



# Preparers' Guide

# ACRA XBRL Filing Requirements

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## **Preface**

### **Abstract**

This document is aimed at accountants and others preparing and filing financial statements in XBRL (eXtensible Business Reporting Language) format for ACRA Taxonomy. The rules in this document provide guidance on the preparation, validation and filing of financial statements in accordance with ACRA's XBRL filing requirements for companies (unlimited or limited by shares).

### **Status**

This report is intended solely for the information required in filing financial statements in XBRL format to ACRA and should not be used for any other purposes. Copies of this report may not be provided to any third parties without prior written consent of the Accounting and Corporate Regulatory Authority (ACRA).

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## **DEFINITIONS**

“ACRA”	:	Accounting and Corporate Regulatory Authority
“AGM”	:	Annual General Meeting
“ASC”	:	Accounting Standards Council
“EPC”	:	Exempt Private Companies
“SFRS”	:	Singapore Financial Reporting Standards (issued by the ASC)
“SGX	:	Singapore Exchange Ltd

## GLOSSARY OF TECHNICAL TERMS

The glossary contains explanations of certain technical terms and abbreviations used in this Guide.

“abstract”	:	An element used to help group headers in the presentation view into sensible categories or to provide explanation. It must not be used for data mapping or data entry in the midst of preparation; and it usually end with a word in square brackets.
“BizFin <sup>x</sup> filing system”	:	An enhanced XBRL filing system developed by ACRA to allow companies to file under the revised XBRL filing requirements.
“entry-point”	:	A file which needs to be browsed to see the list of elements which are modularized on the criteria based on the accounting standards used by companies to prepare their financial statements and type of companies.
“enumerations”	:	Elements which only allow preparers to submit from a fixed list of values.
“extended link roles (ELRs)”	:	Represent the various sections of the financial statements and notes to the financial statements within the taxonomy.
“instance document”	:	A business report in an electronic format created according to the rules of XBRL. It contains facts that are defined by the elements in the taxonomy it refers to together with their values and an explanation of the context in which they are placed.
“mapping” or “data mapping”	:	The process of matching an item in the financial statements to a concept within the ACRA Taxonomy 2016 or 2020.
“Minimum Requirement List”	:	A set of elements within the ACRA Taxonomy 2016 which companies are required to file if the information is available in the AGM financial statements.
“Taxonomy”	:	A dictionary that the XBRL language uses, which helps to define specific tag for individual items of data, such as “expenses”.
“XBRL”	:	An electronic communication language for business and financial data worldwide.

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## **1. Background – Purpose of the Guide**

The purpose of the ACRA XBRL Preparer’s Guide is to provide guidance on how to prepare a set of financial statements in XBRL format (i.e. full set of financial statements, simplified set of financial statements or Financial Statements Highlights) for submission to ACRA. This will help companies, accountants, corporate secretaries and other XBRL preparers. It also contains useful background knowledge for developers creating XBRL software to be consistent with the XBRL filing requirements using ACRA Taxonomy 2016 or 2020.

The guide assumes that the reader has prior basic knowledge of understanding and using XBRL for financial reporting. XBRL adds meaning and context to accounting, financial, and other business performance data, making it understandable, reusable, and precisely interpretable by computer applications. Although raw data is easily processed by computer applications, processing data with meaning and context represents a new and higher level of processing because XBRL tagged data is considered as information (i.e., it is surrounded by meta data that gives it meaning). Being information, it can be more effectively processed, exchanged and transmitted across networks, and it allows formerly manual processes to be automated.

Readers are also required to have basic knowledge of the disclosure requirements in a set of AGM financial statements<sup>1</sup> based on requirements of Singapore Accounting Standards<sup>2</sup>, Singapore Companies’ Act as well as the Singapore Exchange Ltd listing manual (“SGX listing manual”) for listed companies, to be able to use this document. This document does not replace the literature on disclosure requirements of the Singapore Accounting Standards.

For preparers, it provides a methodology / approach for preparing a set of financial statements in XBRL for submission to ACRA. The guide is not designed to be a step-by-step blueprint for creating financial statements in XBRL nor does it contain company specific information or any advice regarding XBRL. This guide does not and cannot, by its very nature, cover everything related to XBRL.

This guide also does not address any software-specific issues nor makes any vendor- or product-specific recommendations. For additional information on the use of any XBRL preparation software, please consult the manuals and documentation that accompany the software. The selection of software is the sole responsibility of the preparer.

The guidance in this document, and XBRL itself, does not in any way affect, alter, or eliminate the preparer’s responsibility of ensuring the accuracy of the set of financial statements submitted in XBRL-encoded statements (instance documents). The decision makers at each step in the XBRL creation process should understand XBRL as it relates directly to these responsibilities.

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<sup>1</sup> For purpose of this guide, “AGM financial statements” means the set of financial statement as tabled in Annual General Meeting (AGM) by Singapore incorporated companies prepared in accordance with the requirements of the Companies Act. In the case of a private company which has dispensed with holding of an AGM, this refers to the financial statements that were sent to the shareholders of the company.

<sup>2</sup> Singapore Accounting Standards refer to the Singapore Financial Reporting Standards (International) (“SFRS(I)”), Singapore Financial Reporting Standards (“SFRS”), Singapore Financial Reporting Standards for Small Entities (SFRS for SE) as issued by the Accounting Standards Council.

The guide uses the following conventions to indicate requirement levels:

**MUST:** This word means that the definition is an absolute requirement.

**MUST NOT:** This phrase means that the definition is an absolute prohibition.

**SHOULD:** This word means that there may be valid reasons in certain circumstances to ignore a particular item, but the full implications must be understood and carefully weighed before choosing such a course.

**SHOULD NOT:** This phrase means that there may be valid reasons in certain circumstances when the particular behaviour is acceptable, but the full implications should be understood and carefully weighed before adopting it.

**MAY:** This word means that an item is truly optional.

## 2. Introduction

Illustration 1 depicts the different steps involved in preparing and submitting a full set of financial statements in XBRL, Simplified XBRL and Financial Statements Highlights, and these phases are covered in greater detail in various sections of this guide.

Step 1: Learn the ACRA XBRL filing requirements and the ACRA Taxonomy (Section 3 and 4)

Step 2: Create an instance document by mapping or direct data entry (Section 5)

Step 3: Validation (Section 6)

Step 4: Submission in BizFin<sup>x</sup> Portal (Section 6)

Illustration 1: Preparation process for full and simplified set of financial statements in XBRL and Financial Statements Highlights



### **3. ACRA XBRL filing requirements**

#### **3.1 Who to file and who is exempted**

All Singapore incorporated companies are required to file financial statements with ACRA, except for those which are exempted. Some companies will file a full set of financial statements in XBRL format, while some others will file only salient financial data in XBRL format and a full set of financial statements in PDF. The filing requirements under Taxonomy 2016 depend on the type of company you own. The filing requirements under Taxonomy 2020 largely depend on the size of the operations.

For information on the detailed requirements for Singapore incorporated companies to file financial statements with ACRA, please refer to <https://www.acra.gov.sg/xbrl-filing-and-resources/who-needs-to-file-financial-statements>.

#### **3.2 Minimum Requirement List (Only applicable to ACRA Taxonomy 2016)**

The Minimum requirement list is a set of elements within ACRA Taxonomy 2016 which companies are required to file if the information is available in the financial statements. Companies may choose to report more information in XBRL format than the Minimum Requirement List. If there are information required within the Minimum Requirement List which are not present within the financial statements, companies can choose to leave such elements as blank.

The Minimum Requirement List is designed based on a needs-driven principle, which means elements are only included for collection if they are sought after by consumers of financial information. A comprehensive cost-benefit analysis weighing the interests of all stakeholders was conducted before the minimum requirement list was derived.

The Minimum Requirement List comprises a combination of:

- a text block element to allow companies to submit their entire set of financial statements; and
- detailed information elements to allow companies to submit information within individual sections of the financial statements.

Table 1<sup>3</sup>

Information required	Minimum Requirement List
<b>Text block information</b>	An entire set of financial statements submitted using a <u>single text block element</u>
<b>Detailed information (Statutory reports)</b>	Statement by directors Independent auditors' report
<b>Detailed information (Primary financial statements)</b>	Statement of financial position # Income statement # Statement of cash flows *
<b>Detailed information (Disclosure notes)</b>	<u>Disclosure notes</u> Corporate and general information Trade and other receivables # ^ Trade and other payables # ^ Provisions # ^ Share capital # @ Revenue # Government grants # Employee benefits expense * Operating segments # Property, plant and equipment # @ Selected income and expense *

Please note that the applicability of each section listed above for submission will depend on the set of financial statements and the disclosures within. ACRA advises preparers to understand their financial statements to determine the relevant sections for submission in order to facilitate more efficient preparation.

Please click [here](#) for information on the list of elements in the taxonomy.

The submission of financial statements in accordance to ACRA's XBRL filing requirements will REQUIRE companies to map information within the financial statements to the concepts within the Minimum Requirement List. The mapping principles are illustrated within Section 5.1.

<sup>3</sup> Table 1: Minimum Requirement List

# Preparers are required to submit the complete information or breakdown in accordance to the Minimum Requirement List for the section. Concepts for "others" may be available to facilitate the disclosure of full information or breakdown.

\* Only selected elements are included in the Minimum Requirement List, hence the completed elements do not have to sum up

^ Preparers are not required to provide the breakdown of the trade and other receivables, payables.

@ In contrast to ^, preparers are required to provide the breakdown into different classes of property, plant and equipment and intangible assets (excluding goodwill).

### 3.3 Concepts within ACRA Taxonomy 2020

The revised XBRL filing requirements under ACRA Taxonomy 2020 will not have the concept of minimum requirement list. XBRL preparers will have to go through all the data elements and provide the information if its applicable to the company.

Table 2<sup>4</sup>

Information required	Information to be provided
<b>Text block information</b>	An entire set of financial statements submitted using a <u>single text block element</u>
<b>Detailed information (Statutory reports)</b>	Statement by directors Independent auditors' report
<b>Detailed information (Primary financial statements)</b>	Statement of financial position # Income statement # Statement of cash flows *
<b>Detailed information (Disclosure notes)</b>	<u>Disclosure notes</u> Trade and other receivables # Property, plant and equipment # @ Intangible assets (excluding goodwill) # @ Right-of-use assets * Trade and other payables # Loans and borrowings # Revenue # Selected income (expense) * Related party *

### 3.4 Extensions within ACRA Taxonomy

In order to enhance the comparability of the data collected, ACRA Taxonomy is a closed taxonomy that does not allow preparers to add or define their own company specific concepts nor creating their own relationships between the concepts. Certain customisations are still allowed within the taxonomy to allow preparers flexibility in their presentation such as company specific labels and re-ordering of concepts.

<sup>4</sup> Required disclosure for ACRA Taxonomy 2020

# Preparers are required to submit the complete information or provide the breakdown. Concepts for "others" may be available to facilitate the disclosure of full information or breakdown.

\* Only selected elements are included hence the completed elements do not have to sum up

@ In contrast to ^, preparers are required to provide the breakdown into different classes of property, plant and equipment and intangible assets (excluding goodwill).

### 3.5 Flowchart on the XBRL Filing requirements

The following diagram illustrates the financial statements filing requirements for companies to ACRA:

#### ACRA Taxonomy 2020

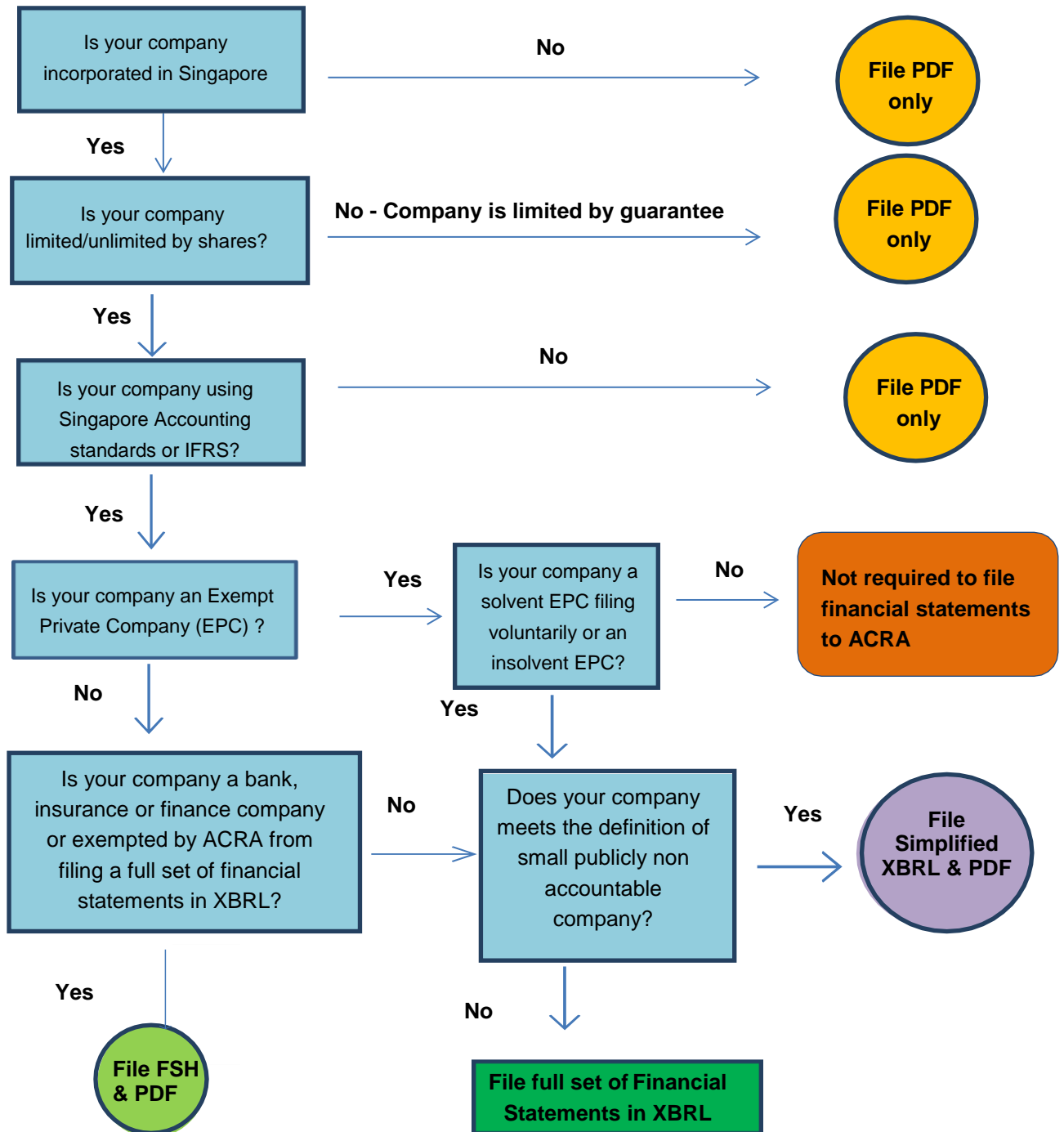


Illustration 2: Financial statements filing requirements for companies under ACRA taxonomy 2020

Note: "PDF" means a set of financial statements in PDF format. "FSH" means Financial Statements Highlights

Note: For definition of small publicly non accountable company, please click [here](#).

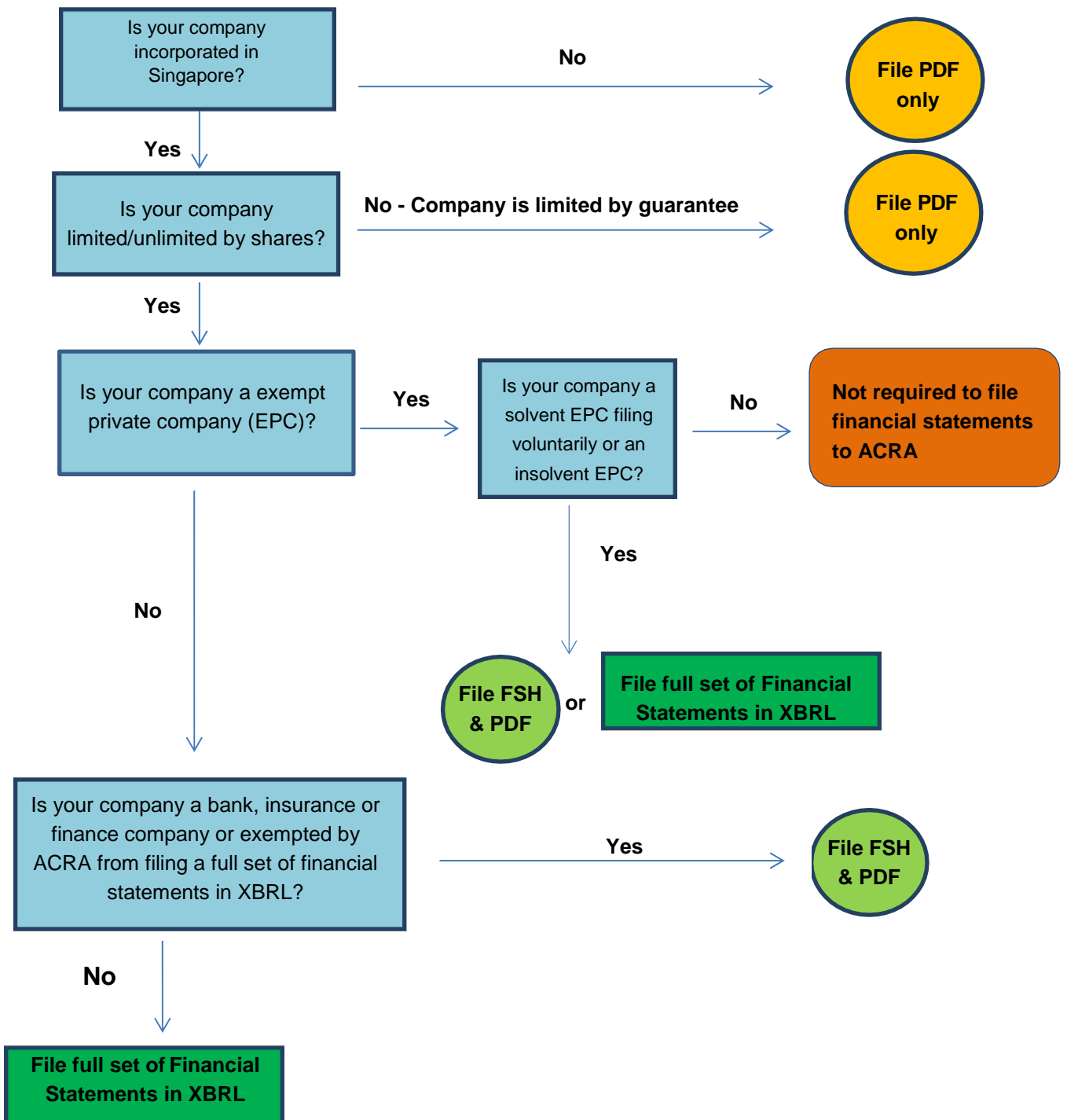


Illustration 3: Financial statements filing requirements for companies under ACRA Taxonomy 2016

#### **4. ACRA Taxonomy**

Taxonomy is the reporting-area specific hierarchical dictionaries used by the XBRL community. XBRL taxonomy is a categorization schema that defines 'tags' data in relation to the accounting framework. In XBRL terms, taxonomy is considered as a dictionary of reporting items based on accounting / regulatory framework. The taxonomy defines the reporting item in computer readable language and also inter-relationships between these reporting items. The reporting item defined in taxonomy is commonly referred as "tag" and filing entities have to use these "tags" to create XBRL instance document.

In Singapore's context, the ACRA Taxonomy is created based on the disclosure requirements for financial statements from Singapore Accounting Standards, Singapore Companies' Act as well as SGX Listing manual. It allows companies to report a full set of financial statements, Simplified XBRL or Financial Statements Highlights in accordance with ACRA's XBRL filing requirements (as set out in Section 3). The ACRA Taxonomy files are available for download at <https://www.acra.gov.sg/how-to-guides/filing-financial-statements-in-xbrl-format/introduction-to-acra-taxonomy>.

The ACRA Taxonomy also makes use of various XBRL data modelling techniques like hierarchies, typed and explicit dimensions. This guide contains the background information on the development of ACRA Taxonomy. In order to facilitate understanding of the Taxonomy and its structure, and ultimately to assist with the preparation of ACRA financial reports in XBRL format, ACRA has published the Taxonomy guide. This guide will describe how the taxonomy is being made, how the files are structured and to be used.

The ACRA Taxonomy includes various features to identify unique tags, to aid navigation by the preparer's and to enable software to process XBRL data efficiently. The features are as follow:

##### **4.1 Entry points**

The ACRA Taxonomy is modularised using entry-points<sup>5</sup> based on the accounting standards used by companies to prepare their financial statements and type of companies. This allows companies to view the elements which are applicable to them. For example, companies filing Simplified XBRL or Financial Statements Highlights would not be shown elements pertaining to full set of financial statements in XBRL. The following entry-points are created in the taxonomy:

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<sup>5</sup> Entry-points are means to navigate through the taxonomy. An entry-point is a file which needs to be browsed to see the list of elements which are modularized on the criteria as mentioned.

**Table 3**

#	Filing requirement with ACRA	Entry-points defined
<b>ACRA Taxonomy 2020</b>		
1	Full set of financial statements in XBRL	<ul style="list-style-type: none"> <li>• FULL</li> </ul>
2	Simplified set of financial statements in XBRL	<ul style="list-style-type: none"> <li>• SIM</li> </ul>
3	Financial Statements Highlights	<ul style="list-style-type: none"> <li>• Banks and Finance Companies</li> <li>• Insurance Companies</li> </ul>
<b>ACRA Taxonomy 2016</b>		
1	Full set of financial statements in XBRL	<ul style="list-style-type: none"> <li>• SFRS</li> <li>• SFRS for Small Entities</li> </ul>
2	Financial Statements Highlights	<ul style="list-style-type: none"> <li>• General</li> <li>• Banks and Finance Companies</li> <li>• Insurance Companies</li> </ul>

Table 3: Entry Points in ACRA Taxonomy

In addition to the above entry-points, there is a “combined entry-point”, which groups all the above entry-points. It should be noted that the combined entry-point is created to facilitate viewing of all the entry-points together. The combined entry-point MUST NOT be used for creating instance document.

## 4.2 Labels

The ACRA Taxonomy contains labels which are human-readable and provide the main definition to allow the unique tag to be easily identified. Labels in taxonomies are usually longer and more descriptive than line items found in a set of financial statements. The purpose is to enable preparers to clearly define the information required to be submitted using the data element. Some examples are listed in the following table:

Table 4

Element Name	Standard Label
DisclosureOfCompleteSetOfFinancialStatementsTextBlock	Disclosure of complete set of financial statements [text block]
IntangibleAssetsOtherThanGoodwill	Intangible assets (excluding goodwill), non-current
DisclosureOfDetailedInformationAboutTradeAndOtherReceivablesCurrentLineItems	Disclosure of detailed information about trade and other receivables, current [line items]

Table 4: Examples of Standard Labels for Element Names

The ACRA XBRL filing requirements also allow preparers to use their company specific label within the set of financial statements in XBRL submitted to ACRA. This will give flexibility to companies which may have their own preferences towards the naming convention. For instance, instead of the taxonomy label *Property, plant and equipment*, the company MAY use their own company specific label like *Plant & Equipment*.

## 4.3 Presentation

Within each entry point (explained in Section 4.1), the data elements within ACRA Taxonomy have been modelled or organised in a manner that resembles a set of AGM financial statements, starting with statutory reports such as directors’ report, auditor’s report, and primary financial statements such as statement of financial position, followed by disclosure notes.



Extract of Presentation of elements in ACRA Taxonomy 2020

Element	Order
[-] Ext [31000000] Note - Trade and other receivables	
[-] Ea Trade and other receivables [abstract]	
[-] Disclosure of detailed information about trade and other receivables [table]	1
[-] Consolidated and separate financial statements [axis]	1
[-] Consolidated [member]	1
[-] Separate [member]	1
[-] Ea Disclosure of detailed information about trade and other receivables [line items]	2
[-] E Trade receivables (excluding contract assets) due from third parties, current and non-current	4
[-] E Trade receivables (excluding contract assets) due from related parties, current and non-current	5
[-] E Contract assets, current and non-current	6
[-] E Non-trade receivables, current and non-current	7
[-] E Total trade and other receivables, current and non-current	8

Illustration 4: Extract of presentation of elements in ACRA Taxonomy 2020

Concepts relating to a specific section of the financial statements are organised using groupings or extended link roles (ELRs). These ELRs (i.e. the financial statements and notes) are arranged in a sequential manner with help of artificial 8 digit codes, called as sort codes. Examples of the ELRs and the concepts within the ELR are shown in the following table:

Table 5

Name of ELRs	Examples of concepts within ELRs
[10000000] Filing information	<ul style="list-style-type: none"> <li>Name of company</li> <li>Unique Entity Number</li> <li>Type of accounting standard used to prepare financial statements</li> </ul>
[11000000] Full set of financial statements	<ul style="list-style-type: none"> <li>Text block for the full set of financial statements</li> </ul>
[13000000] Independent auditors' report	<ul style="list-style-type: none"> <li>Type of audit opinion in independent auditors' report</li> <li>Whether there is any material uncertainty relating to going concern reported in auditors' report</li> </ul>
[21100000] Statement of financial position, current and non-current	<ul style="list-style-type: none"> <li>Cash and bank balances, current</li> </ul>
[23000000] Statement of cash flows	<ul style="list-style-type: none"> <li>Net cash flows generated from (used in) operating activities</li> <li>Net cash flows from (used in) investing activities</li> <li>Net cash flows from (used in) financing activities</li> </ul>

Table 5: Examples of ELRs in ACRA Taxonomy 2020 and concepts within ELR

The position of a concept in the presentation hierarchy of the taxonomy gives an indication of its use and meaning. For instance, the concept *Profit (loss)* will appear in the Income Statement section of the taxonomy after *Profit (loss) before taxation from continuing operations, Income tax (expense) benefit from continuing operations and Profit (loss) from discontinued operations, net of taxation*. Some elements may appear in

several places in the presentation view because they may typically be reported in different positions in the financial statements. For example, the concept *Revenue* is found in Income statement and Note - Revenue.

The ACRA Taxonomy presentation hierarchy does not attempt to represent all possible layouts of financial statements. This would not be practical, given the varied presentation format of financial statements of different companies in Singapore. As such, the presentation view of the taxonomy is likely to be different from how a company presents its AGM financial statements, unless the company uses ACRA Taxonomy to prepare its AGM financial statements. For example, the ACRA Taxonomy is structured to present the Statement of Financial Position before the Income Statement. However, some companies MAY choose to present the Income Statement before the Statement of Financial Position. To allow certain flexibility to the presentation of financial statements in XBRL format, ACRA Taxonomy allows preparers to do re-ordering of concepts within categories. For example, the order of concepts within Statement of financial position, the elements can be rearranged by the companies in a manner consistent with presentation adopted in their AGM financial statements when they submit financial statements in XBRL format to ACRA.

As ACRA Taxonomy is modelled to include all the disclosure requirements of Singapore Accounting Standards, Singapore Companies Act and SGX Listing Manual within the AGM financial statements, it may appear that concepts within the taxonomy may be more complex than a typical simple set of financial statements. This is necessary to cater to the various types of companies filing to ACRA although not all concepts may have been selected for use by a company. As such, the existence of a concept in the ACRA Taxonomy does not mean that it needs to appear in the financial statements of a company.

Financial statements information which applies to different periods is not represented by different concepts within the taxonomy. Instead, they are represented using the same concept with a different date context applied. For example, the same concept *Revenue* is used for submission of the amount of revenue for 2012 and 2013. Similarly, values at the beginning and end of periods for Property, plant and equipment within the disclosure note are submitted using the same concept distinguished by different date context applied (ACRA Taxonomy contains some concepts with labels ending ‘...beginning of period’ and ‘...end of period’. This is purely to aid presentation and help users identify tags. These start / end labels reference the same underlying concept.)

Element	Order	Preferred Label
[32000000] Note - Property, plant and equipment		
Disclosure of detailed information about property, plant and equipment [abstract]		
Disclosure of detailed information about property, plant and equipment [table]	1	
Consolidated and separate financial statements [axis]	1	
Classes of property, plant and equipment [axis]	2	
Disclosure of detailed information about property, plant and equipment [line items]	2	
Gross carrying amount, property plant and equipment	1	terseLabel
Gross carrying amount at beginning of period	1	periodStartLabel
Increase (decrease) through net exchange differences or revaluation of assets	2	ReportingLabel
Additions (including those through business combinations)	3	ReportingLabel
Disposals (including those through loss of control of subsidiary)	4	negatedLabel
Increase (decrease) through other changes (including transfers, write-offs, grants)	5	ReportingLabel
Gross carrying amount at end of period	6	periodEndLabel

Illustration 5: Examples of use of start and end labels

#### 4.4 Headers and other information items

The taxonomy includes headers to help group the presentation view into sensible categories or to provide explanation. These are defined as XBRL 'abstract' items and MUST NOT be used for data mapping or data entry in the midst of preparation. Abstracts usually end with a word in square brackets e.g. [abstract].

Element	Order
[-] Ext [31000000] Note - Trade and other receivables	
[-] Ea Trade and other receivables [abstract]	
[-] Disclosure of detailed information about trade and other receivables [table]	1
[-] Ea Disclosure of detailed information about trade and other receivables [line items]	2
[-] Ext [32000000] Note - Property, plant and equipment	
[-] Ea Disclosure of detailed information about property, plant and equipment [abstract]	
[-] Disclosure of detailed information about property, plant and equipment [table]	1
[-] Ea Disclosure of detailed information about property, plant and equipment [line items]	2
[-] Ext [33000000] Note - Intangible assets (excluding goodwill)	
[-] Ea Disclosure of intangible assets [abstract]	
[-] Disclosure of detailed information about intangible assets [table]	1
[-] Ea Disclosure of detailed information about intangible assets [line items]	11
[-] Ext [34000000] Note - Right-of-use assets	
[-] Ea Disclosure of right-of-use assets [abstract]	
[-] Disclosure of right-of-use assets [table]	1
[-] Ea Disclosure of right-of-use assets [line items]	2

Illustration 6: Section provides a presentation view of a part of the ACRA Taxonomy 2020 and shows how elements are grouped under each abstract.

#### 4.5 References

References are attached to most of the concepts within the ACRA Taxonomy to give preparers more information on the context and nature of a specific concept which they are submitting the information for. For example, the concept *Finance costs* in Singapore Financial Reporting Standards (“FRS”) carries the accounting reference FRS 1, paragraph 82b while the concept *Revenue* carries the accounting reference FRS 1 paragraph 82a. Some data elements are required by several standards and these references have also been included in the ACRA Taxonomy.

Element	Order	Reference	role	value
[22000000] Income statement, by nature of expense				
Statement of profit or loss [abstract]				
Statement of profit or loss [table]	1			
Statement of profit or loss [line items]	2			
Profit (loss)	1	Reference Link		
Revenue	1	http://www.xbrl.org/2003/role/link		
Other income	2	Reference	disclosureRef	
Employee benefits expense	3	ref:Name		SFRS
Depreciation expense	4	ref:Number		1
Amortisation expense	5	ref:Paragraph		10
Repairs and maintenance expense	6	ref:Subparagraph		e
Sales and marketing expense	7	Reference	disclosureRef	
Other expenses	8	ref:Name		SFRS
Other gains (losses)	9	ref:Number		1
Finance costs (net)	10	ref:Paragraph		82
Share of profit (loss) of associates and joint ventures accounted for using equity method	11	Reference	disclosureRef	
Profit (loss) before taxation from continuing operations	12	ref:Name		SFRS
Income tax (expense) benefit from continuing operations	13	ref:Number		1
Profit (loss) from discontinued operations, net of taxation	14	ref:Paragraph		112
Profit (loss)	15	Reference	disclosureRef	
		ref:Name		SFRS
		ref:Number		23

Illustration 7: Example of Reference defined in ACRA Taxonomy 2020

#### 4.6 Period type

All concepts are identified as having the characteristic of an 'instant' (i.e. a stock) or 'duration' (a flow). This relates to the period at which or over which they are measured. Using this information, preparers will know the context to help them in their submission of information.

Element Name	Id
Revenue	sg-as_Revenue

Property Name	Property Value
name	Revenue
id	sg-as_Revenue
abstract	false
substitutionGroup	xbri:item
periodType	duration
type	xbri:monetaryItemType
balance	credit
nillable	true

Illustration 8: Example of period type

#### 4.7 Balance type

Most monetary concepts will have either a 'credit' or 'debit' balance type based on the 'natural' accounting disclosure of the element. This can help preparers identify the sign to fill in for the XBRL data element<sup>6</sup>. For example, *Revenue* is pre-defined to be a credit balance and *Expenses* is pre-defined to have a debit balance.

Element Name	Id
Revenue	sg-as_Revenue

Property Name	Property Value
name	Revenue
id	sg-as_Revenue
abstract	false
substitutionGroup	xbri:item
periodType	duration
type	xbri:monetaryItemType
balance	credit
nillable	true

Illustration 9: Example of balance type

#### 4.8 Data types

Different concepts within the taxonomy may have various data types to allow them to contain various types of data such as monetary value, an ordinary number, a date, a section of text etc. The following are the different XBRL data types which are used for concepts within the ACRA Taxonomy:

Table 6

Data type	Type of data supported by element	Examples of concepts
Applicable to both ACRA taxonomy 2016 and 2020		
<b>A</b> Monetary	Monetary value	<ul style="list-style-type: none"> <li>Current assets</li> <li>Revenue</li> </ul>
<b>B</b> String	Textual data	<ul style="list-style-type: none"> <li>Name of company</li> <li>Description of nature of entity's operations and principal activities</li> </ul>

<sup>6</sup> To facilitate submission of expense items in a more intuitive manner, the ACRA preparation tool contains guidance notes within the disclosure section to guide preparers, for example in the income statement, the guidance note state that expenses should be in negative sign.

	Data type	Type of data supported by element	Examples of concepts
C	Text block	Large blocks of data. Generally used to capture entire section of financial statements or notes as individual blocks of information	<ul style="list-style-type: none"> <li>Disclosure of complete set of financial statements [text block]</li> </ul>
D	Date	Date which is in the format YYYY-MM-DD	<ul style="list-style-type: none"> <li>Current period start date</li> <li>Date of authorisation for issue of financial statements</li> </ul>
E	Positive integer	Positive number	<ul style="list-style-type: none"> <li>Number of Key Audit Matters reported</li> </ul>
Applicable to ACRA Taxonomy 2016 only			
F	Decimal	General numeric value	<ul style="list-style-type: none"> <li>Number of options granted during period</li> <li>Number of debentures in which interests are held</li> </ul>
G	Shares	Number of shares as value	<ul style="list-style-type: none"> <li>Number of shares outstanding</li> <li>Number of shares issued but not fully paid</li> </ul>
H	Per share	Per share value	<ul style="list-style-type: none"> <li>Basic earnings (loss) per share from continuing operations</li> <li>Diluted earnings (loss) per Share</li> </ul>
I	Percentage	Values provided as percentage	<ul style="list-style-type: none"> <li>Proportion of ownership interest in subsidiary</li> </ul>

Table 6: Examples of XBRL Data Types used for concepts

Other than the data types in Table 6 which allow preparers to indicate their own values, there are also data types in ACRA Taxonomy defined for certain elements which only allow preparers to submit from a fixed list of values (referred as enumerations). The purpose is to facilitate preparers in submitting correct data as required by ACRA. The list of such data types is listed in Table 7 for ACRA Taxonomy 2020 and Table 8 for ACRA Taxonomy 2016 below.

Table 7

#	Data type	Assigned to element	Enumerations
1	AccountingStandardsItemType	TypeOfAccountingStandardUsedToPrepareFinancialStatements	<ul style="list-style-type: none"> <li>SFRS(I) (including simultaneous compliance with IFRS)</li> <li>SFRS</li> <li>SFRS for Small entities</li> <li>IFRS only</li> <li>Other accounting standards</li> </ul>

#	Data type	Assigned to element	Enumerations
2	CurrencyCodeItem Type	DescriptionOfPresentationCurrency	<ul style="list-style-type: none"> <li>ISO currency code</li> </ul>
3	LevelOfRoundingItem Type	LevelOfRoundingUsedInFinancialStatements	<ul style="list-style-type: none"> <li>Actual</li> <li>Thousands</li> <li>Millions</li> <li>Billions</li> </ul>
4	NatureOfFinancialStatementsItem Type	NatureOfFinancialStatementsCompanyLevelOrConsolidated	<ul style="list-style-type: none"> <li>Company level</li> <li>Consolidated</li> </ul>
5	PreparationOfXBRLFileItem Type	HowWasXBRLInstanceDocumentPrepared	<ul style="list-style-type: none"> <li>In-house</li> <li>Outsourced</li> </ul>
6	StatementOfFinancialPositionItem Type	TypeOfStatementOfFinancialPosition	<ul style="list-style-type: none"> <li>Current and non-current</li> <li>Order of liquidity</li> </ul>
7	TaxonomyVersionItem Type	TaxonomyVersion	<ul style="list-style-type: none"> <li>Full_XBRL_2020_v1.0</li> <li>Simplified_XBRL_2020_v1.0</li> <li>FSH_Banks_&amp;_Finance_Company_2020_v1.0</li> <li>FSH_Insurance_2020_v1.0</li> </ul>
8	UENItem Type	UniqueEntityNumber	<p>10 Characters, first 9 should be numbers and the last character would be an alphabet</p> <p>For Example : - 190012345F</p>
9	YesNoUnableToConcludeItem Type	DidAuditorConcludeThatThereIsMaterialMisstatementOfOtherInformation	<ul style="list-style-type: none"> <li>Yes</li> <li>No</li> <li>Unable to conclude</li> </ul>
10	TypeOfAuditOpinionItem Type	TypeOfAuditOpinionInIndependentAuditorsReport	<ul style="list-style-type: none"> <li>Not audited</li> <li>Unqualified (clean) audit opinion</li> <li>Unqualified with emphasis of matter</li> <li>Qualified opinion</li> <li>Adverse opinion</li> <li>Disclaimer of opinion</li> </ul>
11	XBRLFilingItem Type	TypeOfXBRLFiling	<ul style="list-style-type: none"> <li>Full XBRL</li> <li>Simplified XBRL</li> <li>Financial Statements Highlights (Banks/Merchant Banks/Finance Companies)</li> <li>Financial Statements Highlights (Registered Insurers)</li> </ul>
12	WhetherFinancialStatementsArePreparedOnGoingConcernBasis	YesNoItem Type	<ul style="list-style-type: none"> <li>Yes</li> <li>No</li> </ul>
13	WhetherThereAreChangesToComparativeAmountsDueToRestatementsReclassificationOrOtherReasons	YesNoItem Type	<ul style="list-style-type: none"> <li>Yes</li> <li>No</li> </ul>

#	Data type	Assigned to element	Enumerations
14	WhetherCompanyOrGroupIfConsolidatedAccountsArePreparedHasMoreThan50Employees	YesNoItemtype	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
15	WhetherInDirectorsOpinionFinancialStatementsAreDrawnUpSoAsToExhibitATrueAndFairView	YesNoItemtype	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
16	WhetherThereAreReasonableGroundsToBelieveThatCompanyWillBeAbleToPayItsDebtsAsAndWhenTheyFallDueAtDateOfStatement	YesNoItemtype	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
17	ReasonForModifiedAuditOpinionRelatedToImpairmentOfAssets	YesItemtype	<ul style="list-style-type: none"> <li>• Yes</li> </ul>
18	ReasonForModifiedAuditOpinionRelatedToGoingConcern	YesItemtype	<ul style="list-style-type: none"> <li>• Yes</li> </ul>
19	ReasonForModifiedAuditOpinionRelatedToAuditOfOpeningBalance	YesItemtype	<ul style="list-style-type: none"> <li>• Yes</li> </ul>
20	ReasonForModifiedAuditOpinionRelatedToConsolidatedOrEquityAccounting	YesItemtype	<ul style="list-style-type: none"> <li>• Yes</li> </ul>
21	ReasonForModifiedAuditOpinionRelatedToOngoingInvestigationOrLegalCases	YesItemtype	<ul style="list-style-type: none"> <li>• Yes</li> </ul>
22	ReasonForModifiedAuditOpinionRelatedToOthers	YesItemtype	<ul style="list-style-type: none"> <li>• Yes</li> </ul>
23	WhetherThereIsAnyMaterialUncertaintyRelatingToGoingConcern	YesNoItemtype	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>



#	Data type	Assigned to element	Enumerations
24	WhetherInAuditorsOpinionAccountingAndOtherRecordsRequiredAreProperlyKeptInAccordanceWithCompaniesAct	YesNoItemtype	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>

Table 7: Examples of Data Types being defined for concepts with fixed enumerations in ACRA Taxonomy 2020.

Table 8

#	Data type	Assigned to element	Enumerations
1	AccountingStandardsItemtype	TypeOfAccountingStandardUsedToPrepareFinancialStatements	<ul style="list-style-type: none"> <li>• SFRS</li> <li>• SFRS for Small entities</li> <li>• SFRS(I) (including simultaneous compliance with IFRS)</li> <li>• IFRS only</li> <li>• Other accounting standards</li> </ul>
2	AmortisationMethodItemtype	AmortisationMethodIntangibleAssets	<ul style="list-style-type: none"> <li>• Straight-line-method</li> <li>• Diminishing balance method</li> <li>• Units-of-production method</li> <li>• Other amortisation method</li> </ul>
3	CashFlowStatementItemtype	TypeOfStatementOfCashFlows	<ul style="list-style-type: none"> <li>• Direct</li> <li>• Indirect</li> <li>• Not prepared</li> </ul>
4	CompanyItemtype	TypeOfCompanyDuringCurrentPeriod	<ul style="list-style-type: none"> <li>• Private company</li> <li>• Public company</li> <li>• Exempt private company</li> </ul>
5	ComprehensiveIncomeItemtype	TypeOfOtherComprehensiveIncome	<ul style="list-style-type: none"> <li>• Presented before tax</li> <li>• Presented net of tax</li> <li>• No other comprehensive income</li> </ul>
6	CurrencyCodeItemtype	DescriptionOfPresentationCurrency	<ul style="list-style-type: none"> <li>• ISO currency code</li> </ul>
7	DepreciationMethodItemtype	DepreciationMethodPropertyPlantAndEquipment	<ul style="list-style-type: none"> <li>• Straight-line-method</li> <li>• Diminishing balance method</li> <li>• Units-of-production depreciation method</li> <li>• Other depreciation method</li> </ul>
8	DesignationOfPreparerItemtype	DesignationOfPreparer	<ul style="list-style-type: none"> <li>• Accountant or person providing accounting related services</li> <li>• Company secretary or person providing corporate secretarial related services</li> <li>• Director</li> <li>• Others</li> </ul>
9	IncomeStatementItemtype	TypeOfIncomeStatement	<ul style="list-style-type: none"> <li>• By function of expense or cost of sales</li> <li>• By nature of expense</li> </ul>

#	Data type	Assigned to element	Enumerations
10	InventoryCostFormulatemType	TypeOfInventoryCostFormulaUsed	<ul style="list-style-type: none"> <li>• Specific identification</li> <li>• FIFO</li> <li>• Weighted average cost formula</li> <li>• Combination of specific identification / FIFO / weighted average method</li> </ul>
11	LevelOfRoundingItemtype	LevelOfRoundingUsedInFinancialStatements	<ul style="list-style-type: none"> <li>• Actual</li> <li>• Thousands</li> <li>• Millions</li> <li>• Billions</li> </ul>
12	ListingItemtype	TypeOfExchangeOnWhichCompanyIsListed	<ul style="list-style-type: none"> <li>• Listed in securities exchange in Singapore</li> <li>• Listed in securities exchange in Singapore and other country(s)</li> <li>• Listed only in securities exchange in other country(s)</li> </ul>
13	ModificationsToAuditorsReportItemtype	TypeOfModificationToIndependentAuditorsReport	<ul style="list-style-type: none"> <li>• Qualified opinion</li> <li>• Disclaimer of opinion</li> <li>• Adverse opinion</li> </ul>
14	NatureOfCompanyFilingFinancialHighlightsItemtype	NatureOfCompanyFilingFinancialStatementsHighlights	<ul style="list-style-type: none"> <li>• Solvent EPC</li> <li>• Banks/Merchant Banks/Finance Companies</li> <li>• Registered Insurers</li> <li>• Company exempted by ACRA from filing a full set of financial statements in XBRL</li> <li>• Insolvent EPC</li> </ul>
15	NatureOfFinancialStatementsItemtype	NatureOfFinancialStatementsCompanyLevelOrConsolidated	<ul style="list-style-type: none"> <li>• Company level</li> <li>• Consolidated</li> </ul>
16	PreparationOfXBRLFileItemtype	HowWasXBRLInstanceDocumentPrepared	<ul style="list-style-type: none"> <li>• In-house</li> <li>• Outsourced</li> </ul>
17	ScopeOfFilingItemtype	TypeOfXBRLInstanceDocumentPrepared	<ul style="list-style-type: none"> <li>• Full set of financial statements</li> <li>• Financial statement highlights</li> </ul>
18	ShareOptionPricingModelItemtype	DescriptionOfShareOptionPricingModel	<ul style="list-style-type: none"> <li>• Black-Scholes model</li> <li>• Binomial model</li> <li>• Other pricing model</li> </ul>
19	StatementOfFinancialPositionItemtype	TypeOfStatementOfFinancialPosition	<ul style="list-style-type: none"> <li>• Current and non-current</li> <li>• Order of liquidity</li> </ul>
20	YesNoItemtype	WhetherCompanyIsListedAsAtCurrentPeriodEndDate	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
22	TaxonomyVersionItemtype	TaxonomyVersion	<ul style="list-style-type: none"> <li>• SFRS_2016_v4.1</li> <li>• SFRS_SE_2016_v4.1</li> <li>• FSH_General_2016_v4.1</li> <li>• FSH_Banks&amp;FinanceCompany_2016_v4.1</li> <li>• FSH_Insurance_2016_v4.1</li> </ul>

#	Data type	Assigned to element	Enumerations
23	UENItemType	UniqueEntityNumber	10 Characters, first 9 should be numbers and the last character would be an alphabet  For Example : - 190012345F
24	YesNoUnableToConcludeItemType	DidAuditorConcludeThatThereIsMaterialMisstatementOfOtherInformation	<ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> <li>• Unable to conclude</li> </ul>
25	Nonnegativeintegeritemtype	Key Audit Matters	Must be a positive integer

Table 8: Examples of Data Types being defined for concepts with fixed enumerations

Most of the data types within the taxonomy are either monetary or string. An understanding of these data types will help to ensure correct data entry when creating the instance document and to facilitate verification by the software.

**Table 9** shows examples of the application of these data types:

Concept	Data type	Reported value
Revenue	Monetary	5,000
Description of nature of entity's operations and principal activities	String	It is an investment holding company.

Table 9: Examples of concepts reported in an instance document

## 5. Creating of XBRL instance document

### 5.1 Mapping principles

This section aims to provide guidance on the mapping principles that preparers have to be aware of in the process of converting their AGM financial statements to XBRL format for submission to ACRA.

In order to create an XBRL instance document from a pre-existing copy of AGM financial statements, preparers will need to map one or more data item in the financial statements to a tag in the taxonomy.

Mapping is achieved by matching information within the financial statements (e.g. the amount of fixed assets) to a relevant concept within the Taxonomy. (E.g. Property, Plant and Equipment).

Preparers **MUST** only consider all concepts within the Minimum Requirement List (for ACRA Taxonomy 2016) and all concepts for ACRA Taxonomy 2020 for relevance to their AGM financial statements. Selecting the appropriate elements for the financial statements requires appropriate understanding of accounting concepts and knowledge of Singapore Accounting Standards. For this reason, people in the company who are most familiar with the financial statements **SHOULD** be involved in matching or mapping financial statements information to taxonomy concepts. To ensure the accuracy of the financial statements submitted in XBRL format to ACRA, this mapping **SHOULD** also be reviewed before submission.

This section will illustrate the mapping principles required for numeric concepts, the most common type of concepts found in the taxonomy and *Disclosure of complete set of financial statements [text block]*. Examples will be used to illustrate the principles.

#### **5.1.1 How to submit for *Disclosure of complete set of financial statements [text block]***

*Disclosure of complete set of financial statements [text block]* allows preparers to submit their entire AGM financial statements to ACRA in XBRL format.

Preparers SHOULD submit a complete set of AGM financial statements, which generally include the following sections:

- a. Statement by directors'
- b. Independent auditors' report
- c. Statement of financial position
- d. Income statement
- e. Statement of cash flows
- f. Notes to accounts

**RULE 1:**

*A complete set of AGM financial statements MUST be submitted using Disclosure of complete set of financial statements [text block].*

#### **5.1.2 Mapping for numeric concepts**

Illustration 10 is an example of how information within the AGM financial statements can be mapped to the relevant concepts in the taxonomy and the rules that preparers MUST consider in their mapping. To assist preparers in their mapping, ACRA preparers can refer to the guidance notes within the preparation tool.

AGM Financial Statement				ACRA Taxonomy 2020	
<b>STATEMENTS OF FINANCIAL POSITION, AS AT 31 MARCH 2019</b>				<b>[21100000] Statement of financial position, current and non-current</b>	
	<b>Note</b>	<b>2019 \$'000</b>	<b>2018 \$'000</b>	<b>Assets</b>	
<b>Non-current assets</b>				<b>Current assets</b>	
Property, plant and equipment	10	23	62	Cash and bank balances, current	
Intangible assets	11	-	735	Trade and other receivables (including contract assets), current	
Investment in joint venture	12	31798	33430	Financial assets - lease receivables, current	
Investment in subsidiaries	13	-	-	Financial assets - derivatives, current	
Financial assets at fair value through profit or loss	18	-	25111	Financial assets - at fair value through profit or loss, current	
<b>Total non-current assets</b>		<b>31821</b>	<b>59338</b>	Other financial assets, current	
<b>Current assets</b>				Inventories - development properties, current	
Trade receivables	14	-	1316	Inventories - others, current	
Other receivables, deposits and prepayments	15	1472	3564	Other non-financial assets, current	
Amounts due from subsidiaries	16	-	-	Non-current assets or disposal groups classified as held for sale or as held for distribution to owners	
Cash and bank balances	17	677	277	<b>Total current assets</b>	
Financial assets at fair value through profit or loss	18	24645	-	<b>Non-current assets</b>	
<b>Total current assets</b>		<b>26794</b>	<b>5157</b>	Trade and other receivables (including contract assets and restricted cash and bank balance), non-current	
<b>Total assets</b>		<b>58615</b>	<b>64495</b>	Financial assets - lease receivables, non-current	
				Financial assets - derivatives, non-current	
				Financial assets - at fair value through profit or loss, non-current	
				Other financial assets, non-current	
				Property, plant and equipment, non-current	
				Investment properties, non-current	
				Goodwill, non-current	
				Intangible assets (excluding goodwill), non-current	
				Investments in subsidiaries, joint ventures and associates, non-current	
				Deferred tax assets, non-current	
				Other non-financial assets, non-current	
				<b>Total non-current assets</b>	
				<b>Total assets</b>	

Illustration 10: Mapping your AGM Financial Statements to the ACRA Taxonomy

**One to one mapping**

As indicated by the above mapping indicated in **blue**, line items from within the financial statements are mapped to the concepts in a simple one-to-one mapping. This is because the line items are equivalent to the taxonomy concepts.

**RULE 2:**

*A line item within the AGM financial statements MUST be mapped to the relevant concept within the taxonomy when they are equivalent in accounting terms.*

**Many to one mapping**

However, there may be other instances when many line items within the AGM financial statements must be grouped together to be mapped to a relevant taxonomy concept. This is illustrated by the mapping in **green** in Illustration 10. Under such scenarios, the preparer will have to aggregate the values for the different line items to be submitted under the relevant concepts.

A footnote MUST also be created by the preparers to explain the aggregation that was performed. The creation of footnote is handled through an XBRL footnote mechanism which allows preparers to freely attach footnotes to any reporting concepts.

			2018	2017
			SGD	SGD
	Company Label	Note		
Statement of financial position				
Statement of financial position				
Assets				
Current assets				
	Cash and bank balances,	Cash and bank balances		
[1]	current		1,645,184	2,574,932
	Trade and other receivables	Trade and other		
	(including contract assets),	receivables] Prepayments		
[1]	current	5	6,743,499	15,471,500

[Total trade and other receivables, current [15,471,500]= Trade and other receivables [15,258,628] + Prepayments [212,872]

Illustration 11: Example of footnote where several line items from the AGM financial statements are mapped to 1 taxonomy concept Trade and other receivables (including contract assets), current

**RULE 3:**

*Line items within the AGM financial statements that represent sub-components of a relevant concept within taxonomy MUST be aggregated together. A footnote MUST also be created to explain the aggregation that has been performed.*

**One to many mapping**

If a certain line item within AGM financial statements is an aggregation of two or more concepts, the preparer MUST submit the breakdown as required by the taxonomy concepts when the breakdown is available within the AGM financial statements. Breakdown of a line item can usually be found in the relating disclosure note in the financial statements. When there is a choice among different taxonomy concepts that have definitions consistent with a line item in the AGM financial statements, the preparer SHOULD use the concept with the narrowest definition. As illustrated by the mapping in orange, the preparers would normally have to refer to the disclosure note for Intangible Assets so that they can submit the breakdown of Intangible assets and Goodwill.

When it is impractical to separate the value of a certain line item or breakdown is not disclosed with the financial statements, the preparer will have to disclose the value with one of the taxonomy concepts that made up to the line item based on the **best-fit principle**. For example, if Equipment is presented within the property, plant and equipment disclosure note without the breakdown according into various components as required in Minimum Requirement List, the entire amount of Equipment will then have to be disclosed as one of the sub-component concepts such as “Machinery and other equipment” or “Computer, office equipment, furniture fixtures and fittings”. As application of the best-fit principle requires accounting knowledge and judgment, this SHOULD be performed by someone with the necessary knowledge of the financial information of the company.

When there is a choice among different concepts in the taxonomy, use the concept with the most specific reference. For example, a concept with a reference to a specific paragraph with a specific disclosure requirement in SFRS is likely to be a better choice to be mapped to for information required by SFRS than a concept not referencing to such disclosure requirement. Determining whether references support the definition and are consistent with the financial statements information require appropriate accounting knowledge and judgment.

**RULE 4:**

*When a line item within the AGM financial statements represents an aggregation of several concepts in the taxonomy, the breakdown MUST be disclosed as required. Where it is impractical or the breakdown is not disclosed within the AGM financial statements, the preparer MUST map the entire amount to one of the concepts that made up to the line item based on the best-fit principle.*

**Mapping to “Others”**

For sections which require complete information or breakdown to be submitted as indicated in Table 1 of Section 3.2 or Table 2 of Section 3.3, and under circumstances where having considered all the items included in the list of concepts within the respective ACRA Taxonomy, any line item in the AGM financial statements that does not have any linkage with concepts within the ACRA Taxonomy (e.g. after applying RULE 2 to RULE 4) MUST be classified under “others” category in the respective sections of the financial statements. The preparer MUST also create a footnote to provide the breakdown of what has been classified under others. Please note that all efforts must be taken to use the concepts within the ACRA Taxonomy and only under unique circumstances, such items may be classified as “others”.

**RULE 5:**

*Line item that does not have any linkage with any concept within the taxonomy MUST be classified under “others” category in the respective sections of the financial statements. A footnote MUST also be created to explain the breakdown of what has been classified under others.*

## 5.2 Preparing AGM financial statements using ACRA Taxonomy 2020

Besides preparing financial statements in XBRL format from a pre-existing set of AGM financial statements, preparers MAY choose to prepare their AGM financial statements directly using the elements in the ACRA Taxonomy and a financial statements preparation tool. This is a decision to be considered by the management of the respective companies as it offers a different set of advantages.

Using any XBRL financial statements preparation tool, concepts within the ACRA Taxonomy are displayed in templates which allow preparers to disclose numeric disclosures required in the financial reporting standards. For example, when preparing primary financial statements such as Statement of Financial Position, the template for disclosure notes includes numeric tables, such as the reconciliation tables for Property, plant and equipment. Preparers can refer to the taxonomy as well as the templates in the preparation tool.

## 5.3 Financial Statements Highlights

Companies exempted from filing full set of financial statements in XBRL MUST file Financial Statements Highlights with a PDF copy of the AGM financial statements to ACRA, which can be prepared using ACRA Taxonomy and a XBRL preparation tool.

Currently, there are two entry points within the ACRA Taxonomy to cater for different types of companies filing Financial Statements Highlights so that preparers will only see the relevant taxonomy concepts applicable to them.

- Banks and Finance companies
- Insurance companies
- General (applicable for ACRA Taxonomy 2016 only)

The eventual XBRL instance document created MUST be validated before submission to ACRA via the BizFin<sup>x</sup> portal.

## 5.4 Other important information

### 5.4.1 Level of rounding

Preparers can select the scaling factor for their financial statements using the concept *Level of rounding used in financial statements*. The level of rounding used in financial statements in XBRL format should be the same as that used in the Annual General Meeting (AGM) financial statements. The level of rounding is often displayed as the column headers for the primary financial statements.

The following levels of rounding are available for selection:

- Actual
- Thousands
- Millions
- Billions



#### 5.4.2 Earnings per share (only applicable for ACRA Taxonomy 2016)

Please note that concepts relating to earnings per share should be submitted in dollars per share and not cents per share. As such, preparers have to perform the necessary conversion of their earnings per share disclosed in cents per share, if any, into dollars per share. For example, earnings per share of 70 cents per share should be submitted as \$0.70 per share within financial statements in XBRL format.

#### 5.4.3 Presentation currency

Preparers can select their presentation currency using the concept *Description of presentation currency*. The presentation currency selection in financial statements in XBRL format MUST be the same as that used in AGM financial statements. Please note that the presentation currency does not refer to the functional currency used by the company, though sometimes they can be the same. The presentation currency is often displayed as the column headers for the primary financial statements.

#### 5.4.4 Presentation format of primary financial statements

Applicable to ACRA Taxonomy 2016 - Companies may select the incorrect presentation format for their primary statements in financial statements in XBRL format as compared to their AGM financial statements e.g. Selecting a “By nature” format for income statement when it is presented “by function”. As a result of this error, information within the statement is disclosed using incorrect data elements and this leads to comparability issues for the information submitted.

Preparers MUST assess and submit the correct response for the type of presentation formats used within their primary financial statements. As a reference, they can refer to FRS 1 for guidance and samples on how the different presentation formats will look like.

Applicable to ACRA Taxonomy 2020 – The concept has been standardised in order to increase the comparability of XBRL data. For example, the format for income statement in the taxonomy is presented “by nature” only. Where companies’ AGM financial statements presents its income statement “by function”, the preparers have to refer to the notes to accounts for the nature of the expenses in order to complete the XBRL income statement.

#### 5.4.5 Updating dynamic company information

Preparers may not update certain information about the company requested within financial statements in XBRL format which can change dynamically from year to year and assume that they are unchanged from the previous filing. Some examples of such information are:

- Signing auditor
- Year of appointment of signing auditor
- Whether the number of employees is more than 50

Preparers using the prior period XBRL filings as a reference MUST ensure that the data is updated for current period XBRL filing.

#### 5.4.6 Creation of footnotes

As mentioned in Section 5.1.2, preparer MUST create a footnote to explain any aggregation of line items

together when mapping to taxonomy concepts as well as of the classification of any line items under “others” in the respective section of the financial statements. The format of content to be included within the footnote MUST be as follow:

			2018	2017
	Company Label	Note	SGD	SGD
Statement of financial position				
Statement of financial position				
Assets				
Current assets				
	Cash and bank balances,	Cash and bank balances		
	current		1,645,184	2,574,932
	Trade and other receivables	Trade and other		
	(including contract assets),	receivables   Prepayments		
	current		6,743,499	15,471,500

Footnote (BizFinx)

File Edit View Format Table

Format Type to search...

[Total trade and other receivables, current [15,471,500]= Trade and other receivables [15,258,628] + Prepayments [212,872]

Illustration 12: Creation of footnotes

There are several software tools in the market which will allow the creation of footnote and the above format is recommended to be followed.

#### 5.4.7 Scoping Questions

[10000000] Filing information contains a series of scoping questions which preparers MUST go through and answer accordingly. This will provide the context of the XBRL instance document to be prepared and will help the preparation software to display the taxonomy according to the filing needs of the company, such as selecting the correct version of taxonomy and entry point (e.g. Full XBRL or FSH) and selecting the correct display of taxonomy based on consolidated or company level accounts.

## 6. Validation and submission of an instance document

The following diagram illustrates the XBRL submission process:

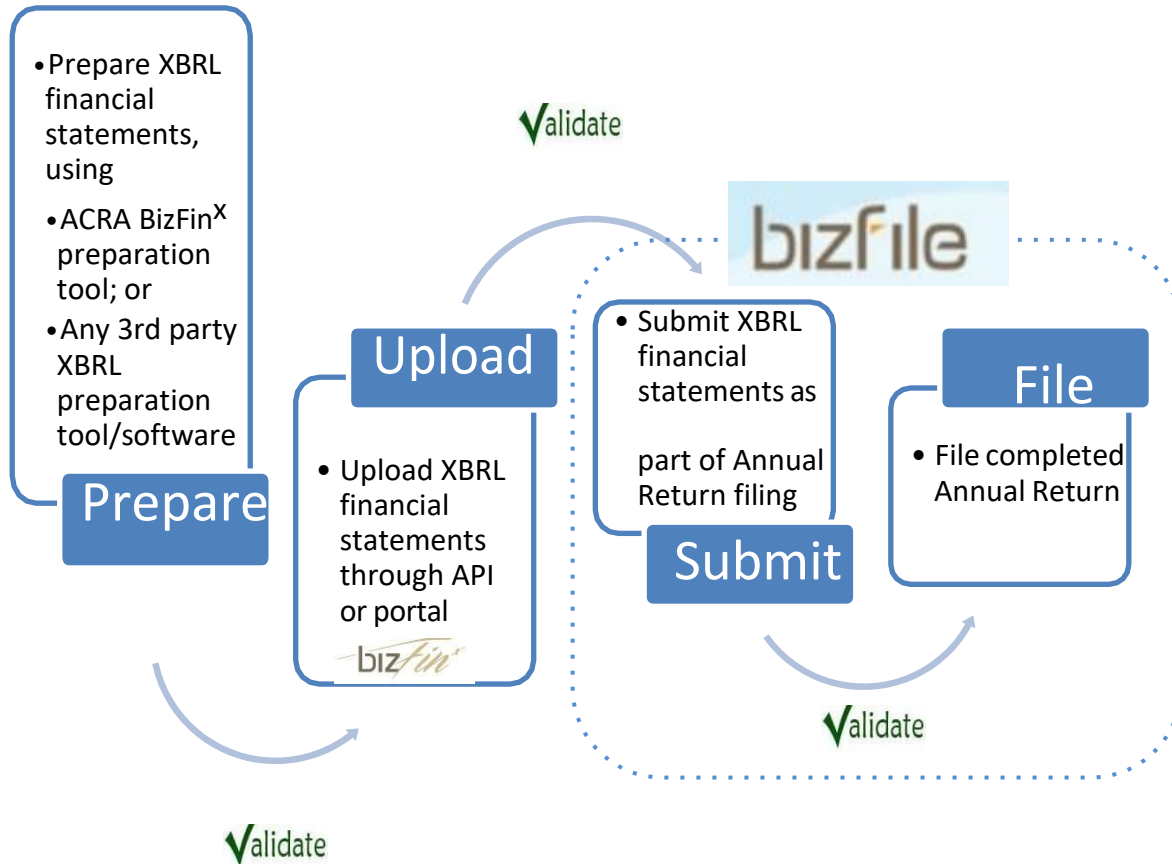


Illustration 13: XBRL submission process through BizFin<sup>X</sup> portal and BizFile

The XBRL instance document will be validated before acceptance as part of the Annual Return filing. There are generally three stages of validation as illustrated above:

- (1) XBRL preparation tool (e.g. ACRA BizFin<sup>X</sup> preparation tool)
- (2) BizFin<sup>X</sup> portal
- (3) Annual Return in BizFile

Validation rules include:

- Compliance with XBRL specification (2.1), which XBRL preparation tools must generate XBRL instance document compliant with
- Business rules

The detailed list of the business rules and their respective error messages can be found [here](#). Please note that the business rules maintained by ACRA can only provide a limited extent of accuracy. For example, the rules are unable to determine whether the level of rounding used within the financial statements is correct or not. As such, as a preparer, you MUST perform proper review of your financial statements in XBRL format to ensure that accurate and complete information.

The following table 10 contains the main categories of business rules:

Category	Description	Example
Arithmetical	Rules to check for arithmetical operations such as multiplication or division	Calculation of Tax expense at applicable tax rate using division of profit before tax and applicable tax rate
Positive Negative	Rules to ensure that certain concepts are reported with values of positive / negative signs	Inventories should not contain a negative value
Roll forward	Rules to reconcile the beginning and ending balances from different period	Closing balance of Cash and cash equivalents in Statement of cash flows should be the sum of opening balance and movements during the period
Correlated	Rules for concepts whose reported values depend on the values for other concepts	If the company is listed, it is a public company
Derived mandatory	Rules for concepts whose reporting depend on the values for other concepts, and are only required under certain prescribed circumstances	Disclosure of inventory cost formula should be provided when company has inventory
Cross- statement	Rules to check similar concepts which are present within different section of the financial statements	The values reported for Share Capital in Statement of financial position and Statement of changes in equity SHOULD have the same value
Mandatory elements	Rules to ensure that concepts that are required to be reported are present in instance document	Total Assets, Total Liabilities and Total Equity MUST BE reported
Dates	Rules to check the consistencies and reasonableness of dates provided in an instance document	Current period start date MUST BE earlier than or same as the current period end date

Table 10: Categories of validation rules and examples

Validation against the set of business rules within BizFin<sup>x</sup> will result in two categories of error - genuine errors or possible errors:

- Genuine errors – These are errors highlighted that you MUST rectify before filing. In cases where the set of financial statements you have prepared is an exception and contains no error, you can apply for exemption from specific XBRL filing requirements under BizFin<sup>x</sup> portal.
- Possible errors – These are warnings highlighted where the XBRL data may contain error. If your XBRL data contains error, please rectify the error. If the XBRL data is correct (i.e. no error), you may ignore these warnings without any changes required. After uploading the XBRL instance document onto BizFin<sup>x</sup> portal, please click on the provided checkbox(s) on BizFin<sup>x</sup> portal to confirm that the XBRL data is correct.