

# **Charities (Electronic Transactions Service) Regulations 2019**

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### **FIRST SCHEDULE Applications, documents and information to be submitted through Charity Portal**

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CHARITIES ACT  
(CHAPTER 37)

CHARITIES (ELECTRONIC TRANSACTIONS  
SERVICE) REGULATIONS 2019

In exercise of the powers conferred by section 48 of the Charities Act, the Minister for Culture, Community and Youth makes the following Regulations:

PART 1

GENERAL

**Citation and commencement**

1. These Regulations are the Charities (Electronic Transactions Service) Regulations 2019 and come into operation on 2 April 2019.

**Definitions**

2. In these Regulations —

“authorised user”, in relation to any person, means any individual who is authorised by the person in the manner required by the Commissioner, to access and use Charity Portal for the person;

“Charity Portal” means the electronic transactions service known as Charity Portal.

**Use of Charity Portal and GoBusiness Licensing electronic transactions services**

3.—(1) Unless the Commissioner otherwise allows —

- (a) the applications, documents and information specified in the First Schedule must be submitted to the Commissioner only through Charity Portal; and
- (b) the applications, documents and information specified in the Second Schedule must be submitted to the Commissioner only through the electronic transactions service known as GoBusiness Licensing.

*[S 722/2019 wef 31/10/2019]*

(2) The Commissioner may, through Charity Portal, publish or supply to any person, to the extent that the publication or supply is not restricted by any written law or rule of law relating to confidentiality —

- (a) any application, document or information submitted to the Commissioner under the Act, whether or not submitted through an electronic transactions service; and
- (b) any summary, compilation or analysis of the contents of, or any extract from, any such application, document or information.

*[S 722/2019 wef 31/10/2019]*

## PART 2

### CHARITY PORTAL

#### **Authorisation to use Charity Portal**

4.—(1) The Commissioner may determine the conditions under which a person may access and use Charity Portal, including restricting the access and use only to any authorised user of the person.

(2) Where any application, document or information is submitted by any authorised user of a person through Charity Portal —

- (a) it is deemed to have been submitted with the authority of the person; and
- (b) the person is deemed to be aware of all matters in the application, document or information submitted,

unless the person has, before the submission, informed the Commissioner, in the form and manner required by the Commissioner, that the person has revoked the authority of the authorised user for the matter in question.

#### **Refusal to accept applications, documents or information submitted through Charity Portal**

5. If the Commissioner is of the opinion that any application, document or information submitted through Charity Portal —

- (a) contains any matter contrary to law;
- (b) is incomplete because of any omission or misdescription;
- (c) does not comply with the requirements of the Act; or
- (d) contains any error, alteration or erasure,

the Commissioner may refuse to accept the application, document or information, and request that it be appropriately amended or completed and resubmitted, or that a fresh