

Preparing Financial Statements Highlights (FSH)

Who will prepare Financial Statements Highlights (FSH)?

Type of Company	Filing of Financial Statements
Public / Private companies (limited/unlimited by shares), except those under (a) and (b)	Full set of XBRL financial statements
(a) Specific companies, i.e. commercial banks, merchant banks, licensed insurers, finance companies regulated by MAS	<u>Financial statements highlights (FSH)(XBRL)</u> + PDF copy of financial statements
(b) Companies allowed by law to prepare accounts in accordance with accounting standards other than SFRS, SFRS for Small Entities and IFRS	<u>FSH (XBRL)</u> + PDF copy of financial statements
Solvent exempt private companies (EPCs)	Exempted from filing financial statements, but are <u>encouraged</u> to file with following options: - Full set of XBRL financial statements; or - <u>FSH (XBRL)</u>
Insolvent EPCs	Option of: - Full set of XBRL financial statements; or - <u>FSH (XBRL)</u> + PDF copy of financial statements
Companies limited by guarantee	PDF copy of financial statements (XBRL filing not required)
Foreign companies and their local branches	PDF copy of financial statements (XBRL filing not required)

Benefit of Filing FSH

Financial Statements Highlights (FSH) is salient financial and non-financial information and comprise of approximately 50 data elements.

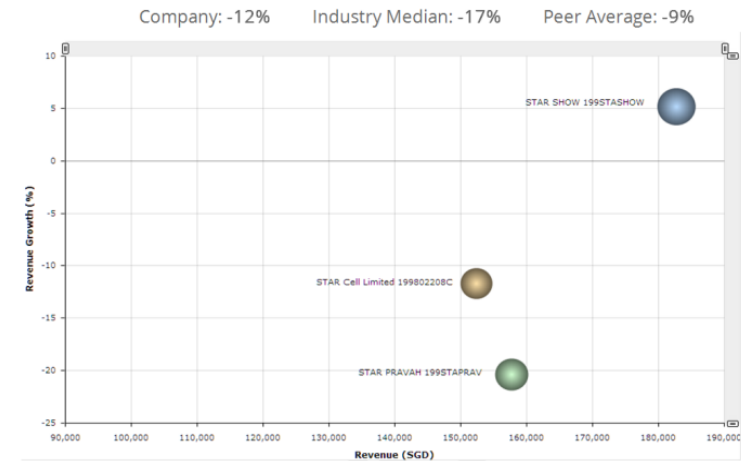
For you to experience the business value of XBRL enabled data, ACRA is offering the Free Data Analysis (FDA) report which can be accessed by all users at the BizFin^x portal.

Revenue Growth



Trend analysis of company's performance over time

Revenue Growth



Benchmarking performance against 3 peer companies and industry median

Step 1: Download BizFin^x Preparation Tool (“prep tool”) ^{Note (a)} via [BizFin^x portal](#).

Step 2: Fill in scoping questions and generate templates in the prep tool

Step 3: Complete the templates in the prep tool

Step 4: Validate in prep tool and clear off errors

Step 5: “Save as XBRL” in prep tool

Step 6: Validate and upload XBRL file to BizFin^x Portal

Step 7: Submit XBRL file as part of Annual Return form

Note (a): The prep tool is an offline tool, free-of-charge, and made available by ACRA for preparation of XBRL files

Step 2: Fill in scoping question and generate templates

Name of Company	abc
Unique Entity Number	190000000N
Whether company is filing full set of financial statements in XBRL or financial statements highlights	Financial statements highlights
Nature of Reporting Company Filing Financial Statement Highlights	Solvent EPC
Type of Accounting Standard Used to Prepare Financial Statements	SFRS
Type of Company During Current Period	
Current Period Start Date	01-01-2012
Current Period End Date	31-12-2012
Taxonomy Version	FSH_General_2013_v1.0

[Edit](#)

Whether company is preparing financial statements for first time since incorporation	No
Prior period start date	01-02-2011
Prior period end date	31-12-2011
Whether financial statements are audited	Yes
Nature of financial statements - Company level or consolidated	Consolidated
Description of presentation currency	Singapore, Dollars
Level of rounding used in financial statements	Actual
Whether there are restatements to comparative amounts	No
Whether there are reclassifications to comparative amounts	No
Whether there are changes to comparative amounts due to other reasons	No
Type of statement of financial position	Current and non-current
Whether company (or group if consolidated accounts are prepared) has more than 50 employees	Yes
How was XBRL file prepared	In-house
Designation of preparer	Director

Fill in scoping questions

Click "Proceed" to generate templates for Financial Statements Highlights

[Proceed](#)

Step 3: Complete the templates

Template	Information for Submission
Filing information	Basic info about company and info on the presentation of financial statements
Statement by directors and independent auditors' report	Info within statement by directors and independent auditors' report
Statement of financial position	Basic info within statement of financial position E.g. Total assets, total current assets
Income statement and statement of cash flows	Basic info within income statement and statement of cash flows E.g. Revenue, net cash flows from operating activities

- Provide information according to what is reflected in your financial statements
- Fields indicated with * are mandatory and should be submitted with a value. Leave other fields blank where the fields if they are not applicable for you.
- Please refer to [Appendix A to Financial Statements Highlights guide](#) for more details on the list of elements under each template.

Step 4: Validate (in BizFin^x Preparation Tool)

Click “Validate” button within Tool Box to validate your file

The screenshot displays the 'TOOL BOX' interface of the BizFin^x Preparation Tool. The tool box is organized into several categories, each with a set of icons:

- Templates:** Includes icons for viewing and deleting templates.
- Save:** Includes icons for saving in AGM, REV, and XBRL formats.
- Import:** Includes an icon for importing XBRL files.
- Company labels field:** Includes icons for adding and deleting company labels.
- Note Number field:** Includes icons for adding and deleting note numbers.
- Note-text block:** Includes icons for adding and deleting note-text blocks.
- Footnotes:** Includes icons for adding and deleting footnotes.
- Reorder:** Includes icons for moving items up and down.
- Custom Date Options:** Includes icons for adding, editing, and deleting custom date options.
- Company:** Includes icons for adding and deleting companies.
- Untagged Row:** Includes icons for adding, editing, and deleting untagged rows.
- Decimal:** Includes icons for adding and deleting decimal values.
- Rules Repository:** Includes icons for adding, deleting, and refreshing rules.

At the bottom of the interface, there are five main buttons: TOOLBOX, MAPPING ASSISTANT, SOURCE, PREVIEW, and VALIDATE. The VALIDATE button is highlighted with a red box, and a red dashed arrow points from the text box on the left to this button.

Step 4: Validate (in BizFin^x Preparation Tool)

Re-Validate Attach Export To E

Description of error

Error code

Linkages to the elements you can check to rectify the errors

This column indicates the template which the erroneous elements are from

Validation Results
Information

Genuine Errors: The errors highlighted must be rectified before filing. If the XBRL data is correct (i.e. no error), please apply for [exemption from specific XBRL filing requirements through BizFinx portal](#)

Possible Errors: These highlight areas where the XBRL data might contain error or is genuine accurate data. If the XBRL data contains error, please rectify the error. If the XBRL data is correct (i.e. no error), you may ignore these possible errors in the preparation tool, without changes required. After uploading the XBRL file onto BizFinx portal, please click on the provided checkbox(s) on BizFinx portal to confirm that the XBRL data is correct.

All Validation Rules: The validation rules are set based on a specified set of criteria to assist in enhancing the quality of XBRL financial statements. However, they are not meant to be exhaustive or to serve as confirmation that the XBRL financial statements are correct. Companies should continue with their due diligence in ensuring the high quality of their filings with the Registrar.

No.	Error Message	Section	Error Id	Type of Error
1	Total assets should be equal to the sum of Total liabilities and Total equity. Element(s) to check - Taxonomy version (fromto_20120101_20121231) = FSH_General_2013_v1.0 - Total assets (asof_20121231) = 52,079,201 (Actual) - Total liabilities (asof_20121231) = 17,751,367 (Actual) - Total equity (asof_20121231) = 53,150,081 (Actual)	Filing information Financial statements highlights - Statement of financial position Financial statements highlights - Statement of financial position Financial statements highlights - Statement of financial position	correlated_043	Genuine Error

This column indicates whether an error is a genuine or possible error.

Genuine Error: The errors highlighted must be rectified before filing

Possible Error: These highlight areas where the XBRL data might contain error or is genuine accurate data. If the XBRL data contains error, please rectify the error. If the XBRL data is correct (i.e. no error), you may ignore these possible errors in the preparation tool, without changes required.

Step 5: Save as XBRL

When you have completed your preparation and are ready to file your XBRL file, click “XBRL” button within Tool Box to save your XBRL file

The screenshot displays the 'TOOL BOX' interface. The 'Save' row is highlighted in grey and contains three buttons: 'AGM', 'REV', and 'XBRL'. The 'XBRL' button is enclosed in a red box, and a red dashed arrow points from the text box on the left to it. Below the tool box are five navigation buttons: 'TOOLBOX', 'MAPPING ASSISTANT', 'SOURCE', 'PREVIEW', and 'VALIDATE'.

TOOL BOX		
Templates		
Save		
Import		
Company labels field		
Note Number field		
Note-text block		
Footnotes		
Reorder		
Custom Date Options		
Company		
Untagged Row		
Decimal		
Rules Repository		

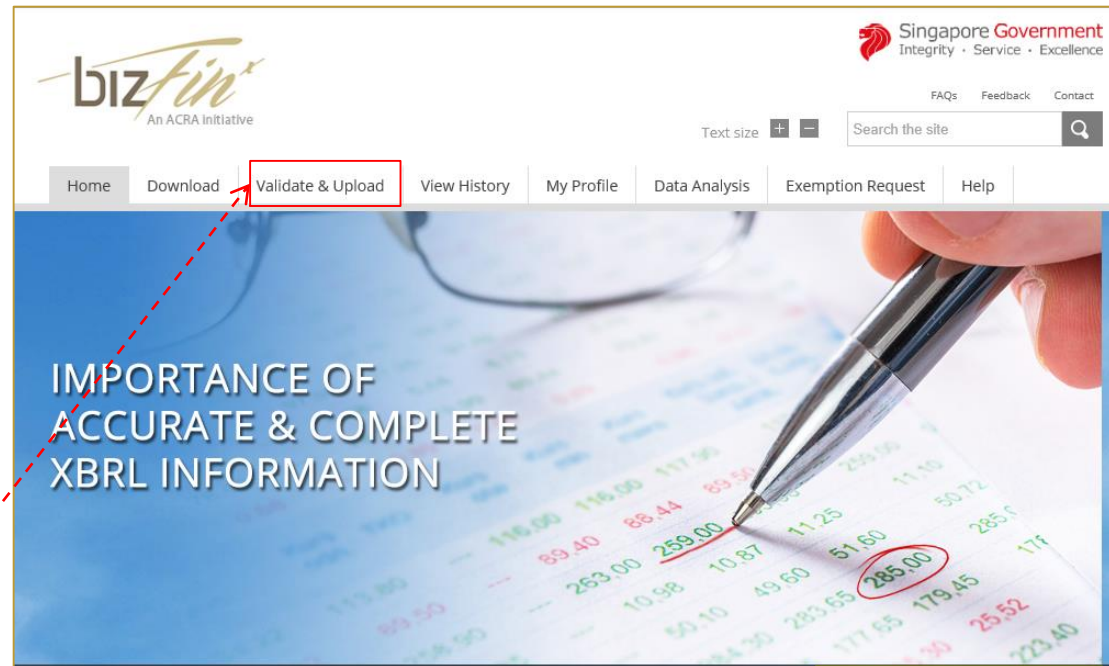
TOOLBOX MAPPING ASSISTANT SOURCE PREVIEW VALIDATE

Step 6: Validate and Upload (in BizFin^x Portal)

1. Login through SingPass / CorpPass

2. Click “Upload / Validate XBRL FS” tab to validate XBRL file in BizFin^x Portal.

If your XBRL file is free of genuine errors, the file can be uploaded into BizFin^x Portal.



Step 7: Submit as part of Annual Return

Financial Information in XBRL Section

Financial Statements *

- Full set of financial statements
- Financial Statements Highlights

Note : For financial information in XBRL not uploaded to BizFile

- Please click on the **Go to BizFin^x** button to load financial information in XBRL
- Click on **Refresh Page** to show the uploaded file

Refresh

Go to BizFin^x

Note : For financial information in XBRL that have been uploaded to BizFile

- If you had successfully uploaded the file, it will be shown below
- To view the uploaded file, please click on the **Financial Period End** hyperlink
- To file the selected uploaded file with this AR, please click on one of the radio buttons under **Select** column

S/No.	Nature of Financial Information	Financial Period End	Uploaded by	Date	Select
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No data to display.

Financial Statements in PDF

NOTE:

- Attach full set of financial statements as tabled at the AGM (or sent to shareholder, in the case of a private company which has dispensed with holding an AGM.)
- (If the document size does not exceed 5MB, please attach it in Attachment 1. If it exceeds 5 MB, the file must be split into two attachments of maximum 5MB each.)

AGM copy of Financial Statements *

Choose File No file chosen

Continuation of Attachment

Choose File No file chosen

Select "Financial Statements Highlights" option and XBRL file uploaded within Annual Return.

End