




SINGAPORE CORPORATE ACCESS (CORPPASS) Factsheet

A. What is CorpPass?

- Singapore Corporate Access (CorpPass) is a corporate digital identity for businesses and other entities (e.g. non-profit organisations and associations) to transact online with Government agencies.
- More than 130 digital services managed by about 50 Government agencies are using CorpPass as a login mechanism.
- From **Q3 2018**, CorpPass will be the only login method for online corporate transactions with the Government, replacing existing login methods, such as SingPass, EASY¹ and other agency-issued login IDs.

B. Who is CorpPass for?

Local entities with a Unique Entity Number (UEN) and foreign entities will be required to use CorpPass. Local Entities **without** a UEN will continue to use SingPass as a login method. The table below provides more details.

 <p>Local Entities with Unique Entity Number (UEN) Locally registered organisations that have been issued a UEN by the Accounting and Corporate Regulatory Authority (ACRA) or other UEN-issuance agency</p>	 <p>Foreign Entities Overseas organisations without a local UEN <i>* Slated in 2018</i> <i>Foreign Entities may use CorpPass for selected digital services.</i></p>	 <p>Local Entities <u>without</u> Unique Entity Number (UEN) Local entities operating in Singapore <u>without</u> a UEN <i>Entities can obtain a UEN by registering with an appropriate issuance agency.</i> <i>Visit www.uen.gov.sg for more information.</i></p>
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¹ E-Services Authorisation System (EASY) is an online digital service authorisation system currently used by some agencies including the Inland Revenue Authority of Singapore, JTC Corporation and the Immigration Checkpoints Authority of Singapore.

C. How does CorpPass benefit business users?

- **Enhanced Data Protection**

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

- **Better Control for Businesses**




With CorpPass, business owners or executives enjoy better internal visibility and control, as they can assign administrators to manage employees' access to different Government digital services.

- **Increased Convenience**

CorpPass serves as a single platform to manage authorization across Government digital services, and allows businesses a simpler process to deactivate accounts when employees leave.

D. How can business users get started on CorpPass?

To get started on CorpPass, businesses should identify personnel to undertake the following roles.

 Registered Officer (RO)	 CorpPass Admin	 CorpPass User
<p>The person who is officially registered to the entity with ACRA or relevant UEN-issuance agency. Example:</p> <ul style="list-style-type: none"> • Business Owner, Partner, Director, Board Member, Corporate Secretary <p>Needs to</p> <ul style="list-style-type: none"> • choose a CorpPass Admin for entity • approve Admin's registration request <p><i>*The RO does <u>NOT</u> require a CorpPass account, unless he chooses to undertake the role of a CorpPass Admin.</i></p>	<p>The person assigned by RO to oversee the entity's CorpPass-related matters. Example:</p> <ul style="list-style-type: none"> • Director of Corporate Services (Admin / Finance / HR) <p>Needs to</p> <ul style="list-style-type: none"> • register for an Admin account • be a SingPass holder for Local Entities with UEN <p><i>*Limited to <u>TWO</u> CorpPass Admins per entity</i></p>	<p>The person assigned by the entity to carry out G2B online transactions. Example:</p> <ul style="list-style-type: none"> • Corporate Services Executive (Payroll / HR) <p>Needs to</p> <ul style="list-style-type: none"> • have a User account created by entity's CorpPass Admin <p><i>*No limit to number of CorpPass Users per entity</i></p>

E. Where can businesses find out more about CorpPass?

Online Materials



Visit www.corppass.gov.sg for

- Step-by-step user guides
- Self-help videos
- FAQs

CorpPass Helpdesk



Tel: (+65) 6643 0577
Email: support@corppass.gov.sg
Monday to Friday: 8am – 8pm
Saturday: 8am - 2pm
Closed on Sunday & Public Holidays

CorpPass Business Centre



By appointment only
Should you wish to make an appointment for in-person consultation, please contact the CorpPass Helpdesk.
