

Quick tips for Energy Efficiency Grant (EEG) applications

For a smoother EEG application process, here are some commonly asked questions and tips to guide you along.



Check if you are eligible for EEG

Please note that EEG is applicable for local SMEs within the Food Services, Food Manufacturing or Retail sectors only.

To apply for EEG, you must minimally ensure that 1a – 1c of the eligibility criteria¹ are met:

- a. Business entity that is registered/incorporated in Singapore,
- b. Company does not fall under these categories – Charities, Institutions of Public Characters (IPCs), Religious Entities, Voluntary Welfare Organisation (VWO), Government agencies and subsidiaries.
- c. At least 30% local shareholding held directly or indirectly by Singaporean(s) / Singapore PR(s), determined by the ultimate individual ownership of the applicant.
- d. If you belong to a **corporate group**², your Company Group Annual Sales Turnover must not be more than S\$100 million, or your Company's Group Employment Size must not be more than 200 workers.

Please refer to the [Annex](#) for the full definition of holding companies, subsidiaries and illustration of group structures.

¹ A SME can apply for EEG if they meet all the following criteria:

- Has a minimum of 30% local shareholding;
- Company's Group Annual Sales Turnover should be not more than S\$100 million, OR Company's Group employment size should be no more than 200 employees.
- The equipment purchased must be used in Singapore.
- Is a business entity registered and operating in Singapore in the Food Services, Food Manufacturing or Retail sectors as defined below:
 - Food Services companies must have valid Singapore Food Agency (SFA) licences and be classified under SSICs 56 or 68104.
 - Food Manufacturing companies must have valid SFA licences and be classified under SSIC 10 or 11.
 - Retail companies that are classified under SSIC 47.

² A corporate group is made up of the applicant, holding companies owning $\geq 50\%$ of the applicant, and subsidiaries that the applicant owns $\geq 50\%$ of.

- e. Deployment location cannot be residential address³ as it would blur the purpose of supporting such equipment, originally meant for businesses, with personal use.



Prepare documents before application

As part of the EEG application, you will be required to submit documents:

a. Company's Financial Statements⁴ & ACRA Bizfile

- Company financial statements for the past 3 years must be submitted.
 - For newly incorporated companies (i.e. less than 1 year), you may attach other relevant supporting documents such as: to-date unaudited financial statement or management accounts that are endorsed by the company's shareholder/director stated in ACRA.

Kindly note that submission of supporting documents in the "Company Financial Info" section, under "Company profile" is mandatory for EEG application submissions.

If your company belongs to a **corporate group**, please submit:

- Ultimate corporate group financial statements for the past 3 years
- ACRA bizfile of holding companies and/or subsidiaries
- Corporate group structure
- Complete SGX Shareholder report (if parent company is listed on the Singapore Exchange (SGX))

Please refer to the [Annex](#) for the full definition of holding companies, subsidiaries and illustration of group structures.

- If your parent company is a listed entity on the Singapore Exchange (SGX), please provide the complete SGX Shareholder report.

b. Documents to request from vendor⁵

You are required to submit the following documents issued by the vendor.

- Quotation (*Note: If you are purchasing any EE equipment from large retailers (e.g. Courts, Best Denki, Harvey Norman, Gain City, etc.), please request for a quotation and upload the quotation in your application submission in BGP.*)

³ Home-based Businesses (HBBs) are not eligible for the EEG.

⁴ Financial statements refer to audited statements/management accounts including a profit & loss and balance sheet, both signed off by an authorised person, with his/her name and designation clearly stated on the documents.

⁵ Only the following types of equipment are supported under EEG,

- Air-conditioner
- Clothes Dryer
- Cooking Hob
- LED Lighting
- Refrigerator
- Water Heater

Please also take note of the following when preparing the quotation:

- Grant applicant must not have made payment, and/or any form of deposits prior to the EEG application.
- The quotation must be addressed to the grant applicant's registered company name in full as per company's ACRA Bizfile. Short-form and/or other names will not be accepted. E.g. If registered company is ABC Global Pte Ltd, ABC Global (without 'Pte Ltd') will not be accepted.

Product/Equipment brochure and technical specifications

c. Licenses required for food company

If you are a **food** company, please submit the relevant Singapore Food Agency (SFA) license(s).

d. Tenancy Agreement

If you are deploying the equipment to a **non-ACRA registered address**, please submit the tenancy location for the deployment location.

Failure to comply to the above may result in your application being rejected and/or returned for amendment.



Validate your Business Sector on ACRA Bizfile before application

When completing the EEG application form, you will be asked to declare the Business Sector that your company operates within. This can be referenced from the SSIC descriptions as reflected on your company's ACRA Bizfile.

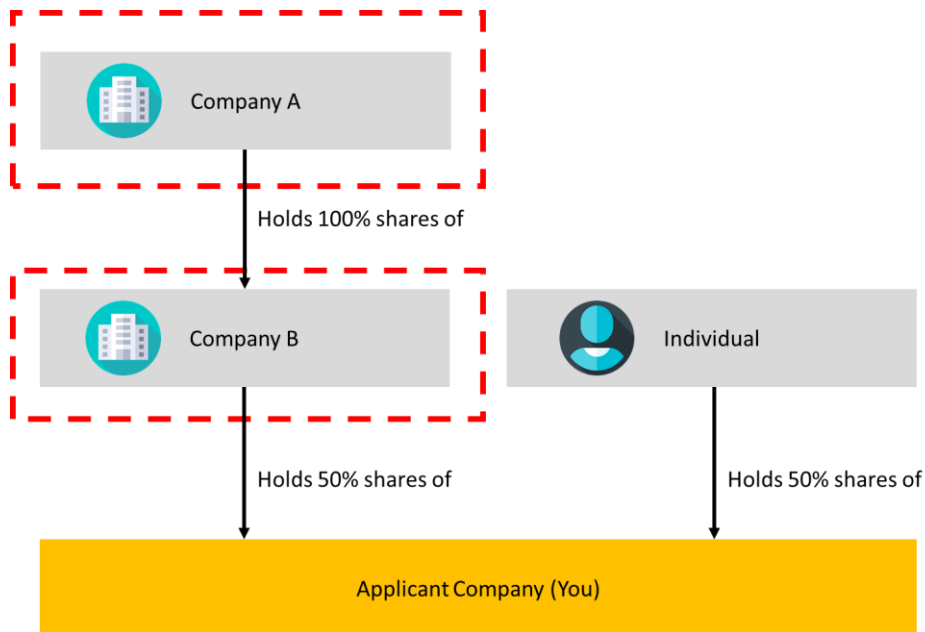
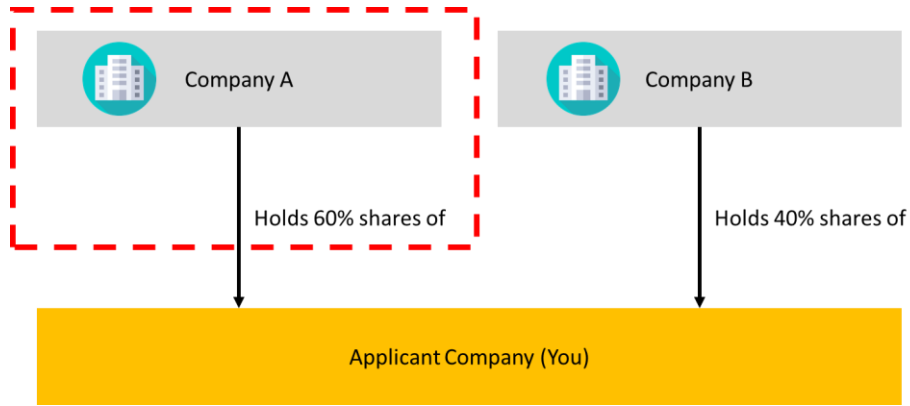
Kindly ensure that your company's ACRA Bizfile is refreshed to be the most updated. It should reflect current business activities and associated SSIC description. If your business activities have since changed, you may wish to approach ACRA to update the necessary. This is necessary for you to access the relevant EEG equipment related to your current business activities.

Annex: Holding Companies and Subsidiaries

Holding Company

A **Holding Company** is any corporate entity that owns 50% or more of your company's shares.

Examples of group structure to determine if a company is a Holding Company (Holding Companies are indicated in the red boxes):

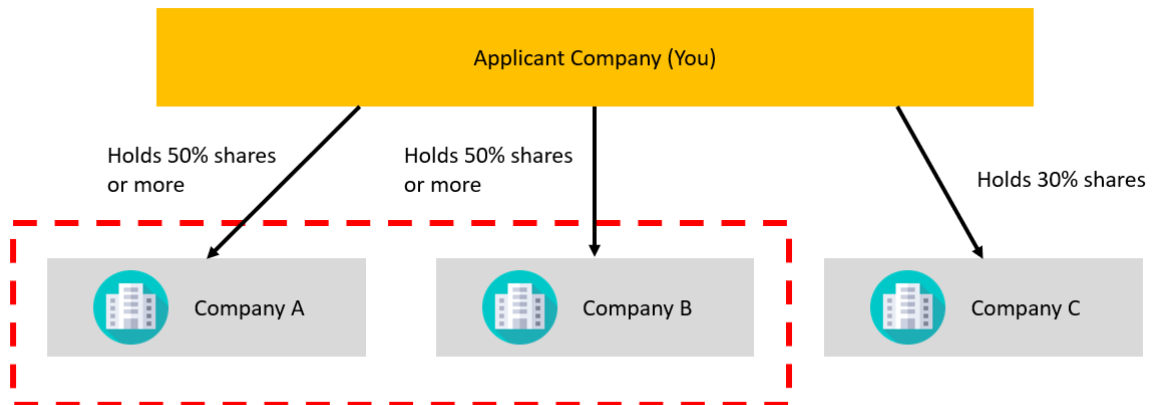


***Note:** If your Holding Company has a parent/parents, continue tracing upward for entities that own more than 50% shares, across all levels, until you hit the final parent. Each of these companies along the chain are part of the Group Structure and should be recorded as Holding Companies in your Company Profile.

Subsidiary

A **Subsidiary** is any corporate entity that your company owns 50% or more shares of.

Example of group structure to determine if a company is a Subsidiary
(Subsidiary/Subsidiaries are indicated in the red boxes):



***Note:** There may be multiple/many companies where your company owns more than 50% shares. In such cases, all qualify as Subsidiaries and these should be indicated within your Company Profile.

Updated as of Nov 2023