

# APPLICATION FOR APPROVAL OF KEY PERSONNEL

Significant Investments  
Review Act 2024, Section 27(1)

Version 1  
29 May 2024

## *Description*

1. Prior to the appointment of any key personnel as defined under Section 27(1) of the Significant Investments Review Act ("SIRA"), designated entities are required to seek approval from the Minister.
2. Please complete this form and submit all relevant documents by email to [submissions@osir.gov.sg](mailto:submissions@osir.gov.sg).
3. At any point, during the application process, you may be required to provide additional information.

# Application for Approval of Key Personnel

## *Explanatory Notes*

1. All questions must be answered. If a question is not applicable, please mark "N.A." in the space provided. If there is insufficient space for your answers, please attach the relevant annex(es) to this application.
2. Where there is an asterisk (\*), please delete whichever is inapplicable.
3. This application is to be signed as indicated and must be accompanied by the relevant documents and information requested under Annex A and list the attachments accordingly using Annex B.
4. This application form is to be completed electronically. OSIR will not accept hard copies or scanned copies of this application form. Annexed documents may be scanned and attached.

## **To the Minister**

Please refer to [Annex A](#) for the list of supporting documents to be submitted together with this form.

### **Section A: Date of application** (DDMMYYYY)

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### **Section B: Particulars of applicant**

#### **I. Full name of designated entity**

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#### **II. Full name of authorised representative**

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#### **III. Registered address of authorised representative**

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#### **IV. Contact details of authorised representative**

Contact Number	
Email Address	

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### Section C: Particulars of proposed key personnel

I. **Full name** (Please underline last name if applicable)

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II. **Full name in native language** (If applicable)

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III. **Date of birth** (DDMMYYYY) and **nationality**

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IV. **Sex** (M/F)

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V. **Identification details**

Identification Document	Identification Number
Singapore issued identity (NRIC/FIN)	
Passport No./Issuing Country	

VI. **Singapore permanent resident** (Yes/No)

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VII. **Citizenship**

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VIII. **Residential address**

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IX. **Contact details**

Contact Number	
Email Address	

## Application for Approval of Key Personnel

**X. Current organisation/employer name** *(if not the DE)*

**XI. Current job designation/appointment/position**

**XII. Previous employment**

*(last 3 appointments including organisation/employers if different from current)*

**XIII. Past directorship (or equivalent) position(s) in the last 3 years**

**XIV. Proposed appointment of key personnel**

**XV. Proposed date of appointment** *(DDMMYYYY)*

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### Section D: Questions pertaining to the Guidelines on Criteria for the Key Personnel

- I. Please indicate 'Yes' or 'No' for the following questions.
- II. For the purpose of this section, please refer to the Guidelines on Criteria for Key Personnel.

S/N	Questions	Yes/No
1.	Has the proposed key personnel had a previous application under the Act rejected?	
2.	Has the proposed key personnel been refused the right or restricted in his/her right to carry on any trade, business, or profession for which a specific license, registration, or other authorisation is required by law in any jurisdiction?	
3.	Has the proposed key personnel been convicted of any offence, or is being subject to any pending proceedings which may lead to such a conviction, under any law (including the Act), whether in Singapore or elsewhere?	
4.	Has the proposed key personnel been the subject of an investigation for any offence under any law (including the Act), whether in Singapore or elsewhere?	
5.	Has the proposed key personnel had any judgement (in particular, that associated with a finding of fraud, misrepresentation, or dishonesty) entered against him/her in any civil proceedings or is a party to any pending proceedings which may lead to such a judgement, under any law whether in Singapore or elsewhere?	
6.	Has the proposed key personnel accepted civil liability for fraud or misrepresentation under any law whether in Singapore or elsewhere?	
7.	Has the proposed key personnel been issued a stern warning for a breach of the Act?	
8.	Has the proposed key personnel demonstrated an unwillingness to comply with any regulatory requirement or to uphold any professional and ethical standards, whether in Singapore or elsewhere?	
9.	Has the proposed key personnel been untruthful or provided false or misleading information to the Minister or competent authority or been uncooperative in any dealings with the Minister or competent authority?	
10.	Is or has the proposed key personnel been a director, partner, trustee, controller, or concerned in the management of a corporation, entity or business that has been convicted of any offence, or is being subject to any pending proceedings which may lead to such a conviction, under any law (including the Act), whether in Singapore or elsewhere, in relation to any matter that took place while the person was a director, partner, trustee, controller, or concerned in the management of the corporation, entity or business?	
11.	Is or has the proposed key personnel been a director, partner, trustee, controller, or concerned in the management of a corporation, entity or business that has been the subject of an investigation for any offence under any law (including the Act), whether in Singapore or elsewhere, in	

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	relation to any matter that took place while the person was a director, partner, trustee, controller, or concerned in the management of the corporation, entity or business?	
12.	Has the proposed key personnel been a director, partner, trustee, controller, or concerned in the management of a corporation, entity or business that has gone into insolvency, liquidation, or administration during the period when, or within a period of one year after, the person was a director, partner, trustee, controller or concerned in the management of the corporation, entity or business, whether in Singapore or elsewhere?	
13.	Has the proposed key personnel been disqualified from acting as a director or disqualified from acting in any managerial capacity, whether in Singapore or elsewhere?	
14.	Is or has the proposed key personnel been unable to fulfil any of his/her financial obligations, whether in Singapore or elsewhere?	
15.	Has the proposed key personnel entered into a compromise or scheme of arrangement with his/her creditors, or made an assignment for the benefit of his/her creditors, being a compromise or scheme of arrangement or assignment that is still in operation, whether in Singapore or elsewhere?	
16.	Is the proposed key personnel subject to a judgment debt which is unsatisfied, either in whole or in part, whether in Singapore or elsewhere?	
17.	Is or has the proposed key personnel been the subject to a bankruptcy petition, whether in Singapore or elsewhere?	
18.	Has the proposed key personnel been adjudicated a bankrupt and the bankruptcy is undischarged, whether in Singapore or elsewhere?	
19.	Is or has the proposed key personnel been subject to any other process outside Singapore that is similar to those referred to Q17 and Q18?	
20.	Is the proposed key personnel a representative of a particular shareholder(s)?	
21.	Has the proposed key personnel or his/her family member been or is a member of a foreign political party?	
22.	Has the proposed key personnel or his/her family member held or holds any position in a foreign government?	

**III. Please provide further information for any "Yes" response(s) in the table below.**

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**IV. Any other information that the applicant believes could impact their appointment**

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### Section E: Declaration

I/We declare that all information given in this application and in the attached annexes (if any) are true and correct.

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#### Signature of Authorised Representative of Entity

<b>Signatory Name:</b>	
<b>Title:</b>	
<b>Contact Number:</b>	
<b>Email Address:</b>	
<b>Date (DDMMYYYY):</b>	



### Annex A

#### Attachments for submission with application

1. Please attach a copy of the following documents:
  - a. Identification documents where available:
    - NRIC (Front and Back)
    - Passport (For foreign applicants)
    - Work Permit (Front and Back)
    - Any other identification document
  - b. Latest Curriculum Vitae of proposed key personnel
  - c. Any other information deemed necessary for the Minister to consider
  - d. Annex B - List of Attachments
  
2. If you are attaching more than one document, please label the attachments with the name of the notifier followed by the consecutive file number. Please list the attachments accordingly in a table (**using Annex B**) to be attached to this application. A sample is listed below for reference:

#### Example of attachment table

<b>Attachment</b>	<b>Name of Document</b>	<b>Name of Attachment</b>
<b>1</b>	Identification document <i>(to list individually if more than one)</i>	ABCPteLtd _NRIC1
<b>2</b>	Latest Curriculum Vitae	ABCPteLtd _CV1

**Annex B - List of Attachments**

#	Name of Document	Name of Attachment
1		
2		
3		
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