

# **Annual Return of the Construction Industry FAQs**

## **1. Why is BCA conducting the Annual Return of the Construction Industry?**

BCA conducts the Annual Return to obtain detailed information for the compilation of business and economic indicators to monitor the structure and performance of the construction industry.

For information, companies in other economic sectors are also required to submit survey returns annually. Under Department of Statistics (DOS)'s decentralised statistical system, BCA helps to conduct the Annual Return of the Construction Industry.

## **2. My company is not registered under BCA's Contractors Registry. Must I complete the survey returns?**

Yes, as this survey is conducted under the Statistics Act 1973, all companies receiving the survey invitations are required to submit the survey returns.

More information on the Statistics Act 1973 can be found on Singapore Statutes Online website at <https://sso.agc.gov.sg/Act/SA1973>

## **3. I have accidentally deleted BCA's email and the survey form. Where can I download a copy of the survey form?**

You can email us at [bca\\_ar2023@bca.gov.sg](mailto:bca_ar2023@bca.gov.sg) with your company's name and UEN and we will reply within 4 working days.

## **4. My company's audited accounts are not ready. What should I do?**

You may submit your returns based on unaudited or management accounts.

Alternatively, you may submit a deadline extension request via [go.gov.sg/ar2023-deadline-extension](https://go.gov.sg/ar2023-deadline-extension) for additional time to complete your survey returns.

## **5. My company has low turnover (<\$50k). Should I submit my survey returns?**

Yes, you need to submit your survey returns. Data of small, medium and large companies are equally important to us. This is to ensure that the data compiled are representative of the actual industry structure.

## **6. My company has no construction projects in recent years. Am I still required to submit the survey returns?**

Please drop us an email at [bca\\_ar2023@bca.gov.sg](mailto:bca_ar2023@bca.gov.sg) stating your company's name and UEN. We will provide a reply within 4 working days.

## **7. My company's principal business activity is not related to construction. Must I submit the survey returns?**

Please drop us an email at [bca\\_ar2023@bca.gov.sg](mailto:bca_ar2023@bca.gov.sg) with information on your company's principal business activity. We will assess your company's business activity against the Singapore Standard Industrial Classification (SSIC) 2020 and provide a reply within 4 working days.

Alternatively, you may also refer to the SSIC 2020 at <https://www.singstat.gov.sg/standards/standards-and-classifications/ssic>

**8. My company has folded. Am I still required to submit the survey returns?**

No, you do not need to submit your returns. Please drop us an email at [bca\\_ar2023@bca.gov.sg](mailto:bca_ar2023@bca.gov.sg) with the last day/month of operation of the company so that we can update your company status.

**9. Are detailed revenue and expenditure breakdown required to complete the Annual Return, even if these are not included in my company's audited financial statements?**

Yes, detailed breakdown of revenue and expenditure are required to complete the Annual Return.

If the detailed P&L statement is not available in your audited financial report, you may submit your returns based on the detailed breakdown found in your management accounts.

**10. My financial statements are based on consolidated group accounts. Should I submit the survey returns based on the group accounts or company accounts?**

Your submission should be based on the company accounts only.

For branches of foreign companies, the return should reflect the income received and expenditure incurred by the branch offices in Singapore only.

**11. Can BCA obtain the required information from other government agencies?**

Since not all the required data are available from other government agencies, we appreciate respondents' understanding and co-operation in providing the information.

**12. My company is registered with BCA's Contractors Registry/Builder Licensing Scheme and I have separately submitted my Financial Statements to maintain my grade/license. Am I still required to the survey returns?**

Yes, you need to submit your survey returns, as some of the information required (e.g. manpower headcount) are not available in the financial statements.

**13. My company is registered under multiple groups of Construction Workhead (CW) / Construction-Related Workhead (CR). Do we have to submit the Annual Return more than once?**

No, we only require 1 set of survey returns per company.

**14. I do not know how to fill up the survey form. Can I just submit the financial report for BCA to fill up on behalf of my company?**

We seek your understanding to fill up the form to the best of your knowledge. You may refer to the reference guide in the AR survey form refer to the reference guide in the AR survey form (worksheets labelled Ref Section C, Ref Section D and Ref Section E, F & G) for more information on AR filing matters.

If you need guidance with the form filing process, please email [bca\\_ar2023@bca.gov.sg](mailto:bca_ar2023@bca.gov.sg) or call us at 1800-3425222 (1800-DIAL BCA) and quote "Annual Return Survey".

For more enquiries not addressed here, you may [email bca\\_ar2023@bca.gov.sg](mailto:bca_ar2023@bca.gov.sg) or [contact 1800-3425222 \(1800-DIAL BCA\)](tel:1800-3425222) and quote "Annual Return Survey". Thank you.