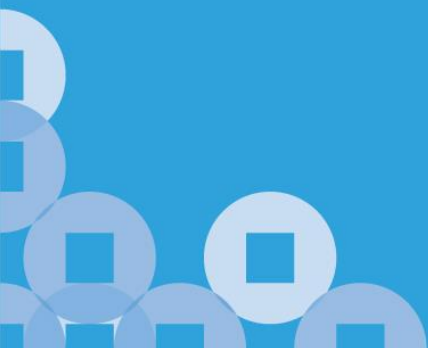




INLAND REVENUE
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IRAS e-Tax Guide

Income Tax: Tax Deduction for Shares Used to
Fulfill Obligations under an Employee Equity-
Based Remuneration Scheme



Tax Deduction for Shares Used to Fulfill Obligations under an Employee Equity-Based Remuneration Scheme

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1. Aim

- 1.1. This e-tax guide consolidates the two e-tax guides¹ issued previously on the tax deduction for treasury shares used to fulfill obligations under an EEBR scheme. The guide also sets out the expanded scope of tax deduction where a Special Purpose Vehicle (“SPV”) administers the EEBR scheme.
- 1.2. Please read this guide if your company uses shares to compensate your employees under an EEBR scheme.

2. At a glance

- 2.1. From the Year of Assessment (“YA”) 2007, a company is allowed tax deduction for treasury shares transferred to its employees under an EEBR scheme. Tax deduction is allowed on the actual cost incurred in acquiring the treasury shares, less any amount payable by employees for such shares. No tax deduction is allowed if new shares are issued for the purpose of the transfer.
- 2.2. Where a holding company transfers its treasury shares to employees of a subsidiary under an EEBR scheme, the subsidiary is allowed tax deduction if the holding company recharges it for the shares transferred. Tax deduction is allowed to the subsidiary based on the lower of actual cost incurred by the holding company to acquire the treasury shares and the recharge, reduced by any amount payable by employees for the shares.
- 2.3. From YA 2012, a company may also claim tax deduction on the cost incurred for its holding company’s shares transferred to employees under an EEBR scheme administered by a SPV. The timing of tax deduction and the amount deductible in such a case are substantially aligned with that of treasury shares.
- 2.4. For both treasury shares and shares administered through a SPV, the timing of tax deduction for costs incurred by a company for shares transferred to employees under an EEBR scheme would generally correspond with that of the vesting of the shares to the employees, typically determined as follows:
 - (a) For Employee Stock Option (“ESO”) schemes, the date options are exercised;
 - (b) For share award schemes, the date shares are vested and if there is no vesting condition, the date of share grant.

¹ IRAS Circular and Supplementary Circular on Use of Treasury Shares to Fulfil Obligations under an EEBR Scheme (published on 30 June 2006 and 22 February 2007 respectively)

Where the company is charged for the cost of the shares transferred by its holding company or SPV, tax deduction is allowed when the shares vest to the employees or when the company is liable to pay the recharge for the shares, whichever occurs later.

- 2.5. The events mentioned above must occur on or after the following relevant effective dates for the related share cost to be eligible for tax deduction:

Shares transferred under EEBR Scheme	Relevant effective date	Tax deduction to be allowed from:
Treasury shares	30 January 2006	YA2007
Holding Company shares transferred through SPV	Basis period for YA 2012	YA2012

- 2.6. If the SPV acquires the shares from the open market, the amount deductible to a company is the lower of:

- (a) the amount paid by the company for the shares transferred to its employees, and
- (b) the cost to the SPV in acquiring the transferred shares.

However, if the shares are treasury shares acquired directly from the holding company, the amount deductible is the lowest of the amounts in (a) and (b), if any, and the cost incurred by the holding company in buying the treasury shares².

- 2.7. In all instances, the amount deductible is reduced by any amount payable by employees for the shares.
- 2.8. The SPV must be a legal person that can act as trustee of a trust set up for the purpose of the EEBR Scheme (“EEBR trust”). If the SPV performs other functions, these functions should not create any conflict of interest with its duties as a trustee of the EEBR trust. The EEBR trust however must be set up solely for the purpose of the EEBR scheme of the corporate group.

² Further details are provided in paragraph 6.5.3 below.

3. Glossary

- 3.1. An *EEBR Scheme* typically uses stock options or share awards to compensate the employees under an employment service agreement.
- 3.2. A *stock option* is a right to buy a certain number of shares at a fixed price, sometime in the future. The option may have vesting or transferability restrictions, which attempt to align the holder's interest with that of the business shareholders. When an employee exercises his option, it is at the price fixed at the point of grant regardless of the prevailing market price.
- 3.3. *Share award scheme* typically involves giving employees actual shares rather than options, free or at a price less than the market price.
- 3.4. A *SPV* for EEBR purpose is a legal entity acting as a trustee of a trust used in administering the EEBR scheme.
- 3.5. *Vesting* of shares occurs when the legal and beneficial interest in the shares are transferred to the employees without any risk of forfeiture of the shares if conditions imposed are not met. Such conditions are known as *vesting conditions*.

4. Background

- 4.1. EEBR schemes provide a viable tool for companies to retain their staff and motivate them towards higher performance. Under such schemes, share awards or stock options may be given in lieu of salaries or as part of performance-related remuneration.
- 4.2. With the introduction of treasury shares in the Companies (Amendment) Act 2005, a company can buy back its own shares and hold them in treasury instead of cancelling them. This also facilitates the use of treasury shares by companies to fulfill obligations under EEBR schemes.
- 4.3. To facilitate the use of EEBR schemes, companies that use treasury shares to fulfill obligations for ESOs or share awards granted under EEBR schemes have been given tax deduction for cost incurred on such treasury shares since 30 January 2006 (i.e. from YA 2007 onwards)³. The tax deduction is allowed under section 14P of the Income Tax Act ("ITA")⁴.

³ The tax change was announced in Budget 2006.

⁴ Section 14P of the ITA was introduced in the Income Tax (Amendment) Act 2007.

- 4.4. In contrast, where a company issues new shares to fulfill its obligations under an EEBR scheme, it has not incurred any cost wholly and exclusively in the production of its income. The issuance of new shares represents a movement in its share capital account⁵. Hence, a company which uses newly issued shares to fulfill such obligations cannot claim tax deduction for such shares.

5. Current Tax Treatment

5.1. Introduction

- 5.1.1. Section 14P of the ITA allows tax deduction to a company on cost incurred to acquire its own shares (i.e. treasury shares) if such shares are transferred to its employees under an EEBR scheme.

- 5.1.2. Similarly, if a holding company transfers treasury shares to employees of its subsidiary under an EEBR scheme and recharges the subsidiary for the shares transferred, the subsidiary may claim tax deduction based on the lower of the:

- (a) amount recharged by the holding company for the transferred shares; and
- (b) actual cost incurred by the holding company in acquiring the transferred shares.

- 5.1.3. In either situation above, any sum payable by the employees for shares granted under the EEBR scheme reduces the amount the subsidiary may claim as tax deduction.

- 5.1.4. The term “treasury share” is defined in section 2(1) of the ITA to mean:

- (a) in relation to a company incorporated under the Companies Act or any corresponding previous written law, a treasury share as defined in section 4(1) of that Act; and
- (b) in relation to a company incorporated under the law of a country other than Singapore, a share issued by the company which is subsequently acquired and held by it.

⁵ The case of *Lowry v Consolidated African Selection Trust* (1940) TC 259 supported this view.

5.2. Timing of tax deduction for treasury shares

5.2.1. The timing of taxation of share benefits⁶ under an EEBR scheme in the hands of employees is summarised as follows⁷:

Type of EEBR Scheme	Selling Restriction	Timing of Taxation ⁸
ESO	No	at point of exercise
ESO	Yes	at end of restriction period
Share award	No	at point of grant ⁹ or vesting
Share award	Yes	at end of restriction period

5.2.2. However, the timing of tax deduction for treasury shares to employers does not necessarily mirror that of taxability of share benefits in the hands of employees. Instead, tax deduction is allowed when a company incurs cost for treasury shares applied for the benefit of employees.

5.2.3. Generally, treasury shares are considered to have been applied for the benefit of employees when the shares vest to the employees. For ESOs, this typically occurs when employees exercise their ESOs. For share awards, this typically occurs when the shares vest to employees¹⁰.

5.2.4. The point of exercise/vesting may be different from the end of selling restriction period. Where the shares vest to an employee even though he is prohibited from selling the shares, the employer is still allowed tax deduction when ESOs are exercised by, or share awards vest to, the employee and not at the end of the restriction period.

⁶ For ESO, this refers to gains arising from the difference between the market value of the shares at the time of exercise or at the time selling restriction on the shares is lifted, as the case may be, and the exercise price. For share award, this refers to gains arising from the difference between the market value of the shares at the time of grant/vesting or at the time selling restriction on the shares is lifted, as the case may be, and the amount paid for the shares.

⁷ For more details, please refer to e-tax guide on “Tax Treatment of Employee Stock Options And Other Forms of Employee Share Ownership Plans (Second Edition)” issued on 29 June 2012 (revised on 24 June 2013).

⁸ Where the “deemed exercise” rule under section 10(7) of the ITA applies, share benefits are deemed to be income of an employee one month before the date of his cessation of employment with his company or the date the share benefit vests to him, whichever is the later. For details of the “deemed exercise” rule, please refer to the e-Tax Guide “Tax Treatment of Employee Stock Options And Other Forms of Employee Share Ownership Plans (Second Edition)” issued on 29 June 2012 (revised on 24 June 2013).

⁹ In the case of a share award where there is no vesting imposed, the date of vesting would be the same as date of grant of the shares.

¹⁰ The deduction point remains even if the “deemed exercise” rule referred to in footnote 8 is applicable.

5.2.5. In some cases, the legal and beneficial interest in the shares is not transferred to an employee or his trustee/custodian irrevocably on the date of exercise (for ESOs) or grant (for share awards) and the employee also does not enjoy any dividend or voting rights until after a specified period. For such cases, the employer is given a tax deduction only at the end of the specified period when the shares vest to the employee.

5.2.6. Tax deduction is allowed to a company when the company incurs cost for the treasury shares vested to employees under an EEBR scheme, even if the recipients of the shares are at the time no longer employees of the company.

5.3. Amount of Tax deduction to be allowed

5.3.1 With the adoption of FRS 102 (*Share-based Payment*), the fair value of ESOs and shares granted to employees must be recognised as an expense (with corresponding increase in equity) in the financial accounts in the year of grant or over the expected vesting period if the equity instruments do not vest immediately.

5.3.2 In contrast, for tax purposes, only the amount actually incurred by a company, less the amount payable by employees, for the treasury shares is tax deductible¹¹. Accordingly, notional accounting “gain” or “loss” arising from any difference in the value (between the fair value and the cost) is disregarded for the purpose of tax deduction.

5.4. What Constitutes “Cost of Treasury Shares”

5.4.1 “Cost of treasury shares” includes expenses like brokerage and CDP charges that relate directly to the acquisition of the treasury shares from the open market.

5.4.2 Some companies may capitalise such transaction costs with the cost of purchase while others may expense them off in the profit and loss account. For tax purposes, such expenses should be included as the cost of purchase of the treasury shares. For a company that has expensed off such transaction costs to the profit and loss account in the year of purchase, relevant tax adjustments should be made.

¹¹ In the case where the company is recharged by its holding company for the treasury shares applied for the benefit of employees and the amount recharged is lower than the holding company’s cost of acquiring the treasury shares, the amount deductible is restricted to the amount of recharge less any amount payable by employees for the shares transferred.

5.4.3 Interest costs incurred to finance the acquisition of treasury shares do not constitute “cost of treasury shares”. Such interest costs should be excluded in the determination of “cost of treasury shares” if they have been capitalised with the cost of purchase of treasury shares.

5.4.4 The deductibility of such interest costs depends on the circumstances under which the treasury shares are acquired. If the treasury shares are intended for use by a company to fulfill obligations under its EEBR scheme, the related interest costs are allowable to the company under section 14(1)(a) of the ITA. However, if the treasury shares are acquired for other purposes (e.g. for resale or as consideration for acquisition of other assets/shares), or the purpose is not known at the time of purchase, then the interest costs related to financing such share acquisitions are not allowable. Relevant tax adjustments should be made accordingly.

5.5. Determination of Cost of Treasury Shares Transferred under EEBR scheme

5.5.1 A company may acquire treasury shares at different times and at different prices. To determine the cost of the treasury shares transferred to employees under an EEBR scheme, it may adopt the “first-in-first-out” method or weighted average method (on either a transaction-by-transaction basis or interval-by-interval basis as explained below), so long as the method used is consistently applied.

5.5.2 Under the weighted average method (transaction-by-transaction basis), the cost to a company in acquiring treasury shares transferred to any employee is to be determined by the following formula:

$$A/B \times C$$

Where A is the number of treasury shares transferred to the employee;

B is the total number of treasury shares held by the company immediately before the transfer to the employee; and

C is the total cost to the company of acquiring all the treasury shares held by it immediately before the transfer to the employee.

(Note: “C” refers to the cost of acquiring all the treasury shares at that particular point in time, regardless of the subsequent use of the shares. This is to ensure a consistent determination of cost for each treasury share, regardless of whether it is eventually used for the purpose of fulfilling ESO or share award obligations.)

5.5.3 A company has flexibility to compute the weighted average cost on an annual basis (or at such other regular interval¹², e.g. half yearly, quarterly or monthly). The cost of treasury shares transferred to employees is determined based on the aggregate cost of all treasury shares transferred to all employees within each regular interval, computed in accordance with the following formula:

$$\frac{D}{(E + F)} \times (G + H)$$

where D is the total number of treasury shares transferred by the company to all employees within that interval;

E is the total number of treasury shares held by the company at the end of the period equal in length to the regular interval immediately preceding that interval;

F is the total number of treasury shares acquired by the company within that interval;

G is the total cost to the company of acquiring all the treasury shares held by it at the end of the period equal in length to the regular interval immediately preceding that interval; and

H is the total cost to the company of acquiring all the treasury shares by it within that interval.

5.5.4 The example in Annex 1 illustrates the timing and computation of the amount of tax deduction to be given based on the FIFO method and weighted average (transaction-by-transaction basis and interval-by-interval basis) method.

5.6 Tax treatment of “Gains” or “Losses” upon transfer/disposal of Treasury Shares

5.6.1 The difference between the purchase cost and the fair value of the treasury shares upon the transfer/disposal of these shares can give rise to gains or losses.

¹² “Regular interval”, in relation to a basis period, means one of a number of equal period(s) within the basis period where the aggregate of all of those equal periods is equal to the basis period of the company for the year of assessment concerned. The interval, once adopted, must also be consistently applied.

5.6.2 Any gains or losses arising from treasury shares transferred under an EEBR scheme are disregarded for tax purposes¹³. Tax deduction is allowed based on cost of treasury shares.

5.6.3 As regards gains or losses arising from disposal of treasury shares under other circumstances¹⁴, the applicable tax treatment should be determined by reference to the facts and circumstances of each case.

5.7 Treatment of excess of amount payable by Employee over the cost of Treasury Shares

5.7.1 Where the amount payable by an employee (e.g. exercise price in the case of ESOs) is higher than the cost of treasury shares to a company, no tax deduction is due to the company. In such cases, the company effectively incurs no cost because the amount receivable from the employee has more than offset the cost incurred by the company. The excess of the amount payable by the employee over the cost of treasury shares (“the excess amount”) is credited to a special account to be kept by the company to reduce the cost of treasury shares subsequently transferred to employees.

5.7.2 Where there is a balance in the special account, the cost of treasury shares (as determined by the method adopted by the company as stated in paragraph 5.5 above) subsequently acquired by the company for transfer to employees under its EEBR scheme is reduced —

- (a) to zero, if the balance in the special account is equal to or exceeds the cost; or
- (b) by the balance in the special account, if the balance is less than the cost,

and the amount of the reduction is debited to the special account.

5.7.3 The example in Annex 2 illustrates the application of excess amount to reduce the cost of treasury shares under the different methods that companies may adopt in computing the cost of treasury shares transferred under an EEBR scheme (i.e. “first-in first-out” method, weighted average method on a transaction-by transaction basis, and weighted average method on an interval-by-interval basis).

¹³ Transactions relating to treasury shares are recognised directly in equity for financial reporting purposes. Hence, no gain or loss should be recognised in the profit and loss account.

¹⁴ The Companies Act provides that a company may at any time after acquiring the treasury shares, sell the shares for cash or transfer them as consideration for acquisition of assets, amongst other things.

5.8 Timing and Amount of tax deduction to be given in the case of Recharge from Holding Company for shares transferred to Subsidiary's Employees

5.8.1 Where a holding company buys treasury shares and transfers them to employees of a subsidiary under an EEBR scheme, the subsidiary is allowed tax deduction on cost recharged to it by the holding company. The tax deduction for cost recharge is explained in the paragraphs below.

5.8.2 *Where there is no recharge by the holding company*

As the subsidiary's employees are not employees of the holding company, any costs incurred on the subsidiary's employees are not incurred wholly and exclusively in the production of the holding company's income. As such, if the holding company does not recharge the subsidiary for the treasury shares transferred to its subsidiary's employees, no tax deduction is allowed to the holding company for the costs of the shares transferred. In such a case, the subsidiary is also not entitled to claim tax deduction for the treasury shares transferred to its employees under the EEBR scheme as the subsidiary is not liable to pay for the shares.

5.8.3 *Recharges involving new shares issued*

Tax deduction is not allowed where new shares are issued to fulfill ESO or share award obligations under the EEBR scheme. Consistent with this tax treatment, recharges relating to new shares issued are also not allowed. This ensures that the tax treatment for new shares issued for such purpose is aligned regardless of whether the new shares are issued by the employer or its holding company (foreign or local). Section 15(1)(q) of the ITA¹⁵ currently prohibits tax deduction to the subsidiary for any recharge from the holding company for shares other than treasury shares transferred to the subsidiary's employees.

5.8.4 *Recharges involving treasury shares*

Amount of tax deduction

5.8.4.1 Even though a subsidiary may be liable to pay to its holding company the actual amount of recharge, tax deduction allowable to the subsidiary is restricted to the holding company's cost of acquisition of treasury shares if the cost is lower than the amount of recharge, less the amount payable by the subsidiary's employees. This ensures tax deduction allowed is limited to the actual cost incurred by the holding company if this is less than the amount of recharge.

¹⁵ Section 15(1)(q) took effect from 13 February 2007, the gazette date of the Income Tax (Amendment) Act 2007.

5.8.4.2 Where the amount payable by the subsidiary's employees is higher than the holding company's actual cost of treasury shares or the amount of recharge (whichever is lower), no tax deduction is allowed to the subsidiary. However, in such cases, the subsidiary does not have to offset the excess amount against recharges arising from subsequent transfers of treasury shares to its employees by the holding company¹⁶.

Timing of tax deduction

5.8.4.3 Where the holding company recharges the subsidiary for treasury shares transferred before ESOs are exercised by, or share awards vest to, the subsidiary's employees, the subsidiary is not allowed tax deduction at the point of recharge. This is because the subsidiary has yet to apply the treasury shares for the benefit of its employees.

5.8.4.4 In some cases, the holding company may only recharge the subsidiary some time after the subsidiary has applied the shares transferred for the benefit of its employees. For such cases, the subsidiary may claim tax deduction only when it is liable to pay the holding company for the shares transferred (i.e. tax deduction is not given unless and until the holding company recharges the related cost and a liability to pay has arisen for the subsidiary).

5.8.4.5 For tax purposes, the date of recharge is the later of the date of the invoice or the date on which the subsidiary is liable to pay the holding company for the shares transferred. Any grace period extended to the subsidiary to make payment is purely an arrangement between the holding company and subsidiary to defer actual payment and does not affect the date of recharge for tax purposes.

6. Expansion of Scope of Tax Deduction where a SPV administers an EEBR scheme

6.1 In practice, a corporate group may administer its EEBR scheme through a SPV. In a typical arrangement, the SPV acquires the holding company's shares and transfers them to employees of group companies according to the terms of the EEBR scheme.

The group companies may be charged for the shares transferred to their employees.

¹⁶ This is because the subsidiary does not benefit from the excess amount (i.e. the excess amount does not accrue to the subsidiary). Hence, paragraph 5.7 does not apply to the excess amount arising in recharge situations involving holding companies' treasury shares.

- 6.2 Shares acquired under such an arrangement are not treasury shares based on the definition for “treasury shares” in the ITA. Accordingly, no tax deduction is allowed to a company for cost incurred for holding company’s shares transferred by the SPV to its employees¹⁷.
- 6.3 Recognising this commercial practice, the Minister for Finance announced in Budget 2011 the extension of tax deduction to a company acquiring its holding company’s shares through a SPV to fulfill the obligations under its EEER scheme. With the tax change, tax deduction is now available to a company where a SPV uses the company’s shares or its holding company’s shares to fulfill its obligations under an EEER scheme.
- 6.4 SPVs administering EEER schemes
- 6.4.1 For tax deduction purpose, a trust relationship must exist between the company/corporate group¹⁸ (as the settlor or settlors collectively) and the SPV (as the trustee administering the EEER scheme). As such, the SPV must be a legal person that can act as a trustee of the trust so set up. At all times, all the shares acquired under the trust must be for the benefit of the employees under the EEER scheme.
- 6.4.2 The SPV can be a registered person within or outside Singapore, related or unrelated to the companies of the corporate group. If the SPV performs other functions, these functions should not create any conflict of interest with its duties as a trustee of the EEER trust.
- 6.4.3 The EEER trust must be set up solely for holding shares to be used for the EEER scheme of the company/corporate group. Accordingly, the trust should not carry on any business. This ensures that the shares are only used for subsequent transfer to employees¹⁹ under the EEER scheme. This should also facilitate the proper tracking of the cost of shares transferred.

¹⁷ Tax deduction of such cost was prohibited under section 15(1)(q) of the ITA prior to its amendment under the Income Tax (Amendment) Act 2011.

¹⁸ A corporate group comprises a holding company and its subsidiaries as defined in Section 5 of the Companies Act (i.e. holding company have 50% or more shareholding of the subsidiary, whether local and foreign).

¹⁹ Employees may include past employees who continue to qualify for benefits under the EEER scheme even after they leave the company.

6.5 Amount Qualifying for Tax Deduction

- 6.5.1 A SPV set up to administer an EEBR scheme may acquire shares of the company or its holding company for such purpose.
- 6.5.2 Where the company or its holding company issues new shares to the SPV for such purpose, no tax deduction is available in such a case.
- 6.5.3 In other cases, the amount of tax deduction allowable to a company for shares transferred to its employees under the EEBR scheme is determined as follows:
- (a) where the SPV acquires the company's shares or its holding company's shares, as the case may be, from the open market, the lower of
 - (i) the amount paid by the company for the shares transferred to its employees, and
 - (ii) the cost to the SPV in acquiring the transferred shares from the open market;
 - (b) where the SPV acquires treasury shares of the company or its holding company, as the case may be,

	Amount Deductible	
	Company's shares transferred	Holding Company's shares transferred
SPV pays for shares it acquires & recharges the company for the shares transferred	Lowest of : (I), (II) & (III)*	Lowest of : (I), (II) & (III)*
SPV is not charged for the shares it acquires & does not recharge the company for the shares transferred	(III)*	And if Holding Company charges for the shares transferred : Lower of: (I) & (III)*; or And if Holding Company does not charge for the shares transferred : Nil

*Where:

- (I) Amount paid by the company;
- (II) Cost to the SPV in acquiring the shares transferred;
- (III) Cost to the company/holding company in acquiring the treasury shares

6.5.4 The SPV may determine the cost of shares transferred to employees under the EEBR scheme based on any of methods below:

- (a) FIFO method;
- (b) Weighted Average method on a transaction by transaction basis;
or
- (c) Weighted Average method on an interval-by-interval basis.

Once a method is adopted, the SPV must consistently apply the method for such purpose.

6.5.5 The example in Annex 3 illustrates the computation of amount of tax deduction for shares transferred to employees under an EEBR scheme administered by a SPV based on the FIFO method.

6.6 Timing of tax deduction

6.6.1 Tax deduction is allowed to a company at the later of the following points of time:

- (a) when the SPV applies shares for the benefit of the company's employees; and
- (b) when the company is liable to pay for the shares transferred to its employees.

6.6.2 Shares are considered to have been applied for the benefit of the employees when the shares vest to the employees²⁰.

6.6.3 Accordingly, where the company is recharged for the shares prior to the SPV's transfer of shares to its employees, it would be allowed the tax deduction only when the shares vest to the employees. Conversely, where the company is recharged for shares transferred to its employees at vesting, it may only claim a tax deduction of the cost outlay when it is liable to pay for the shares transferred.

²⁰ The tax deduction for treasury shares and shares held in trust by SPV transferred to employees under an EEBR scheme are therefore aligned. Please refer to paragraph 5.2.3. In the case of ESOs, this typically occurs when the employees exercise their ESOs. In the case of share awards, this typically occurs when the shares are vested to the employees or if there is no vesting condition, when the shares are granted.

- 6.6.4 As tax deduction for shares transferred under an EEBR scheme administered by a SPV is effective from YA 2012, the vesting of shares to employees must occur in the basis period for YA 2012 or subsequent YAs to be eligible for tax deduction. The recharge may be before or after the basis period for YA 2012. The examples in Annex 4 illustrate the deductibility and timing of tax deduction where a SPV administers an EEBR scheme.
- 6.6.5 No tax deduction is allowed to a company under this new tax change if any tax deduction was allowed previously to the company in respect of the transferred shares.

7. Administrative Procedure

- 7.1. Companies claiming tax deduction for cost of shares transferred to employees under an EEBR scheme are to provide the following details in their schedule of tax computations when making their claims:
- (a) A description of the EEBR scheme (EEBR structure, relationship of the SPV with any company in the corporate group if any, source of shares acquired);
 - (b) Confirmation that no claims are made for newly issued shares of the company/holding company and that the claims are made in accordance with the provisions under Section 14P/14PA of the ITA.
 - (c) Description of method used to track cost of shares (to highlight if there was any change in the method, and if so the basis for the change) in that YA; and
 - (d) Amount of employee's contribution/payment for shares transferred to them.

8. Frequently Asked Questions relating to the use of SPVs to administer EEBR schemes

- 8.1 *Does the SPV have to be a newly set up entity to qualify for the tax deduction?*

No. The SPV can be an existing entity so long as it acts as a trustee of an EEBR trust that meets the requirements under the new framework for tax deduction. For example, an existing subsidiary may extend its function to become the trustee of an EEBR trust.

8.2 *What are the forms of entities allowed for the SPV?*

The SPV can take any form as long as it is a legal person who can act as a trustee of an EEBR trust. For example, the SPV can be an existing company within the corporate group or an independent trustee company.

8.3 *Can a SPV be a trustee of more than one EEBR scheme or engage in other activities?*

Yes. The SPV may be an independent professional trustee, undertaking other functions like fund management, custodian services, etc. for other clients.

8.4 *Would the EEBR trust be allowed any tax deduction of losses incurred in respect of the trust activity?*

No. The EEBR trust cannot carry on a business. There should be no gain or loss recognized for tax purposes on its activities of acquiring and transferring shares under the EEBR scheme.

8.5 *Can the amount of tax deduction be based on FRS 102?*

No. It is the policy intent to not align tax deduction to accounting treatment of share-based expense determined under FRS 102, which contradicts the tax principle in this case.

9. Contact Information

For enquiries on the contents of this e-tax guide, please call 1800-356 8622.

10. Updates and Amendments

	Date of amendment	Amendments made
1	10 Apr 2018	<p>This guide has been amended by:</p> <ul style="list-style-type: none">• updating Footnotes 7 and 8 with the revised e-Tax Guide entitled “Tax Treatment of Employee Stock Options and Other Forms of Employee Share Ownership Plans (Second Edition)” that was published on 24 Jun 2013.• removing “NEW” from the Table of Contents and paragraph 6.• updating the dates in the examples in the Annexes 1 to 4.

ANNEX 1 - EXAMPLE ILLUSTRATING THE TIMING AND COMPUTATION OF AMOUNT OF TAX DEDUCTION TO BE GIVEN (WHERE NO SPV IS INVOLVED)

Annex 1 (pg 1 of 3)

The following table shows the timing and amount of the tax deduction for a company (with an accounting year end of 31 December) that has used treasury shares to fulfill its obligations under its EEBR schemes not administered by a SPV.

		ESO scheme	Share award scheme															
	<p><u>Example:</u> Details of acquisition of treasury shares:</p> <table border="1"> <thead> <tr> <th>Date of Purchase</th> <th>No. of treasury shares acquired</th> <th>Cost</th> </tr> </thead> <tbody> <tr> <td>31 Jan 2016</td> <td>2,000</td> <td>\$ 4,000</td> </tr> <tr> <td>5 Apr 2016</td> <td>5,000</td> <td>\$ 7,500</td> </tr> <tr> <td>12 Aug 2016</td> <td><u>1,000</u></td> <td><u>\$ 3,000</u></td> </tr> <tr> <td></td> <td><u>8,000</u></td> <td><u>\$14,500</u></td> </tr> </tbody> </table>	Date of Purchase	No. of treasury shares acquired	Cost	31 Jan 2016	2,000	\$ 4,000	5 Apr 2016	5,000	\$ 7,500	12 Aug 2016	<u>1,000</u>	<u>\$ 3,000</u>		<u>8,000</u>	<u>\$14,500</u>	<p>Date of grant of option: 5 Dec 2012</p> <p>Date of exercise: 8 May 2016</p> <p>No. of options exercised: 3,000</p> <p>Exercise price payable by employee: \$1 per share</p>	<p>Date of grant of shares (with vesting imposed): 31 Mar 2013</p> <p>Date of vesting: 3 Sep 2016</p> <p>No. of shares vested to employees: 4,500</p>
Date of Purchase	No. of treasury shares acquired	Cost																
31 Jan 2016	2,000	\$ 4,000																
5 Apr 2016	5,000	\$ 7,500																
12 Aug 2016	<u>1,000</u>	<u>\$ 3,000</u>																
	<u>8,000</u>	<u>\$14,500</u>																
A	Whether tax deduction for treasury shares can be given to company	Since the options are <u>exercised on or after 30 Jan 2006</u> , a tax deduction will be given to the company for shares transferred to employees under the ESO scheme.	Since the shares are <u>vested to the employees on or after 30 Jan 2006</u> , a tax deduction will be given to the company for shares transferred to employees under the share award scheme. <i>[Note: For share awards with no vesting imposed, a tax deduction will be given for shares <u>granted on or after 30 Jan 2006</u>]</i>															
B	Timing of tax deduction	At the date of exercise – 8 May 2016 (i.e. tax deduction given for YA 2017)	At the date of vesting – 3 Sep 2016 (i.e. tax deduction given for YA 2017)															

Tax Deduction for Shares Used to Fulfill Obligations under an Employee Equity-Based Remuneration Scheme

Annex 1 (pg 2 of 3)

C	Amount of tax deduction to be given if “first-in-first-out” method is used	<p>(i) Upon exercise of the options on 8 May 2016:</p> <table data-bbox="981 309 1809 491"> <tr> <td>Cost of 2,000 shares acquired on 31 Jan 2016</td> <td style="text-align: right;">\$4,000</td> </tr> <tr> <td>Cost of 1,000 shares acquired on 5 Apr 2016</td> <td style="text-align: right;"><u>1,500</u></td> </tr> <tr> <td>Cost of 3,000 shares transferred on 8 May 2016</td> <td style="text-align: right;">5,500</td> </tr> <tr> <td>Less: Exercise price payable by employees</td> <td style="text-align: right;"><u>(3,000)</u></td> </tr> <tr> <td>Tax deduction to be allowed</td> <td style="text-align: right;"><u>\$2,500</u></td> </tr> </table> <p>(ii) Upon vesting of shares to employees on 3 Sep 2016:</p> <table data-bbox="981 568 1809 750"> <tr> <td>Cost of 4,000 shares acquired on 5 Apr 2016</td> <td style="text-align: right;">\$6,000</td> </tr> <tr> <td>Cost of 500 shares acquired on 12 Aug 2016</td> <td style="text-align: right;"><u>1,500</u></td> </tr> <tr> <td>Cost of 4,500 shares transferred on 3 Sep 2016</td> <td style="text-align: right;">7,500</td> </tr> <tr> <td>Less: Amount payable by employees</td> <td style="text-align: right;"><u>NIL</u></td> </tr> <tr> <td>Tax deduction to be allowed</td> <td style="text-align: right;"><u>\$7,500</u></td> </tr> </table> <p>Total tax deduction to be allowed for YA 2017 (\$2,500 + \$7,500) <u>\$10,000</u></p>	Cost of 2,000 shares acquired on 31 Jan 2016	\$4,000	Cost of 1,000 shares acquired on 5 Apr 2016	<u>1,500</u>	Cost of 3,000 shares transferred on 8 May 2016	5,500	Less: Exercise price payable by employees	<u>(3,000)</u>	Tax deduction to be allowed	<u>\$2,500</u>	Cost of 4,000 shares acquired on 5 Apr 2016	\$6,000	Cost of 500 shares acquired on 12 Aug 2016	<u>1,500</u>	Cost of 4,500 shares transferred on 3 Sep 2016	7,500	Less: Amount payable by employees	<u>NIL</u>	Tax deduction to be allowed	<u>\$7,500</u>
Cost of 2,000 shares acquired on 31 Jan 2016	\$4,000																					
Cost of 1,000 shares acquired on 5 Apr 2016	<u>1,500</u>																					
Cost of 3,000 shares transferred on 8 May 2016	5,500																					
Less: Exercise price payable by employees	<u>(3,000)</u>																					
Tax deduction to be allowed	<u>\$2,500</u>																					
Cost of 4,000 shares acquired on 5 Apr 2016	\$6,000																					
Cost of 500 shares acquired on 12 Aug 2016	<u>1,500</u>																					
Cost of 4,500 shares transferred on 3 Sep 2016	7,500																					
Less: Amount payable by employees	<u>NIL</u>																					
Tax deduction to be allowed	<u>\$7,500</u>																					
D	Amount of tax deduction to be given if weighted average method is used <i>[Note: Cost of treasury shares computed based on transaction-by-transaction basis]</i>	<p>(i) Upon exercise of the options on 8 May 2016:</p> <table data-bbox="981 904 1809 1015"> <tr> <td>Cost of 3,000 shares (3,000 / 7,000 x \$11,500)</td> <td style="text-align: right;">\$4,929</td> </tr> <tr> <td>Less : Exercise price payable by employees</td> <td style="text-align: right;"><u>(3,000)</u></td> </tr> <tr> <td>Tax deduction to be allowed</td> <td style="text-align: right;"><u>\$1,929</u></td> </tr> </table> <p>(ii) Upon vesting of shares to employees on 3 Sep 2016:</p> <table data-bbox="981 1091 1809 1235"> <tr> <td>Cost of 4,500 shares [4,500 / 5,000 x (\$14,500 - \$4,929)]</td> <td style="text-align: right;">\$8,614</td> </tr> <tr> <td>Less: Amount payable by employees</td> <td style="text-align: right;"><u>NIL</u></td> </tr> <tr> <td>Tax deduction to be allowed</td> <td style="text-align: right;"><u>\$8,614</u></td> </tr> </table> <p>Total tax deduction to be allowed for YA 2017 (\$1,929 + \$8,614) <u>\$10,543</u></p>	Cost of 3,000 shares (3,000 / 7,000 x \$11,500)	\$4,929	Less : Exercise price payable by employees	<u>(3,000)</u>	Tax deduction to be allowed	<u>\$1,929</u>	Cost of 4,500 shares [4,500 / 5,000 x (\$14,500 - \$4,929)]	\$8,614	Less: Amount payable by employees	<u>NIL</u>	Tax deduction to be allowed	<u>\$8,614</u>								
Cost of 3,000 shares (3,000 / 7,000 x \$11,500)	\$4,929																					
Less : Exercise price payable by employees	<u>(3,000)</u>																					
Tax deduction to be allowed	<u>\$1,929</u>																					
Cost of 4,500 shares [4,500 / 5,000 x (\$14,500 - \$4,929)]	\$8,614																					
Less: Amount payable by employees	<u>NIL</u>																					
Tax deduction to be allowed	<u>\$8,614</u>																					

<p>E</p>	<p>Amount of tax deduction to be given if weighted average method is used <i>[Note: Cost of treasury shares computed based on interval-by-interval basis]</i></p>	<p>Assuming the company has chosen 12 months as the regular interval, the tax deduction to be allowed for the treasury shares transferred under the EEBR schemes is as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Cost of 7,500 shares transferred (7,500/8,000 x \$14,500)</td> <td style="text-align: right; width: 20%;">\$13,594</td> </tr> <tr> <td>Less: Amount payable by employees</td> <td style="text-align: right;"><u>(3,000)</u></td> </tr> <tr> <td>Tax deduction to be allowed for YA 2017</td> <td style="text-align: right;"><u>\$10,594</u></td> </tr> </table>	Cost of 7,500 shares transferred (7,500/8,000 x \$14,500)	\$13,594	Less: Amount payable by employees	<u>(3,000)</u>	Tax deduction to be allowed for YA 2017	<u>\$10,594</u>
Cost of 7,500 shares transferred (7,500/8,000 x \$14,500)	\$13,594							
Less: Amount payable by employees	<u>(3,000)</u>							
Tax deduction to be allowed for YA 2017	<u>\$10,594</u>							

Tax Deduction for Shares Used to Fulfill Obligations under an Employee Equity-Based Remuneration Scheme

ANNEX 2 - EXAMPLE ILLUSTRATING THE APPLICATION OF THE EXCESS AMOUNT TO REDUCE THE COST OF TREASURY SHARES

Annex 2 (pg 1 of 3)

Details of treasury shares acquired and disposed of/transferred by Company X:

Date	Transaction	No. of treasury shares	Cost per shares (\$)	No. of shares outstanding	Total cost				
					Using "first-in-first-out" method		Using weighted average method		
					Add/(less)	Bal (\$)	Add/(less)	Bal (\$)	Weighted average price
31 Jan 2016	Purchase of shares for cash	3,000	2.00	3,000	3,000@2.00 = 6,000.00	6,000.00	3,000@2.00 = 6,000.00	6,000.00	2.00
1 Apr 2016	Purchase of shares for cash	7,000	1.80	10,000	7,000@1.80 = 12,600.00	18,600.00	7,000@1.80 = 12,600.00	18,600.00	1.86
30 Apr 2016	Transferred under ESO plan	(1,400)	-	8,600	(1,400@2.00) = (2,800.00)	15,800.00	(1,400/10,000 x 18,600) = (2,604.00)	15,996.00	1.86
2 May 2016	Sale of shares for cash	(2,000)	-	6,600	(1,600@2.00 + 400@1.80) = (3,920.00)	11,880.00	(2,000/8,600 x 15,996) = (3,720.00)	12,276.00	1.86
8 May 2016	Transferred under ESO plan	(4,100)	-	2,500	(4,100@1.80) = (7,380.00)	4,500.00	(4,100/6,600 x 12,276) = (7,626.00)	4,650.00	1.86
6 Jul 2016	Purchase of shares for cash	2,500	2.20	5,000	2,500@2.20 = 5,500.00	10,000.00	2,500@2.20 = 5,500.00	10,150.00	2.03
15 Sep 2016	Purchase of shares for cash	1,000	2.30	6,000	1,000@2.30 = 2,300.00	12,300.00	1,000@2.30 = 2,300.00	12,450.00	2.075
30 Sep 2016	Transferred under ESO plan	(3,300)	-	2,700	(2,500@1.80 + 800@2.20) = (6,260.00)	6,040.00	(3,300/6,000 x 12,450) = (6,847.50)	5,602.50	2.075
30 Nov 2016	Transferred under ESO plan	(2,700)	-	0	(1,700@2.20 + 1,000@2.30) = 6,040.00	0.00	(2,700/2,700 x 5,602.50) = (5,602.50)	0.00	0.00

Tax Deduction for Shares Used to Fulfill Obligations under an Employee Equity-Based Remuneration Scheme

Annex 2 (pg 2 of 3)

Details of the stock option plans of Company X:

Date of grant of options	Expiry date	Exercise price (\$)	No. of options outstanding as at 1 Jan 2016	Exercise date	No. of options exercised	Amount payable by employees upon exercise (\$)
9 May 2011	9 May 2016	1.90	5,500	30 Apr 2016	1,400	2,660.00
				8 May 2016	4,100	7,790.00
19 Oct 2012	19 Oct 2017	1.80	6,300	30 Sep 2016	3,300	5,940.00
19 Dec 2012	19 Dec 2017	2.00	4,500	30 Nov 2016	2,700	5,400.00
Total			16,300		11,500	21,790.00

Movements in the number of stock options and their related exercise price:

	Date of grant of options						Total options outstanding
	9 May 2011		19 Oct 2012		19 Dec 2012		
	Options outstanding	Exercise price	Options outstanding	Exercise price	Options outstanding	Exercise price	
As at 1 Jan 2016	5,500	1.90	6,300	1.80	4,500	2.00	16,300
As at 30 Apr 2016 (1,400 exercised)	4,100	1.90	6,300	1.80	4,500	2.00	14,900
As at 8 May 2016 (4,100 exercised)	0		6,300	1.80	4,500	2.00	10,800
As at 30 Sep 2016 (3,300 exercised)	0		3,000	1.80	4,500	2.00	7,500
As at 30 Nov 2016 (2,700 exercised)	0		3,000	1.80	1,800	2.00	4,800

Tax Deduction for Shares Used to Fulfill Obligations under an Employee Equity-Based Remuneration Scheme

Annex 2 (pg 3 of 3)

Computation of amount of tax deduction to be given using the different methods:

		"First-in-first-out" method		Weighted average method on a transaction-by-transaction basis		Weighted average method on a half-yearly basis	
		\$	\$ Special a/c	\$	\$ Special a/c	\$	\$ Special a/c
Upon exercise of options on 30 Apr 16	Cost of shares transferred Less: Amount payable by employees Excess of exercise price over cost Amount of tax deduction to be given	2,800.00 <u>(2,660.00)</u> 140.00		2,604.00 <u>(2,660.00)</u> <u>(56.00)</u> NIL	56.00		
Upon exercise of options on 8 May 16	Cost of shares transferred Less: Amount payable by employees Excess of exercise price over cost Amount of tax deduction to be given Balance in special account	7,380.00 <u>(7,790.00)</u> <u>(410.00)</u> NIL	410.00	7,626.00 <u>(7,790.00)</u> <u>(164.00)</u> NIL	164.00	10,230.00 ^a <u>10,450.00^b</u> <u>(220.00)</u> NIL	220.00
Upon exercise of options on 30 Sep 16	Cost of shares transferred Less: Amount payable by employees 320.00 Less: Amount from special account Amount of tax deduction to be given Balance in special account	6,260.00 <u>(5,940.00)</u> 320.00 <u>(320.00)</u> NIL	(320.00)	6,847.50 <u>(5,940.00)</u> 907.50 <u>(220.00)</u> 687.50	(220.00)		
Upon exercise of options on 30 Nov 16	Cost of shares transferred Less: Amount payable by employees 640.00 Less: Amount from special account Amount of tax deduction to be given Balance in special account	6,040.00 <u>(5,400.00)</u> 640.00 <u>(90.00)</u> 550.00	(90.00)	5,602.50 <u>(5,400.00)</u> 202.50 <u>0.00</u> 202.50		12,450.00 ^c <u>11,340.00^d</u> 1,110.00 <u>(220.00)</u> 890.00	(220.00)
Total tax deduction for YA 2017		690.00		890.00		890.00	

a = Aggregate cost of shares transferred from Jan to Jun 2016 = $(1,400 + 4,100) / (3,000 + 7,000) \times (6,000 + 12,600)$

b = Total amount payable by employees for options exercised from Jan to Jun 2016 = 2,660 + 7,790

c = Aggregate cost of shares transferred from Jul to Dec 2016 = $(3,300 + 2,700) / (2,500 + 2,500 + 1,000) \times (4,650 + 5,500 + 2,300)$

d = Total amount payable by employees for options exercised from Jul to Dec 2016 = 5,940 + 5,400

ANNEX 3 - EXAMPLE ILLUSTRATING THE COMPUTATION OF AMOUNT OF TAX DEDUCTION FOR SHARES TRANSFERRED UNDER AN EEBR SCHEME ADMINISTERED BY A SPV BASED ON THE FIFO METHOD

- (1) The SPV adopts the FIFO method of costing Co A's shares used for the EEBR scheme it is administering for Co A.
- (2) The accounting year-end of Co A is 31 Dec

Date	Transaction of SPV	No of Shares	Cost/ share(\$)	Bal no of shares	Cost using FIFO method of costing		Comparative costs	lower / lowest cost	Allowable amount (\$)
					Add/(less)	Bal Total cost (\$)			
02-May-15	paid cash for CoA's shares from SGX	3,000	2.00	3,000	3,000 x 2.00 = 6,000	6,000			
01-Mar-16	bought CoA's TS from CoA	7,000	1.80	10,000	7,000 x 1.8 = 12,600	18,600			
	(Co A has bought these TS from the market at \$1.50/share)								
30-Apr-16	transferred shares under ESO plan	(1,400)		8,600	(1,400) x 2.00 = (2,800) OR	15,800		lower of the cost [Para 6.5.3 (a)]	2,380
	(recharged CoA the transferred shares at FV of \$1.70/share)					(1,400) x 1.70 = 2,380			
30-Jun-16	transferred shares under ESO plan	(4,100)		4,500	(1,600) x 2.00 = (3,200) OR	12,600		[Para 6.5.3 (a)] i.e. 2,560	(2,560 + 3,750) = 6,310
	(recharged CoA the FV of transferred shares \$1.60/ share)					(1,600) x 1.60 = 2,560			
				4,500	(2,500) x 1.80 = (4,500) OR	8,100			
	(recharged CoA the transferred shares at FV of \$1.60/share)					(2,500) x 1.60 = 4,000 OR		Lowest of the costs [Para 6.5.3 (b)] i.e. 3,750	
	(cost of treasury shares being transferred to SPV)					(2,500) x 1.50 = 3,750			
07-Jul-16	purchase shares from open market	5,500	1.80	10,000	5500 x 1.8 = 9,900	18,000			
02-Jan-17	transferred shares under ESO plan	(3,000)		7,000	(3,000) x 1.80 = (5,400) OR	12,600		Lowest of the costs [Para 6.5.3 (b)] i.e. 4,200	4,200
	(recharged CoA the transferred shares at FV of \$1.40/share)					(3,000) x 1.40 = 4,200 OR			
	(cost of treasury shares before being transferred to SPV)					(3,000) x 1.50 = 4,500			

If the employees paid \$3,000 for the transferred shares in 2016, the amount to be allowed for YA 2017 = \$ (2,380 + 6,310 - 3,000) = \$5,690

ANNEX 4 - EXAMPLES ILLUSTRATING THE DEDUCTIBILITY AND TIMING OF TAX DEDUCTION WHERE SPV ADMINISTERS THE EEBR SCHEME

Companies A, B, C and D grant their employees share awards under an EEBR scheme administered by a SPV. All the companies have financial year ending on 31 December.

The companies incur the cost of shares awarded to their respective employees either before or after the shares are vested to these employees as illustrated below:

Shares awarded to employees of :	Date of vesting of shares to employee	Date of Payment for shares	Tax Deduction
Company A	Feb 2016	Dec 2015	Allowed in the YA 2017 (Note 1)
Company B	Sep 2010	Mar 2011	Disallowed (Note 2)
Company C	Mar 2016	Jan 2017	Allowed in the YA 2018
Company D	Apr 2017	Dec 2016	Allowed in the YA 2018

Notes:

1. Since the shares are vested in the basis period for YA 2017, tax deduction is allowed despite payment being made prior to YA 2017.
2. Although payment is made in basis period for YA 2012, the shares were vested prior to the basis period for YA 2012.