<u>ACRA'S PROPOSALS ON PERSONAL DATA COLLECTION AND USE, FILING CONVENIENCE AND DIGITAL</u> <u>CORRESPONDENCES</u>

Proposed amendments to the ACRA Act, Companies Act ("CA"), Variable Capital Companies Act ("VCC Act"), Business Names Registration Act ("BNRA"), Limited Partnerships Act ("LP Act"), Limited Liability Partnerships Act ("LLP Act") and Accountants Act ("AA") and their related subsidiary legislation

	Statutory	Current requirement	Proposed amendment	Reason for amendment
	provision			
Grea	ater flexibility in collec	ction and sharing of Personal D	ata	
1.	s 6(1)(c) ACRA	One of the functions of	To make amendments to:	Currently, the personal data
	Act	ACRA is to establish and		information required to be provided to
		administer a repository of	(a) provide flexibility for ACRA to	ACRA can be expressly required under
	s 12(2) CA	documents and information	specify additional personal data relating	the various Acts or is collected as part
		relating to business entities	to business owners that may need to be	of the transaction form required by
	s 9(2) VCC Act	and public accountants and	collected through subsidiary legislation;	ACRA (i.e. by way of a prescribed
		to provide access to the	and	form). For greater consistency in how
	s 28(1) BNRA	public to such documents		ACRA requires personal data to be
		and information.	(b) introduce a tiered disclosure	collected and for greater clarity on why
	s 28B(1) LLP Act		framework to calibrate the disclosure of	such personal data is being collected, it
		The various Acts which	personal data and in this way, give	is proposed that ACRA, in addition to
	s 18B(1) LP Act	ACRA administers also	greater flexibility to ACRA as to what	express provisions in the Act, be able
		currently sets out that	data is made available to the public. For	to specify the personal data to be
	s 8(2)(b) and s	information and documents	personal data which ACRA collects and	collected in subsidiary legislation.
	12B(1) AA	that are required to be filed	is not made public, ACRA would also	
		with ACRA are available	have the discretion to make that data	The current approach under which, as a
		for inspection and copies or	available within the Government (and	general principle, the public may
		extracts of documents	with selected external organisations) for	inspect and purchase of copies or
		available for purchase,	specific purposes, such as to counter	extracts of documents which are filed
		unless explicitly specified.	illicit business activities and protect	with ACRA, is inflexible, as all
			public/national interests.	information in documents filed with

	atutory	Current requirement	Proposed amendment	Reason for amendment
pr	ovision			
		Exceptions are gazetted Government-owned exempt private companies (whose filed documents would not be in the public interest to be open to inspection), Variable Capital Companies (annual returns and constitution are not to be publicly disclosed), certain Limited Partnerships (particulars of limited partners of relevant limited partnerships are not open to public inspection under Reg 12 of the Limited Partnerships Regulations, and registrable controller information filed by companies and limited liability partnerships.)	It is noted that there is some precedent for such an approach, for example, Australia's Commonwealth Registers Act 2020. Under that Act, the Registrar may, by legislative instrument make a disclosure framework that provides for matters such as: (a) the circumstances in which protected information must not be disclosed without the consent of the person to whom it relates; (b) the circumstances in which de- identified protected information may be disclosed; (c) the circumstances in which protected information may be disclosed to the general public; (d) the circumstances in which confidentiality agreements are required for the disclosure of protected information; and (e) the imposition of conditions on disclosure of protected information.	ACRA is accessible by the public, including personal data. For regulatory purposes, ACRA may collect certain personal data that for personal data privacy reasons should not be disclosed to the public ¹ . ACRA proposes to differentiate between what data should be in the public domain, and what data should not be made available to the public, so as to be better able to exercise flexibility in determining what new data to share.
Standar	disation of Persona	al Data		

¹ E.g. NRIC number; date of birth; residential address; mobile number; and email address.

	Statutory	Current requirement	Proposed amendment	Reason for amendment
	provision			
2.	There are specific	References to information to	To make amendments to clarify that the	To standardise the definition of
	provisions in the	be provided to the Registrar	reference to the "full name" or "name" of	· 1 · ·
	various Acts which	in respect of names are	an individual, where these terms appear	in the CA and across all the various
	refer to the	currently not aligned within	in the CA, VCC Act, BNRA, LP Act,	ACRA-administered Acts to facilitate
	requirement for	the CA, as well as across the	LLP Act, AA and the ACRA Act (in	greater uniformity in data, and the
	individuals to	various Acts administered	respect of filing agents or qualified	implementation of the proposals
	provide their names	by ACRA.	individuals), means the name of an	relating to the streamlining of the filing
	(for example, for		individual as stated in the identity card	process/ obligations in items 7 and 8
	the purpose of		(where such individual is registered under	below.
	registration, return		the National Registration Act ("NRA")),	
	on allotment of		or in the passport or similar evidence of	
	shares, etc)		identity (for individuals not registered	
			under NRA). The name on the identity	
	Some examples:		card includes the principal name, hanyu	
			pinyin name, alias, hanyu pinyin alias	
	СА		and married name.	
	Return on			
	allotment:			
	• s63(1)(e).			
	63A(1)(e) -			
	provision of "full			
	name" of member			
	Registers:			
	• s173(3), (5), (6).			
	(7) – provision of			
	"full name" of			
	directors, CEO,			
	secretaries,			

Statutory	Current requirement	Proposed amendment	Reason for amendment
provision	_		
auditors in the			
respective registers			
• s173F(5) –			
restoring the			
"name" of the			
person mistakenly			
removed from the			
register			
• s196A(2)(a)(i),			
(iv) – provision of			
"name" of member			
in the electronic			
register of			
members			
VCC Act			
Registers:			
• s71(1) VCCA			
applies s173 of CA			
(register of			
directors,			
secretaries and			
auditors)			
VCC (Lodgment			
of Documents)			
Regulations			
Incorporation of			
VCC:			

Statutory	Current requirement	Proposed amendment	Reason for amendment
provision			
• Reg 11(2)(h)(i),			
(j)(i), (k)(i)			
provision of			
"name" of			
subscriber,			
secretary, auditor			
BNRA			
Registration of			
business name:			
• s6(1)(iv), (vii) –			
provision of "full			
name" of			
individual			
proprietor,			
authorised			
representative			
Registration by			
nominee/ trustee:			
Business Names			
Registration			
Regulations			
• Reg. 8(b)(ii), (c)			
– provision of			
"name" of nominee			

Statutory provision	Current requirement	Proposed amendment	Reason for amendment
or trustee, beneficiary			
LP Act Registration of LP: • s11(1)(e)(i),(g) – provision of "full name" of partner, local manager			
LLP Act Registration of LLP s15(1)(d)(i), (ea) – provision of "full name" of partner, manager			
 AA Registration of Public Accountants ("PA") s11(1A) – PA registration application to contain full name 			

	Statutory provision	Current requirement	Proposed amendment	Reason for amendment
	• s12(1) – Registrar to record name of PA in register			
	ACRA (Filing Agents and Qualified Individuals) Regulations • Registered Filing Agent ("RFA") to notify ACRA of "name" and particulars of Registered Qualified Individuals ("RQI") employed by the RFA			
Pers	onal Data Privacy			
3.	There are specific provisions in the various Acts which refer to the requirement for identification ("ID") numbers to	In view of the current provisions described in item 1, the ID numbers which are filed with ACRA are accessible to the public.	To make amendments to partially mask the ID number of all individuals in ACRA's registers which are made available to the public, to protect their personal data privacy. This would apply to the identification numbers of	Public awareness about data privacy has risen in recent years, and ACRA has received feedback from directors and shareholders, expressing concerns that their personal data, particularly their full identification number and residential address, are made public.

Statutory	Current requirement	Proposed amendment	Reason for amendment
provision	_		
be filed with		Singapore citizens, permanent residents	
ACRA, or ID		and foreign individuals.	The proposed amendment is intended
numbers are			to better cater to concerns with
required in the		ACRA will also explore the feasibility of	personal data privacy.
BizFile+ forms		masking lodged documents in pdf/image	
required to be filed		format through the use of technology.	
with ACRA.			
		On the extent of the masking, only the	
Some examples:		last 4 alphanumeric characters of the ID	
		number will be shown to the public. This	
CA		amount of information, together with	
Company registers:		other information of the individual (e.g.	
• s173(3)(d)		name, nationality and contact	
(register of		address/entity email address) should be	
directors)		sufficient for identifying an individual.	
• s173(5)(d)			
(register of		For the avoidance of doubt, the proposal	
CEOs)		will only affect the disclosure of	
• s173(6)(c)		identification numbers to the public.	
(register of		ACRA will continue to collect the full	
secretaries)		identification numbers and such	
• s173(7)(c)		identification numbers may continue to	
(register of		be shared with other government	
auditors)		agencies as part of ACRA's role of being	
		the repository of business data and	
Registration of		certain third parties, as to be determined	
foreign company		by that data disclosure framework	
s368(1)(e)		proposed in item 1.	
Companies Act –			
Foreign company's			

Statutory	Current requirement	Proposed amendment	Reason for amendment
provision			
lodgement of			
"identification			
particulars"			
(amongst other			
personal			
information) of its			
authorised			
representative(s) on			
registration of			
foreign company			
(before it			
establishes place of			
business or			
commences			
carrying on			
business in			
Singapore).			
VCC Act			
VCC registers:			
• s71(1) VCCA			
applies s173 of			
CA (register of			
directors,			
secretaries and			
auditors)			
BNRA			

Statutory	Current requirement	Proposed amendment	Reason for amendment
 provision Registration of a business name: s6(1)(b)(iv) (for an individual proprietor) s6(1)(b)(vi)(A) (for partners (in the case of a firm where every partner is an individual) s6(1)(b)(vii) (for authorised representative) s7 (for nominees or trustees) LP Act Registration of partner/local manager	Current requirement	Proposed amendment	Reason for amendment
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	Statutory provision	Current requirement	Proposed amendment	Reason for amendment
	• s11(1)(g)(ii) (registration of individual as local manager)			
	LLP Act			
	Registration of partner/manager • s15(1)(d)(ii) (registration of individual as a partner)			
	• s15(1)(ea)(ii) (registration of individual as manager of an LLP.			
	AA <i>Registration of</i> <i>public accountant</i> s11(1A)(b)			
4.	There are a number of provisions in the various Acts which require residential	In view of the current provisions described in item 1, residential addresses	To make amendments to introduce a "contact address" as the default address that will be shown to the public. The contact address has a similar function to	For reasons similar to those mentioned in item 3, the proposed amendment is intended to better cater to concerns with personal data privacy.

Statutory	Current requirement	Proposed amendment	Reason for amendment
provision			
addresses of	which are filed with ACRA	an alternate address in protecting the	
persons to be	are accessible to the public.	individual's privacy. However, instead of	
provided to the	Position holders have an	being an option that individuals whose	
Registrar/ ACRA.	option to provide ACRA	addressses are required to be filed with	
There is an option	with an address in addition	ACRA ² are required to apply and pay a	
for position holders	to their residential address	fee for, contact addresses will be required	
to reflect an	which will be displayed to	during filing, and will be used as the	
alternate address in	the public instead of their	default address that is shown publicly at	
ACRA's public	residential address. The	no additional cost.	
records instead of	address must be one where		
residential address.	the company officer can be	Residential addresses will continue to be	
	contacted and must be	required to be filed but will not be made	
Some examples:	within the same jurisdiction	public. Residential addresses will only be	
_	as the residential address,	disclosed to government agencies or the	
CA	and cannot be a P.O. Box	public in the event that the individual	
Company registers:	address.	cannot be contacted at his contact	
• s173(3)(b)		address. Similar to alternate address, this	
(register of	If a position holder who	proposal will not apply retrospectively as	
directors)	provides an alternate	it would require massive data changes to	
• s173(5)(b)	address cannot be reached at	amend all past records. Residential	
(register of	the alternate address	addresses will therefore continue to be	
CEOs)	provided, ACRA may	shown on filings lodged with ACRA up	
• s173(6)(b)	display the position holder's	to the point in time when the collection of	
(register of	residential address in the	default address is introduced.	
secretaries)	public records instead.		
Alternate address:			

² Such persons include position holders (e.g. directors; company secretaries; and auditors); shareholders; corporate service providers (registered qualified Individuals); group secretaries; and liquidators.

Statutory	Current requirement	Proposed amendment	Reason for amendment
provision			
• s173G			
(Registrar not to			
disclose			
residential			
address of			
director if there			
is alternate			
address)			
Foreign companies			
- registration:			
• s368(1)(d)			
(foreign			
company			
registration –			
residential			
address of			
directors)			
• s368(1)(e)(foreig			
n company			
registration –			
residential			
address of			
authorised rep)			
Foreign			
companies -			
Alternate address:			

Statutory	Current requirement	Proposed amendment	Reason for amendment
provision			
• s370A(1)(Registr			
ar not to disclose			
residential			
address of			
director/			
authorised rep if			
there is alternate			
address)			
VCC Act			
VCC registers:			
• s71(1) VCCA			
applies s173 of			
CA (register of			
directors,			
secretaries and			
auditors)			
Alternate address:			
• s75 VCCA			
(Registrar not to			
disclose			
residential			
address of			
director/secretary			
if there is			
alternate			
address)			
BNRA			

Statutory	Current requirement	Proposed amendment	Reason for amendment
provision			
Registration of a business name:• s6(1)(b)(iv) (for an individual proprietor)• s6(1)(b)(vi)(A) (for partners (in the case of a firm			
 s6(1)(b)(vii) (for 			
authorised representative)			
Alternate address: • s30(1) (Registrar not to disclose residential address of individual if there is alternate address)			
LP Act			

Statutory	Current requirement	Proposed amendment	Reason for amendment
provision			
Registration of			
partner/local			
manager:			
• s11(1)(e)(iv)			
(registration of			
individual as			
partner)			
• s11(1)(g)(iv)			
(registration of			
individual as local			
manager)			
Alternate address:			
•s18C(1) (Registrar			
not to disclose			
residential address			
of partner/ local			
manager if there is			
alternate address)			
LLP Act			
Registration of			
partner/ manager:			
• s15(1)(d)(iv)			
(registration of			
individual as a			
partner)			

Statutory provision	Current requirement	Proposed amendment	Reason for amendment
 s15(1)(ea)(iv) (registration of individual as manager of an LLP. 			
Alternate address: • s28C(1) (Registrar not to disclose residential address of partner/ manager if there is alternate address)			
AA Registration of PA • s11(1A)(d) (registration as a PA)			
Alternate address • s12C(1) (Registrar not to disclose residential address of PA if there is alternate address)			

	Statutory provision	Current requirement	Proposed amendment	Reason for amendment
	litating Digital Comm			
5.	New provision to collect email addresses and mobile numbers	ACRA currently collects businesses' registered office address and position holders' residential address (or alternate address, if provided). However, ACRA is not currently empowered to collect or require updating of email addresses and mobile numbers for position holders and business entities.	 (a) To introduce provisions in the various Acts to require position holders and shareholders/members to provide and update email addresses and mobile numbers. "Position holders" refer to the following: (i) Local Company - Directors, Alternate Directors, Managing Directors, CEOs, Secretaries (ii) Foreign Company - Authorised Representatives, Directors (iii)Business - Owners, Nominees/ Trustees, Authorised Representatives (iv)LP – General Partners, General Partners as Nominees/ Trustees, Limited Partners, Managers (v) LLP - Partners, Managers (vi)Public Accountants (vii) Public Accounting Corporation – Public Accountant Employees, Directors and Directors under S17(3)(d) of AA 	Email addresses of businesses, position holders and shareholders/members and mobile numbers of position holders and shareholders/members will help to facilitate Government-to-Business ("G2B") digital communications, which will provide the digital foundation / support base for other government digitalisation projects. It will also reduce cost for businesses and government and improve efficiency in G2B communications (e.g. faster response from government and vice versa). It is noted that communication by electronic mail or SMS via mobile numbers may not be an appropriate mode of correspondence for official notices or letters. Accordingly, ACRA has proposed in a separate proposal (see item 6 below) that correspondences and notices sent by ACRA, other than summons, be posted on the recipient's dashboard in
			Public Accountant Employees,	BizFile+. The notification that a correspondence or notice has been sent

	Statutory provision	Current requirement	Proposed amendment	Reason for amendment
			Partners and Partners under S18A(3)(e) of AA (ix)Public Accounting Firm - Public Accountant Employees, Partners and Partners under S18(3)(c) of AA (x) Corporate Service Providers – Registered Qualified Individuals, Employees (xi)Group Secretaries, Employees of Group Secretaries (xii) Liquidators (b) To introduce provisions in the various Acts to require business entities to provide and update business email addresses.	to the dashboard will however be alerted to the recipient via electronic mail or SMS.
6.	New provision to cater for the use of ACRA dashboard for statutory correspondences and notices sent by ACRA	Currently, under each of the ACRA administered Acts ³ , correspondences and notices sent by the Registrar of Companies, Registrar of Business Names, Registrar of Limited Liability Partnerships, Registrar of Limited Partnerships and	Correspondences and notices, other than summonses, sent by the Registrar will be posted on the recipient's dashboard in BizFile ⁺ . Amendments to the ACRA Act are proposed to expressly provide that such delivery will be deemed to constitute valid delivery of such correspondences and notices. Consequential amendments will be made	In line with the move towards greater digitalisation, ACRA intends to move away from the sending of hardcopy letters and notices, and replace these with digital letters and notices sent via a virtual mailbox. This mailbox will be accessible via a dashboard in BizFile ⁺ , and is a secure platform to which only authorised persons would have access,

³ See for example, section 202B of the Companies Act (Registrar's notice to directors in respect of defective financial statements), section 38A of the Limited Liability Partnerships Act (Registrar's letter to limited liability partnership, and its managers and partners informing them of application for striking off), section 23 of the Business Names Registration Act (Registrar's notice of proposed cancellation of registration) etc.

	Statutory provision	Current requirement	Proposed amendment	Reason for amendment
		Registrar of Public Accountants (collectively, the "Registrar") to companies, VCCs, businesses, limited liability partnerships, limited partnerships or public accounting entities and/or officers, shareholders/members, business owners, managers, partners etc. are sent via hardcopy to the registered address of the entity or the residential or alternate addresses of the individual, as the case may be.	 to each respective Act to remove references to letters or hardcopy notices. The dashboard will be available to public accountants, business owners, partners or officers of businesses and public accounting entities. For the avoidance of doubt, the amendments will allow the Registrar to send correspondences or notices using electronic means, but will still retain the option for the Registrar to send hard copy letters or notices, where necessary. Any summons sent by the Registrar will continue to be sent via hard copy to the registered address of the entity or the residential or alternate address of an individual. 	through the use of SingPass/CorpPass. This will ensure the security and privacy to the content of these letters and notices.
Strea	amlining of filing proc	ess/obligation		
7.	New provision	Currently, ACRA has the power to rectify or update particulars or documents kept in its registers under limited circumstances. In particular, if the Registrar is satisfied that there is evidence of a conflict between the particulars of	 To make amendments to the Acts referred to in the third column to enable ACRA to do the following: (a) To draw personal information for individuals (e.g. personal biodata) from other specified government agencies for the purposes of filing such information with ACRA, such 	This proposed amendment is intended to facilitate consistency of Whole-of- Government data and increase accuracy of data in ACRA's records. It will also provide greater convenience to filers, by reducing the number of times they are required to provide or report changes of their personal data to government agencies.

Statutory	Current requirement	Proposed amendment	Reason for amendment
Statutory provision	 an entity or person and other information in the register, or other information from a prescribed body, the Registrar may update the register. Examples include the following: s12D CA s11 VCC Act applies s12D CA s11 VCC Act applies s12D CA s27 BNRA s40B LLP Act s21B LP Act There is, however, currently no provision that allows drawing of data at the stage of filing, before the data is 	 Proposed amendment that the filer does not have to input the data with ACRA during the filing of a transaction (e.g. at registration or updating of changes in particulars or shareholdings). This proposal is intended to include the personal data which is required to be filed in respect of individuals under the CA, VCCA, LLPA, LPA, BNRA, AA and ACRA Act. (b) To use information (e.g. business addresses) from other specified entities (e.g. banks, power and telecommunications utilities companies) to verify information on ACRA's register for regulatory/enforcement purposes. 	Reason for amendment The additional powers relating to the use of information from government agencies or body corporates for regulatory/enforcement purposes would assist in ACRA's efforts in taking action to increase the accuracy of filed information.
	• s21B LP Act There is, however, currently no provision that allows	C	
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	Statutory provision	Current requirement	Proposed amendment	Reason for amendment
		particulars or documents based on information from a prescribed list of government agencies or body corporates, there is also currently no power to rely on information from government agencies or body corporates for the purposes of enforcement or regulatory functions.		
8.	CA s173A(1)(b) read with section 173(3), (5),(6), (7) s372(1)(ca) read with s368(1)	There is currently a requirement for business entities to notify ACRA on the change of particulars of their position holders under the various Acts. <i>For individuals (other than</i>	To make amendments such that where any of the following individuals, who is a Singapore citizen, permanent resident or FIN holder, and whose particulars are recorded on ACRA's register, has provided the Ministry of Home Affairs ("MHA") or the Ministry of Manpower ("MOM") with changes to his or her	The proposed amendment streamlines the process of updating changes to personal information of persons registered under the CA, VCC Act, BNRA, LP Act, LLP Act, AA and ACRA Act.
	VCC Act s72(1) VCC Act applies s173A of CA (register of directors, secretaries, managers and auditors)	 Public Accountants and Registered Qualified Individuals): A company must notify the Registrar within 14 days of change (or such further 	personal information (e.g. full name details, gender, date of birth, residential address and nationality), the Registrar will be empowered to obtain such changes to personal information directly from MHA and MOM:	
	auditors) BNRA	period as the Registrar may allow) in the personal information of any director,	(a) A director, CEO, secretary or auditor of a company;	

Statutory provision	Current requirement	Proposed amendment	Reason for amendment
	CEO, secretary or auditor	(b) A director, manager, secretary or	
s 20(1)	under CA.	auditor of a VCC;	
		(c) A director or authorised	
	A foreign company must	representative of a foreign	
LP Act	within 30 days (or such	company;	
	further period as the	(d) Any individual under the BNRA,	
s 18(1)(b), (d)	Registrar may allow) lodge	LP Act, LLP Act and AA;	
	with Registrar particulars of	(e) An RFA or RQI which is an	
LLP Act	change of director or	individual registered under the	
	authorised representative of	ACRA Act.	
s 28(1)(d)	foreign company lodged		
	under section 368(1).	For the above persons who are Singapore	
Accountants Act		citizens or permanent resident,	
	Whenever a change is made	amendments are also proposed to enable	
s 14(1)	or occurs in any of the	ACRA to draw data from MHA on death	
	personal information	information to update ACRA's register.	
s 22(1), (2)	registered in respect of any		
	individual (ie. any person	There will be no need for such	
ACRA (Filing	under the Business Names	individuals or the relevant business entity	
Agents and	Registration Act, partner or	to notify ACRA of such changes.	
Qualified	manager under Limited		
Individuals)	Partnerships Act or Limited		
Regulations ("FA	Liability Partnerships Act,		
QI Regs")	or public accountants under		
	the Accountants Act), the		
Para. 1, Part 1,	changes must be lodged		
First Schedule, FA	within 14 days after the		
QI Regs	change, or such further		
	period as the Registrar may		

Statutory	Current requirement	Proposed amendment	Reason for amendment
provision			
Para. 2, Second	on application allow, with		
Schedule, FA QI	the Registrar.		
Regs.			
	For PAs:		
Para. 3(1)(b),	A PA must notify Registrar		
Second Schedule,	within 30 days of any		
FA QI Regs	change in personal		
	information, as recorded in		
	the Register of PA, Register		
	of PA Corporations,		
	Register of PA Firms or		
	Register of PA LLPs (as the		
	case may be) of the		
	accounting corporation,		
	accounting firm or		
	accounting LLP in which he		
	is practising.		
	For Registered Filing		
	Agents:		
	An RFA must notify ACRA		
	CE of any change in		
	personal information in its		
	application for registration		
	as RFA under s28F of		
	ACRA Act, or any personal		
	information furnished under		
	Para. 1, Part 1, First Sch, FA		
	QI Regs within 14 days		
	after the date of change.		

Statutory	Current requirement	Proposed amendment	Reason for amendment
provision			
	<i>For Registered Qualified</i> <i>Individuals and supervisees:</i> An RQI must notify ACRA CE of any change in personal information furnished in his application for registration as RQI under s28G ACRA Act, or any personal information furnished under Para. 2, Second Sch, FA QI Regs, within 14 days after the date of change.		
	An RQI who is, or who is employed, engaged or appointed by, an RFA must notify ACRA CE of any change in any personal information, of a supervisee.		