTP> or the Ministry of Defence (MINDEF) website at: <https://www.mindef.gov.sg/web/portal/mindef/national-service/discover-ns>.

Others local laws

If you disrespect a public servant, the police will treat it seriously.

All outdoor public assemblies or processions require a police permit. It is best to avoid street gatherings and public demonstrations as they could be illegal. Filming gatherings and wearing/displaying 'cause related' material is prohibited without permission.

If you are a foreign national and want to give a talk on racial, communal, religious, cause-related or political topics in Singapore, you must receive approval from the Ministry of Manpower.

It is illegal to publicly display the national flag or emblem unless specific exemptions have been made.

Same-sex sexual acts are illegal, however openly gay and lesbian support groups are available. See the FCDO's advice for the LGBT community when travelling: <https://www.gov.uk/guidance/lesbian-gay-bisexual-and-transgender-foreign-travel-advice>.

Jehovah's Witness meetings, both private and public, are illegal in Singapore. It is illegal to possess any Jehovah's Witness publications, including the Jehovah's Witness bible. Similar laws exist against the Unification Church.

Not all behaviour tolerated in the UK is tolerated in Singapore, and can lead to on-the-spot fines. Smoking and littering can lead to fines in some public places. It is illegal to bring chewing gum into Singapore unless it is for medical purposes.

Fingerprints may be scanned at border exit points and checks may be carried out on departing traveller's vehicles.

It is illegal to use a fake ID.

Bribery is prohibited. Any attempt to bribe or prevent an official from carrying out their duties will often result in arrest.

You can be fined, imprisoned or caned for acts of vandalism, such as graffitiing.

The renting of short-term accommodation carries a number of strict laws.

[Source – FCDO Foreign travel advice: Singapore, gov.uk]





RANGE ROVER VELAR

OUR COMPANY

Jaguar Land Rover is the UK's largest automotive manufacturer, comprising two iconic British car brands: Land Rover, the world's leading manufacturer of premium all-wheel drive vehicles; and Jaguar, one of the world's premier luxury sports saloon and sports car marques.

Today, we are transforming for tomorrow, envisioning a world of sustainable, smart mobility: Destination Zero. We are driving towards a future of Zero Emissions, Zero Accidents and Zero Congestion—even Zero Waste. We seek conscious reduction, embracing the circular economy and giving back to society.

Even as new technologies arrive, the core principles of Jaguar Land Rover remain the same: responsible business practices, cutting-edge innovation and outstanding products that offer our customers a compelling combination of superior British design and engineering integrity.

Customers are at the heart of everything we do. Whether going above and beyond with Land Rover, or being fearlessly creative with Jaguar, we will always deliver experiences that people love, for life.

OUR BRANDS

Jaguar

Life. It's not about figures; it's about feelings. The moments that feed your soul. The occasions that take your breath away and leave you speechless. These are the moments we live for. That's why our designers and engineers at Jaguar strive for a blend of responsive performance that gets your pulse racing, dramatic design that makes you stop and stare and a sense of theatre that stirs your emotions. Our cars are the manifestation of our passion. We call it art, because performance cannot be measured, only felt.

www.jaguar.com.sg



JAGUAR XJ



LAND ROVER DISCOVERY

Land Rover

Decades of innovation have taken us Above and Beyond. We've navigated uncharted territory with a firm grasp of where we started – the unique marriage of capability and composure which distinguishes every vehicle bearing the Land Rover badge.

In creating a vehicle that inspires total confidence whatever the terrain, we ushered in a new generation of adventurers. Our record-breaking expeditions demonstrate that if you're driving into the unknown, only a Land Rover will do.

www.landrover.com.sg

OUR TECHNOLOGIES

Today's research is tomorrow's reality. With autonomous vehicles, there is vast potential for the world of mobility to address traffic congestion and environmental concerns, especially in our urbanised world. That is why we invest in, test and launch new transport and mobility services, from ride-hailing services to self-driving vehicles.

We are leading the charge, successfully testing our self-driving prototype vehicles on complicated inner-city roads. We have created vehicles that can interact with each other and the infrastructure around it, improving traffic flow and reducing emissions.

These technologies will help Jaguar and Land Rover vehicles integrate seamlessly into urban cities such as Singapore, which are already investing to build a transport network that is convenient, well-connected and safe.



JAGUAR ALL-ELECTRIC I-PACE



RESPONSIBLE BUSINESS

"Megatrends like urbanisation and sustainability are fundamentally changing the automotive industry. At Jaguar Land Rover, we not only participate—we are shaping future mobility. Our vision is for a world in which zero emission vehicles, public transport and self-driving pods will form one smart integrated and networked transport system."

"At our new Advanced Product Creation Centre in Gaydon, UK, we have invested in the future and an inspiring environment for our people. We have created the prerequisites that Gaydon can design and engineer the next generations of outstanding cars in highest quality. We have consciously invested with a "Destination Zero" attitude."

Prof Sir Ralf D Speth KBE FREng
Chief Executive Officer

Most recently, Jaguar Land Rover has unveiled new facilities at its Gaydon site in Warwickshire. It is one of the UK's most sustainable industrial buildings and the country's largest automotive creation and development centre.

The Gaydon site forms part of our Destination Zero mission; our ambition to make societies and the environment cleaner, safer and healthier. Through relentless innovation, we are committed to achieving a future of Zero Emissions, Zero Accidents and Zero Congestion—across our facilities, and through our products and services.

Jaguar Land Rover Singapore Pte Ltd, 138 Market Street, #36-01/02 CapitaGreen, Singapore 048946 | [jaguarlandrover.com](https://www.jaguarlandrover.com)

■ Safety and security

Crime

Be aware of bag snatching and street crime. Make sure you keep your passport in a safe place at all times. If possible, leave any valuables in a hotel safe, and do not leave them in unattended vehicles.

Violent crime is a rare occurrence in Singapore.

Road travel

Singapore's road conditions are usually good. Remain at the scene if you have been involved in an accident and wait until the police arrive.

You can drive in Singapore with a UK driving licence if you have a short term visitor pass. You will need to apply for a Singaporean driving licence if you plan to stay long term or become a permanent resident.

There are serious penalties if you drive under the influence of alcohol, this includes a fine or imprisonment. Breath tests are regularly carried out by the traffic police.

Air travel

Cases of air rage within jurisdiction will be prosecuted under the Singaporean authorities.

Sea travel

Be vigilant and take precautions when travelling in and around the waters of Singapore and the Malacca Straits as attacks on ships have occurred. Ensure you reduce the risk of theft by establishing a secure area onboard. Report all incidents to the coastal and flag state authorities.

Terrorism

It is likely that terrorist attacks will be carried out in Singapore.

The UK's Counter Terrorism Policing has information and advice about staying safe abroad and what to do if a terrorist attack occurs, see: <https://www.counterterrorism.police.uk/staysafe/>.

Find out more about the global terrorism threat at: <https://www.gov.uk/guidance/reduce-your-risk-from-terrorism-while-abroad>.

Attacks could be indiscriminate, including in places visited by foreigners. Extensive measures have been put into place to combat terrorism and a number of suspected terrorists have been arrested.

UK interests and British nationals have a heightened risk of attack globally from individuals/groups motivated by, and linked to, the hostility in Iraq and Syria.

[Source – FCDO Foreign travel advice: Singapore, gov.uk]

■ Health

Check the National Travel Health Network and Centre's (NaTHNaC) advice on their TravelHealthPro website: <https://travelhealthpro.org.uk/countries> at least eight weeks before travelling to Singapore. See the NHS (Scotland)'s FitForTravel website: <https://www.fitfortravel.nhs.uk/destinations.aspx> and the NHS Choices' website at: <https://www.nhs.uk/using-the-nhs/healthcare-abroad/> for further information.

You can find general information about travel vaccinations, as well as a travel health checklist on the NHS website. You may want to consider contacting a health advisor or pharmacy for further information regarding preventative measures or advice on how to manage pre-existing medical conditions.



Medicines that can be used in the UK may have a different legal status and regulations in Singapore. If you plan to travel with a prescription or over-the-counter medicine, the NaTHNaC has guidance on how to travel with medication: <https://travelhealthpro.org.uk/factsheet/43/medicines-abroad>. You can also contact the British High Commission Singapore to get advice on the legal status of certain medication: <https://www.gov.uk/world/organisations/british-high-commission-singapore#contact-us>.

In Singapore, some prescribed and over the counter medicines available in the UK are considered controlled substances. In order to bring any such medication into Singapore, make sure you apply for prior authorisation and a permit from the Singapore Health Sciences Authority at least ten working days before you intend to travel. You can bring up to three months supply of medicines that do not contain a controlled substance without prior authorisation. You must, however, bring supporting documents such as a doctor's note or a copy of your prescription to prove they are for personal use. For more information, please consult the Health Sciences Authority website at: <https://www.hsa.gov.sg/>. If you have any enquiries contact them at: hsa_info@hsa.gov.sg.

Although travel is enjoyable, it can be challenging, so ensure you look after both your mental and physical health when abroad. More information regarding travelling with mental health conditions is available on the FCDO travel and mental health guidance page at: <https://www.gov.uk/guidance/foreign-travel-advice-for-people-with-mental-health-issues> or from the National Travel Health Network and Centre (NaTHNaC): <https://travelhealthpro.org.uk/factsheet/85/travelling-with-mental-health-conditions>.

Singapore's healthcare is expensive and of high quality. Carry medication in your hand luggage and take enough to last you your stay. Not all medicines prescribed in the UK are available in Singapore, and some over the counter medications will need a prescription.

Make sure your travel health insurance is adequate and you have accessible funds to cover the cost of any medical treatment and that your travel insurance also covers costs for medical repatriation.

In Singapore, June to October can experience high levels of pollution, known as haze, from Indonesian clearance fires. This air pollution may have an impact on public health and regional air travel. Monitor local information and ask for medical advice regarding precautions you should take. Monitor the Singapore Government's Pollutant Standards Index (PSI) for updates: <http://www.haze.gov.sg/>.

Dengue fever and chikungunya virus can occur all year round. Take appropriate precautions to avoid being bitten by mosquitos.

Singapore has been classed as having a risk of Zika virus transmission by the UK health authorities.

Hand, Foot and Mouth Disease is also common in Singapore.

Call 995 and ask for an ambulance if you need medical assistance. Contact your insurance/medical assistance immediately if referred to a medical facility for treatment.



COVID-19

Singapore is affected by the global outbreak of the coronavirus, COVID-19. Make sure you comply with all screening measures that local authorities have put into place, see: <https://www.gov.uk/foreign-travel-advice/singapore/coronavirus>, for more information.

For more information when travelling during the coronavirus (COVID-19) pandemic, see the UK Government's advice at: <https://www.gov.uk/guidance/travel-abroad-from-england-during-coronavirus-covid-19>.

FCDO Foreign travel advice

If you are travelling to Singapore for business, the Foreign, Commonwealth & Development Office (FCDO) website has travel advice to help you prepare for your visit overseas and to stay safe and secure while you are there.

For up-to-the-minute advice please visit the FCDO Foreign travel advice pages on the gov.uk website: <https://www.gov.uk/foreign-travel-advice/singapore>.

Travel insurance

Make sure you have comprehensive travel and medical insurance before you travel, as well as accessible funds to cover the cost of any medical treatment abroad and repatriation.

[Source – FCDO Foreign travel advice: Singapore, gov.uk]





SINGAPORE

Singapore aims to sustain its economic growth through higher skills and innovation to give its citizens the skills to be accepted for, and to create, more jobs in high-value industries. ►



Pacific Prime Singapore Corporate

**Providing tailored
solutions for
corporate clients:**



Employee benefits

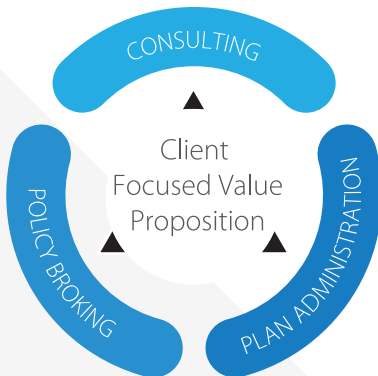
- Term Life
- Disability Income
- Critical Illness
- Personal Accident
- Group Medical - Flexible Benefits
- Group Life and Disability
- Wellness Programs

Business insurance

- Professional Indemnity
- General Liability Insurance
- Public Liability (Third Party Liability)
- Work Injury Compensation
- Directors & Officers Insurance
- Product Liability Insurance
- Property and Commercial Insurance

Pacific Prime's Bespoke Servicing Model

Developed over a 20 year period, Pacific Prime's servicing model aims to be consultative, competitive, and comprehensive. Our team of professionals will fully support and advise you throughout all stages of your corporate policy lifetime.



Consulting

Extensive industry knowledge and strategic support and advice enable our staff to design and deliver competitive, sustainable and affordable plans.

Policy Broking

Insurer and policy selection through rigorous and appropriate benchmarking of the right providers, reviewed at appropriate intervals to maintain consistency.

Plan Administration

Ongoing plan management with dedicated local support in all aspects, including claims, accounting and benefits explanation to deliver total client satisfaction.



Sector-specific opportunities

■ Opportunities in Singapore

There are numerous opportunities for UK businesses across many sectors in Singapore, including biomedical sciences (BMS) and healthcare, creative industries, education and training, energy and environment, financial and professional services, ICT, and transport and infrastructure.

Contact the Department for International Trade (DIT) trade specialists to find local representatives for your products via: <https://www.gov.uk/overseas-customers-export-opportunities>.

From its worldwide network, DIT can provide international export sales leads. Find export opportunities in Singapore at: <https://www.great.gov.uk/export-opportunities/>.

For more information about opportunities and advice on doing business with Singapore, contact DIT at: <https://www.gov.uk/world/organisations/department-for-international-trade-singapore#contact-us>.

Do not forget to check that your goods meet legal requirements for export at the UK Export Control Joint Unit (ECJU) (formerly known as the Export Control Organisation) at: <https://www.gov.uk/government/organisations/export-control-organisation>.

[Source – DIT: *Doing business in Singapore: Singapore trade and export guide*, gov.uk, UKEF]

■ Government tenders and procurement

The majority of Singapore's Government Procurement (GP) activities are carried out by

its ministries and departments due to there not being a local government. All central procurement guidelines, however, are finalised by the Ministry of Finance.

Singapore's principles for its government procurement policies rely on fairness and competitiveness. Therefore, all tenders are awarded to businesses that promise to make the most positive impact and have the best value for money for the public sector.

Singapore has joined the World Trade Organizations' 1994 Agreement on Government Procurement (GPA).

Tenders can be offered in the form of:

- an open tender
- a selected tender
- a limited tender

For more information, visit the Singapore Government's GeBIZ website at: <https://www.gebiz.gov.sg/>.

[Source – GeBIZ]

■ Biomedical sciences (BMS) and healthcare sector

Due to the global rise in the biomedical sciences (BMS) and healthcare market, Singapore has a strong drive to grow its capabilities in its own sector, such as in biomedical sciences research, research and development (R&D), clinical trials and commercialisation. This has been supported by a S\$4 billion budget set in 2016, higher levels of IP protection and industry standards.

There are leading pharmaceutical companies,



with already established multiple manufacturing sites in Singapore, that offer opportunities for UK companies with supporting products and services.

Singapore's healthcare system is ranked one of the best in the world and has the potential to overtake the EU to be the second-largest market. The government is keen to enhance its position as the hub for medical excellence in the region.

By 2050, the number of people aged 65 or older is expected to reach around 1.5 billion. The ageing population will increase the need for specific-care hospitals and long-term care services. Hospitals in Singapore are regularly testing and introducing new technologies. There are opportunities for UK companies with innovative products to work with hospitals to research and introduce their products into the Singaporean market.

Singapore's Research, Innovation and Enterprise 2020 (RIE2020) Plan, which ran from 2016 to 2020, aimed to improve health outcomes and increase its health services research to keep down healthcare costs and enhance the efficiency of health services delivery. Singapore's Ministry of Health is focusing on the national needs, scientific excellence and the disease impact of cancers, cardiovascular diseases, diabetes mellitus and other metabolic/endocrine conditions, infectious diseases, and neurological and sense disorders.

Personal care, food and nutrition are becoming areas of research and development, opening up new opportunities for foreign investment.

Contact the Department for International Trade (DIT) team in Singapore for more information on the biomedical sciences (BMS) and healthcare sector: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us>.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, Enterprise Singapore, National Research Foundation (NRF), EDB Singapore]

■ Creative industries sector

The creative industries sector has been recognised by the Singaporean Government as a vital component that will enhance the country's economy. The Creative Industries Development Strategy aims to establish a creative economy.

There are opportunities in three areas for UK companies in regards to partnership and supplying expertise:

- **experience economy** - this includes conceptual design and innovative technology to improve local and international tourist attractions. This is in terms of storytelling and content
- **media** - to make Singapore the Southeast Asian regional hub for digital media, co-production and content creation
- **design** - focused on environmental design, industrial, product and fashion design, advertising and visual communications design, and software design

There are a number of creative industry companies in Singapore including Louis Vuitton, Lucasfilm and Ubisoft.

Contact the Department for International Trade (DIT) team in Singapore for more information on the creative industries sector: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us>.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, EDB Singapore]

■ Education and training sector

Singapore aims to sustain its economic growth through higher skills and innovation to give its citizens the skills to be accepted for, and to create, more jobs in high-value industries.

In 2010, Singapore's Government set up the National Productivity and Continuing Education Council (NPCEC) to give relevant training and upgrade existing skills of employees across a range of sectors.

Singapore's SkillsFuture programme, a statutory board under the Ministry of Education, was projected to almost double the spending on continuing education and training to around S\$1 billion (£477 million) per year up until 2020.

There are a number of opportunities for UK businesses in the education and training sector, including:

- preschool and early childhood education
- adult learning
- educational technology solutions
- degree partnerships and collaborations with private educational institutes
- creating a quality teaching force
- infrastructure

Contact the Department for International Trade (DIT) team in Singapore for more information on the education and training sector: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us>.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, Open to Export, SkillsFuture Singapore and Workforce Singapore]



MANNED SECURITY

G4S provide dedicated and well-trained personnel to minimize risks, leaving you to focus on your business.

G4S offers professional and cost-effective manned security services. We supply and manage security personnel on a 24-hour basis for large MNCs, Embassies, Financial establishments, Educational Institutions, Museums, Hotels, Commercial & Industrial buildings as well as projects.

Our services include:

- Control Room and CCTV Monitoring Operations
- Mobile Patrol
- Static Guarding
- Screening Operations
- Retail Store Security
- Logistics Security
- Special Event Security
- Project Management

Contact us for further enquiries: enquiries@sg.g4s.com

Securing Your World



■ Energy and environment sector

Singapore is Asia's leading oil trading hub, with extensive oil storage facilities and over 3,000 established Marine and Offshore Engineering (M&OE) firms. The country is seeking to increase its refining capacity.

The country's clean energy sector is rising in importance. Growth in clean energy has occurred through technological advancements and regulatory changes. In 2013, Singapore opened the region's first eco-business park, CleanTech Park.

Recognised as a 'Global Hydrohub', Singapore has around 180 water companies. The country has vast opportunities for environmental and water companies looking to do business with Singapore.

Opportunities for UK business can be found in the following areas:

- smart grids and renewable energy technologies such as solar photovoltaic (PV)
- deep tunnel sewerage systems
- water desalination projects
- civil works

Contact the Department for International Trade (DIT) team in Singapore for more information on the energy and environment sector: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us>.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, EDB Singapore]

■ Financial and professional services sector

The financial and professional services sector contributes to roughly a quarter of Singapore's GDP.

The UK has already had success in Singapore with a substantial number of UK companies present there.

Finance companies looking to do business with Singapore will benefit from the country's infrastructure, cost-competitiveness, highly skilled workforce and professional business environment.

Singapore is hoping to become a Smart Nation by increasing its financial and professional services sector. The Monetary Authority of Singapore is currently setting up a Smart Financial Centre through its increasing use of fintech.

Therefore, there are opportunities for innovative UK companies to help increase the productivity of the sector.

There are numerous opportunities for UK businesses, including:

- foreign exchange
- trading
- asset and wealth management
- insurance and reinsurance
- arbitration
- consulting services



Contact the Department for International Trade (DIT) team in Singapore for more information on the financial and professional services sector: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us>.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, Monetary Authority of Singapore]

■ ICT sector

Singapore is known as the digital capital of Asia and is the base for numerous ICT companies. Many global technology firms have set up in Singapore, including Google, Facebook, Garena, Grab and Alibaba and an increasing number are investing in the country's continuously improving ICT infrastructure and connectivity — Singapore ranked 2nd in the World Economic Forum's Network Readiness Index 2019, suggesting that it is embracing new technologies.

Singapore is home to LinkedIn's first international data centre, which manages the company's Asia-Pacific traffic, as well as Visa's regional and global transaction processing network.

The close connection between schools in Singapore and leading players in the ICT sector means that the country is constantly producing industry-ready talent. The NUS School of Computing and IBM's Centre for Blockchain Innovation have teamed up to develop a financial technology module to keep up with the growing number of fintech opportunities in Singapore.

Singapore's Smart Nation Initiative aims to encourage individuals and organisations to work together in creating innovative technological solutions to living, transport and healthcare issues.

By the end of 2020, investment into infrastructure was expected to grow by 50% to around £15 billion.

Previous projects that have been on trial include:

- a 6 km test route for autonomous vehicles (AV)
- smart technologies test-bed for car parks, lighting and waste management
- mobile applications to facilitate communication between the public and providers of public services

There are opportunities for UK companies in the following areas:

- cyber security
- mobility
- living (ageing)
- fintech
- transport

Contact the Department for International Trade (DIT) team in Singapore for more information on the ICT sector: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us>.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, EDB Singapore]

■ Transport and infrastructure sector

The transportation and infrastructure sector is of great importance to Singapore as it is a small but highly populated country that needs efficient transportation systems in order to circumnavigate its land and manpower restrictions.

Singapore is attractive to many companies wanting to develop, test and commercialise their transport and infrastructure solutions in a realistic and challenging environment.

In Singapore, there are opportunities available for UK companies who can assist with:

- public housing developments
- institutional building
- civil engineering projects

Rail

Singapore's Land Transport Authority is facilitating the growth of the Mass Rapid Transit (MRT) network to a length of 360 km by 2030 in order to ensure that eight out of ten houses are within ten minutes of a station.

They are currently also overseeing several major renewal projects for the MRT, including:

- the construction of an underground Thomson-East Coast MRT Line
- the building of Singapore's 7th MRT line, the Jurong Region MRT Line, which will ensure that 60,000 additional households in Jurong are within a ten minute walk of a train station
- the three-phase construction of a 50 km Cross Island MRT Line
- the extension of the Downtown MRT Line, Circle MRT Line and North East MRT Line
- a rapid transit link connecting to Johor Bahru in Malaysia

Airports

A major infrastructure project has been launched to expand the capacity of Singapore Changi Airport. Changi East intends to ensure

that the airport can meet the growing demands of growing passenger and air freight traffic. The project will boost Changi's capacity by building:

- a new three runway system
- a network of inter- and intra-terminal tunnels that will aid the flow of passengers and baggage through the airport
- a new mega terminal 5 expected to be completed in 2030

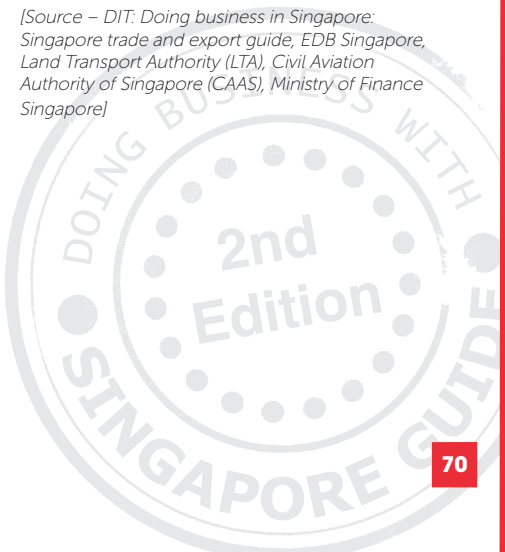
Ports

The planned relocation of Singapore's transshipment port operations to TUAS to create a mega-port is expected to double the country's current twenty-foot equivalent unit (TEU) capacity. As a result, there will be an increasing number of high value opportunities for UK businesses.

The port leases at Keppel, Tanjong Pagar and Brani will expire in 2027.

Contact the Department for International Trade (DIT) team in Singapore for more information on the transport and infrastructure sector: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us>.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, EDB Singapore, Land Transport Authority (LTA), Civil Aviation Authority of Singapore (CAAS), Ministry of Finance Singapore]



OVERSEAS FAMILY SCHOOL LIMITED

(UEN: 199104269R)

81 Pasir Ris Heights

Singapore 519292

Tel: 6738 0211

Fax: 6733 8825

Website: www ofs.edu.sg

Key Officer:

Ms. Irene Wong

Key Officer Designation:

Chief Executive

Email: chief_executive@ofs.edu.sg

Company Profile:

Overseas Family School (OFS) welcomes you to join its exciting and vibrant community. In addition to providing a well-rounded education for each of its students, OFS prides itself as a very family oriented school, which greatly values its bonds with parents and students.

Admissions are open all year round to accommodate families who are on the move. We have an excellent Study Preparation Program (SPP) designed for non-native learners. The students are immersed in English on a daily basis to develop their skills in listening, speaking, reading and writing in all subject areas, to help them integrate into mainstream classes.

We offer Mother Tongue classes in 14 different languages, from at least Pre-K2 to Grade 8. Mother Tongue classes are integrated into the curriculum and **do not involve an extra fee**. We see Mother Tongue as an important vehicle for the child's intellectual development. These lessons occur 4 periods a week and are conducted in correlation to the National curriculum of the country and in this way, children can maintain their language as well as their roots.

With nearly 70 nationalities, all students are taught to be internationally minded life-long learners and as a family we work tirelessly towards maintaining a happy, safe and effective school for overseas families living in Singapore.

ACCREDITATION

Overseas Family School is:

- authorised by the International Baccalaureate (IB), Geneva, Switzerland
- registered with Cambridge Assessment International Education, UK
- accredited K-12 by the Western Association of Schools and Colleges (WASC), USA
- a Member School of International Early Years Curriculum (IEYC) registered with Fieldwork Education, UK
- a Member School of International Primary Curriculum (IPC) registered with Fieldwork Education, UK
- registered by the Committee for Private Education (CPE), Singapore [Registration No.: 199104269R (1/9/2019 - 31/8/2023)]
- EduTrust Certified [Certificate Number: EDU-2-2072 (Validity: 21/12/2019 - 20/12/2023)]

ACADEMIC OBJECTIVES

1. To focus on the individual needs of every student and to provide a supportive atmosphere designed to help students achieve personal academic goals.
2. To sustain modern teaching policies and methods which give students positive attitudes to learning.
3. To maintain a "worldwide family" approach at school and help students to overcome any biased attitudes towards other cultures.
4. To work in open partnership with parents to prepare students for the changing world they will experience.
5. To cultivate flexible approaches to problem solving which help students develop original thinking skills.
6. To inspire each student to his or her potential level of achievement in a school where happy self-discipline and self-respect are guidelines for behaviour.

SCHOOL-WIDE LEARNER OUTCOMES

OFS students will:

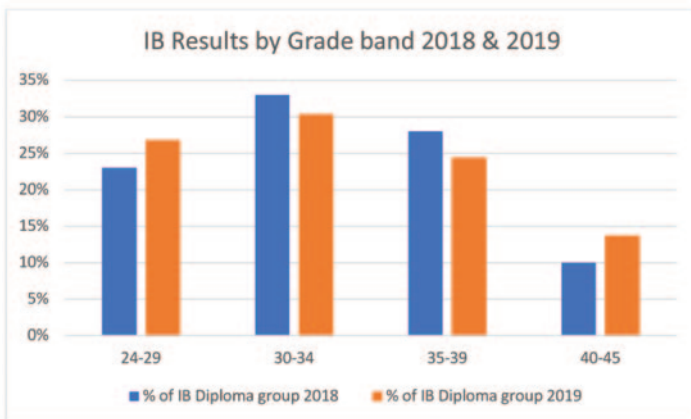
1. develop positive attitudes to learning and acquire significant knowledge and understanding appropriate to their learning readiness.
2. apply thinking and problem solving skills throughout the learning process and reflect constructively on strategies for improvement.
3. independently and cooperatively research and evaluate information using a variety of media, and use concepts, knowledge, skills and languages of various disciplines to research and understand current global issues, thereby gaining a sense of the interdependence of economic, political, technological, environmental and social systems worldwide.
4. effectively and confidently communicate their ideas through oral, written and electronic means.
5. learn to care for themselves physically, mentally and emotionally through understanding of health, social and cultural issues, seeing self-discipline and self-respect as guidelines for their behaviour.
6. extend self-respect to other individuals, communities and cultures, through awareness, caring, and service, seeing themselves as a part of a world-wide family and overcoming any biased attitudes towards other cultures.

OFS IB May 2019 Results Statistics (as of 26 July 2019)

School statistics	
Number of candidates registered in the session:	200
Number of diploma and retake candidates registered in the session:	174
Number of subject entries in the session:	1448
Number of candidates who passed the diploma:	156
Average points obtained by candidates who passed the diploma:	34
Highest diploma points awarded to a candidate:	45
Average grade obtained at the school by candidates who passed the diploma:	5.36
Total number of candidates excluded from statistics:	0

Total IB Points	Number of Students
40+	23(14%)
35-39	41(24%)
30-34	51(30%)
24-29	45(27%)
90% of students taking the IB Diploma passed	

(Note: data in the table above excludes retake students and Aneesha Prakash)



Awarded 45 Points
KIM Jongyeon

Cat 1 Remarks requests(to date)

Request lodged with IB:	89
Number still to be finalized:	9
Number successful:	14

Cat 3 Requests – remoderation of the IA

Computer Science – completed with 3 students gaining an increase in their grade as a consequence.

ITGS – still to be completed.

Name	Total points:	Result:
KIM, Jongyeon	45	Bilingual Diploma awarded
CAPDOUZE, Julie Marie	44	Diploma awarded
KIM, Ku Min	44	Bilingual Diploma awarded
ZHANG, Hanzhuo	44	Bilingual Diploma awarded
MELETH, Isha Jose	43	Diploma awarded
PARK, Junghyun	43	Bilingual Diploma awarded
CARLSON, Amy Christa	42	Diploma awarded
MATHEW, Michelle Mulamootil	42	Diploma awarded
PARK, Chaeun	42	Diploma awarded
PRABHAKAR, Sanjana	42	Diploma awarded
SAHNEY, Rhea	42	Diploma awarded
SHAABI, Neil	42	Diploma awarded
BATREJA, Amita	41	Diploma awarded
CHAKI, Aryan	41	Diploma awarded
LEE, Gahyun	41	Bilingual Diploma awarded
MUFTI, Alina	41	Diploma awarded
PANG, Carolyn En Ling	41	Diploma awarded
BARTON, Andrew Jeffrey	40	Diploma awarded
CHHAJER, Srishti	40	Diploma awarded
CHINYOY, Khusnaz	40	Diploma awarded
KARTHIK IYER, Anoushka	40	Diploma awarded
PYUN, Sang Ah	40	Bilingual Diploma awarded
TRAYNOR, Emily Julia	40	Diploma awarded

SINGAPORE

In Singapore, all businesses must register with the Accounting and Regulatory Authority of Singapore (ACRA). This can be completed online and the process is simple. ►





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Preparing to export

■ Consultation and bespoke research

A range of information for exporters can be found online, including advice and guidance on how to research overseas markets thoroughly. For more information visit: <https://www.great.gov.uk/>.

Researching the Singapore market

Make regular visits to Singapore, and make contact with others in your industry/sector who are already in Singapore. This will keep you updated on all advice and information, and can give you a new understanding of the country. At the very least, this can help you form the foundation for further research.

For more information and guidance on how to develop your marketing strategy, competitor and SWOT analyses and customer/market segmentation, visit: <https://www.great.gov.uk>. The IOE&IT can also help with this: <https://www.export.org.uk/>.

You need to make sure that there is a market for your product/service, if your pricing is competitive, whether you will need to change your product in terms of its packaging or marketing, and whether you need to adapt your business model.

The questions listed here should help to focus your thoughts. Your answers to them will highlight areas for further research and also suggest a way forward that is right for your company. You may then want to use this as a basis for developing a formal strategy, although this may not be necessary or appropriate for all companies:

Your aims:

- Do you wish to buy from Singapore, sell to Singapore or both?
- Do you wish to establish your own company presence in Singapore, or consider for example direct sales, licensing or franchising?
- Do you need to be involved in Singapore at all?
- Do you see Singapore as part of a wider plan including e.g. other Asia-Pacific markets, now or in the future?

Your company:

- Can you carry out a detailed SWOT analysis of your company?
- Are your competitors already in Singapore? If so, what are they doing?
- Can you carry out a detailed SWOT analysis of your competitors?
- What are the Unique Selling Points (USPs) of your product or service?
- Do you know if there is a market for your product or service in Singapore?
- Do you know if you can be competitive in Singapore?
- Do you have the time and resources to handle e.g. the demands of communication, travel, product delivery and after-sales service?

Your knowledge:

- Do you know how to secure payment for your products or service?



- Do you know how to locate and screen potential partners, agents or distributors?
- Have you carried out any Singapore-specific customer segmentation, and do you know how to best reach potential customers in-market?

It is unlikely that you will have the answers to all these questions at the outset and these 'knowledge gaps' could form the basis for further research and investigation. Some of these questions will require quantitative research in your sector, while others involve more contextual and cultural considerations.

Talking to other people in your industry and regularly visiting Singapore will give you access to the most current advice and such experience can often lead to new insights and form the basis for further research.

Export plan

You will need to create an export plan after you have carried out your initial research, which will identify your best route into the Singapore market. Guidance on developing an export plan, including marketing strategy, customer segmentation, competitor and SWOT analyses, etc. is available on the <https://www.great.gov.uk/advice/create-an-export-plan/how-to-create-an-export-plan/> site, and also on the Institute of Export's Open to Export site at: <https://opentoexport.com/info/export-action-plan/>.

Trade shows held in Singapore each year are a way for you to test whether your product/service would be viable in the Singaporean market. The UK's Department for International Trade (DIT) provides funding in the form of grants via the Tradeshow Access Programme that allows eligible businesses to attend overseas trade shows.

This funding helps businesses to gain the most out of overseas trade shows, including market knowledge, experience and advice from trade experts. Visit: <https://www.gov.uk/guidance/tradeshows-access-programme> for more information.

For information on future events and trade missions in Singapore, visit the DIT events portal at: <https://www.events.great.gov.uk/ehome/index.php?eventid=2001830296>.

For company launches and events held at British High Commission locations, contact the Department for International Trade (DIT) in Singapore at: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us>.

[Source – DIT, gov.uk]

■ Start-up considerations

Setting up a company or office

In Singapore, all businesses must register with the Accounting and Regulatory Authority of Singapore (ACRA). This can be completed online and the process is simple.

The three most common types of business in Singapore are:

- a foreign registered branch that is not a separate legal entity. Liabilities will extend to the parent company
- a representative office. This may only conduct market research or co-ordinating activities
- a private limited company: a distinct legal entity with limited liability

Registering your business can take between one to five days, depending on the structure of your business.

There are certain criteria you must meet before you can start a business in Singapore, for example:

- you must be 18 years old or older
- you must not be an undischarged bankrupt
- you must not have been disqualified under the Companies Act's sections 149, 149A or 154
- to be involved in the management of a company's operations, you must have applied for an EntrePass from the Ministry of Manpower (MOM)

For more information regarding legal and accounting professionals who can give advice to British businesses wishing to set up their businesses in Singapore, contact the Department for International Trade (DIT) team in Singapore: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us>.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]

Distributorship agreement

Rather than export directly, it may be easier to work with a Singaporean partner or advisor. They will be more familiar with the business environment in Singapore and should be able to help with:

- keeping in contact with customers
- seeking new business
- getting information on the latest market trends

Before choosing an agent or distributor, research several potential associates, visit the market numerous times and make sure you are positive you have made the best choice for your company. Make sure you check their reputation, marketing ability and resources. Be aware of those who promote similar or the same products/services as you.

The Department for International Trade (DIT) team in Singapore at: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us> can assist you in locating and meeting potential agents and distributors for your products in Singapore.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]

Direct exports and sales

When you directly export, you must take care of the logistics of marketing, selling and sending your products or services overseas, and getting paid. If you plan to sell your goods/services online to potential Singaporean purchasers, or you are responding to enquiries, this may be the most viable option.

Further information on selling directly overseas can be found at: <https://www.great.gov.uk/advice/define-route-to-market/direct-sales/>.

Online selling

DIT can help to find suitable online marketplaces for your product/service. They can also help to access preferential government deals.

The Department for International Trade (DIT) can help you export your goods to Singapore through the E-Exporting Programme. Find out more at: <https://www.gov.uk/guidance/selling-online-overseas-with-the-digital-exporting-programme>.

DIT has also negotiated listings at better-than-commercial rates. See online marketplaces in Singapore at: <https://www.great.gov.uk/selling-online-overseas/>.

Franchising

Franchising has proved successful in Singapore, with UK companies such as Marks & Spencer and New Look already having a presence there.

Franchises in Singapore are due to foreign franchisors selling brand licences to franchisees. This means that these franchisees can operate under a franchise's brand name. For more information on franchising, visit the international section of the British Franchise Association at: <http://www.thebfa.org/international>.

[Source – British Franchise Association, DIT: Doing business in Singapore: Singapore trade and export guide]

Consumer protection

If you are selling to consumers (rather than businesses), you should ensure that you comply with relevant consumer protection laws, which guarantee consumer rights when buying goods and services.

Consumers are protected by the Consumer Protection (Safety Requirements) Regulations (CGSR) from unsafe products.

Singapore's Consumer Protection (Fair Trading) Act (CPFTA) was passed in 2003 and effects began to take place in 2004. The Act was then revised in 2009.

The Act was put into place to protect consumers within the country from unfair practices and to give them rights concerning products and services that were not delivered to the expectations of the consumer and the promise of the producer.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, Legislation Division of the Singapore Attorney-General's Chambers]

Professional indemnity insurance

You may require professional indemnity insurance if you provide a service and need to protect yourself against negligence claims from clients or third parties in Singapore.

See the Association of British Insurers (ABI) website at: <https://www.abi.org.uk/products-and-issues/choosing-the-right-insurance/business-insurance/liability-insurance/professional-indemnity-insurance/> for further information, or alternatively, contact the DIT team in Singapore at: <https://www.gov.uk/world/organisations/department-for-international-trade-singapore#contact-us> for further advice, and for contacts of local insurers or specialist brokers if appropriate.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]

■ Financial considerations

Getting finance to fulfil an export contract

Globally, Singapore ranks 37th out of 190 economies for ease of 'Getting Credit', in the World Bank's Doing Business report 2020. See: <https://www.doingbusiness.org/en/data/exploreeconomies/singapore>.

There are schemes available for UK companies that wish to sell their products/services to Singapore. These schemes are to help simplify the growth of your business and can also help you to fulfil an export contract. For up-to-date information regarding current schemes, contact your bank or financial adviser.

Payment risks

UKEF can help UK companies to get paid for the products and services they export by insuring against buyer default.

Before exporting, make sure you are confident you will be paid as you may face difficulty when accessing foreign exchange. Contact one of UKEF's export finance advisers at: <https://www.gov.uk/government/publications/find-an-export-finance-manager> for free and impartial advice on your insurance options, or contact one of UKEF's approved export insurance brokers at: <https://www.gov.uk/government/publications/uk-export-finance-insurance-list-of-approved-brokers/export-insurance-approved-brokers>.

Currency risks when exporting to Singapore

In order to fix your price, it is essential to fix your exchange rate. Before signing any contract, you need to consider whether the best option for you is to agree terms in Pounds Sterling (GBP), US Dollars (USD) or Singapore Dollars (S\$). It may also be advisable to seek expert financial advice on exchange rates (FX).

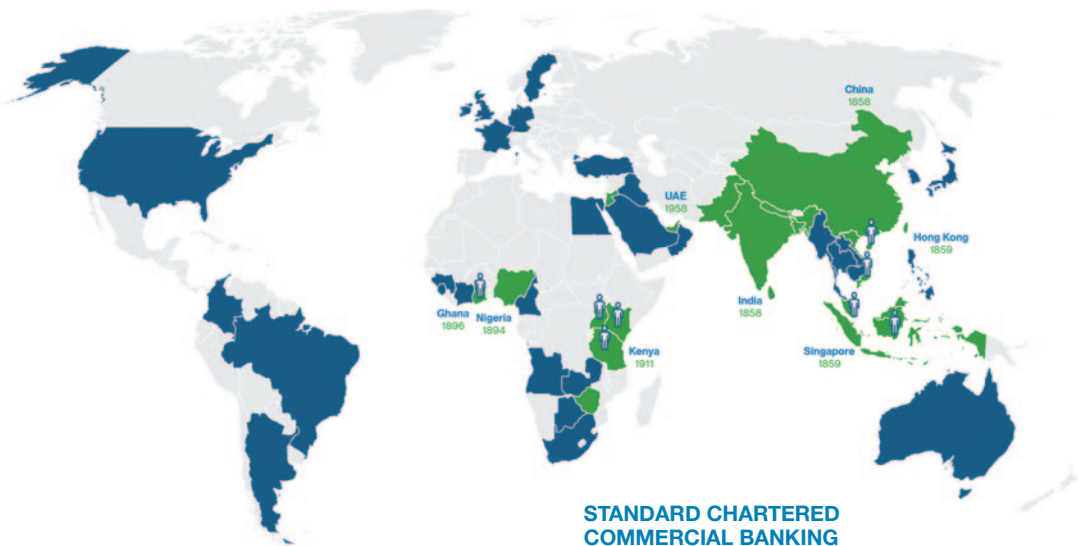
[Source – DIT: Doing business in Singapore: Singapore trade and export guide]



Connecting you to Singapore and beyond

We have extensive reach in Asia, Africa and the Middle East. With our global network and in-depth market knowledge, we are well-positioned to support your business growth and cross-border financing needs.

22 Commercial Banking markets
59 Standard Chartered markets



STANDARD CHARTERED COMMERCIAL BANKING PRESENCE MARKETS:

Asia

Bangladesh, China, Hong Kong, India, Indonesia, Malaysia, Nepal, Singapore, Sri Lanka, Taiwan, Vietnam

Africa

Ghana, Kenya, Nigeria, Tanzania, Uganda, Zimbabwe

Middle East

Bahrain, Jordan, Pakistan, Qatar, UAE

MAP KEY

- Standard Chartered Commercial Banking footprint markets
- Standard Chartered markets



Standard Chartered markets with
Mandarin-speaking Relationship Managers

Having supported our clients' internationalisation ambitions for decades, we understand the challenges you face and can help you manage your domestic and global growth and financing needs.



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RATE RISK MANAGEMENT**



MARKET ADVISORY



CAPITAL RAISING



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EMPLOYEE BANKING



WEALTH MANAGEMENT

Please email **Commercial.SG@sc.com** and one of our Relationship Managers will contact you to discuss your cross-border financing needs. For more information, you may also visit **sc.com/sg/commercial**.

A collage of various Singaporean banknotes, including 2, 10, and 50 dollar bills, scattered across the page. The notes feature different designs, including sports, architecture, and traditional motifs.

SINGAPORE

Singapore's legal system is highly sophisticated and is almost entirely based on the 1820s to the 1970s British common law. ►



HOW TO DO BUSINESS WITH SINGAPORE



Necessary and recommended insurance solutions for businesses in Singapore

Business owners essentially require certain types of insurance cover, especially when setting up in a foreign territory. However, the task of finding the right cover may prove rather arduous in an unknown regulatory landscape. This informative mini-guide by **Pacific Prime** explores insurance requirements and recommendations for companies setting up a business in Singapore.

Your Legal Liabilities



WORK INJURY COMPENSATION

In Singapore, it is a [legal requirement](#) to obtain **work injury compensation insurance** for all manual employees, as well as non-manual employees earning \$2,100 or less (this salary threshold will increase to \$2,600 from April 1, 2021). Work injury compensation insurance indemnifies employers in the event of liabilities due to work-related claims.



PUBLIC LIABILITY

Most landlords require tenants to have this coverage for their office premises. Also known as a third party or general liability insurance, this coverage is designed to cover your business for third party bodily injury and property damage in the course of your operations.



PROPERTY INSURANCE (Fire/All Risks)

This is a requirement by most landlords or mortgages. Upsizing fire insurance to All Risks cover can help safeguard your business from many other perils. This insurance can be packaged to include cover for **Plate Glass** and **Money** too.

Other important business insurance solutions

Type of cover	How can it safeguard your business?
Professional Indemnity	<p>This policy covers claims related to harm (financial/non-financial) suffered by your clients due to negligence by your employees, and also for breach of contractual obligations. Examples:</p> <ul style="list-style-type: none"> ■ Improper advice/service to a client ■ Dishonest acts by own staff ■ Loss of client documents <p>For some industries, professional indemnity insurance is mandatory. Examples - Medical, Legal, Architectural, Investment Management</p>
Directors & Officers Liability	<p>This indemnifies your company for claims made against executives/directors in an official capacity, for instances such as negligence, wrongful acts, employment practice claims, and misrepresentation.</p> <p>Example - following a work accident, the regulator alleged that D&Os did not provide safe operational standards.</p>
Group Medical Insurance Group Personal Accident	<p>Every employer in Singapore is required to maintain minimum medical insurance coverage for foreign employees of particular work passes.</p> <p>For other work passes not required to have this cover, the majority of firms nonetheless offer cover for Group Hospital & Surgical, Personal Accident, and Group Term Life as part of their minimal duty of care, employee benefits and staff retention schemes.</p> <p>All Singaporean citizens and permanent residents are enrolled in the CPF: a social security program which consists of medical insurance schemes such as Medisave and MediShield Life. Foreigners with an Employment Pass, S-Pass, or Work Permit are not eligible for CPF contributions. It's important to note that MediShield Life and associated Integrated Shield Plans only cover hospitalization expenses and a select number of costly outpatient treatments (e.g. kidney dialysis).</p> <p>Therefore, when the companies set up group medical coverage for their employees, they tend to include other medical benefits such as outpatient, dental, health screening, and vision care.</p> <p>It is possible to self-fund those benefits on a reimbursement basis, subject to internal company policies. Most companies, however, take out comprehensive coverage that goes above and beyond basic inpatient coverage; the benefits listed above are commonly provided by corporate plans.</p>





About Pacific Prime

Business Insurance Specialist and Employee Benefits Advisor

With a market footprint established 20 years ago, Pacific Prime has developed extensive experience in working with businesses of all sizes globally and can help you secure insurance solutions that best match your budget and needs.

Tailored insurance solutions for every business

Pacific Prime has been constantly helping new businesses with their insurance needs. In addition to the above, leveraging our partnerships with most major insurers, we are able to also cater for bespoke solutions.

For a **free, impartial review of your employee benefits and business insurance plans**, scan the QR code below to fill out a short form that will help our advisors get to know your business and provide a more accurate quotation.



Other insurance services provided

- Corporate Travel Insurance
- Cyber Insurance
- Performance Bonds
- Products Liability
- Marine Cargo
- Machinery Insurance
- Trade Credit Insurance



How to do business with Singapore

■ Legal considerations

Singapore's legal system is highly sophisticated and is almost entirely based on the 1820s to the 1970s British common law.

Benefits of this system for Singapore include:

- an extensive legislative framework
- reliable courts and dispute resolution
- corruption levels are low
- IP rights protection is consistently ranked as one of the best in Asia

Singapore's company law is very similar to the law in the UK as there are no restrictions regarding the type of business that can be set up. Special licences may have to be applied for from specific government departments in order for some businesses in certain sectors to do business.

These government departments include the:

- Monetary Authority of Singapore: <https://www.mas.gov.sg/>
- Ministry of Law Singapore: <https://www.mlaw.gov.sg/>
- Ministry of Health Singapore: <https://www.moh.gov.sg/>
- Infocomm Media Development Authority: <https://www.imda.gov.sg/>
- Singapore Food Agency: <https://www.sfa.gov.sg/>

- Hotels Licensing Board: <https://www.hlb.gov.sg/>

Before you can work in Singapore, non-residents must hold a valid employment pass (EP). It can take up to two weeks for foreign staff to receive their passes. See Singapore's Ministry of Manpower website for full details regarding the employment pass, and for dependency passes for family members: <https://www.mom.gov.sg/passes-and-permits>.

Contact the Department for International Trade (DIT) team in Singapore to help find tax and legal advisers before entering into agreements: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us>.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]

■ Standards and technical regulations

The Consumer Protection (Safety Requirements) Regulations (CGSR) protect consumers from unsafe products.

SPRING Singapore acts as a safety authority that ensures that 45 categories of household electrical, electronic and gas products are safe. These products are classed as controlled goods, and before a supplier can put them up for sale, they must be registered with SPRING.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]

Standards and technical regulations

Enterprise Singapore is the Singapore Government's national body for standards: <https://www.enterprisesg.gov.sg/>, with industry-led Singapore Standards Council.

All suppliers and manufacturers have an obligation to ensure products are safe and meet relevant safety standards, have clear instructions for proper use and include warnings against possible misuse.

UK companies who follow the standards outlined by Enterprise Singapore will see better results when doing business with Singapore. These standards are specifications that aim to increase the quality and safety of products that Singaporean consumers use every day.

These standards are there to increase productivity and ensure safety, as well as to make resources more efficient and to grow opportunities within Singapore's economic market.

[Source – Enterprise Singapore]

Labelling your products

The packaging and labelling of goods in Singapore is determined by the appropriate department. Labels are required for food and drink products, drugs and cosmetics, and the country they originated from must be visible.

- The Sale of Food Act determines the labelling of food products
- The Agri-Food & Veterinary Authority of Singapore (AVA) have further details on labelling food products
- The Medicines Act determines the labelling of medicines and cosmetics
- The Health Sciences Authority have further details on labelling medicines and cosmetics

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]

Product liability insurance

Product liability insurance covers the cost of compensation for anyone injured by a faulty product. If you design, manufacture or supply a physical product that is sold or given away for free, you should therefore consider taking out product liability insurance.

See the Association of British Insurers (ABI) website at: <https://www.abi.org.uk/products-and-issues/choosing-the-right-insurance/business-insurance/liability-insurance/product-liability-insurance/> for further information, or alternatively, contact the DIT team in Singapore at: <https://www.gov.uk/world/organisations/department-for-international-trade-singapore#contact-us> for contacts of local insurers or specialist brokers.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]

■ Taxation

Singapore's low tax environment makes the country one of the easiest for UK companies to do business with.

Singapore is 7th out of 190 countries for 'Paying Taxes' in the World Banks' Ease of Doing Business rankings: <https://www.doing-business.org/en/data/exploreeconomies/singapore>.

Double taxation agreement

The UK and Singapore have signed a double taxation agreement which allows some taxes paid in one country to be deducted in the other, so should prevent any double tax liability from UK and Singapore authorities over the same income. See: <https://www.gov.uk/government/publications/singapore-tax-treaties>.

Goods and Services Tax (GST)

GST is currently at 7%. The tax is paid when goods and services, including those that have been imported, have been bought by consumers.

Company tax

The corporate tax rate in Singapore is 17%.

Withholding tax is paid when payment is made to a non-resident company or individual and a percentage of this payment is withheld and paid to the Inland Revenue Authority of Singapore (IRAS) under Singaporean law.

The Singaporean Government also has a number of financial incentives for new businesses, however, they must meet certain qualifying conditions. See the EDB Singapore website for more information: <https://www.edb.gov.sg/en/how-we-help/incentives-and-schemes.html>.

Income tax

Individual tax rate in Singapore is tiered between 0% and 22%. You will pay income tax if you are classed as a Singapore Citizen (SC) or Singapore Permanent Resident (SPR) or if you have lived in Singapore for longer than 183 days the previous year.

This tax is chargeable to both individuals and companies.

Customs and excise duties

There are few excise and import duties as Singapore is a free port. Goods such as petroleum products, liquor and tobacco have excise duties imposed on them. Import duties are imposed on petroleum products, liquor and tobacco, as well as motor vehicles.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, Inland Revenue Authority of Singapore]

■ Customs and documentation

Complying with HMRC regulations to export

To export your goods to Singapore, you must make export declarations to HMRC through the National Export System (NES). Visit: <https://www.gov.uk/guidance/export-declarations-and-the-national-export-system-export-procedures> for further details.

You can find out how to declare your exports to Singapore through the NES at: <https://www.gov.uk/guidance/export-declarations-and-the-national-export-system-export-procedures>. You must classify your goods as part of the declaration, including a commodity code and a customs procedure code (CPC).

Commodity codes and other details applying to exports in the UK Trade Tariff can be found at: <https://www.gov.uk/trade-tariff>.

Contact the HMRC Tariff Classification Service at: <https://www.gov.uk/guidance/finding-commodity-codes-for-imports-or-exports#list-of-useful-contacts> for more help.

Access2Markets, has more information regarding import tariffs, see: <https://trade.ec.europa.eu/access-to-markets/en/content/welcome-access2markets-market-access-database-users>.

You must declare any goods that you take with you in your luggage to sell outside the EU. See: <https://www.gov.uk/take-goods-sell-abroad> for further information.

[Source – gov.uk]

Temporary export of goods

You can use an ATA (Admission Temporaire /Temporary Admission) Carnet to simplify the customs procedures needed to temporarily take any goods on the UK export controls lists into Singapore, such as commercial samples or goods for:

- demonstration
- exhibition
- use in repair or maintenance

Visit: <https://www.gov.uk/taking-goods-out-uk-temporarily> for further information.

More information regarding the use of an ATA Carnet in Singapore and what items can be brought into Singapore with it, can be found on the Singapore International Chamber of Commerce's website at: <https://sicc.com.sg/certification/ata-carnet-tdb-boft-carnets/>.

You can check at: https://www.ecochecker.trade.gov.uk/spirefox5live/fox/spire/OGEL_GOODS_CHEKER_LANDING_PAGE/new whether you can use an open general export licence (OGEL) for your temporary export. If not, you will need to apply for a temporary export licence. You will need a permanent export licence if the goods are not being returned. To apply for a temporary export licence, use the SPIRE system at: <https://www.spire.trade.gov.uk/spire/fox/espire/LOGIN/login>.

[Source – gov.uk, Singapore International Chamber of Commerce]

Customs

Singapore Customs require you to apply for import and export permits if you intend to take goods into or out of Singapore.

More than 99% of imports are duty free and in general, Singapore operates a free trade scheme.

You can find more information on the Singapore Customs website: <https://www.customs.gov.sg/>.

Access2Markets, has more information regarding import tariffs, see: <https://trade.ec.europa.eu/access-to-markets/en/content/welcome-access2markets-market-access-database-users>.

You may need a certificate of origin in order for exported goods to clear customs.

Any goods imported into Singapore must be declared to Singapore Customs. These will then be subject to a goods and services tax (GST) or excise duty. All goods must be liable under the Customs Act, the Goods and Services Tax (GST) Act and the Regulation of Imports and Exports Act.

More detailed information on export and import requirements, procedures and restrictions can be found on the Singapore Customs website at: <https://www.customs.gov.sg/>.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, Singapore Customs]

Documentation

The Networked Trade Platform (NTP) is the national trade information management platform that oversees trade documents digitally. It is owned by Singapore Customs and aims to help streamline import and export documentation management.

In order to import goods into Singapore, including controlled and non-controlled items, businesses must:

- obtain an In permit through the TradeNet Portal on the Networked Trade Platform (NTP) website: <https://www.ntp.gov.sg/public/government-services>
- pay duty and/or GST due at the time of importation

There are a number of documents that are needed to set up a business in Singapore.

These include:

- packing list
- invoice
- permit number
- bill of lading
- air waybill

The Department for International Trade (DIT) in Singapore can give you further advice on the documents listed. See: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us>.

Make sure you obtain and issue receipts and invoices whenever you make a transaction in order to avoid any potential disputes.

[Source – DIT: Doing business in Singapore: Singapore trade and export guide, Singapore Customs, Networked Trade Platform (NTP)]

■ Shipping your goods

You can use a freight forwarder to move your goods if you are not knowledgeable about international shipping procedures. A freight forwarder will have vast expertise and familiarity

with local documentation requirements, regulations, transportation costs and banking practices in Singapore.

The British International Freight Association (BIFA) at: <http://www.bifa.org/home> and Logistics UK at: <https://logistics.org.uk/> can assist in locating freight forwarders to transport your goods to Singapore.

Posting goods

For information about sending goods by post to Singapore, visit Royal Mail at: <https://www.royalmail.com/sending/international/country-guides/singapore>.

[Source – Royal Mail]

Shipping restricted, banned and dangerous goods

Certain goods are classed as restricted or dangerous. For more information, visit: <https://www.gov.uk/shipping-dangerous-goods/what-are-dangerous-goods>.

The Singapore Customs' website outlines the prohibited items that cannot be brought into Singapore. In regards to controlled items, these must have had their authorisation approved by the Competent Authorities (CA) prior to being exported to Singapore.

Prohibited goods include, but are not limited to:

- chewing gum
- wildlife parts
- telecommunication equipment
- tobacco, smokeless cigarettes, vaporisers

You can check to see whether your goods are a controlled item with the Singapore



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Customs Harmonised System (HS)/CA Product Code search: <https://www.tradenet.gov.sg/tradenet/portlets/search/searchHSCA/searchInitHSCA.do>.

[Source – Singapore Customs]

You can employ a local agent who will have knowledge of the latest import licensing requirements. For information and assistance, contact the Department for International Trade (DIT) team in Singapore at: <https://www.gov.uk/world/organisations/departments-for-international-trade-singapore#contact-us>.

[Source – DIT]

Terms of delivery

You should have a clear written contract in all international commercial transactions to minimise any risk of misunderstanding.

Incoterms are a series of widely-used commercial terms for international trade in goods, which clarify for example:

- where the goods will be delivered
- who arranges transport
- who handles customs procedures
- who is responsible for insuring the goods, and who pays for insurance
- who pays any duties and taxes

Incoterms do not apply to the delivery of services. Contracts for the international delivery of services should include a Service Level Agreement (SLA), focusing on desired outcomes such as what the service should achieve.

International trade rules changed in September 2019, so you should check with the International Chamber of Commerce (ICC), which publishes Incoterm rules, at: <https://iccwbo.org/resources-for-business/incoterms-rules>, for details of the new rules, and also with the UK Government for further general advice and details about current Incoterms at: <https://www.gov.uk/topic/business-tax/import-export#international-trade-contracts-and-incoterms>.

UK Export Finance

The UK Government's credit agency, UKEF, wins export contracts by providing attractive financing terms to their buyers. They can help you:

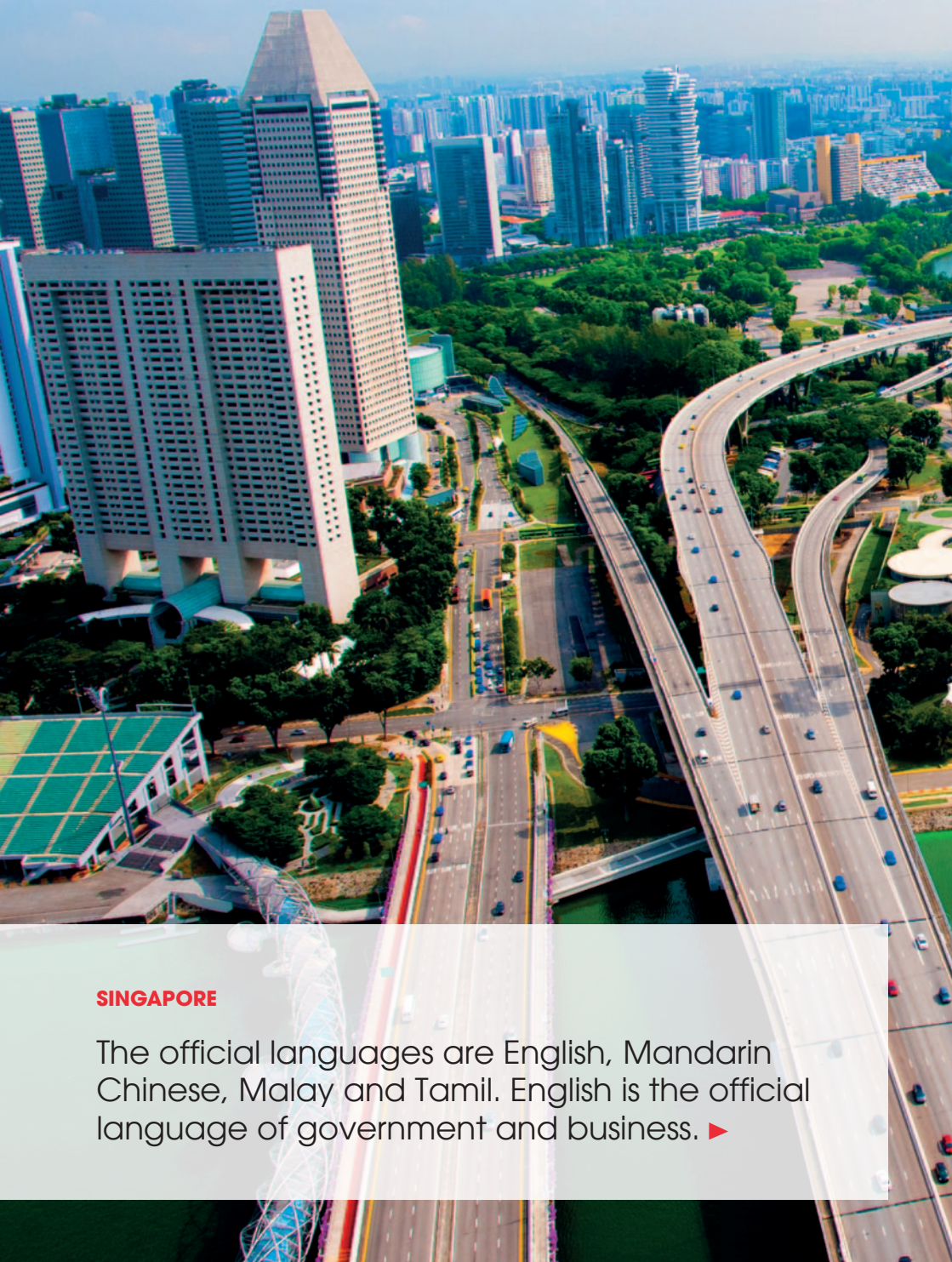
- fulfil orders by supporting working capital loans
- get paid by insuring against buyer default

You can find out more about UKEF's services and products at: <https://www.gov.uk/government/collections/our-products>.

For new business enquiries, email UKEF at: customer.service@ukexportfinance.gov.uk or telephone: 020 7271 8010 between 9am and 5pm.

For up-to-date country-specific information on the support available, see UKEF's cover policy and indicators for Singapore at: <https://www.gov.uk/guidance/country-cover-policy-and-indicators#singapore>.

[Source – ICC, UKEF, gov.uk, DIT: Doing business in Singapore: Singapore trade and export guide]



SINGAPORE

The official languages are English, Mandarin Chinese, Malay and Tamil. English is the official language of government and business. ►





We transform the way you deal with corporate services.

BlueMeg is an independent corporate services provider, bridging the gap between tailored quality services and the new digital era. Corporate services supported by cutting edge technology to enhance clients' experience at competitive and transparent pricing.



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Our team of industry specialists are ready to support you. This includes the provision of a company secretary, a local director, a company health check, liquidation service, and a registered office address.

Accounting and Bookkeeping Services

Our accounting teams assist you to comply with local requirements in compliance with SFRS, IFRS and GAAP.

This includes bookkeeping, reporting, group consolidation, statutory accounts, financial statements, and assistance with local auditors.

HR and Payroll Services

We apply for your work and dependent passes and we provide guidance through the entire process.

Our Payroll services include payslips, calculation of statutory deductions (MPF/CPF), and year-end tax related employee employment earnings.



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Business etiquette, language & culture

■ Language

The official languages are English, Mandarin Chinese, Malay and Tamil. English is the official language of government and business.

It is unlikely you will need an interpreter in meetings; however, if you do, choose carefully as your interpreter could be one of your key assets.

Lists of potential interpreters and translators in Singapore can be found at: <https://www.gov.uk/government/publications/singapore-list-of-translators-and-interpreters>.

Alternatively, you can check with the DIT team in Singapore at: <https://www.gov.uk/world/organisations/departement-for-international-trade-singapore#contact-us>.

[Source – DIT, FCDO]

■ Religion

The main religions in Singapore are Buddhism, Christianity and Islam. Other religions that are present in Singapore include Taoism, Sikhism, Judaism and Hinduism. There is also a large number of atheists.

[Source – DIT, FCDO]

■ Hierarchy

In Singaporean business culture, like many Asian cultures, status and hierarchy are important. Decisions and ideas come from

the top, down, and the most senior member influences decision making. It is considered disrespectful in Singapore to directly or outwardly criticise senior colleagues.

You should ensure you make contact with the appropriate person from the outset who will be able to influence decision making. Send someone of a similar status to make contact in order to ensure you do not offend your Singaporean counterparts.

[Source – DIT, FCDO]

■ Meetings and greetings

Visiting and/or business cards are an important part of Singapore's business protocol. Make sure the name faces the recipient and that you hand the card over with both hands. Formal business meetings do not require elaborate bowing, a firm handshake will suffice.

When doing business with Singapore, personal relationships and networking are of utmost importance.

At the beginning of any meeting, small talk is common. Questions concerning your family and personal details about yourself may be asked; these are not seen as rude but as a way of getting to know you. If you do not wish to answer these questions, politely move the conversation on.

When making an appointment for a meeting, make sure you do this at least two weeks in advance.

[Source – DIT, FCDO]



■ Titles

In Chinese, the family name comes first. For example, Mr. Lee Tsien Sam would be addressed as Mr. Lee.

In Malay, you should address people using the first of their two family names.

You should use the family name when addressing Singaporean Indians as there are a variety of different conventions.

[Source – DIT, FCDO]

■ Attire

Men should wear dark trousers, a long-sleeved shirt and a tie when participating in business meetings. Women should wear a blouse and a skirt or trousers.

Jackets are usually not required as the weather can be particularly hot and humid.

[Source – DIT, FCDO]

■ Women in business

Seeing women in senior positions in businesses throughout Singapore is significantly more common than in other Asian countries. Thanks to advances in gender equality, women now hold a variety of positions within companies.

It is expected that women keep a professional distance from their male colleagues, avoiding prolonged eye contact.

In Singapore, men are used to working with foreign women who occupy more senior roles, and therefore will treat them equally.

[Source – DIT, FCDO]



> Clear, consistent content is vital to making your business understood overseas. **So don't leave it to chance.**

- > Well-known companies we already work with include: Serco, Experian, Intertek, IKEA and Caterpillar
- > For a structured approach to translation, please read the article that follows



Protecting your Reputation
Worldwide™

If you're reading this guide, the chances are you're either a seasoned exporter, or you're committed to investigating new export opportunities for your business. Whichever category you fall into, you'll have a good idea of the huge investment in time, effort and resources which is required for export success.

Your priority will be to get your product or service to market, and it's a fact of life that procurement of peripheral resources such as translation is often left to the last minute. In this article we'd like to demonstrate to you how building translation into the early planning stages of your export campaigns can pay dividends.

The internet, mobile connectivity and social media mean that now more than ever before customers, be they B2B or B2C, are buying goods and services within the context of a connected world of instant communication.

Buying decisions carried out in isolation of wider and constantly changing sector, economic or social contexts are a thing of the past. This means that increasingly any product or service has to be supported with professional technical, marketing or other contextual content.

As examples of this, exporters need their technical documentation to be easily assimilated, their marketing content to be compelling, and their website to be informative and memorable. Human resources departments on the other hand need sensitive localisation of policies & procedures in line with local legislation, corporate guidelines and house style.

After all an international expansion strategy or company restructuring could easily be undermined by insensitive internal communication.

In non English-speaking markets, all of the above can be achieved by working with a reliable and professional translation partner.

So how can really good translation help build your export success:

- clear and accurate foreign-language branding and content will motivate foreign customers to buy from you
- consistent and harmonised messaging helps to convey and reinforce your company's values and ethos
- corporate and operational risk through poor quality communication and misunderstanding is eliminated
- overall brand integrity and reputation are enhanced

The following components are key to a successful translation project, and show how AST can make the process of internationalising outward-facing and internal communications simpler, more professional and more cost-effective:

Rigorous selection of translators

AST's ISO9001 certified and ISO17100 compliant processes mean that the company has approved sector-specialist translators whatever the language and deadline requirements, with experienced proofreaders to give the text precision and professionalism to really focus the reader's attention.

Translation memory technology

Client-facing documents produced periodically often contain sections which stay the same and sections which need updating. Similarly company websites and technical data or manuals can contain identical paragraphs and sections. Translation Memory technology is used in this situation to identify duplicate and legacy text. The duplicates are logged and reused – leading to reduced turnaround times and resulting

cost savings – with company wordings for products, processes, titles and descriptions translated consistently.

Terminology management

The key words used to describe your company's products, services and processes support your brand and identity. This is equally true in your foreign language communications. Unfortunately, once translated it is often easy to lose control of key terms, leading to uncertainty as to whether the translations are having the desired impact. AST's terminology management prevents this. Glossaries are maintained in multiple languages and client terminology is checked in each language by industry sector experts. As the glossary grows it can be reused with each new project, so client content is always on-message and brand integrity consistent.

So there's really no need for you to leave the "softer" aspects of your export campaign to chance. Using a professional translation company like AST provides a guarantee that your international content will be clear, consistent and effective. Whatever the language.

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Protecting your Reputation
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SINGAPORE

According to the 2019 World Economic Forum's Global Competitiveness Report, Singapore is ranked 2nd in the world, and 1st in Asia, for having the best IP protection. ►



WHAT ARE **THE CHALLENGES?**

A Security Solution for RagingWire's World-Class Data Center

G4S AND AMAG DELIVER AN INTEGRATED SECURITY SOLUTION AT MASSIVE SCALE

In 2000, long before becoming part of NTT Communications' global data center platform, RagingWire Data Centers was a pioneer in building the multi-billion-dollar data center colocation industry — in which multiple tenants could power and secure their computing systems within a shared facility. Over the years, RagingWire's colocation model expanded to deliver large scale, build-to-suit wholesale data center solutions.

Today, RagingWire has approximately 2 million square feet of data center infrastructure on campuses in Ashburn, Virginia; Dallas, Texas; and Northern California, with growth plans in these locations and other top North American data center markets. RagingWire enables its hyperscale and enterprise customers to reach international markets as well as scale up as needed by leveraging the global presence of its parent company, NTT, one of the world's largest information and communications technology solutions providers with 140 data centers in 20 countries and regions.

Since inception, RagingWire has delivered high levels of security, professionalism and customer service for its wide range of customers. They have used AMAG Technology's Symmetry Access Control System for several years. During RagingWire's rapid growth, Symmetry has easily expanded to each new data center, regardless of its location.

For top-quality security systems integration services, RagingWire selected G4S. The RagingWire-G4S relationship has grown to include G4S systems integration and training.

Challenge

- Multiple integrator relationships across several states needed to ensure consistency during installations, service and maintenance
- Rapid growth required partner with capacity to deliver nationally
- Security systems needed to integrate with other technologies to meet requirements
- Needed an efficient, reliable Video Management System
- Needed to prepare quality security personnel to secure new construction
- Meet three-factor authentication compliance requirements

Solution

- Integrated Security Solution delivered by G4S to simplify billing and optimize technology, project management and accountability
- Consultative delivery model to determine proper systems for optimal security met customer needs
- Consistent systems integration services and troubleshooting responsiveness
- Symmetry Access Control System from AMAG provides a modern, networked security solution
- Symmetry Access Control operates with IRIS scanners to provide three factor authentication to meet compliance requirements
- Well-trained security personnel properly positioned

Results

- Symmetry Access Control helps RagingWire meet strict compliance requirements
- Symmetry Access Control integrates with IRIS biometric readers and Vingtor-Stentofon's Turbine audio solution to provide another layer of security
- Video monitoring provides superior coverage area
- Card readers are easy to repair and often do not require a technician

As RagingWire continues to expand, AMAG Technology and G4S look forward to supporting the company by delivering state-of-the-art technology, superior project management and excellent customer service.



LEARN MORE: AMAG.COM
FOR MORE INFORMATION: SALES@AMAG.COM OR 1.800.889.9138
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What are the challenges?

■ Challenges when doing business with Singapore

The size of Singapore and its population are the main cause of challenges when doing business with Singapore.

There are a number of other specific challenges, including:

- the UK has an eight hour time difference with Singapore
- it can be expensive to do business with Singapore
- there is an increase in anti-foreigner sentiment due to the widening of income inequality
- there are tighter foreign worker restrictions such as quotas
- it is vulnerable to economic downturns due to the very open market
- there are restrictions on expansion for the legal sector in retail banking and licences

[Source – DIT: Doing business in Singapore: Singapore trade and export guide]

Intellectual Property (IP)

Make sure you register your rights as soon as possible when exporting to Singapore in order to defend and enforce them. IP rights are territorial, therefore registrations made in the UK may not be enforceable in other countries. You may have to register again in the country you are exporting to.

Singapore's IP legal framework is robust and very comprehensive. Its IP rights legislative and administrative regime is compliant with the World Trade Organization's Trade Related Aspects of Intellectual Property Rights (TRIPS). IP can be protected in a variety of ways including patents, trademarks, registered designs, copyright, and layout-designs of integrated circuits, geographical indications, trade secrets, confidential information and plant variety.

Singapore's IP framework is considered to be one of the best in Asia.

Singapore is a member of the following organisations and conventions that regulate IP matters:

- Paris Convention
- Madrid Agreement
- Patent Cooperation Treaty
- World Intellectual Property Office (WIPO) Copyright Treaty
- NOCE Agreement
- Berne Convention

The Intellectual Property Office of Singapore is operating under the Global Patent Prosecution Highway (GPPH) initiative, partly due to the encouragement of the UK. Patent applications that are filed in Singapore can be approved quickly and much more efficiently.

International surveys have consistently recognised Singapore's IP regime as being one of the best in the world. According to the 2019 World Economic Forum's Global Competitiveness Report, Singapore is ranked

2nd in the world, and 1st in Asia, for having the best IP protection. Singapore has also been ranked top in Asia in the Property Rights Alliance's International Property Rights Index and Taylor Wessing's Global IP Index, for their efforts concerning IP protection.

The Global Innovation Index 2019 has ranked Singapore as the most innovative country in Asia and 8th globally. In recent years, Singapore has begun to undertake a comprehensive plan to become Asia's IP hub. The country has varied and expansive initiatives and programmes related to developing its IP infrastructure and ecosystem.

Singapore has a "first-to-file" system, therefore the first person to file an IP right in Singapore's jurisdiction, when granted, will own that right.

The company and employee are held accountable for copyright infringement. Penalties can include fines and/or a prison sentence.

The information regarding over 2 million trademarks from six ASEAN countries can be viewed on the ASEAN TMview online database: <http://www.asean-tmview.org/tmview/welcome>. This online portal is free to use and aims to make ASEAN trademark data easily accessible to all interested parties. Singapore is part of the regional patent work-sharing programme, ASEAN Patent Examination Co-operation (ASPEC), among nine participating ASEAN countries. The programme is used by participating offices to share search and examination results. This allows applicants to obtain patents faster and much more efficiently.

There is no customs recording system in Singapore.

Make sure you learn more about IP issues that are relevant to your business's specific industry sector. When planning to enter the Singaporean market, consider defensive measures early.

The UK Intellectual Property Office has an IP attaché based in Singapore with specific focus on providing support and advice to UK companies in Singapore and Southeast Asia. Further information can be found at:

- the UK Government's Intellectual Property Office, providing free and impartial advice on how to protect and register your IP both in the UK and abroad: <https://www.gov.uk/government/organisations/intellectual-property-office>
- ASEAN IPR SME Helpdesk provides free information and training for European SMEs in the ASEAN region
- Intellectual Property Office of Singapore: <https://www.ipos.gov.sg/>

[Source – DIT Overseas Business Risk: Singapore]

Bribery and corruption

Bribery is illegal and it is an offence for UK nationals and bodies incorporated under UK law to bribe anywhere in the world.

Singapore has zero tolerance for bribery. Arrests will be made if there is any attempt to bribe or otherwise prevent an official from carrying out their duties.

The Corrupt Practices Investigation Bureau (CPIB) is the Singapore Government's agency that investigates corruption and prosecutes in the public and private sectors. The agency also investigates criminal cases where corruption is suspected.

The CPIB is independent of other government agencies as well as the Singapore Police Force, in order to stop any interference during its investigations. The Bureau is headed by a director that reports directly to the Prime Minister of Singapore.

The CPIB has the power to detain those suspected of corrupt practices without a trial. Singapore was ranked 4th out of 180 in Transparency International's Corruption Perceptions Index (CPI) in 2021: <https://www.transparency.org/en/countries/singapore>.

Read the information provided on the UK Government's bribery and corruption page: <https://www.gov.uk/anti-bribery-policy> for more information.

[Source – DIT Overseas Business Risk: Singapore]

Organised crime

Organised crime is taken very seriously by the Singaporean Government, and severe measures have been put into place to counteract it, including the death penalty against drugs and firearms traffickers, as well as jail sentences and fines for those caught human and goods trafficking. Strict rules and expensive entry fees are put in place to deter Singaporeans from entering casinos at its two integrated resorts. Red light districts are also closely monitored.

UK visitors are advised to stay away from drugs, even the possession of a small amount can lead to imprisonment or the death penalty.

Read the information provided on the UK Government's organised crime page: <https://www.gov.uk/guidance/crime-and-fraud-prevention-for-businesses-in-international-trade>.

For advice on serious organised crime, visit the National Crime Agency website: <https://www.nationalcrimeagency.gov.uk/>.

[Source – DIT Overseas Business Risk: Singapore]





SINGAPORE

When doing business with Singapore, personal relationships and networking are of utmost importance. ►



INSTITUTE OF EXPORT

& INTERNATIONAL TRADE

What does membership of the Institute of Export & International Trade mean?

To most the Institute of Export & International Trade simply plods away providing much needed qualifications to professionalise the industry however, did you realise that our helpline is one of the busiest and best in the industry? It's all part of membership and, if you need more than a phone call, we can put together a project to fulfil your needs. 2015 saw the launch of our Technical Help for Exporters that recognises the volume of legislation and regulation that covers our industry and gives you the comfort of knowing that if you don't know, you know someone who does!



Innovation is key to the success of the Institute and new ideas include our New Exporter package. This allows a business to enter a new market secure in the knowledge that they have an understanding of how they will operate and comply with any specific regulations and standards. Practical help and assistance is always available from the Institute so any additional training can be tailored to the business and the team that needs the knowledge.

The work of the IOE&IT also extends to representing membership views. Knowledge gained from our members' feedback, those who get involved with

the forums and Special Interest Groups, and those who attend our training courses or study with us, enables us to represent the industry at government levels in both the process and delivery of policy for international trade. These views also help us to ensure that the training programmes are effective and pertinent to the industry needs. Our Diploma in World Customs Compliance and Regulation is testament to the way we listen to our members' needs. This was driven by Nissan, Adidas, John Lewis and many others and will neatly dovetail into any AEO work ensuring that quality standards are met at manager and junior staffing levels.

Starting in 1935, the Institute committed itself to building competence and growing confidence for businesses trading in goods and services, which at the time, was a far reaching remit. Over the years this remit has seen us develop from simply providing training in short course format over a day, or perhaps two, into a fully-fledged Ofqual Awarding Organisation that operates specifically to deliver international trade education.



This status allows our individual members and corporates alike to be sure that they are part of a quality organisation with plans for growth integrated with a sustainable future for the global prosperity of UKPlc.

Part of our work includes mapping existing qualifications to roles and producing training needs analyses to ensure staffing progression and continuity. The need to upskill our workforce to match those of our competitors is a key element vital for growth. Our focus is on recognising that International trade needs specific knowledge, coupled with a strong belief that we must start to talk to

our young people at an earlier stage. We need to engage the next generation in thinking about how world trade works and how it will be great for British businesses. They need to know how items arrive in the shops which, in turn, will begin to spark ideas. As these young people join companies they will bring a fresh outlook that all things are possible especially if you operate globally.



Why not call us and get involved? It has never been more important that we act as an industry to help – we need experts and commitment to professionalising international trade from businesses large and small – help your institute to stay ahead of the curve.

Institute of Export & International Trade

Export House

Minerva Business Park, Lynch Wood,
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IOE&IT Qualifications in brief

www.export.org.uk/page/qualifications

- Level 1 Young International Trader (Available electronically)
- Level 2 International Trade Logistic Operations*
- Level 3 Certificate of International Trade
Level 3 Customs Practitioner Award
Certificate in Customs Legislation and Procedures (Delivered by KGH Customs)
Certificate in Customs Duty Calculation (Delivered by KGH Customs)
- Level 4 Diploma in International Trade
Customs Practitioner Award
- Level 5 Diploma in International Trade
Diploma in World Customs
Compliance and Regulations
Foundation Degree jointly delivered with the University of Plymouth
- Level 7 MSc International Trade, Strategy and Operations with Warwick University

Specialist Courses

- Award in International Transport and Documentation
- International Marketing Specialist
- Finance of International Trade Specialist
- Selling Services, Software and Skills Overseas

Apprenticeships

Working in conjunction with employers and Universities, the Institute has access to qualifications which are available now and funded through the apprenticeship levy, these apply for professional and degree qualifications, including Bachelors and Masters Degrees.

- International Freight Forwarding Specialist Apprenticeship (Level 3)
- Chartered Manager Degree Apprenticeship (BSc Professional Management Practice) with the University of Plymouth
- Supply Chain Leadership Degree Apprenticeship (BSc Professional Practice in Supply Chain Leadership) with CP Training Services

Using our 4 Pillars of Learning, the IOE&IT qualifications offer students the opportunity to apply their learning to their current employer, or a business that they know well:

Learning Pillar 1:

World Business Environment

Learning Pillar 2:

Market Research & marketing / selling in a different culture

Learning Pillar 3:

Finance of international trade, getting paid and how foreign exchange works

Learning Pillar 4:

Compliance, regulations and logistics
OR Selling services overseas

As part of IOE&IT qualifications, students will plan, research and implement a work-based project that will act as a useful strategic management tool in each of the main topics they study. Each paper will produce a useful piece of work based on the company's own product or offering which allows the student to gain new knowledge to be useful in the business. This style of work-based projects ensures that all study is relevant to the student's business context. Working on these projects using the organisation's structure provides excellent opportunities for the student to apply theoretical ideas in real world contexts.

The employee will essentially become a practitioner-researcher to undertake each project, producing pieces of work with the potential to yield tangible benefits for the sponsor business – a benefit for both the student who qualifies and the employer who has a set of reports specifically about exporting and their own business.

*International Trade Logistic Operations is delivered through our approved centres



The Queen's Awards for Enterprise

The Queen's Awards for Enterprise are the most prestigious awards for UK businesses and is a globally recognised royal seal of approval for UK companies.

Since the Award's inception in 1965 more than 7,000 companies have won a Queen's Award. The Awards are a great way to promote business excellence and growth, whilst recognising the outstanding achievements of UK businesses. There are four categories to which a business can apply;

- **Innovation**
- **Sustainable Development**
- **International Trade**
- **Promoting Opportunity (through social mobility)**

Businesses can apply for one or multiple categories if they wish. Many businesses who win the Award(s) will reapply the following year for a different Award category.

The Queen's Awards for Enterprise is a self-nominating process and is open to almost all businesses across the UK, of all sizes and in every sector. It is free to enter and applying is a straightforward online process.

What are the benefits of winning an Award?

Winning businesses are invited to a Royal reception at Buckingham Palace. They are also presented with the Award and a commemorative trophy at their company by one of The Queen's representatives, a Lord-Lieutenant.

Winners are also permitted to fly The Queen's Awards flag at their main office and use the esteemed Queen's Awards for Enterprise emblem on products and stationery for the next five years.

Feedback from previous winners suggests that winning a Queen's Award for Enterprise can benefit businesses with;

- excellent marketing opportunities and press coverage
- worldwide recognition as an outstanding British company
- increased turnover and international trade
- a boost to staff morale and to partners and stakeholders
- increase in International Trade and access to new markets





Who can apply for a Queen's Award for Enterprise?

There are a few eligibility criteria applicable to all;

- be based in the UK (including the Channel Islands and the IoM);
- file its Company Tax Returns with HM Revenue and Customs (HMRC);
- be a self-contained enterprise that markets its own products or services and is under its own management;
- have at least 2 full-time UK employees or part-time equivalents; and
- demonstrate strong corporate social responsibility (assesses the impact of the business on the environment and society; and strong relations with employees and customers)

Your organisation can be business or non-profit.

Individual award category criteria can be found, in full, on the Queen's Awards for Enterprise pages on www.gov.uk

Three easy steps to apply

- 1) Check the eligibility of your company online.
- 2) Register your interest on our website and apply between May and September.
- 3) If shortlisted, verify your audited financial figures.

This is a highly commendable application which is personally approved by the Prime Minister and Her Majesty the Queen.

The winners are announced to the national and regional press on Her Majesty The Queen's birthday.

Contact us

The Queen's Awards team are here to help. Contact us via email on queensawards@beis.gov.uk or on our social media:

Twitter <https://twitter.com/TheQueensAwards>

LinkedIn <https://www.linkedin.com/company/14003233>

For further information, our blog includes tips on how to develop a successful application, along with inspirational case studies from our winners <https://queensawards.blog.gov.uk/>





British High Commission Singapore

The British High Commission Singapore maintains and develops relations between the UK and Singapore.

They encourage Singapore to look to the UK as a global partner of choice in trade, investment, science and research, and they help Singapore on low-carbon economic development. Every year, the British High Commission Singapore help about 100 UK companies gain a foothold in Singapore. They also work with Singapore to protect the national security of both countries, including through holding joint military exercises under the Five Power Defence Arrangements.

Find out more on their UK and Singapore news page, here: <https://www.gov.uk/world/singapore/news>.

The British High Commission Singapore provide services to British nationals living in and visiting Singapore. You can access UK Government services while in Singapore, here: <https://www.gov.uk/world/singapore>.

Urgent assistance

If you are in Singapore and you need urgent help (for example, you have been attacked, arrested or someone has died), call (65) 6424 4200. If you are in the UK and worried about a British national in Singapore, call 020 7008 1500.

Get an Emergency Travel Document

You can apply for an Emergency Travel Document if you are abroad and your passport has been lost or stolen, damaged or expired, and you cannot get a new or replacement passport in time to travel, here: <https://www.gov.uk/emergency-travel-document>.

If the person needing the Emergency Travel Document is under 16, a parent or

guardian should apply on their behalf.

If you are travelling in more than three weeks, check if you can get a new or replacement passport in time to travel, here: <https://www.gov.uk/renew-adult-passport>.

If you are not a British citizen or have not had a British passport before

If you are not sure, check if you are a British citizen: <https://www.gov.uk/check-british-citizenship>.

If you are not a British citizen but think you may be eligible, contact the British High Commission Singapore to apply for an Emergency Travel Document, here: <https://www.gov.uk/world/organisations/british-high-commission-singapore#contact-us>.

Other consular services

Notarial and documentary services

For legal reasons, the British High Commission Singapore are unable to carry out notarial acts in Commonwealth countries. This includes certifying documents as true copies of originals, administering oaths or taking affidavits. For these or other notarial acts, you should contact a local notary. A list is available on the Singapore Academy of Law website: <https://www.sal.org.sg/>.

Documents originating in the United Kingdom

Documents issued in the UK can be legalised (i.e. confirm that a signature, stamp, or seal is from a UK public official) by the Legalisation Office in the UK: <https://www.gov.uk/get-document-legalised>.

The British High Commission Singapore will not be able to legalise documents issued in the UK. These include British passports, marriage certificates, birth certificates, educational certificates, divorce certificates, power of attorney, contracts, etc.

A standard letter is available to confirm that they do not offer these services in Singapore: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/436578/Notarial_Letter_Singapore.pdf.

Documents originating in Singapore

Documents originating in Singapore do not have to be legalised by the British High Commission Singapore before they can be accepted in the UK.

Consular fees

The British High Commission Singapore charge fees for some of their services. See the full list of consular fees in Singapore here: <https://www.gov.uk/government/publications/singapore-consular-fees>.

Contact details

British High Commission Singapore

100 Tanglin Road
Singapore 247919
Singapore

Tel: (65) 6424 4200

Visas services: <https://www.gov.uk/contact-ukvi-inside-outside-uk>

Tel: (593) (2) 3972 200

Use our contact form for consular enquiries:

<https://www.contact-embassy.service.gov.uk/?country=Singapore&post=British%20High%20Commission%20Singapore>

For enquiries that are not about consular issues, email: enquiries.singapore@fco.gov.uk

Opening hours (except Office & Public Holidays):

all local times

Consular: Monday, Wednesday and Friday - 9am to 11am excluding public holidays

By appointment

Office: Monday to Friday - 8:30am to 5pm excluding public holidays



Jan Young

Founder of Expat Consulting,
Singapore

Discover how this British expat helps UK companies expand into Singapore.

When I moved to Singapore over 12 years ago from the UK, I never realised the wealth of opportunities available to overseas and local businesses here, but also how different starting and running a business is.

What's your experience and understanding of the Singapore business market?

As a UK trained Chartered Accountant, I initially took a job at the British High Commission in Singapore. Over time, through work and networking, I recognised that many businesses in Singapore, and those wanting to break into the market here, were struggling. Many were unaware of the complexities of launching and building a business in the country and lacked an understanding of regulatory and cultural aspects.

Then, once up and running, business owners were under constant strain with the amount of admin, compliance and accounting tasks they faced.

Why did you establish Expat Consulting?

I saw a gap in the market to provide business support to UK companies wanting to expand into Singapore and for British expats wishing to create a business here. Both required in-depth professional and trustworthy assistance. I took a leap of faith and left my job to set up my own company, Expat Consulting, in 2015.

This enabled me to utilise my UK expertise and understanding of Singapore. Also, as a business owner, having been through the evolution myself, I have first-hand experience of creating and building my own business in Singapore.

How does Expat Consulting help UK companies expand into and succeed in Singapore?

Our team of experts have direct knowledge of the UK combined with a first-hand understanding of what businesses in Singapore need to consider. We work alongside companies every step of the way and provide strategic suggestions and plans.

At Expat Consulting we know the challenges of developing your product or service, growing your customer base and managing all aspects of your company, and understand precisely what companies need to consider.

What services does Expat Consulting offer to businesses?

Our specialists act as business partners to provide tailored services in **Company Secretarial, Finance, Business Advisory and Human Resources**. We offer every aspect a company requires to establish and build a business here in Singapore, without the need for lots of different service providers. This keeps things simple, professional and straightforward.

I am proud to say that Expat Consulting has now become one of the leading and trusted advisors for business support in Singapore.

“We have worked with Expat Consulting for a number of years. At all times they are professional, organised and totally unflappable - whatever we ask them to do they deliver. Jan and her team explain things clearly and they are incredibly knowledgeable.

We see them not only as trusted advisors, using their business acumen to be candid about when we should and shouldn't do something, but also as an extension to our team. I cannot recommend Expat Consulting highly enough.”

Martine Hill, Founder,
Alliance Counselling Pte Ltd

Contact

Expat Consulting Pte. Ltd.
397 Jalan Besar, #02-01
Singapore 209007

+65 6291 8102
contact@expatconsultingsg.com
www.expatconsultingsg.com



EXPAT CONSULTING
maximising your business's potential

The Institute of Export & International Trade



The Institute of Export & International Trade

Export House
Minerva Business Park
Lynch Wood
Peterborough
PE2 6FT, UK

T: +44 (0) 1733 404400
www.export.org.uk

Department for International Trade (DIT)



Department for International Trade

Department for International Trade (DIT)

If you have a specific enquiry about the Singaporean market which is not addressed by the information in this guide, you may contact:

E: enquiries@trade.gov.uk
T: +44 (0)20 7215 5000

Otherwise contact DIT at the British High Commission Singapore directly, for more information and advice on opportunities for doing business with Singapore:

UK Department for International Trade Singapore

British High Commission

100 Tanglin Road
247919
Singapore

E: commercial.singapore@fco.gov.uk
T: +65 6424 4200



UK Export Finance

UK Export Finance is the UK's export credit agency. UKEF's mission is to ensure that no viable UK export fails for lack of finance or insurance from the private sector, while operating at no net cost to the taxpayer.

We help UK companies of all sizes and in all sectors win, fulfil and get paid for export contracts. We provide insurance to exporters and guarantees to banks to share the risks of providing export finance. In addition, we can make loans to overseas buyers of goods and services from the UK.

As the world's first export credit agency, established in 1919, we've been innovating since day one.

- Last year, we provided £2.5 billion of support for UK exports, helping 191 companies sell to 75 markets around the world.
- 77% of all companies we supported were small to medium-sized businesses.
- We also lent \$666 million directly to overseas buyers to help them buy from the UK - more than double the amount for 2016 to 2017.

New business enquiries:
To check your eligibility for trade finance and insurance: Visit:
www.great.gov.uk/get-finance

T: +44 (0) 20 7271 8010
E: customer.service@ukexportfinance.gov.uk

British Chamber of Commerce Singapore)**British Chamber of Commerce Singapore**

137 Telok Ayer Street
#06-03
Singapore
068602

T: +65 62223552
E: info@britcham.org.sg

British Expertise**British Expertise**

23 Grafton Street
London
W1S 4EY

T: +44 (0) 20 7824 1920
F: +44 (0) 20 7824 1929

www.britishexpertise.org

International Market Advisor**International Market Advisor**

IMA Ltd
2nd Floor
32 Park Green
Macclesfield
SK11 7NA

Email: info@ima.uk.com

General enquiries switchboard
T: +44 (0) 1298 79562

www.DoingBusinessGuides.com

Media enquiries
Newsdesk & out of hours
T: +44 (0) 1298 79562

Language Services

**AST Language Services Ltd**

Unit 8, Ayr Street, Nottingham
NG7 4FX United Kingdom

T: +44 (0) 115 970 5633

F: +44 (0) 845 051 8780

E: office@astls.co.uk

www.astlanguage.com

Corporate Services/Incorporation Services

**Bluemeg**

6 Raffles Quay, #11-07
Singapore 048580

www.bluemeg.com

T: +65 6931 6733

E: singapore@bluemeg.com

Company Secretarial, Finance, HR & Corporate Finance Services

**Expatri Consulting Pte Ltd.**

397 Jalan Besar, #02-01
Singapore 209007

www.expatriconsultingsg.com

T: +65 6291 8102

E: contact@expatriconsultingsg.com



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Law


Hogan Lovells Lee & Lee

50 Collyer Quay
#10-01 OUE Bayfront
Singapore 049321

T: +65 6538 0900

www.hoganlovells.com

Case Study


**Jaguar Land Rover Singapore
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138 Market Street, #36-01/02
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www.jaguar.com.sg

www.landrover.com.sg

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■ Trade shows

A trade show is a method of promoting a business through the exhibition of goods and services, an organised exhibition of products, based on a central theme, where manufacturers meet to show their products to potential buyers.

Taking part in overseas exhibitions is an effective way for you to test markets, attract customers, appoint agents or distributors and make sales. DIT's Tradeshow Access Programme (TAP) provides grant support for eligible SME firms to attend trade shows overseas.

Participation is usually as part of a group, a great advantage for inexperienced businesses, and is usually led by one of DIT's Accredited Trade Associations (ATOs). ATOs work with DIT to raise the profile of UK groups and sectors at key exhibitions.

For more information visit: <https://www.gov.uk/guidance/tradeshows-access-programme>.

IOE&IT's events:

www.export.org.uk/events/event_list.asp

10 Times

(formerly BizTradeShows.com):
<https://10times.com/singapore>

British Expertise Events:

<https://www.britishexpertise.org/events/>

EventsEye.com online database:

www.eventseye.com

DIT online events search facility:

<https://www.events.great.gov.uk/ehome/index.php?eventId=200183029&>



Useful Links

■ Country information:

BBC Website:

http://news.bbc.co.uk/1/hi/country_profiles/default.stm

FCDO Country Profile:

<https://www.gov.uk/foreign-travel-advice/singapore>

■ Culture & communications:

ICC – The international language association:

<http://www.icc-languages.eu/>

■ Customs & regulations:

HM Revenue & Customs:

<https://www.gov.uk/government/organisations/hm-revenue-customs>

■ Economic information:

The Economist:

<https://www.economist.com/search>

Trading Economics:

www.tradingeconomics.com

■ Export control:

Export Control Joint Unit:

<https://www.gov.uk/guidance/beginners-guide-to-export-controls>

■ Export finance & insurance:

British Insurance Brokers Association (BIBA):

www.biba.org.uk

UK Export Finance (UKEF):

www.gov.uk/government/organisations/uk-export-finance

■ Intellectual Property:

Intellectual Property Office:

<https://www.gov.uk/government/organisations/intellectual-property-office>

World Intellectual Property Organization (WIPO):

http://www.wipo.int/treaties/en/text.jsp?file_id=288514

■ Standards & technical regulations:

British Standards Institution (BSI):

<https://www.bsigroup.com/en-GB/industries-and-sectors/import-export/>

Export Control Joint Unit (ECJU):

<https://www.gov.uk/government/organisations/export-control-organisation>

Intellectual Property Office:

<https://www.gov.uk/government/organisations/intellectual-property-office>

National Physical Laboratory:

<http://www.npl.co.uk/>

■ Trade statistics:

HM Revenue and Customs (HMRC):

<https://www.uktradeinfo.com/trade-data/>

National Statistics Information:

https://www.gov.uk/search/research-and-statistics?content_store_document_type=upcoming_statistics

Office for National Statistics:

<http://www.ons.gov.uk/>

■ Trade shows:

British Expertise Events:

<https://www.britishexpertise.org/events/>

EventsEye.com online database:

www.eventseye.com

DIT Events Portal:

<https://www.events.great.gov.uk/ehome/index.php?eventid=200183029&>

■ Travel advice:

FCDO travel:

www.gov.uk/browse/abroad

FCDO Foreign travel Insurance:

<https://www.gov.uk/guidance/foreign-travel-insurance>

■ Healthcare abroad:

Travel Health:

www.travelhealth.co.uk

TravelHealthPro:

<https://travelhealthpro.org.uk/countries>

NHS (Scotland):

<http://www.fitfortravel.nhs.uk/destinations.aspx>

NHS Choices:

<https://www.nhs.uk/using-the-nhs/healthcare-abroad/>

■ International trade:

British Chambers of Commerce (BCC):

www.britishchambers.org.uk

British Council:

www.britishcouncil.org

British Expertise:

www.britishexpertise.org

British Franchise Association:

<http://www.thebfa.org/international>

Centre for the Protection of National Infrastructure (CPNI):

<http://www.cpni.gov.uk/>

Confederation of British Industry (CBI):

www.cbi.org.uk

Department for Business, Energy & Industrial Strategy (BEIS):

<https://www.gov.uk/government/organisations/department-for-business-energy-and-industrial-strategy>

Department for International Trade (DIT):

<https://www.gov.uk/government/organisations/department-for-international-trade>

DIT E-Exporting Programme:

<https://www.gov.uk/guidance/selling-online-overseas-with-the-digital-exporting-programme>

Enter the Open to Export Action Plan Competition for the chance **to win £3,000 cash** and further support towards your plans **for international growth**. Complete your plan using our online planning tool.



Who are Open to Export?

We are the free online information service from The Institute of Export & International Trade dedicated to helping SMEs through our:

Step-by-step guides covering the whole export journey from 'Selecting a market' to 'Delivery and documentation'

A comprehensive webinar programme covering all aspects of international trade

The online Export Action Plan tool helping businesses create a roadmap to successful new markets

Quarterly competitions for the chance to win £3,000 cash and further support

Plan to win - start your Export Action Plan today

Register for free on www.opentoexport.com
to start your plan and enter the competition

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Exporting is GREAT:
<https://www.great.gov.uk/>

Foreign, Commonwealth &
Development Office (FCDO):
[https://www.gov.uk/government/
organisations/foreign-commonwealth-
development-office](https://www.gov.uk/government/organisations/foreign-commonwealth-development-office)

Heritage Foundation Index of Economic
Freedom:
<https://www.heritage.org/index/ranking>

Institute of Directors (IoD):
www.iod.com

Institute of Export & International Trade
(IOE&IT):
www.export.org.uk

International Monetary Fund (IMF):
<https://www.imf.org/en/home>

Open to Export:
<http://opentoexport.com/>

Organisation for Economic Co-operation
and Development (OECD):
<http://www.oecd.org/>

Overseas Business Risk:
[https://www.gov.uk/government/
collections/overseas-business-risk](https://www.gov.uk/government/collections/overseas-business-risk)

Transparency International:
<http://www.transparency.org/>

UK Trade Tariff:
<https://www.gov.uk/trade-tariff>

UK Visas:
[https://www.gov.uk/government/
organisations/uk-visas-and-immigration](https://www.gov.uk/government/organisations/uk-visas-and-immigration)

World Bank Group economy rankings:
<http://www.doingbusiness.org/en/rankings>

World Economic Forum Global
Competitiveness Report:
[http://reports.weforum.org/global-
competitiveness-report-2019/](http://reports.weforum.org/global-competitiveness-report-2019/)

■ Singapore websites:

Attorney-General's Chambers:
[https://www.agc.gov.sg/our-roles/
drafter-of-laws/overview](https://www.agc.gov.sg/our-roles/drafter-of-laws/overview)

British Chamber of Commerce
Singapore:
<https://www.britcham.org.sg/>

Civil Aviation Authority of Singapore
(CAAS):
<https://www.caas.gov.sg/>

EDB Singapore:
<https://www.edb.gov.sg/>

Enterprise Singapore:
<https://www.enterprisesg.gov.sg/>

GeBIZ:
<https://www.gebiz.gov.sg/>

Health Sciences Authority:
<https://www.hsa.gov.sg/>

Hotels Licensing Board:
<https://www.hlb.gov.sg/>

Immigration & Checkpoints Authority (ICA):
<https://www.ica.gov.sg/>

Infocomm Media Development Authority:
<http://www.imda.gov.sg/>

Inland Revenue Authority of Singapore:
<https://www.iras.gov.sg/>

Land Transport Authority (LTA):
<https://www.lta.gov.sg/content/ltagov/en.html>

Ministry of Communications and Information:
<https://www.mci.gov.sg/>

Ministry of Defence (MINDEF):
<https://www.mindef.gov.sg/web/portal/mindef/home>

Ministry of Education, Singapore:
<https://www.moe.gov.sg/>

Ministry of Finance (MOF):
<https://www.mof.gov.sg/>

Ministry of Foreign Affairs Singapore:
<https://www.mfa.gov.sg/london/>

Ministry of Health:
<https://www.moh.gov.sg/>

Ministry of Law:
<https://www.mlaw.gov.sg/>

Ministry of Manpower:
<https://www.mom.gov.sg>

Ministry of Trade and Industry:
<https://www.mti.gov.sg>

Ministry of Transport (MOT):
<https://www.mot.gov.sg/>

Monetary Authority of Singapore:
<https://www.mas.gov.sg/>

National Environment Agency:
<https://www.haze.gov.sg/>

National Parks Board (NParks) Singapore:
<https://www.nparks.gov.sg/>

National Research Foundation (NRF):
<https://www.nrf.gov.sg/>

Networked Trade Platform (NTP):
<https://www.ntp.gov.sg/home/?TYPE=login>

Singapore Customs:
<https://www.customs.gov.sg/>

Singapore Department of Statistics (DOS):
<https://www.singstat.gov.sg/>

Singapore International Chamber of Commerce:
<https://sicc.com.sg>

Singapore Food Agency:
<https://www.sfa.gov.sg/>

SkillsFuture Singapore and Workforce Singapore:
<https://www.ssg-wsg.gov.sg/>



Doing business in Singapore – Jump on board the digital train!

It is not surprising that the World Bank has chosen Singapore as the easiest place to do business. Singapore has a very efficient infrastructure, a stable socio-political climate, and one of the lowest corporate tax rates in the world.

As the Singapore government supports entrepreneurship, incorporating a company in Singapore can be done quickly and efficiently, even without the physical presence of the shareholder(s) and directors. Here are some of the requirements you need to consider when setting up a business in Singapore:

- There is no minimum capital requirement to incorporate a company. You can set up the company with SGD 1.– in total.
- Your company requires a named company secretary. This person will ensure that the company's records are up to date and that all annual filing obligations are respected.
- Your company must have a Singapore registered address.
- Your company requires an individual resident director. This person should be a Singapore citizen, a Permanent Resident (PR), or a foreign national who is an employee of the company working for the company and validly living in Singapore on an Employment Pass sponsored by the company. Corporate directors are not allowed in Singapore.
- There are two mandatory corporate tax filings to keep in mind:
 - the Estimated Chargeable Income (ECI) filing
 - the Corporate Tax Return filing
- An Annual General Meeting (AGM) has to be convened every year. Thereafter, the Annual Return has to be filed with the Accounting and Corporate Regulatory Authority (ACRA). This means you need to prepare a Financial Report that is in accordance with Singapore Financial Reporting Standards (SFRS).
- Your company must comply with the Personal Data Protection Act.

BlueMeg can assist with all compliance and governance matters to have your company fully compliant in Singapore. Comprehensive corporate services include incorporation services, secretarial matters, resident director services, bank account opening, work passes, accounting, tax filing, payroll, and data protection services.

The professional and experienced team at BlueMeg not only has the expertise to assist you in this process but also uses the latest technologies to enhance the clients' experience as much as possible. Let's have a look at the main benefits of digitising your company's governance matters.

Easily accessible

At BlueMeg we have developed a secure online platform. This console clearly displays your company structure and allows you to download and e-sign your company documents, or to add new services. You can set up and manage your Singapore company easily from a distance, 24/7.

Time-efficient

The console gives you a clear overview of your company and makes the monitoring of your company's administration a breeze. With just a few clicks, you can retrieve all of your company's information. On top of that, you can invite any third-party providers (accountants and tax advisors for instance) to the Console where they can download any document they need to service you.

Competitive price

Let's face it, company administration is a necessary evil and can be quite expensive and cumbersome. BlueMeg has automated a lot of the generic and repetitive work and has its employees only in key positions where human interaction is still desired. The mere fact that a huge part of the processes can be digitised and automated reduces costs, whilst at the same time greatly improving security, reliability, and accurateness. For this reason, BlueMeg is able to offer high-quality services at far more competitive pricing compared to traditional providers.

Fewer mistakes

Having part of the company's administration automated and digital improves accuracy and reduces the number of errors and inconsistencies compared to having your corporate records documented solely on paper. Every company document will be neatly listed on the console. Besides, the automation of processes safeguards the process itself and ensures each document is generated and signed only when prerequisite steps have been completed, following due process. You will no longer be able to skip or miss a step, either by accident or on purpose.

Doing business in a sustainable way

Awareness about climate change and a more sustainable lifestyle is growing – which is an extremely good thing. Also for companies, a more sustainable profile is gaining importance. You might already print as little as possible, use recycled paper, or encourage your employees to use public transport instead of taking their car, but you can also demand that from your services provider. BlueMeg works almost paperless, which contributes to a more sustainable society.

Keen to incorporate in Singapore and to go digital?

Check us out on **BlueMeg.com**! We transform the way you deal with corporate services. P.s. we do still reply to emails and pick up the phone, so you can always call us or visit us for a cup of coffee and a chat.



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SINGAPORE

Main Strait



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Hougang

Pasir Ris

Loyang

Changi

Tampines

Singapore Changi Airport

Jalan Eunos Estate

Geylang

Katong

Bedok

Old Kalang Airport Estate

Marina South

Pulau Brani

Sentosa

Singapore Strait

INDONESIA



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Quick facts

- **Location:** Southeastern Asia, islands between Malaysia and Indonesia
- **Area:** 721.5 km²
- **Population:** 5.69 million
- **Urban population:** 100%
- **Capital city:** Singapore
- **GDP per capita:** US \$59,794.6
- **Languages:** English (official) 36.9%, Mandarin (official) 34.9%, other Chinese dialects (includes Hokkien, Cantonese, Teochew, Hakka) 12.2%, Malay (official) 10.7%, Tamil (official) 3.3%, other 2% (2015 est.)
- **Religion:** Buddhist 33.2%, Christian 18.8%, Muslim 14%, Taoist 10%, Hindu 5%, other 0.6%, none 18.5% (2015 est.)
- **Government:** parliamentary republic
- **Legal system:** English common law
- **Currency:** Singapore Dollar (S\$)
- **Climate:** tropical; hot, humid, rainy; two distinct monsoon seasons - northeastern monsoon (December to March) and southwestern monsoon (June to September); inter-monsoon - frequent afternoon and early evening thunderstorms
- **Natural resources:** fish, deepwater ports
- **Natural hazards:** flash floods
- **Time difference:** UTC+8
- **Internet country code:** .sg
- **National holidays:** National Day, 9th August (1965)
- **National symbols:** lion, merlion (mythical half lion-half fish creature), orchid; national colours: red, white

[Source – FCDO Economics Unit, CIA World Factbook (June 2022)]





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