

# Country Fact Sheet

**Title:** SINGAPORE

**Ref:** HR/Specialist Services

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This country fact sheet has been created to support you with the information needed for working overseas. We have provided you with key information about the country, sign posted useful online resources and highlighted key considerations.

If you require further assistance please contact [Recruitment and Talent](#).

For more information about Singapore please [click here](#).

## **Immigration requirements**

Visa	For work assignments up to 30 days, a visa is not required for entry to Singapore.  If your work placement is longer than 30 days a visa will be required. For more information please see <a href="#">government travel advice</a> . For information on how to apply for a visa please visit the <a href="#">Immigration and Checkpoints Authority</a> and <a href="#">High Commission of the Republic of Singapore in London</a> .  If you need written confirmation that travel insurance is in place please e-mail the visa application from the Insurance section on SUSSED to <a href="mailto:insure@soton.ac.uk">insure@soton.ac.uk</a> with details of the business trip that you wish to be covered for and the reasons for travel.
Other requirements	Your passport should be valid for a minimum of 6 months prior to the date of entry into Singapore.
Residency	For information about applying for permanent residency, important documents and eligibility please see the <a href="#">Immigration and Checkpoints Authority</a> .

## **Medical**

General	For up to date medical health information regarding Singapore please refer to: <a href="#">government travel advice</a> and <a href="#">fit for travel</a> .  We recommend you consult your doctor at least 8 weeks before travel.  Some prescription medication available in the UK may be classed as a controlled substance, you must apply for prior authorisation 10 days before travelling, and only 3 months of medication are allowed into the country. For more information please see <a href="#">government travel advice</a> .
Facilities	There are 13 private hospitals, 10 public and a number of specialist facilities in Singapore. Singapore has a global reputation for quality medical care.

## **Tax**

Unlike the UK it is the obligation of the employee to register to pay tax and the employer must show evidence of tax paid.

Income tax	It has been reported that there has been a tightening of local taxation requirements on profits, thus if this affects you it is recommended to be careful at every stage and
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monitor the progress of this development.

Capital gains are not subject to tax. There is a property tax, goods and service tax. For more information please see the [Individual Income Tax and Social Security Rate Survey](#) by KPMG.

Non-resident tax	<p>If you spend more than 183 days in Singapore you must complete a detailed travel log to track the number of days you have spent in the country. Then you must register for tax purposes and file an individual income tax return.</p> <p>You will be exempt from paying tax in Singapore as long as your stay is less than 183 days. Whether you need to formally apply for exemption depends on the type of visa you have. A business visitor visa means no claim is required however an employment pass means a claim will need to be made.</p> <p>If your stay is over 183 days in Singapore then your income is taxable and you are considered a tax resident. A claim for credit of Singapore taxes paid will need to be filled out if returning to the UK.</p> <p>Singapore has limited tax relief available.</p>
Tax rates	Rates of tax are a flat rate of 15% or a progressive rate ranging from 0% to 20%.
Tax year	<p>The tax year ends 31 December.</p> <p>Returns are filed by 15 April of the year of assessment, an extension is generally allowed with valid reasoning.</p>
Social Security	Social security contributions are mandatory for Singapore citizens or permanent residents who are employed in Singapore, usually 20% of their ordinary wages. For more information please see the <a href="#">Individual Income Tax and Social Security Rate Survey</a> by KPMG.
Married tax returns	Married couples file separate tax returns. For more information please see the <a href="#">Individual Income Tax and Social Security Rate Survey</a> by KPMG.
Leaving tax	You must receive tax clearance before leaving the country and this has to be implemented at least one month before leaving Singapore.

## **Insurance**

If you need written confirmation that travel insurance is in place please e-mail the visa application from the Insurance section on SUSSED to [insure@soton.ac.uk](mailto:insure@soton.ac.uk) with details of the business trip that you wish to be covered for and the reasons for travel.

Travel	You will be covered by the University's Group Personal Accident and Travel Policy for business trips of less than 12 months and there is no form to complete. Cover applies on a worldwide basis (subject to the stated UK restrictions), for further information contact the Insurance Office at <a href="mailto:insure@soton.ac.uk">insure@soton.ac.uk</a> and visit the University's <a href="#">Insurance website</a> . For frequently asked questions on the insurance policy please <a href="#">click here</a> .
Contact Information Accidents overseas	If you are ill or injured abroad contact Lifeline Plus Assist immediately in order to ensure medical costs are covered. The 24 hour helpline is on Tel. +44 (0) 1273 400850. It is important all illness or injury that could result in a claim is reported as soon as possible.
Liability cover	Please be aware, the following liability covers: public and products liability, employer liability, professional indemnity and general property cover only apply to UK residents, thus non-UK residents may have to seek their own cover. For more information and exclusions please see the insurance office <a href="mailto:insure@soton.ac.uk">insure@soton.ac.uk</a> and the main insurance section.
Equipment sharing	Please be aware if you are participating in the equipment sharing scheme then the insurance office will need to be notified to make sure the appropriate cover is provided. Also please check with the insurance office how the equipment is insured. Some insurance policies will outline exactly how it must be used to ensure the insurance is not nullified by incorrect usage.

Please see the University's [Insurance website](#) for more information regarding exclusions, extensions and excess.

For more insurance policies please consult the University's [insurance website](#) and for access to the applications please visit the [form store](#).

### Requests for Liability (or other) Waivers

Please note, do not sign any liability waiver, or other insurance related document, before first seeking advice from the University of Southampton Insurance Office.

### Financial

#### Foreign Bank Accounts

Residents are able to open bank accounts subject to satisfying account requirements and conditions. A copy of a residence permit (if applicable), recent utility bill, letter of residence from your employer, a recent bank statement and a letter of reference from your current bank account will usually be required to open an account in Singapore.

Currency The local currency is the Singapore Dollar. For up to date currency conversions, please see relevant exchange rates.

Pension Any contributions made by an employer to any overseas pension fund (i.e. Non-Singaporean) are taxable as employment income in Singapore.

### Health & Safety

Health and Safety is managed by the [National Strategy for Workplace Safety and Health](#).

As a worker in Singapore you are encouraged to take responsibility for workplace safety and health and proactively plan to minimise risk. If you are found to create workplace health and safety risks you will be held accountable.

University Policy It is important to also note that your hours of work and mode of working should not put you at any additional risk. As in the UK, you should not be working alone and you should avoid being in the company of just one student and should avoid confrontation.

Personal Safety For a medical emergency please dial 995 and ask for an ambulance.  
For crime prevention and up to date safety advice please [click here](#).

### Getting around

Driving With a UK license you are able to drive in Singapore for up to 1 year.

Conditions of the road Singapore generally has road conditions comparable to the UK.

Public transport The public transport systems are very efficient and easy to navigate.

### Local law & culture

Laws Singapore holds a mandatory death sentence for certain offences such as murder and drug trafficking. Other offenses such as 'outrage of modesty' (inappropriate behaviour by men towards women) and vandalism carry severe punishment. Public displays of the national flag are considered illegal except with exemption granted, and a police permit is required for any outdoor public assembly or procession.

Also approval from the Ministry of Manpower is required for a foreign national to give a talk on a racial, communal, religious or cause-related or political topic. It is important to note that bribery carries a zero tolerance and the same with smoking inside and outside public places, also chewing gum on the MRT (Major part of the Railway) is banned. Likewise public and private Jehovah's Witness meetings and publications and the unification church are banned.

For information regarding laws and customs of Singapore please visit [government](#)

[travel advice](#).

Culture	Local customs in Singapore mean the elderly are treated with the utmost respect and courtesy and local customs state that business matters are always treated formally. Please see <a href="#">kwintessential</a> for more information regarding local customs and how to engage in business situations.
Cuisine	The local cuisine consists of a wide variety of cuisines including: Chinese, Malay, Indian and Peranakan.

### **Working day**

Average working hours	Most companies operate on a five day week from Monday to Friday, although some may also be open on Saturday mornings. The average working week is 44 hours.
Average holidays	Annual leave is based on how long you have worked for a company. You may be entitled to annual leave if you have worked with a company for at least three months. Annual leave ranges from 7–14days, depending on the length of service.
Working practices	Punctuality is very important and business in Singapore is conducted on a more formal and hierarchical basis than in the UK. For more information please see <a href="#">prospects</a> .

### **Relocation**

Whether the university can provide a contribution towards relocation costs, is dependent on each individual case.

The University has a '[University of Southampton Relocation Scheme International Moves](#)' please refer to this for relocation information.

It is generally recommended to be contacting your international moving company and sorting out your relocation two or three months in advance.

Remember to cancel all subscriptions (TV, internet, etc.) well in advance and research implications of cancelling subscriptions early.

Relocation of cars to Singapore although possible is not deemed necessary due to the wide availability of local transport such as buses, taxis and the MRT. Cars unlike the UK are considered quite a task to keep in Singapore and there is the possibility of buying a quality second hand car in Singapore.

For more advice and information regarding relocation to Singapore please see [Singapore expats](#) and for a general guide please see [kwintessential](#).