

A stylized silhouette illustration of Singapore's skyline. On the left is the Singapore Flyer, a large Ferris wheel. To its right is a cluster of colorful skyscrapers in red, blue, and purple. In the foreground on the right is the black silhouette of the Merlion, a mythical creature with the head of a lion and the body of a fish. A blue arc of light connects the Merlion to the city skyline.

## **A Guide for Corppass Admins & Sub-Admins: Manage Users' Digital Service Access**

# MANAGE USERS' DIGITAL SERVICE ACCESS

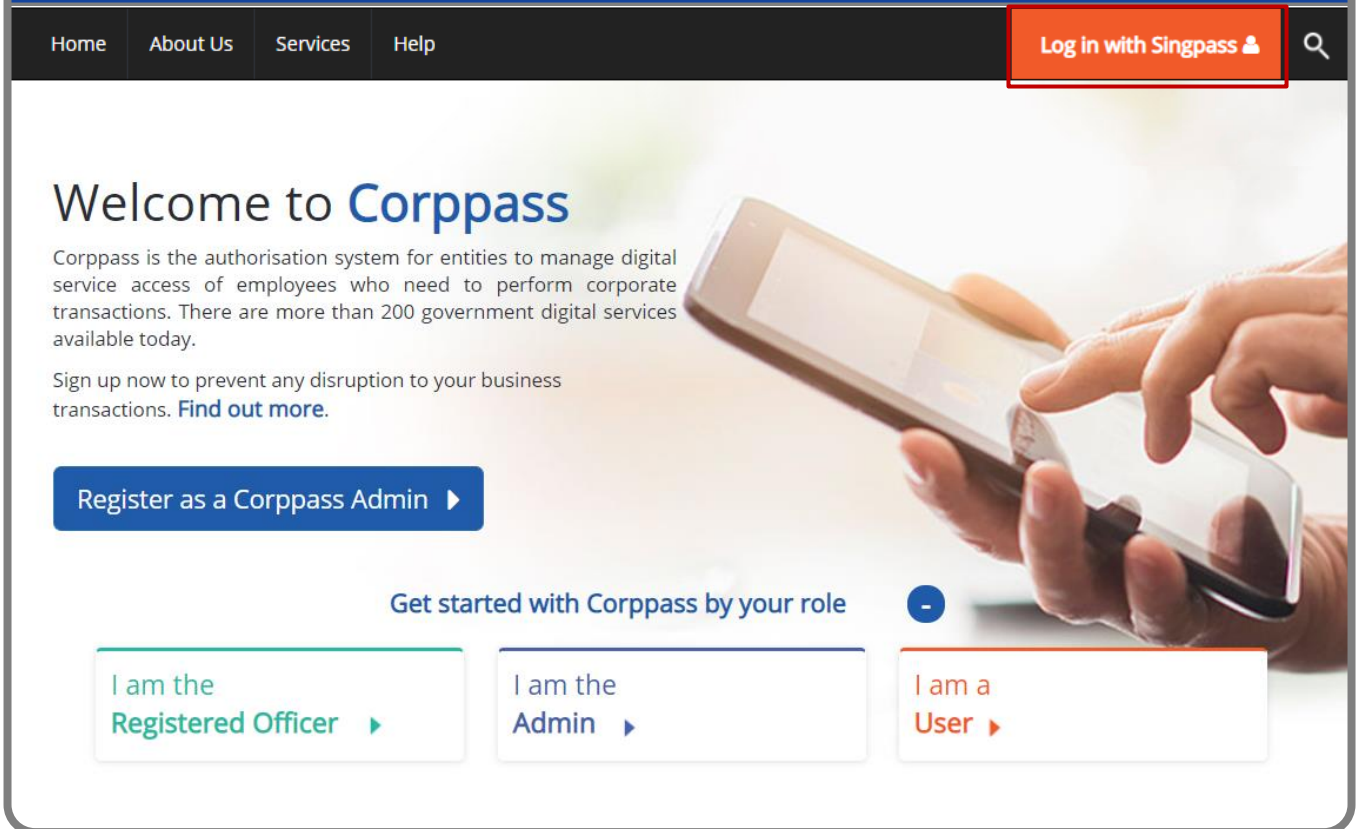
- A. [View Users' Digital Service Access](#)
- B. [Remove Users' Digital Service Access](#)
- C. [Add Users' Digital Service Access](#)

## Log In to Corppass Portal

Step 1

Step 2

- Select 'Log in with Singpass'.

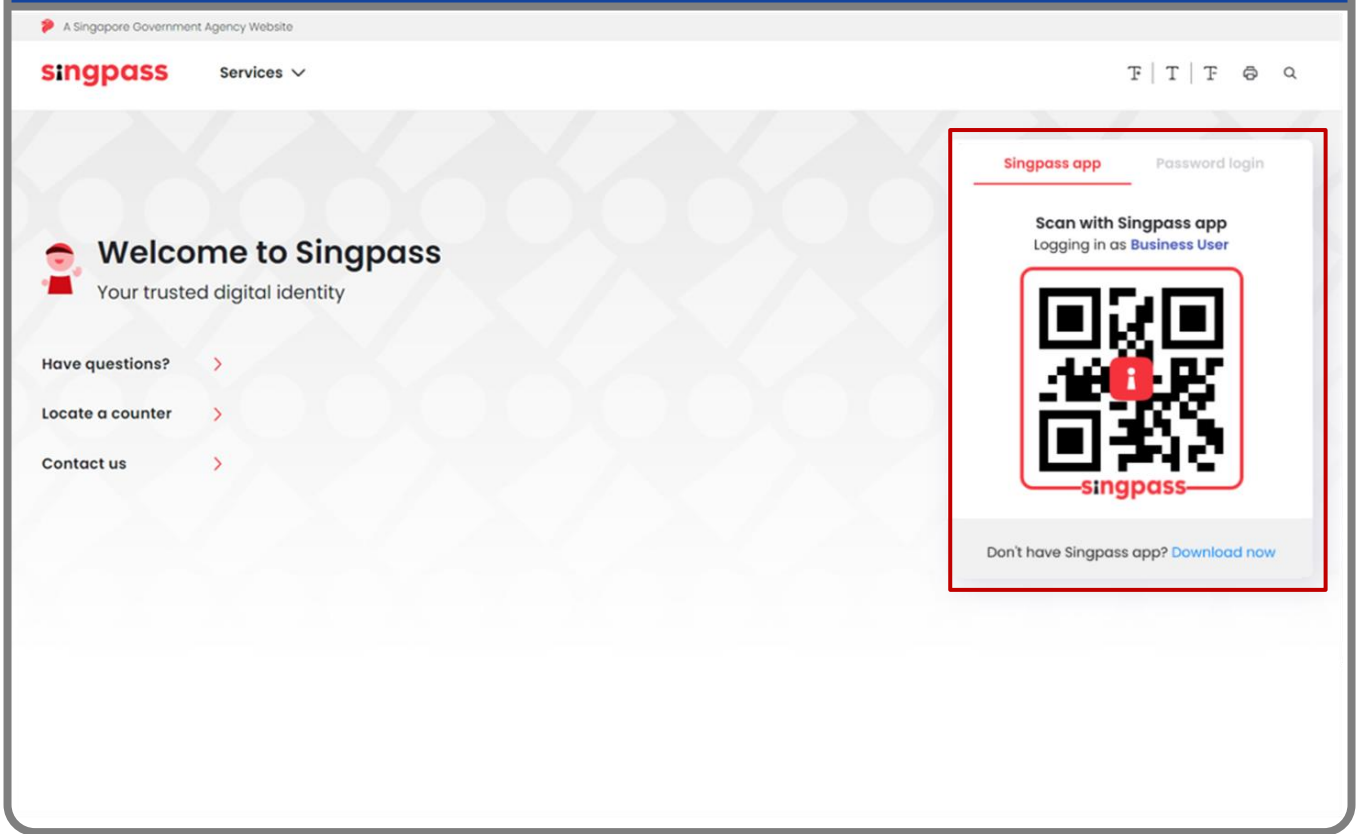


## Log In to Corppass Portal

Step 1

Step 2

- You will be redirected to the Singpass login page. Log in by scanning the QR code using your Singpass app.

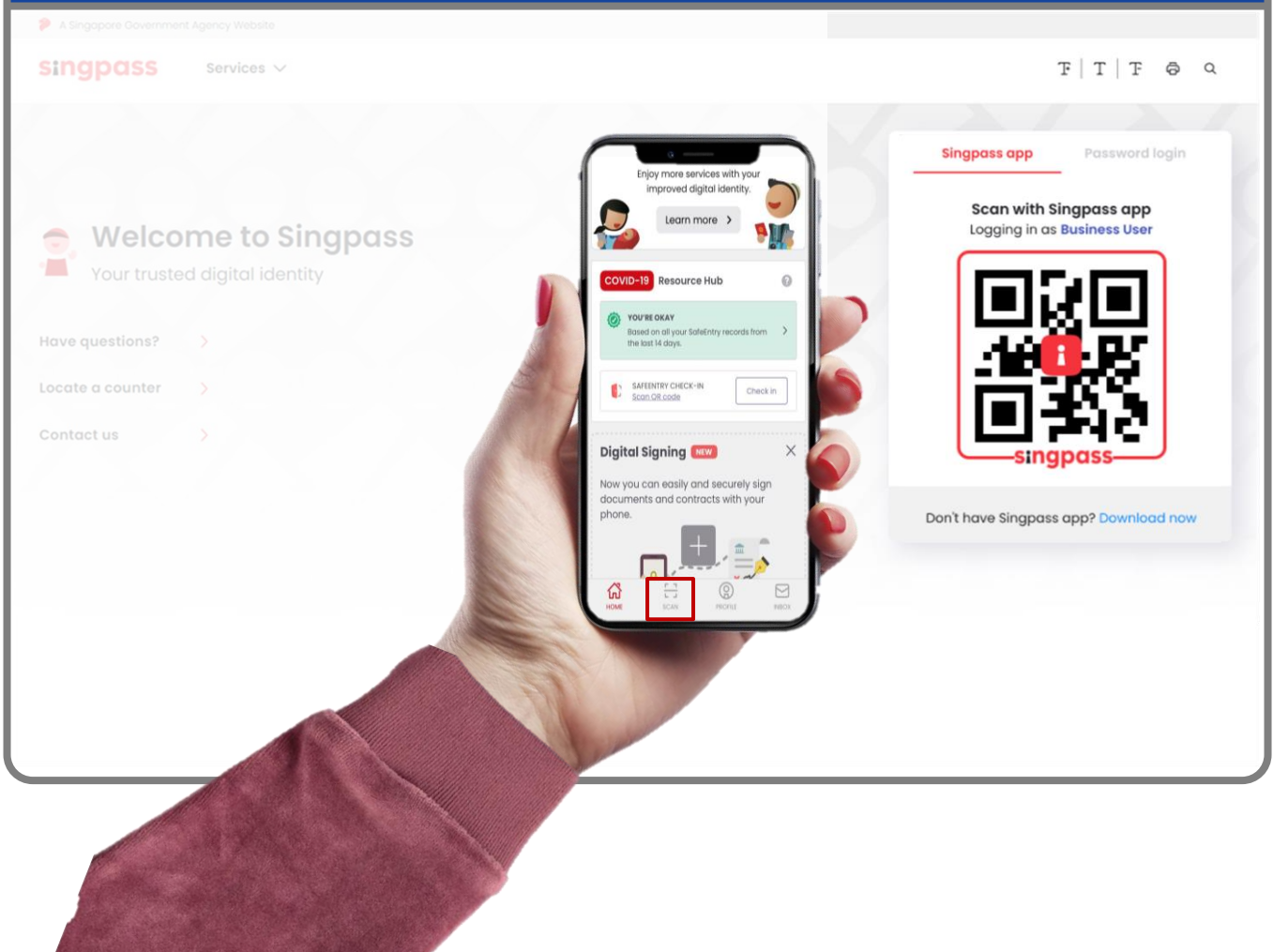


## Log In to Corppass Portal

Step 1

Step 2

- Launch your Singpass app. Tap the 'Scan' button to scan the QR Code on the Singpass login page.

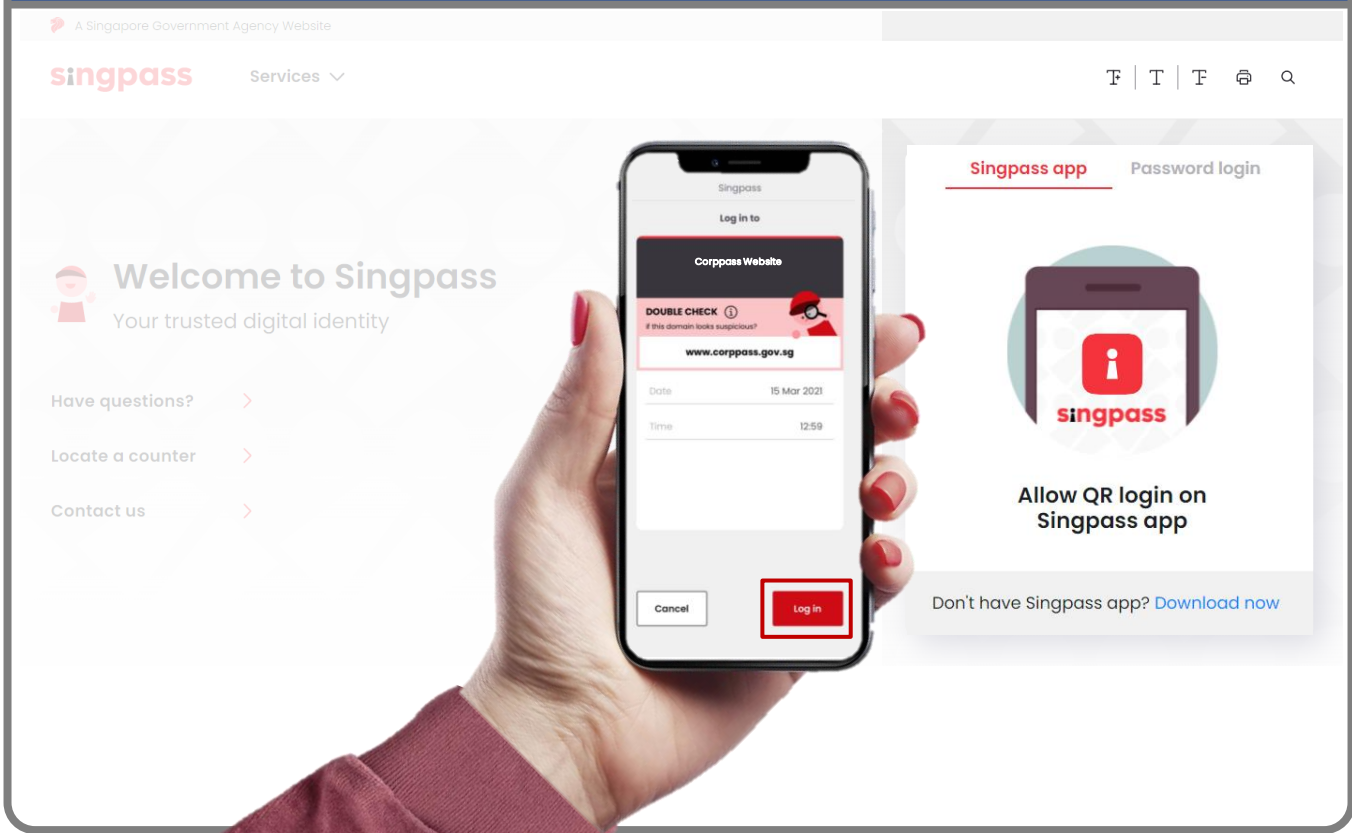


## Log In to Corppass Portal

Step 1

Step 2

- Confirm your login request on the Singpass app by tapping on the 'Log in' button.



**Note:** You will be prompted to use either fingerprint (for selected smartphones), Face ID (for selected smartphones) or 6-digit passcode to verify your identity

## Log In to Corppass Portal

Step 1

Step 2

- Alternatively, enter your Singpass ID & Password.

The screenshot shows the Singpass login interface. On the left, there's a 'Welcome to Singpass' section with a user icon and the text 'Your trusted digital identity'. Below this are links for 'Have questions?', 'Locate a counter', and 'Contact us'. The main area on the right is titled 'Singpass app' and 'Password login'. It includes a 'Logging in as Business User' section with input fields for 'Singpass ID' and 'Password', a red 'Log in' button, and links for 'Forgot Singpass ID' and 'Reset password'. At the bottom of this section is a 'Register For Singpass' button. The entire login form area is enclosed in a red rectangular border.

**Note:** If you are a Foreign ID user, this mode of login using Singpass ID or Password is not applicable to you. You can log in using the Singpass app.

## Log In to Corppass Portal

Step 1

Step 2

- You may choose to verify your identity using SMS OTP. Enter the 6-digit One-Time Password (OTP) at your registered mobile number.

A Singapore Government Agency Website

singpass

SMS OTP Face verification

Enter the 6-digit One-time Password (OTP) sent to your mobile number (\*\*\*\*6022). [Not your mobile number?](#)



OTP:

Submit

If you do not receive an OTP on your mobile device within 30 seconds, please click on the "Resend OTP" button here:

Resend OTP

## Log In to Corppass Portal

Step 1

Step 2

- Or verify your identity using Face Verification. Select 'Continue'.

SMS OTP Face verification



**Please note:**

Use another authentication method if you are sensitive to flashing lights.

- 1 In the next screen, click "Begin Scan".
- 2 Keep still as the camera locates your face.
- 3 The screen will flash a series of colored lights.



Click [here](#) to find out more about Singpass Face verification.

Continue

## Log In to Corppass Portal

Step 1

Step 2

- Read the guidelines and click 'Begin Scan' to proceed.

A Singapore Government Agency Website

singpass

SMS OTP

Face verification

Here are some guidelines. Find out more [here](#).



✓ Clear glasses



✓ Keep headgear  
and hair off face



✓ Indoor lighting



✓ Keep mouth closed



✗ Tinted glasses



✗ Cover your face



✗ Very bright lighting



✗ Smile widely

**Look into the front camera and select "Begin Scan".**

By selecting "Begin Scan", you are allowing us to match your photo with the government's biometrics database based on the [Terms of Use](#).

Back

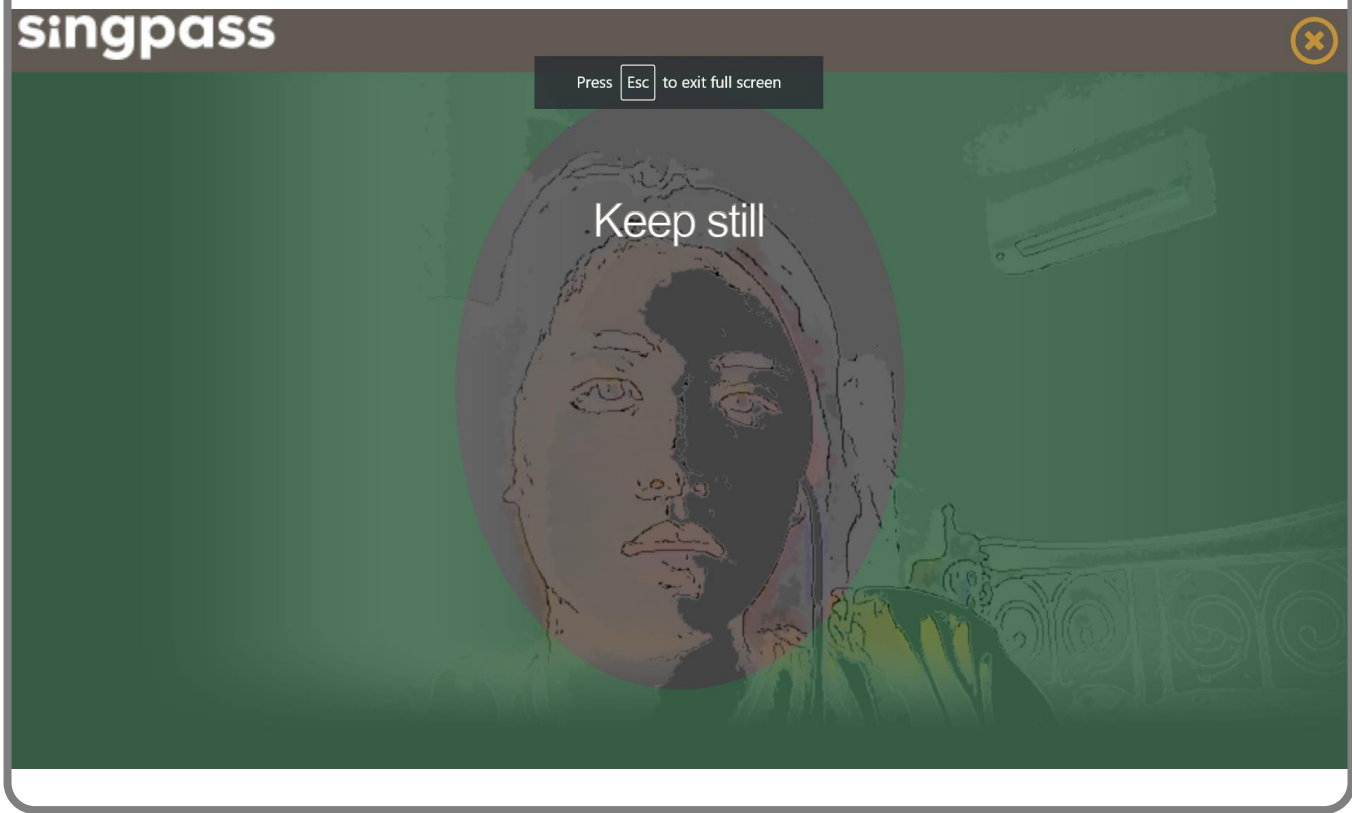
Begin Scan

## Log In to Corppass Portal

Step 1

Step 2

- Follow the instructions provided while the scanning takes place.



**Note:** Face Verification does not require any setup and is only available on desktop and mobile browsers. It requires the user to have a front-facing camera on their device when accessing digital services.

## Manage Users' Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5


Step 6


Step 7

- After logging in, select the Entity you wish to transact on behalf of.

corppass

 Singapore Government  
Integrity • Service • Excellence

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[Log Out](#) 

Select UEN/Entity ID

M91425521H  
Entity 1

M30062017A  
Entity 2

C20001187B  
Entity 3

**Note:** This page will only be shown to users who hold multiple Corppass accounts.

## Manage Users' Digital Service Access

Step 1

Step 2

Step 3

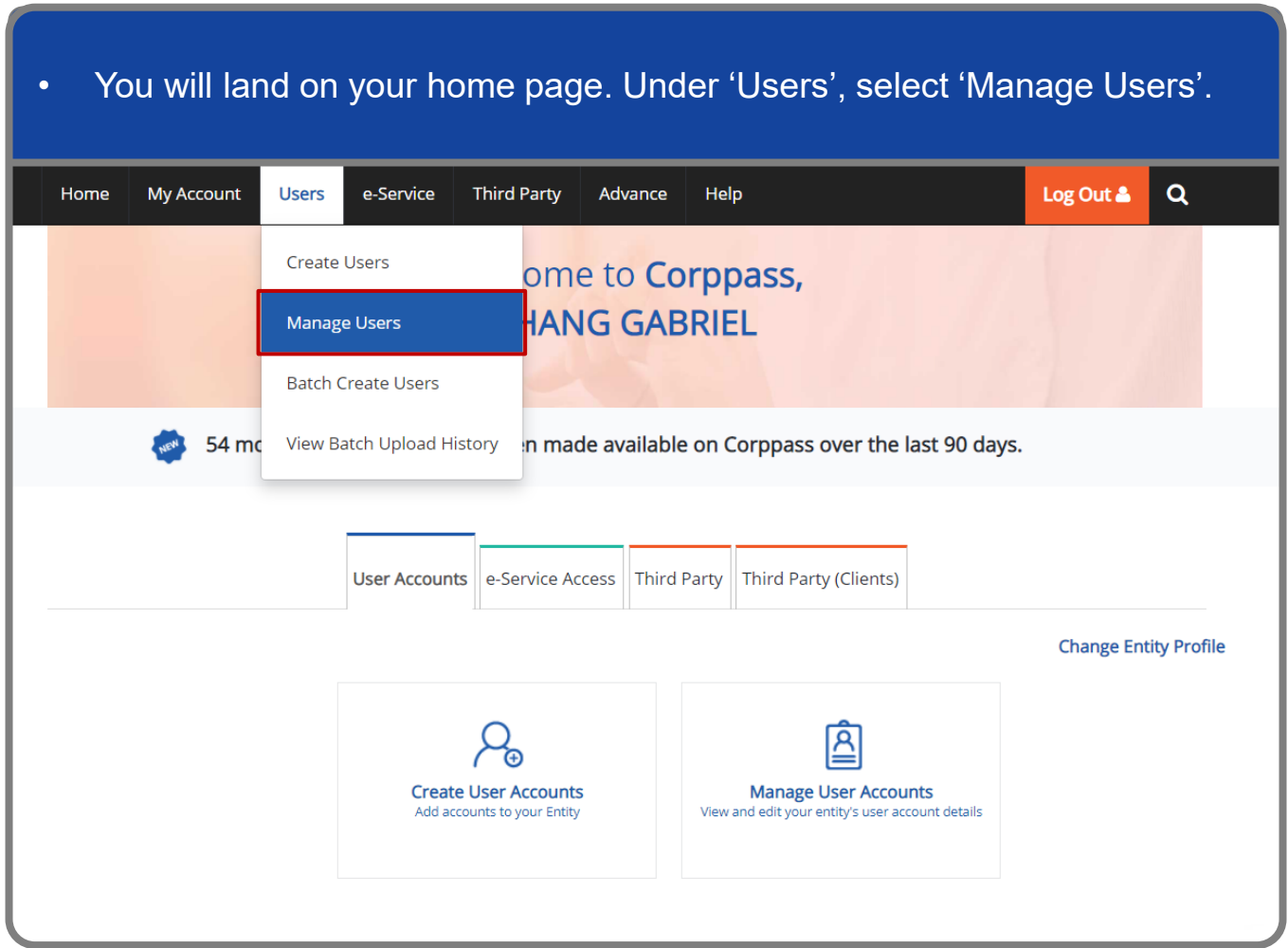
Step 4

Step 5

Step 6

Step 7

- You will land on your home page. Under 'Users', select 'Manage Users'.



## Manage Users' Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

- On the 'Manage User Accounts' page, you will see a list of Corppass users in your entity and their corresponding details.

### Manage User Accounts

Create User Account	Change user status (0)	Filter	Search	
<input type="checkbox"/> Full Name	NRIC / FIN / Foreign ID No.	User Type	Account Status	
<input type="checkbox"/> CHAN FEDRICK	S****319D	User	Active	
<input type="checkbox"/> PHANG GABRIEL	S****413C	Admin	Active	
<input type="checkbox"/> TOH JONATHAN	S****327B	Sub-Admin	Active	
<input type="checkbox"/> TERRI MANDEL	G****738Q	User	Active	
<input type="checkbox"/> LI VIRDI	F****017T	User	Active	
<input type="checkbox"/> z	S****070I	User	Active	
<input type="checkbox"/> EE VIRDI	G****887K	Sub-Admin	Pending Activation	
<input type="checkbox"/> EE VIRDI	Y****978F	User	Suspended	
<input type="checkbox"/> IOH	S****082B	Admin	Terminated	
<input type="checkbox"/> LEE MEGAN	B****539I	Enquiry User	Terminated	

## Manage Users' Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

- Select a user to view their details.

### Manage User Accounts

Create User Account	Change user status (0)	Filter	Search	
<input type="checkbox"/> Full Name	NRIC / FIN / Foreign ID No.	User Type	Account Status	
<input type="checkbox"/> CHAN FEDRICK	S****319D	User	Active	
<input type="checkbox"/> PHANG GABRIEL	S****413C	Admin	Active	
<input type="checkbox"/> TOH JONATHAN	S****327B	Sub-Admin	Active	
<input type="checkbox"/> TERRI MANDEL	G****738Q	User	Active	
<input type="checkbox"/> LI VIRDI	F****017T	User	Active	
<input type="checkbox"/> z	S****070I	User	Active	
<input type="checkbox"/> EE VIRDI	G****887K	Sub-Admin	Pending Activation	
<input type="checkbox"/> EE VIRDI	Y****978F	User	Suspended	
<input type="checkbox"/> IOH	S****082B	Admin	Terminated	
<input type="checkbox"/> LEE MEGAN	B****539I	Enquiry User	Terminated	

## Manage Users' Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

- To manage a user's current digital services access, click on 'Assigned e-Services'.

[Home](#) [My Account](#) [Users](#) [e-Service](#) [Third Party](#) [Advance](#) [Help](#) [Log Out](#) [Q](#)

[Home](#) / [Manage User Accounts](#) / [View User](#)

### PHANG GABRIEL

[Profile](#) **Assigned e-Services** [Assigned Client e-Services](#) [Client e-Service Groups](#) [Transaction History](#)

#### Personal Details

NRIC / FIN / Foreign ID No	S****413C
Country of Issue	Singapore

#### Contact Details

Email*	<input type="text" value="PHANGGABRIEL@abc.com"/> abc@abc.com
Mobile No.	<input type="text" value="987654321"/>

## Manage Users – (A) View Users' Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8A

- View the digital service(s) which have been assigned to the user.

PHANG GABRIEL

Profile Assigned e-Services Assigned Client e-Services Client e-Service Groups Transaction History

Assign default e-Service access and/or customise e-Service access of the user. Click [here](#) for step-by-step guide.

### Default All e-Service Access

Select the checkbox below and click "Save" to grant the user default access to all e-Services currently onboard Corppass and to e-Services which will onboard in the future.

☒ Access to all e-Services required [Save](#)

### Customised e-Service Access

Click 'Add e-Service Access' below to customise e-Service access for the user. If 'Access to all e-Services' is selected above, adding the same e-Service will overwrite the default setting for that e-Service.

Add e-Service Access		Edit e-Service Access(0)		Remove e-Service Access(0)		Filter	Search	
Govt. Agency	Assigned e-Services	Role	Parameters	Authorisation Effective Date	Authorisation Expiry Date			
<input type="checkbox"/> ACCOUNT ANT-GENERAL'S DEPARTME NT (AGD)	VENDORS GOV - VENDORS ELECTRONIC INVOICES TO GOVERNMENT	-	-	22/02/2021	31/12/9999			

## Manage Users – (A) View Users' Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8A

- When assigning digital service access to users, you can choose to give them access to all (currently and to be onboarded), by checking 'Access to all e-Services required'.

PHANG GABRIEL

Profile Assigned e-Services Assigned Client e-Services Client e-Service Groups Transaction History

Assign default e-Service access and/or customise e-Service access of the user. Click [here](#) for step-by-step guide.

### Default All e-Service Access

Select the checkbox below and click "Save" to grant the user access to all e-Services which will onboard in the future.

☒ Access to all e-Services required

Save

**Digital services which require additional details to be set up (e.g. CSN) will require manual assignment to users in the 'Customised e-Service Access' section, after the details have been updated**

### Customised e-Service Access

Click 'Add e-Service Access' below to customise e-Service access for the user. If 'Access to all e-Services' is selected above, adding the same e-Service will overwrite the default setting for that e-Service.

Add e-Service Access		Edit e-Service Access(0)		Remove e-Service Access(0)		Filter	Search	
Govt. Agency	Assigned e-Services	Role	Parameters	Authorisation Effective Date	Authorisation Expiry Date			
<input type="checkbox"/> ACCOUNT ANT-GENERAL'S DEPARTME NT (AGD)	VENDORS GOV - VENDORS ELECTRONIC INVOICES TO GOVERNMENT	-	-	22/02/2021	31/12/9999			

## Manage Users – (A) View Users' Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8A

- Select the 'Access to all e-Services required' checkbox to grant access to all digital services to the user and click 'Save' to confirm.

PHANG GABRIEL

Profile

Assigned e-Services

Assigned Client e-Services

Client e-Service Groups

Transaction History

Assign default e-Service access and/or customise e-Service access of the user. Click [here](#) for step-by-step guide.

### Default All e-Service Access

Select the checkbox below and click "Save" to grant the user default access to all e-Services currently onboard Corppass and to e-Services which will onboard in the future.

☒ Access to all e-Services required

Save

### Customised e-Service Access

Click 'Add e-Service Access' below to customise e-Service access for the user. If 'Access to all e-Services' is selected above, adding the same e-Service will overwrite the default setting for that e-Service.

Add e-Service Access

Edit e-Service Access(0)

Remove e-Service Access(0)

Filter

Search



Govt. Agency	Assigned e-Services	Role	Parameters	Authorisation Effective Date	Authorisation Expiry Date
<input type="checkbox"/> ACCOUNT ANT-GENERAL'S DEPARTME NT (AGD)	VENDORS GOV - VENDORS ELECTRONIC INVOICES TO GOVERNMENT	-	-	22/02/2021	31/12/9999

## Manage Users – (A) View Users' Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8A

- You may also customise the digital service access of the user. Ensure that the 'Access to all e-Services required' checkbox is unchecked. Proceed to add the digital services under the 'Customised e-Service Access' section.

PHANG GABRIEL

Profile Assigned e-Services Assigned Client e-S

Assign default e-Service access and/or customise e-Service access of

### Default All e-Service Access

Select the checkbox below and click "Save" to grant the user default access to all digital services which will onboard in the future.

☐ Access to all e-Services required

If the user does not need all digital service access:

- Ensure checkbox for default access is unchecked
- Add individual digital service

To customise a user's access to specific digital services when he or she has already been given default access to all digital services:

- Add the digital service to overwrite the default setting for it.
- Remove the customised digital service access to return to default settings.

### Customised e-Service Access

Click 'Add e-Service Access' below to customise e-Service access for the user. If 'Access to all e-Services' is selected above, adding the same e-Service will overwrite the default setting for that e-Service.

Govt. Agency	Assigned e-Services	Role	Parameters	Authorisation Effective Date	Authorisation Expiry Date
<input type="checkbox"/> ACCOUNT ANT-GENERAL'S DEPARTME NT (AGD)	VENDORS GOV - VENDORS ELECTRONIC INVOICES TO GOVERNMENT	-	-	22/02/2021	31/12/9999

## Manage Users – (A) View Users' Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8A

- Sub-Admins with restricted access can view users' digital service access, but can only assign user access to the digital services within their Assignment Profile.

### Customised e-Service Access

Click 'Add e-Service Access' below to customise e-Service access for the user. If 'Access to all e-Services' is selected above, adding the same e-Service will overwrite the default setting for that e-Service.

Add e-Service Access Edit e-Service Access(0) Remove e-Service Access(0) Filter Search

Govt. Agency	Assigned e-Services	Role	Parameters	Authorisation Effective Date	Authorisation Expiry Date
<input type="checkbox"/> ACCOUNT ANT-GENERAL'S DEPARTMENT (AGD)	VENDORS GOV - VENDORS ELECTRONIC INVOICES TO GOVERNMENT	-	-	22/02/2021	31/12/9999
<input type="checkbox"/> HEALTH PROMOTION BOARD	Healthier Choice Symbol (HCS) and Healthier Dining Programme (HDP) Online	Authorised Rep	Brand : STGBRND1	22/02/2021	31/12/9999
<input type="checkbox"/> HOUSING AND DEVELOPMENT BOARD (HDB)	HDB - Listing	HDB1FA		01/02/2021	31/12/9999
<input type="checkbox"/> INLAND REVENUE OF SINGAPORE (IRAS)	IRAS - STA				31/12/9999

0 eServices Selected

**Digital Services not within the Sub-Admin's Assignment Profile cannot be selected and thus, cannot be edited or removed**

## Manage Users – (B) Remove Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8B

Step 9B

- To remove a digital service access from a user, select the digital service(s), then click 'Remove e-Service Access'.

### Customised e-Service Access

Click 'Add e-Service Access' below to customise e-Service access for the user. If 'Access to all e-Services' is selected above, adding the same e-Service will overwrite the default setting for that e-Service.

Add e-Service Access		Edit e-Service Access(1)		Remove e-Service Access(1)		Filter	Search	
Govt. Agency	Assigned e-Services	Role	Parameters	Authorisation Effective Date	Authorisation Expiry Date			
<input checked="" type="checkbox"/> ACCOUNT ANT-GENERAL'S DEPARTMENT (AGD)	VENDORS GOV - VENDORS ELECTRONIC INVOICES TO GOVERNMENT	-	-	22/02/2021	31/12/9999			
<input type="checkbox"/> HEALTH PROMOTION BOARD	Healthier Choice Symbol (HCS) and Healthier Dining Programme (HDP) Online	Authorised Rep	Brand : STGBRND1	22/02/2021	31/12/9999			
<input type="checkbox"/> HOUSING AND DEVELOPMENT BOARD (HDB)	HDB - Listing	HDB1FA R1		01/02/2021	31/12/9999			
<input type="checkbox"/> INLAND REVENUE OF SINGAPORE (IRAS)	IRAS - STAMP DUTY	Reviewer		01/02/2021	31/12/9999			

## Manage Users – (B) Remove Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8B

Step 9B

- A confirmation message will indicate that the user's access to the selected digital service(s) has been removed.

The screenshot displays the Corppass web application interface. At the top, a dark navigation bar contains links for Home, My Account, Users, e-Service, Third Party, Advance, and Help. On the right side of this bar are a 'Log Out' button with a user icon and a search icon. Below the navigation bar, a breadcrumb trail reads 'Home / Manage User Accounts / Assign Selected e-Services'. The main content area features a large green circular icon with a white checkmark, followed by the text 'Your user's access to e-Service(s) have been removed.' A blue button labeled 'Return to Homepage' is positioned below the message.

## Manage Users – (C) Add Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

**Step 8C**

Step 9C

Step 10C



Step 11C

Step 12C

- To assign other / more digital services to the user, click 'Add e-Service Access'.

### Customised e-Service Access

Click 'Add e-Service Access' below to customise e-Service access for the user. If 'Access to all e-Services' is selected above, adding the same e-Service will overwrite the default setting for that e-Service.

<b>Add e-Service Access</b>		Edit e-Service Access(0)	Remove e-Service Access(0)	Filter	Search	
Govt. Agency	Assigned e-Services	Role	Parameters	Authorisation Effective Date	Authorisation Expiry Date	
<input type="checkbox"/> ACCOUNT ANT-GENERAL'S DEPARTMENT (AGD)	VENDORS GOV - VENDORS ELECTRONIC INVOICES TO GOVERNMENT	-	-	22/02/2021	31/12/9999	
<input type="checkbox"/> HEALTH PROMOTION BOARD	Healthier Choice Symbol (HCS) and Healthier Dining Programme (HDP) Online	Authorised Rep	Brand : STGBRND1	22/02/2021	31/12/9999	
<input type="checkbox"/> HOUSING AND DEVELOPMENT BOARD (HDB) 	HDB - Listing	HDB1FA R1		01/02/2021	31/12/9999	
<input type="checkbox"/> INLAND REVENUE OF SINGAPORE (IRAS) 	IRAS - STAMP DUTY	Reviewer		01/02/2021	31/12/9999	
0 eServices Selected						

## Manage Users – (C) Add Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8C

Step 9C

Step 10C

Step 11C

Step 12C

- Select the digital services from your entity's list to be assigned. Click 'Next' to proceed.

Home / Assign Selected e-Services

### Assign Selected e-Services



Can't find an e-Service? Click [here](#) to add e-Service to your Entity.

Assign Selected e-Service(s) to

1 Selected User(s) +

Assign from selected e-Service(s).

Filter

Search



Govt Agency	Entity's selected e-Services	Description	Agency Check Required	Additional Details Required
<input type="checkbox"/> IRAS	Income Tax 01	GSTN		
<input checked="" type="checkbox"/> MTI	LICENCEONE			

1 e-Service(s) selected.

Showing 1 to 2 of 2 items

Back

Next

## Manage Users – (C) Add Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8C

Step 9C

Step 10C

Step 11C

Step 12C

- You may be required to select values for selected digital services with additional details, such as a digital service role.

[Home](#) [My Account](#) [Users](#) [e-Service](#) [Help](#) [Log Out](#) [Q](#)

Home / Assign Selected e-Services

### Assign Selected e-Services

✓  
Select Users

✓  
Select e-Services

3  
Enter Details

4  
Review & Submit

Assign Selected e-Service(s) to  
1 Selected User(s) +

e-Services with require additional details. Click to enter details.

\* - denotes mandatory fields

Govt Agency	Entity's selected e-Services	Agency Check Required	Additional Details Required
MTI	LICENCEONE		

MTI  
LICENCEONE

Role\*

Preparer

Select a role from the dropdown menu.

Indicates digital services that require additional details.

## Manage Users – (C) Add Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8C

Step 9C



Step 10C

Step 11C



Step 12C

- Set a period for this authorisation, with minimally an Effective (or start) Date. Leave the Expiry Date blank if you would like the authorisation to last indefinitely. Click 'Next' to proceed.

1 Selected User(s) +


e-Services with  require additional details. Click  to enter details.


\* - denotes mandatory fields


Govt Agency	Entity's selected e-Services	Agency Check Required	Additional Details Required
 MTI	LICENCEONE 		


1 e-Service(s) selected.


MTI  
LICENCEONE


Role\* 

Preparer 

Authorisation Effective Date \* 

28/02/2018 

Authorisation Expiry Date 

28/02/2020 

Back

Next

**Note:** Authorisation Effective Date is mandatory for all digital service assignments.

## Manage Users – (C) Add Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8C

Step 9C

Step 10C

Step 11C

Step 12C

- Review details of the assigned digital service, then click 'Submit'.

[Home](#) [My Account](#) [Users](#) [e-Service](#) [Help](#) [Log Out](#)

[Home](#) / [Assign Selected e-Services](#)

### Assign Selected e-Services

✓  
Select  
Users

•••••

✓  
Select  
e-Services

•••••

✓  
Enter  
Details

•••••

4  
Review  
& Submit

Verify the following details.

[1 Selected User\(s\)](#)

#### Selected e-Services

MTI	LICENCEONE
Role	Preparer
Authorisation Effective Date	28/02/2018
Authorisation Effective Date	28/02/2020

[Back](#) [Submit](#)

## Manage Users – (C) Add Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8C

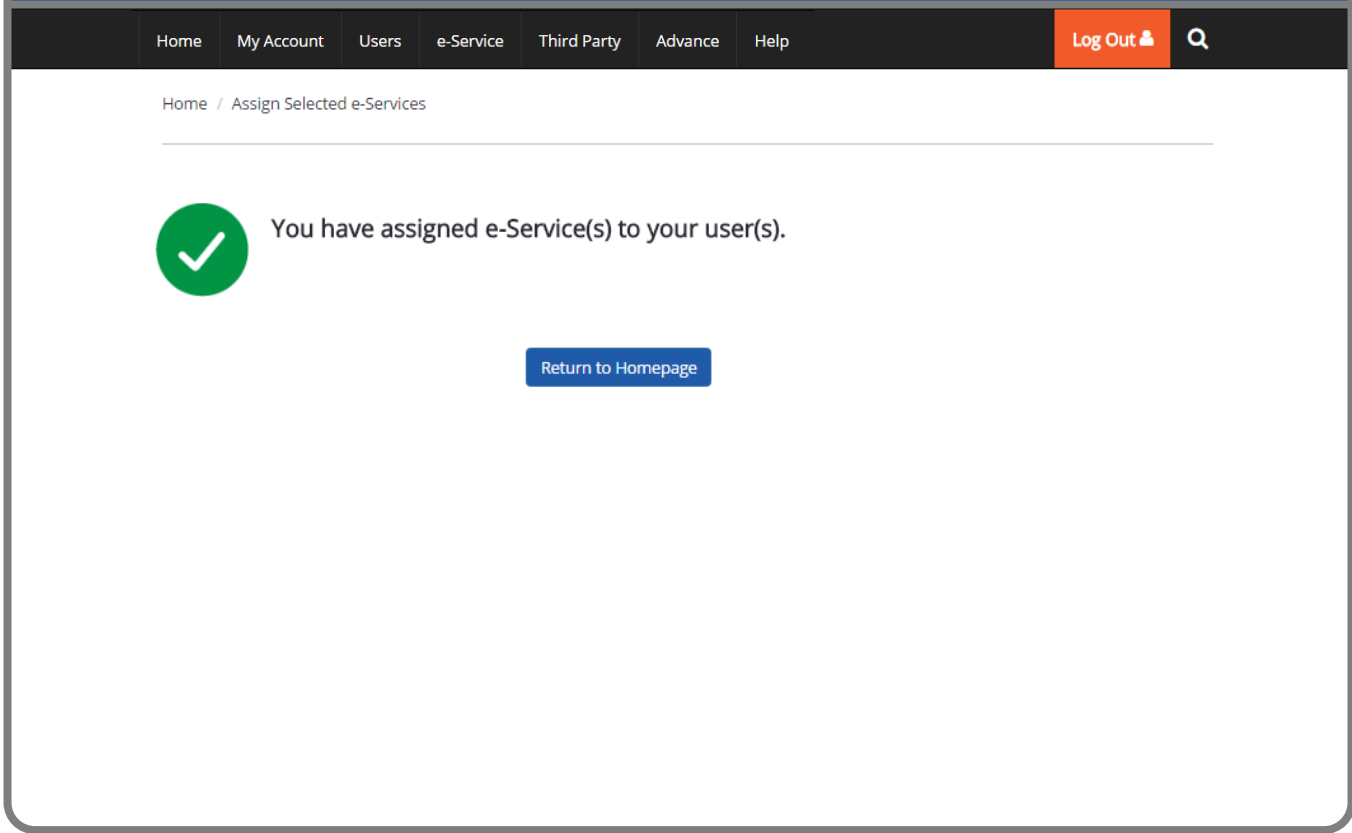
Step 9C

Step 10C

Step 11C

Step 12C

- A confirmation message will indicate that your user(s) have been assigned access to the selected digital services.



## Manage Users – (D) Edit Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8D

Step 9D

Step 10D

Step 11D

- To edit the access of a particular digital service for the user, select the relevant digital service(s) then click 'Edit e-Service Access'.

### Customised e-Service Access

Click 'Add e-Service Access' below to customise e-Service access for the user. If 'Access to all e-Services' is selected above, adding the same e-Service will overwrite the default setting for that e-Service.

Customised e-Service Access						
Click 'Add e-Service Access' below to customise e-Service access for the user. If 'Access to all e-Services' is selected above, adding the same e-Service will overwrite the default setting for that e-Service.						
<div>Add e-Service Access Edit e-Service Access(1) Remove e-Service Access(1) Filter Search</div>						
Govt. Agency	Assigned e-Services	Role	Parameters	Authorisation Effective Date	Authorisation Expiry Date	
<input type="checkbox"/> IMMIGRATION & CHECKPOINTS AUTHORITY (ICA)	ICA STUDENT'S PASS FOR INSTITUTE OF HIGHER LEARNING (SOLAR)	-	-	14/09/2018	17/09/2018	
<input type="checkbox"/> IMMIGRATION & CHECKPOINTS AUTHORITY (ICA)	ICA STUDENT'S PASS FOR OTHER SCHOOLS (SOLAR+)	-	-	14/09/2018	17/09/2018	
<input checked="" type="checkbox"/> INLAND REVENUE OF SINGAPORE (IRAS)	CORPORATE TAX (FILING AND APPLICATIONS)	Preparer	Effective YA From : 1212	17/03/2021	31/12/9999	

## Manage Users – (D) Edit Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8D

Step 9D

Step 10D


Step 11D

- Review the digital service access details for the user and edit the desired role or effective access date if needed.



### Edit e-Service Access



Selected User: PHANG GABRIEL

Click  to edit details.

\* - denotes mandatory fields

Govt Agency	Entity's selected e-Services	Agency Check Required	Additional Details Required	
INLAND REVENUE OF SINGAPORE (IRAS)	CORPORATE TAX (FILING AND APPLICATIONS)			<div><p>INLAND REVENUE OF SINGAPORE (IRAS) CORPORATE TAX (FILING AND APPLICATIONS)</p><p>Role* </p><div><p>Preparer</p><p>--- SELECT ---</p><p>Preparer</p><p>Approver</p></div><p>Effective YA From</p><p>2019</p><p>Effective YA To</p></div>

1 e-Service(s) selected.

## Manage Users – (D) Edit Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8D

Step 9D

Step 10D


Step 11D

- Click 'Next'.

Selected User: PHANG GABRIEL


Click  to edit details.

\* - denotes mandatory fields

Govt Agency	Entity's selected e-Services	Agency Check Required	Additional Details Required
INLAND REVENUE OF SINGAPORE (IRAS)	CORPORATE TAX (FILING AND APPLICATIONS) 		

1 e-Service(s) selected.

INLAND REVENUE OF SINGAPORE (IRAS)  
CORPORATE TAX (FILING AND APPLICATIONS)

Role\* 

Preparer

Effective YA From

2019

Effective YA To

Cancel

Next

## Manage Users – (D) Edit Digital Service Access

Step 1

Step 2

Step 3

Step 4

Step 5

Step 6

Step 7

Step 8D

Step 9D

Step 10D

Step 11D

- A confirmation message will indicate that the user's access to the selected digital service(s) has been updated.

Home / Edit e-Service Access



You have edited the e-Service access of your user.

[Return to Homepage](#)

**- END -**

Updated as of April 2021