



**THE STATUTES OF THE REPUBLIC OF SINGAPORE**

**SINGAPORE TOURISM BOARD  
ACT 1963**

**2020 REVISED EDITION**

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# Singapore Tourism Board Act 1963

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An Act for the establishment of the Singapore Tourism Board and of the Tourism Fund, for the regulation of tourist guides and for matters connected therewith.

[7/2014]

[1 January 1964]

PART 1  
PRELIMINARY

**Short title**

1. This Act is the Singapore Tourism Board Act 1963.

**Interpretation**

2. In this Act —

“associate member” means an associate member of the Board appointed under section 6;

“Board” means the Singapore Tourism Board established under section 3;

“Chairperson” means the Chairperson of the Board;

“Chief Executive” means the Chief Executive of the Board, and includes any individual acting in that capacity;

“committee member” means a member of any committee appointed under section 13(1);

“financial year” means a period of 12 months beginning on 1 April;

“Fund” means the Tourism Fund established under section 17;

“inspecting officer” means any person appointed as an inspecting officer under section 11(2);

“member” means a member of the Board appointed under section 5;

“tourism enterprise” means all or any of the following:

(a) any business which, either wholly or in part, provides national or international carriage for passengers;

*[Act 28 of 2022 wef 01/01/2023]*

(b) any business which, either wholly or in part, provides or arranges services for visitors to Singapore by way of transport, accommodation, entertainment, wellness activities or events, dining, retail, tours or guides, whether or not such services are provided within or outside Singapore;

*[Act 28 of 2022 wef 01/01/2023]*

(c) any business which, either wholly or in part, promotes tourism in Singapore or distributes for the purpose of trade or retails tourism-related products;

*[Act 28 of 2022 wef 01/01/2023]*

(d) any other undertaking intended wholly or in part for the benefit of visitors to Singapore, or for the purpose of drawing visitors to Singapore, including any of the following:

(i) organising or conducting, or otherwise participating in, any convention, exhibition, show, fair or event (whether for business, entertainment, artistic or sporting pursuit, or otherwise);

(ii) managing or maintaining any museum, theme park or other attraction;

(iii) conducting any publicity campaign;

*[Act 28 of 2022 wef 01/01/2023]*

“tourism-related product” means any product, primarily intended for sale to visitors to Singapore, that —

(a) depicts any scenery or tourist attraction of Singapore;

(b) bears the Merlion symbol, a representation of which is set out in the Schedule; or

- (c) has any other characteristic that the Minister may, by notification in the *Gazette*, declare.

*[7/2014; 5/2018]*

## PART 2

### ESTABLISHMENT, INCORPORATION AND CONSTITUTION OF BOARD

#### **Establishment of Singapore Tourism Board**

3.—(1) A body called the Singapore Tourism Board is established in accordance with the provisions of this Act.

(2) The Board is a body corporate with perpetual succession and a common seal with power, subject to the provisions of this Act —

- (a) to acquire and dispose of property, both movable and immovable;
- (b) to sue and be sued in its corporate name; and
- (c) to perform such other acts as bodies corporate may by law perform.

#### **Chairperson of Board**

4.—(1) The Minister must appoint a person (other than the Chief Executive) as the Chairperson of the Board.

(2) Subject to the provisions of this Act, the Chairperson holds office for the period and on the terms determined by the Minister, unless the appointment is earlier revoked by the Minister under section 5(7) or the person so appointed resigns during the person's period of office.

*[Act 28 of 2022 wef 01/01/2023]*

#### **Constitution of Board**

5.—(1) The Board consists of —

- (a) the Chairperson;
- (b) the Chief Executive; and

(c) at least 5 and not more than 12 other members to be appointed by the Minister.

*[Act 28 of 2022 wef 01/01/2023]*

(2) A person appointed by the Minister as a member of the Board under subsection (1)(c) holds office for the period and on the terms determined by the Minister for that person, unless the person's appointment is earlier revoked by the Minister under subsection (7) or the person resigns during the person's period of office.

*[Act 28 of 2022 wef 01/01/2023]*

(3) The Minister may appoint a member of the Board who is not the Chairperson or the Chief Executive, to be Deputy Chairperson of the Board.

*[Act 28 of 2022 wef 01/01/2023]*

(4) The Deputy Chairperson has and may exercise all the functions and powers of the Chairperson in relation to a matter if —

- (a) the Chairperson is unavailable; or
- (b) the Chairperson is interested (within the meaning given by Part 4 of the Public Sector (Governance) Act 2018) in the matter.

*[Act 28 of 2022 wef 01/01/2023]*

(4A) The Chairperson or Deputy Chairperson presiding at a meeting of the Board has an original as well as a casting vote.

*[Act 28 of 2022 wef 01/01/2023]*

(5) A member of the Board must not, in any meeting of the Board, participate in any discussion relating to, and must not vote in respect of, any contract, business or other matter in which he or she is interested, and if he or she does so his or her vote must not be counted.

(6) The members of the Board are to be paid out of the funds of the Board such salaries, fees or allowances as the Minister may determine.

(7) The Minister may at any time revoke the appointment of the Chairperson or of any other member of the Board.

### **Associate members**

6.—(1) The Board may appoint a person carrying on any business in Singapore to be an associate member of the Board.

(2) An associate member must —

(a) be granted an emblem and a certificate to be prescribed by the Board in recognition of his or her associate membership;

(b) maintain high standards at all times in the conduct of his or her business for the promotion of the tourist trade in Singapore;

(c) comply with all regulations made by the Board; and

(d) pay to the Board any fee that the Board may prescribe.

(3) The Board may at any time revoke the appointment of a person as an associate member.

(4) A person who is not an associate member must not use the emblem and certificate mentioned in subsection (2)(a).

(5) A person must not use any emblem, title or description reasonably calculated to suggest that he or she is an associate member unless he or she is in fact an associate member.

(6) Any person who contravenes subsection (4) or (5) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000 or to imprisonment for a term not exceeding 2 years or to both.

## **PART 3**

### **FUNCTIONS, DUTIES AND POWERS OF BOARD**

#### **Functions of Board**

7.—(1) The functions of the Board are —

(a) to develop and promote Singapore as a travel and tourist destination;

- (b) to advise the Government on matters relating to travel and tourism;
- (c) to enhance the travel and tourism sector's contribution to the Singapore economy; and
- (d) to exercise licensing and regulatory functions in respect of any tourism enterprises that the Board may determine.

(2) In addition to the functions of the Board under subsection (1), the Board may undertake any other functions that the Minister may assign to the Board and in so doing the Board is deemed to be fulfilling the purposes of this Act, and the provisions of this Act apply to the Board in respect of such functions.

(3) Nothing in this section is to be construed as imposing on the Board, directly or indirectly, any form of duty or liability enforceable by proceedings before any court.

### **Powers of Board**

**8.**—(1) Subject to this Act, the Board may carry on any activities that appear to the Board to be advantageous, necessary or convenient for it to carry on for or in connection with the discharge of its functions and duties under this Act and, in particular, the Board may exercise the following powers:

- (a) to act as an agent for the Government or, with the approval of the Minister, for any person, body or organisation for the transaction of any business connected with any tourism enterprise, whether such person, body, organisation or tourism enterprise is within or outside Singapore;

*[Act 28 of 2022 wef 01/01/2023]*

- (b) to engage in, assist in or promote the improvement or development of facilities for visitors to Singapore and the experience of visitors in travelling to and while in Singapore (including by safeguarding the wellbeing of the visitors while in Singapore), and generally to develop and promote Singapore as a travel and tourist destination of quality, standing and repute;

*[Act 28 of 2022 wef 01/01/2023]*

- (c) to secure overseas publicity for the tourist attractions in Singapore and tourism projects outside Singapore in which Singapore has an interest;
- (d) to coordinate the activities of persons within or outside Singapore, providing services for visitors to Singapore;  
*[Act 28 of 2022 wef 01/01/2023]*
- (e) to regulate standards to be maintained by any tourism enterprises that the Board may determine;
- (f) to license any class or classes of tourism enterprises that the Board may determine;  
*[Act 28 of 2022 wef 01/01/2023]*
- (g) to acquire, take on lease, hire, hold and enjoy movable and immovable property and to convey, assign, surrender, charge, mortgage, demise, transfer or otherwise dispose of, or deal with, any movable or immovable property belonging to the Board upon any terms that the Board considers fit;
- (h) to provide any grant or subsidy, any loan or advance, any stipend, or any other financial support to any person carrying on a tourism enterprise within or outside Singapore, on the conditions determined by the Board;  
*[Act 28 of 2022 wef 01/01/2023]*
- (ha) where a tourism enterprise undertakes any matter for any of the following purposes:
  - (i) to develop and promote Singapore as a travel and tourist destination;
  - (ii) to enhance the travel and tourism sector's contribution to the Singapore economy,(whether the tourism enterprise or matter is within or outside Singapore), with the approval of the Minister, to provide any guarantee, indemnity or other security for any obligation or liability of the tourism enterprise in connection with that matter;  
*[Act 28 of 2022 wef 01/01/2023]*

- (i) to enter into any contract or agreement for carrying out the purposes of this Act;
- (j) to receive, in consideration of the services rendered by the Board, such commission or payment as may be agreed upon;
- (k) to exercise all powers and perform all duties which, under any other written law, are or may be or become vested in or delegated to the Board;
- (l) with the approval of the Minister, to make rules for the establishment of any scheme for the payment of pensions, gratuities, provident fund or other superannuation benefits to such employees or classes of employees or former employees of the Board as the Board may determine, on their death or retirement from the service of the Board or on their otherwise leaving the service of the Board;
- (m) to carry on the business of providing transport facilities for persons visiting tourist attractions in Singapore;
- (n) to invest its moneys in accordance with the standard investment power of statutory bodies as defined in section 33A of the Interpretation Act 1965;
- (o) with the approval of the Minister, to subscribe for or acquire any stock, share, bond, debenture or other financial instrument in any company carrying on a tourism enterprise within or outside Singapore;  
*[Act 28 of 2022 wef 01/01/2023]*
- (p) with the approval of the Minister, to invest any money of the Board in any business within or outside Singapore which will promote or be conducive to the tourism trade in Singapore;
- (q) with the approval of the Minister —
  - (i) to enter into any joint venture with any person; or
  - (ii) to form or participate in the formation of any company,

whether in Singapore or elsewhere, for the purpose of carrying out all or any of the functions of the Board;

- (*r*) with the approval of the Minister, to manage, control or supervise tourism enterprises within or outside Singapore by nominating directors or advisers;

*[Act 28 of 2022 wef 01/01/2023]*

- (*ra*) to collaborate with persons carrying on tourism enterprises or enter into partnerships or any other arrangements with them, whether any such person or tourism enterprise is within or outside Singapore;

*[Act 28 of 2022 wef 01/01/2023]*

- (*s*) with the approval of the Minister, to borrow money whether by way of bank overdraft or otherwise for any of the purposes of the Board that the Board may from time to time consider desirable;

*[Act 28 of 2022 wef 01/01/2023]*

- (*sa*) to collect, compile and analyse information, and commission surveys, research or studies relating to its functions;

*[Act 28 of 2022 wef 01/01/2023]*

- (*t*) generally to do all matters and things that are incidental to or consequential upon the exercise of the Board's powers or the discharge of its duties under this Act.

*[Act 28 of 2022 wef 01/01/2023]*

(2) Any financial support provided by the Board pursuant to subsection (1)(*h*) may include a requirement for the repayment of the whole or any part of the financial support (whether or not with interest) if the person fails to comply with or satisfy any condition of the financial support, and the Board may sue for the repayment of the financial support with, as may be applicable, any interest, as a debt due to the Board.

*[Act 28 of 2022 wef 01/01/2023]*

### **Directions by Minister**

**9.—**(1) The Minister may give to the Board any direction under section 5 of the Public Sector (Governance) Act 2018.

*[5/2018]*

(2) The Board must provide the Minister with any information with respect to its property and activities that the Minister may require.

### **Chief Executive**

**10.**—(1) There must be a Chief Executive of the Board, whose appointment, removal, discipline and promotion must be in accordance with the Public Sector (Governance) Act 2018.

*[5/2018]*

(2) The Board may, subject to the Public Sector (Governance) Act 2018, appoint an individual to act temporarily as the Chief Executive during any period, or during all periods, when the Chief Executive —

(a) is absent from duty or Singapore; or

(b) is, for any reason, unable to perform the duties of the office.

*[5/2018]*

### **Appointment of officers and employees**

**11.**—(1) The Board may, subject to the Public Sector (Governance) Act 2018, appoint and employ, on any terms and conditions that it may determine, such other officers, employees, consultants and agents as may be necessary for the effective performance of its functions.

*[5/2018]*

(2) The Board may appoint, by name or office, from among —

(a) public officers;

(b) officers and employees of the Board;

(c) officers and employees of a public authority; and

(d) auxiliary police officers appointed under the Police Force Act 2004,

any number of inspecting officers that is required for the purposes of this Act and any regulations made under this Act.

*[7/2014]*

(3) In this section, “public authority” means any board, authority or agency established by or under any public Act to perform or discharge any public function.

[7/2014]

### **Ineligibility for employment as officers or employees**

**12.—**(1) A person is not eligible for employment as an officer or employee of the Board if the person has, directly or indirectly, by himself or herself or his or her partner, any share or interest in any contract with, for or on behalf of the Board.

(2) Any officer or employee of the Board who has or acquires any share or interest mentioned in subsection (1) is liable in the discretion of the Board to summary dismissal without notice.

### **Appointment of committees and delegation of powers**

**13.—**(1) The Board may appoint from among its members or other persons who are not members any number of committees consisting of members or other persons, or members and other persons, for purposes which, in the opinion of the Board, would be better regulated and managed by means of those committees.

(2) The Board may, subject to any conditions or restrictions that it may impose, delegate to the Chairperson, Chief Executive or a committee appointed under subsection (1) all or any of the functions, duties and powers vested in the Board by or under this Act or any other written law, and any power, function or duty so delegated may be exercised or performed by the Chairperson, Chief Executive or committee (as the case may be) in the name and on behalf of the Board.

(3) The Board may, subject to any conditions or restrictions that it thinks fit, delegate to any member or employee of the Board all or any of its functions, duties and powers vested in the Board by or under this Act or any other written law, and any power, function or duty so delegated may be exercised or performed by that member or employee in the name and on behalf of the Board.

**Public servants**

**14.** All inspecting officers —

- (a) are deemed to be public servants for the purposes of the Penal Code 1871; and
- (b) in relation to their administration, assessment, collection or enforcement of payment of composition sums or financial penalties under any Act administered by the Board, are deemed to be public officers for the purposes of the Financial Procedure Act 1966, and section 20 of that Act applies to such persons even if they are not or were not in the employment of the Government.

[13A

[7/2014; 47/2017; 5/2018]

**Validity of acts, etc.**

**14A.**—(1) Despite section 33 of the Interpretation Act 1965, the exercise of any power or performance of any function of the Board by the Board is not affected merely because at the relevant time —

- (a) there was a vacancy in the membership of the Board, including a vacancy arising from the failure to appoint a member;
- (b) there was some defect or irregularity existing in the appointment or continuance in office of the individual purporting to be a member of the Board; or
- (c) there was an irregularity in the Board’s decision-making procedure that does not affect the merits of the decision made.

(2) The acts of an individual as a member of the Board are not affected merely because —

- (a) there was some defect or irregularity existing in the appointment or continuance in office of the individual purporting to be a member of the Board; or
- (b) in the case of an individual acting in the capacity of the Chairperson, member or Chief Executive, the occasion for

the individual so acting, or for his or her appointment, had not arisen or had ended.

*[Act 28 of 2022 wef 01/01/2023]*

### **Payments to Board**

**15.** For the purpose of enabling the Board to carry out its functions under this Act and any regulations made under this Act, the Minister may authorise the payment to the Board of such sums as the Minister may determine.

[14  
*[7/2014]*

### **Issue of shares, etc.**

**16.** As a consequence of —

- (a) the vesting of any property, rights or liabilities of the Government in the Board under this Act; or
- (b) any capital injection or other investment by the Government in the Board in accordance with any written law,

the Board must issue such shares or other securities to the Minister for Finance as that Minister may direct.

[14A  
*[5/2002]*

### **Establishment and administration of Tourism Fund**

**17.—(1)** A fund called the Tourism Fund is established, which is, subject to the directions of the Minister, controlled and administered by the Board.

(2) Subject to sections 41(3) and 42(4), all moneys collected under this Act or any regulations made under this Act and all moneys received by the Board from any source must be paid into the Fund.

[15  
*[7/2014]*

## **Purposes of Fund**

**18.** The Fund must be devoted to the following purposes:

- (a) the payment of the expenses of, or connected with, the administration of the Board; and
- (b) the payment of all expenses necessary for carrying out the purposes of this Act and any regulations made under this Act.

[16

[7/2014]

## **Protection of superannuation scheme**

**19.** The following provisions apply to any scheme established under any of the rules made under section 8(1)(l):

- (a) no assurance on the life of any contributor under any such scheme, and no moneys or other benefits payable under any such assurance, and no payment made under any such scheme to any person who has been employed by the Board, are assignable or transferable, or liable to be garnished, attached, sequestered or levied upon for or in respect of any debt or claim whatsoever, other than a debt due to the Board or to the Government;
- (b) no donation by the Board or contribution by its officers made under any such scheme and no interest thereon are assignable or transferable or liable to be attached, sequestered or levied upon for or in respect of any debt or claim whatsoever, other than a debt due to the Board or to the Government;
- (c) no such donation, contribution or interest is subject to the debts of the contributor, nor may such donation, contribution or interest pass to the Official Assignee on the bankruptcy of the contributor, but, if the contributor is adjudicated a bankrupt or is declared insolvent by a court, such donation, contribution or interest is, subject to the provisions of this Act, deemed to be subject to a trust in favour of the persons entitled thereto on the death of the contributor;

- (d) the bankruptcy of a contributor does not affect the making of deductions from the salary of the contributor in accordance with any such scheme, but such deductions must continue to be made despite the provisions of any written law, and the portion of salary so deducted is not to be deemed to form part of his or her after-acquired property;
- (e) subject to the provisions of any such scheme, all moneys paid or payable under any such scheme on the death of a contributor are deemed to be subject to a trust in favour of the persons entitled thereto under the will or intestacy of such deceased contributor, or under a nomination in such form as may be prescribed in such scheme, and are not to be deemed to form part of his or her estate or be subject to the payment of his or her debts but are deemed to be property passing on his or her death for the purposes of the Estate Duty Act 1929;
- (f) any contributor may by a memorandum under his or her hand appoint a trustee or trustees of the moneys payable on his or her death out of any such scheme and may make provision for the appointment of a new trustee or new trustees of such moneys and for the investment thereof; such memorandum must be in the form prescribed in such scheme and must be deposited with the Board;
- (g) if at the time of the death of any contributor or at any time afterwards, there is no trustee of such moneys or it is expedient to appoint a new trustee or new trustees, then and in any such case a trustee or trustees or a new trustee or new trustees may be appointed by the General Division of the High Court;
- (h) the receipt of a trustee or trustees duly appointed, or in default of any such appointment and of written notice thereof to the Board, the receipt of the legal personal representative of a deceased contributor is a discharge to

the Board for any moneys payable on his or her death out of any such scheme.

[17

[40/2019]

[Act 28 of 2022 wef 01/01/2023]

## PART 3A

### TOURIST GUIDES

#### **Interpretation of this Part**

**20.—**(1) In this Part, unless the context otherwise requires —

“code of practice” includes a standard of performance;

“false tourist guide badge” means —

- (a) a forged tourist guide badge;
- (b) a tourist guide badge altered without lawful authority; or
- (c) a tourist guide badge in respect of an expired, or a cancelled, revoked or suspended, licence;

“guiding services”, in relation to a tourist, includes providing any information, description or explanation to the tourist while accompanying the tourist in or to a place or point of interest in Singapore, but not if the information, description or explanation is a mere reference to the location of, or a location in or around, the place or point of interest;

[Act 28 of 2022 wef 01/01/2023]

“licence” or “tourist guide licence” means a licence granted or renewed under section 23(4)(a);

“licensee” means a person who is granted a licence, or whose licence is renewed, under section 23(4)(a);

“omnibus” means a bus which is on a scheduled service with passengers being charged separate and distinct fares, and in respect of which a public service vehicle licence is in force under Part 5 of the Road Traffic Act 1961 to use the bus as an omnibus;

“tourist” means an individual who visits Singapore for recreation, pleasure, business or any other purpose, but does not include —

- (a) a citizen or permanent resident of Singapore;
- (b) an individual to whom a work pass is issued under section 7 of the Employment of Foreign Manpower Act 1990;
- (c) an individual to whom a dependant’s pass, student’s pass or special pass is issued under regulation 11, 14 or 15, respectively, of the Immigration Regulations;
- (d) an individual to whom a visit pass valid for more than 90 days is issued under regulation 12 of the Immigration Regulations; or
- (e) an individual to whom any other pass, that the Minister may by order in the *Gazette* specify, is issued under the Immigration Act 1959 or any regulations made under that Act;

“tourist guide” means an individual who personally provides any guiding services to a tourist for remuneration;

“tourist guide badge” means a badge issued to a licensee under section 25(1);

“unlicensed tourist guide” means a tourist guide who does not hold a valid tourist guide licence and who is not exempt from section 21(1) by reason of section 21(2) or under section 43.

[7/2014]

(2) For the purposes of the definition of “tourist guide”, an individual provides guiding services to a tourist for remuneration if the individual receives or reasonably expects to receive any payment for providing the guiding services, regardless of who makes or is liable to make the payment or where or when the payment is or will be made.

[7/2014]

(3) For the purposes of the definition of “unlicensed tourist guide” and section 21(1), a person whose tourist guide licence is suspended

is, while the suspension is in force, deemed to be a person who does not hold a valid tourist guide licence.

[19A  
[7/2014]

**Licence required to act as tourist guide, etc.**

**21.—**(1) Subject to subsection (2), an individual must not —

- (a) act as a tourist guide; or
- (b) offer to act as a tourist guide, or advertise in any way that he or she is or is willing to act as a tourist guide,

unless he or she holds a valid tourist guide licence.

[7/2014]

(2) The prohibition in subsection (1) does not apply to —

- (a) the owner or operator of a place or point of interest who himself or herself guides tourists at that place or point; or
- (b) any person who is employed or engaged, or whose services are otherwise used, by the owner or operator of a place or point of interest to guide tourists at that place or point.

[7/2014]

(3) Any person who contravenes subsection (1) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000 and, in the case of a second or subsequent offence, to a fine not exceeding \$10,000.

[7/2014]

(4) Any person who, directly or indirectly, employs, engages or otherwise uses the services of an unlicensed tourist guide —

- (a) whom the person knows or ought reasonably to know is an unlicensed tourist guide; or
- (b) with reckless disregard as to whether the tourist guide is an unlicensed tourist guide,

shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000 and, in the case of a second or subsequent offence, to a fine not exceeding \$10,000.

[7/2014]

(5) Any person who abets the commission of an offence under subsection (3) or (4) shall be guilty of that offence and shall be liable on conviction to be punished with the punishment provided for that offence.

[19B  
[7/2014]

### **Presumption of guiding services provided for remuneration**

**22.** An individual who provides any guiding services to 8 or more tourists is presumed, unless the contrary is proved, to have provided the guiding services for remuneration if, at the time, or within a reasonable time before or after, the guiding services are provided, the tourists and the individual are, have been or will be conveyed (as the case may be) in a motor vehicle (other than an omnibus).

[19C  
[7/2014]

### **Tourist guide licence application**

**23.—**(1) Any person who desires to apply for or renew a tourist guide licence —

- (a) must apply to the Board in such form and manner as the Board may require; and
- (b) in the case of an application to renew a licence, must submit the application to the Board within such period before the expiry of the licence as the Board may specify.

[7/2014]

(2) In considering an application under subsection (1), the Board may require the applicant to satisfy such criteria and requirements as the Board may publish, from time to time, on any website that may be prescribed.

[7/2014]

(3) For the purposes of subsection (2), the Board may administer, on its own or in collaboration with any other person, such proficiency tests, or training or certification programmes, as it considers appropriate.

[7/2014]

(4) Upon considering an application received under subsection (1), the Board may —

- (a) grant or renew a licence (as the case may be) for such duration as the Board may specify; or
- (b) refuse the application.

[7/2014]

(5) The Board must, before refusing an application to renew a licence, give the applicant written notice of its intention to do so and an opportunity to submit reasons, within the period that the Board may specify in that notice, as to why the application should not be refused.

[19D  
[7/2014]

### **Tourist guide licence**

**24.**—(1) A licence granted or renewed under section 23(4)(a) is subject to any conditions that the Board may specify.

[7/2014]

(2) The Board may, at any time, vary or revoke any of the conditions of a licence or impose new conditions.

[7/2014]

(3) The conditions of a licence may include the assignment to the licensee of such description or classification as a tourist guide as the Board considers appropriate to —

- (a) denote the licensee’s qualifications, proficiency, experience or any other attribute as a tourist guide; or
- (b) define or circumscribe the type of guiding services the licensee is authorised to provide under the licence.

[7/2014]

(4) The Board must, before altering any description or classification of a licensee as a tourist guide under this section —

- (a) at the time of renewing his or her licence; or
- (b) at any time during the duration of his or her licence,

in a manner that is to the disadvantage of the licensee, give the licensee written notice of its intention to do so and an opportunity to

submit reasons, within the period that the Board may specify in that notice, as to why such alteration should not be made.

[7/2014]

(5) For the purposes of subsection (4), a reference to a licensee includes a reference to a person who applies to renew his or her licence.

[19E

[7/2014]

### **Tourist guide badge**

**25.**—(1) Upon granting or renewing a licence under section 23(4)(a), the Board must issue the licensee with a tourist guide badge representing that he or she is the holder of that licence.

[7/2014]

(2) A licensee must —

(a) unless the Board otherwise allows, wear prominently on his or her person any tourist guide badge issued to the licensee that is not in an electronic form, at all times when he or she acts as a tourist guide; and

[Act 28 of 2022 wef 01/01/2023]

(b) produce his or her tourist guide badge for inspection upon being required to do so by the Board or an inspecting officer.

[7/2014]

(3) Subject to subsection (3A), a person issued with a tourist guide badge under this section that is not in an electronic form must surrender that badge to the Board immediately upon —

(a) being required to do so for the purpose of enabling the Board to make any alteration to the badge that the Board considers appropriate;

(b) the expiry, cancellation, revocation or suspension of his or her tourist guide licence in respect of which the badge was issued; or

- (c) ceasing to be employed as, or engage in the business or provision of services of, a tourist guide, even though he or she holds a valid tourist guide licence.

[7/2014]

[Act 28 of 2022 wef 01/01/2023]

(3A) The Board may, instead of requiring a tourist guide badge that is not issued in an electronic form to be surrendered under subsection (3)(b) or (c), require the person to whom the badge was issued to destroy the badge in the manner specified by the Board, and the person must comply with the requirement.

[Act 28 of 2022 wef 01/01/2023]

(4) Any person who fails to comply with subsection (3) or (3A) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000 and, in the case of a continuing offence, to a further fine not exceeding \$100 for every day or part of a day during which the offence continues after conviction.

[7/2014]

[Act 28 of 2022 wef 01/01/2023]

(5) Any person issued with a tourist guide badge under this section who —

- (a) causes or permits his or her tourist guide badge to be in the possession of any other person; and
- (b) knows or ought reasonably to know that, or is reckless as to whether, the badge is or will be used by the other person in connection with identification or acting as a tourist guide,

shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000.

[7/2014]

(6) Any person who —

- (a) alters without lawful authority or forges a tourist guide badge;
- (b) sells a tourist guide badge or a false tourist guide badge; or
- (c) in connection with identification or acting as a tourist guide, uses or has in the person's possession a tourist guide

badge which is not issued to the person by the Board or a false tourist guide badge,

shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000.

[7/2014]

(6A) For the purposes of subsection (6)(b), where a tourist guide badge is issued in electronic form, a person sells the tourist guide badge if the person provides another person access to the tourist guide badge (in electronic form) for consideration.

[Act 28 of 2022 wef 01/01/2023]

(7) The reference to a tourist guide badge in subsection (5) includes a reference to a tourist guide badge in respect of an expired, or a cancelled, revoked or suspended, licence.

[19F

[7/2014]

### **Code of practice**

**26.—**(1) The Board may, from time to time, in connection with the provision of guiding services to tourists by licensees —

- (a) issue one or more codes of practice to apply to licensees or any class of licensees that the Board may specify in the codes of practice; and
- (b) amend or revoke any code of practice issued under this subsection.

[7/2014]

(2) Where a code of practice is issued, amended or revoked by the Board under subsection (1), the Board must —

- (a) publish a notice of the issue, amendment or revocation (as the case may be) in a manner that will secure adequate publicity for the issue, amendment or revocation;
- (b) specify the date of the issue, amendment or revocation (as the case may be) in the notice; and
- (c) ensure that the code of practice (including any amendment made to the code of practice) remains available for access or inspection by the licensees to whom it applies.

[7/2014]

(3) Any issue, amendment or revocation of a code of practice under subsection (1) does not have any force or effect until the notice relating thereto has been published in accordance with subsection (2)(a) and (b).

[7/2014]

(4) If any provision of any code of practice in force under this section is inconsistent with any provision of this Act or any regulations made under this Act, the provision in the code of practice does not, to the extent of the inconsistency, have effect.

[7/2014]

(5) Subject to subsection (6), every licensee must comply with the codes of practice issued under this section which apply to the licensee.

[7/2014]

(6) The Board may, either generally or for such time as the Board may specify, waive the application of any code of practice (or part thereof) issued under this section to any licensee or class of licensees.

[7/2014]

(7) Any code of practice issued under this section is deemed not to be subsidiary legislation.

[19G

[7/2014]

### **Information, etc., to be provided by licensee**

**27.—**(1) The Board or an inspecting officer may, for the purpose of ascertaining whether a licensee has complied with or is complying with any provision of this Act (or any regulations made under this Act) or any condition of his or her licence, require the licensee —

(a) to provide any information within his or her knowledge; or

(b) to produce for inspection any document or article in his or her possession, custody or control,

relating to his or her tourist guide activities or services.

[7/2014]

(2) The Board or the inspecting officer (as the case may be) may make copies of or retain any document or article produced under subsection (1)(b) for further inspection.

[19H  
[7/2014]

### **Suspension, revocation or cancellation of licence**

**28.**—(1) The Board may, at any time, suspend for a period not exceeding 6 months or a longer period that is prescribed in substitution, or revoke, a tourist guide licence if the licensee —

- (a) provides or causes to be provided to the Board or any inspecting officer any information (including information in connection with his or her application for or renewal of a licence) which is false or misleading in any material particular;
- (b) refuses or fails, without reasonable excuse, to comply with any requirement of the Board or an inspecting officer under section 27(1);
- (c) contravenes any provision of this Act or any regulations made under this Act;
- (d) contravenes any condition of his or her licence;
- (e) has committed any offence under any written law punishable with a term of imprisonment exceeding one month;
- (f) ceases to be, in the opinion of the Board, a fit and proper person; or
- (g) is incapable, by reason of illness, infirmity or any other cause, of acting as a tourist guide.

[7/2014]

(2) Subject to subsection (3), in the case where a licensee —

- (a) refuses or fails, without reasonable excuse, to comply with any requirement of the Board or an inspecting officer under section 27(1);

(b) contravenes any provision of this Act or any regulations made under this Act; or

(c) contravenes any condition of his or her licence,

the Board may, instead of suspending or revoking his or her licence under subsection (1)(b), (c) or (d) (as the case may be) require the licensee to pay a financial penalty of an amount not exceeding \$1,000, by a date that the Board may determine.

[7/2014]

(3) Subsection (2) does not apply in respect of any contravention which is prescribed to be an offence under this Act or any regulations made under this Act.

[7/2014]

(4) The Board must, before suspending or revoking a licence under subsection (1) or imposing a financial penalty under subsection (2), give the licensee written notice of its intention to do so and an opportunity to submit reasons, within the period that the Board may specify in that notice, as to why his or her licence should not be suspended or revoked or the financial penalty should not be imposed.

[7/2014]

(5) Any decision of the Board to suspend or revoke a licence, or require the payment of a financial penalty, under this section does not take effect until —

(a) the expiry of the period allowed under section 29 for the licensee to appeal to the Minister against the decision; or

(b) the determination or rejection of the appeal by the Minister or his or her designate under section 29,

whichever is the later.

[7/2014]

(6) The Board may cancel a tourist guide licence at the request of the licensee.

[19I

[7/2014]

## **Appeal to Minister**

**29.**—(1) The Minister may designate —

- (a) any Minister of State for his or her Ministry; or
- (b) any Parliamentary Secretary to his or her Ministry,

to hear and determine any appeal under this section in place of the Minister.

[7/2014]

(2) Any person aggrieved by a decision of the Board —

- (a) refusing to grant him or her a licence, or renew his or her licence, under section 23(4)(b);
- (b) altering under section 24 the description or classification of the person as a tourist guide in a manner that is to his or her disadvantage;
- (c) suspending or revoking his or her licence under section 28(1); or
- (d) requiring him or her to pay a financial penalty under section 28(2),

may appeal to the Minister within 14 days after notice of the decision is served on the person or any extended period that the Minister may allow in any particular case.

[7/2014]

(3) An appeal against a decision under subsection (2) does not affect the operation of the decision or prevent the taking of any action to implement the decision unless otherwise provided in this Act or directed by the Minister in any particular case.

[7/2014]

(4) Any person who makes an appeal to the Minister under subsection (2) must, within the period specified therein —

- (a) state the circumstances under which the appeal arises and the issues and grounds for the appeal; and
- (b) submit all relevant facts, evidence and arguments in respect of the appeal.

[7/2014]

(5) Where an appeal has been made to the Minister under subsection (2), the Minister may require —

- (a) the appellant;
- (b) the Board; or
- (c) any person who is not a party to the appeal but appears to the Minister to have information that is relevant to the circumstances under which the appeal arises,

to provide the Minister with any information that the Minister may require for the purpose of considering and determining the appeal; and any person so required to provide such information must provide it in such manner and within such period as the Minister may specify.

[7/2014]

(6) The Minister may reject an appeal if the appellant fails to comply with subsection (4) or (5).

[7/2014]

(7) The Minister may determine an appeal under subsection (2) from any decision of the Board by —

- (a) confirming, varying or reversing the decision; or
- (b) requiring the Board to reconsider its decision,

and the decision of the Minister is final.

[7/2014]

(8) In this section, a reference to the Minister, in relation to an appeal, includes a reference to the Minister of State or Parliamentary Secretary designated under subsection (1) to hear and determine the appeal.

[19J

[7/2014]

## PART 3B

## POWERS OF INSPECTING OFFICERS

**Interpretation of this Part**

**30.**—(1) In this Part, unless the context otherwise requires —

“premises” includes —

- (a) any building or structure, whether permanent or temporary;
- (b) any land, whether built on or not;
- (c) any place, whether open or enclosed, including any place situated underground or underwater;
- (d) any vehicle, vessel, train or aircraft; and
- (e) any part of any premises referred to in paragraphs (a) to (d);

“tourist guide” has the meaning given by section 20;

“tourist guides regulations” means any regulations made under section 45 relating to tourist guides.

[7/2014]

(2) A reference in this Part to —

- (a) any provision of Part 3A includes a reference to any provision of any tourist guides regulations; and
- (b) any offence under Part 3A includes a reference to any offence under any tourist guides regulations.

[19K  
[7/2014]

**Power to inspect, search, etc.**

**31.**—(1) An inspecting officer has power to do all or any of the following:

- (a) enter and inspect, at any reasonable time, any premises if the inspecting officer has reasonable grounds to believe that any individual is acting as a tourist guide therein;

- (b) enter and search, at any reasonable time, any premises if the inspecting officer has reasonable grounds to believe that any individual is committing or has committed therein the offence under section 21(3) of acting as a tourist guide without a valid licence, and take possession or make copies of any thing found therein which the inspecting officer reasonably believes to be connected to the commission of the offence;
- (c) subject to subsections (3) and (4), search any individual found within any premises mentioned in paragraph (b) whom the inspecting officer reasonably believes to have committed an offence under Part 3A, and take possession or make copies of any thing found on that individual which the inspecting officer reasonably believes to be connected to the commission of the offence;
- (d) take such photographs, or audio or video recordings, as the inspecting officer thinks necessary of any premises mentioned in paragraph (a) or (b) (including anything therein), or of any individual whom the inspecting officer reasonably believes to be acquainted with the facts or circumstances of any alleged or suspected contravention of any provision of Part 3A.

[7/2014]

(2) The owner, occupier or operator of any premises mentioned in subsection (1)(a) or (b) must provide to an inspecting officer such assistance, cooperation or means required by the inspecting officer as is necessary for his or her entry into, and inspection or search of, the premises under subsection (1)(a) or (b).

[7/2014]

(3) A woman must not be searched under subsection (1)(c) except by another woman with strict regard to decency.

[7/2014]

(4) The power to take possession of any thing found on a person searched under subsection (1)(c) does not include necessary wearing apparel found on him or her.

[7/2014]

(5) Any thing taken possession of by an inspecting officer under subsection (1)(b) or (c) or under section 33(6) —

- (a) must be placed in safe custody by the inspecting officer; and
- (b) unless ordered otherwise by a court, may be retained by the inspecting officer until the completion of any proceedings (including proceedings on appeal) in which it may be evidence.

[7/2014]

(6) An inspecting officer may detain a person mentioned in subsection (1)(c) until the person and the premises in which the person is found have been searched.

[19L

[7/2014]

### **Power to require evidence as to identity, etc., and power to arrest**

**32.**—(1) An inspecting officer may require any person whom the inspecting officer reasonably believes to have committed an offence under Part 3A to provide any evidence establishing, to the satisfaction of the inspecting officer, the person's identity, nationality or residential address.

[7/2014]

(2) An inspecting officer may arrest without warrant any person who is required to provide any evidence under subsection (1) if —

- (a) the person fails to provide such evidence; or
- (b) the inspecting officer has reason to believe that any evidence provided by the person is false.

[7/2014]

(3) In making the arrest, the inspecting officer —

- (a) must touch or confine the body of the person to be arrested unless he or she submits to arrest by word or action; and
- (b) may use all reasonable means necessary to make the arrest if the person to be arrested forcibly resists or tries to evade arrest,

and the person arrested must not be restrained more than is necessary to prevent his or her escape.

[7/2014]

(4) Any person arrested under subsection (2) must be brought to a police station as soon as reasonably practicable and may, if required by a police officer of or above the rank of sergeant, be released upon signing a bond, with or without surety, to appear before a Magistrate.

[7/2014]

(5) If the person refuses or is unable to sign the bond as required, he or she must, within 24 hours of the arrest (excluding the time necessary for the journey to a Magistrate's Court), be brought before a Magistrate's Court.

[7/2014]

(6) The person who is brought before a Magistrate's Court under subsection (5) may —

- (a) be ordered to be detained in custody until he or she can be tried; or
- (b) if so required by the Magistrate, be released upon signing a bond, with or without surety, to appear before a Magistrate's Court.

[19M

[7/2014]

**Power to examine, secure attendance, etc.**

**33.—**(1) For the purposes of investigating any offence under this Act or any regulations made under this Act, an inspecting officer may do all or any of the following:

- (a) examine orally any person who appears to be acquainted with any of the facts or circumstances of the case —
  - (i) whether before or after that person or anyone else is charged with an offence in connection with the case; and
  - (ii) whether or not the person is to be called as a witness in any inquiry, trial or other proceeding in connection with the case;

- (b) issue a written notice requiring any person within the limits of Singapore, who appears to be acquainted with any of the facts or circumstances of the case, to attend before the inspecting officer, and that person must comply with the written notice;
- (c) require any person, whom the inspecting officer has reason to believe has any document or article in his or her possession, custody or control relevant to the investigation, to produce that document or article.

[7/2014]

(2) Any person examined under this section is bound to state truly what he or she knows of the facts and circumstances of the case, except that he or she need not say anything that might expose him or her to a criminal charge, penalty or forfeiture.

[7/2014]

(3) A statement made by any person examined under this section must —

- (a) be reduced to writing;
- (b) be read over to him or her;
- (c) if he or she does not understand English, be interpreted in a language that he or she understands; and
- (d) after correction (if necessary), be signed by him or her.

[7/2014]

(4) If any person fails to comply with a written notice issued to him or her by an inspecting officer under subsection (1)(b), the inspecting officer may report the failure to a Magistrate who may then, in his or her discretion, issue a warrant ordering the person to comply with the written notice.

[7/2014]

(5) A person must not, without reasonable excuse, refuse to comply with any requirement made of him or her under subsection (1)(c) by an inspecting officer.

[7/2014]

(6) Subject to section 31(5), an inspecting officer may take possession or make copies of any document or article produced to him or her under subsection (1)(c) for further investigation.

[19N  
[7/2014]

### **Notice to attend court**

**34.—**(1) Where an inspecting officer has reasonable grounds to believe that a person has committed an offence under this Act or any regulations made under this Act, he or she may, in lieu of applying to a court for a summons under the Criminal Procedure Code 2010, immediately serve upon that person a prescribed notice, requiring that person to attend at the court described, at the time and on the date specified, in the notice.

[7/2014]

(2) A duplicate of the notice must be prepared by the inspecting officer and, if so required by the court, produced to the court.

[7/2014]

(3) The notice may be served on the person alleged to have committed the offence in the same manner as the service of a summons under section 116 of the Criminal Procedure Code 2010.

[7/2014]

(4) Upon an accused person appearing before a court pursuant to the notice, the court is to take cognizance of the alleged offence and is to proceed as though he or she were produced before the court pursuant to a summons issued under section 153 of the Criminal Procedure Code 2010.

[7/2014]

(5) If a person upon whom a notice has been served under subsection (1) fails to appear before a court in person or by counsel in accordance therewith, the court may, if satisfied that the notice was duly served, issue a warrant for the arrest of the person unless, in the case of an offence which may be compounded, that person has before that date been permitted to compound the offence.

[7/2014]

(6) Upon a person arrested pursuant to a warrant issued under subsection (5) being produced before a court, the court is to proceed

as though the person were produced before it pursuant to a summons issued under section 153 of the Criminal Procedure Code 2010.

*[Act 31 of 2022 wef 01/11/2022]*

(7) An officer of the Board authorised in that behalf by the Board may, at any time before the date specified in the notice under subsection (1), cancel the notice.

[190  
*[7/2014]*

## PART 4

### MISCELLANEOUS PROVISIONS

#### **Obstructing officer of Board, etc.**

**35.** Any person who refuses to give access to, or obstructs, hinders or delays —

- (a) the Board or any of its members, officers or employees; or
- (b) an inspecting officer,

in the discharge of the duties of, or the exercise of the powers of, the Board or any of those individuals under this Act or any regulations made under this Act shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000.

[20  
*[7/2014]*

#### **Power to obtain information**

**35A.—(1)** The Board or any officer authorised for purposes of this section (called in this section an authorised officer) may by written notice require any person (whether within or outside Singapore) to provide within a reasonable period specified in the notice, all information and documents (including information and documents comprising or containing personal data of any individual in or intending to visit Singapore) that are within the knowledge of that person or in that person's custody or under that person's control, relating to any matter reasonably required by the Board to carry out the functions or duties assigned to the Board by or under this Act.

(2) The power to require a person to provide any information or document under subsection (1) includes the power —

- (a) to require that person, or any person who is or was an officer or employee of the person, to provide an explanation of the information or document;
- (b) if the information or document is not provided, to require that person to state, to the best of the person's knowledge and belief, where it is; and
- (c) if the information is recorded otherwise than in legible form, to require the information to be made available to the Board or an authorised officer in legible form.

(3) Any person who, without reasonable excuse, fails to comply with a written notice under subsection (1) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$1,000 and, in the case of a continuing offence, to a further fine not exceeding \$100 for every day or part of a day during which the offence continues after conviction.

(4) The Board is entitled without payment to keep any information or document, or any copy or extract thereof, provided to the Board or an authorised officer under subsection (1) or obtained under subsection (2).

*[Act 28 of 2022 wef 01/01/2023]*

### **Preservation of secrecy**

**35B.**—(1) No information or document provided for the purposes of this Act or any regulations made under this Act is to be disclosed, except —

- (a) with the consent of the person from whom the information was obtained;
- (b) to the extent that the information or document is already in the public domain;
- (c) in connection with the administration or enforcement of this Act or any regulations made under this Act;

- (d) to the Minister, or any public officer assisting the Minister and duly authorised by the Minister for the purposes of this subsection, as may be necessary for the performance of the Minister's official duties in connection with —
  - (i) this Act; or
  - (ii) the advancement or development of tourism and the regulation of tourism enterprises;
- (e) for the purposes of any legal proceedings (including criminal proceedings) arising out of this Act or any regulations made under this Act or of any report of such proceedings; or
- (f) under and in accordance with any other written law.

(2) Any Board member, officer or employee or any person employed or engaged in the administration or enforcement of this Act or any regulations made under this Act, who discloses to any other person any information or document provided for the purposes of this Act or any regulations made under this Act in contravention of subsection (1), shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$4,000 or to imprisonment for a term not exceeding 6 months or to both.

(3) If —

- (a) any person (*X*) has possession of any information or document which to the person's knowledge has been disclosed in contravention of this section; and
- (b) *X* discloses that information or document to any other person,

then *X* shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$4,000 or to imprisonment for a term not exceeding 6 months or to both.

*[Act 28 of 2022 wef 01/01/2023]*

**False or misleading information**

**36.** Any person who, being required to make any statement or provide any information or document under this Act or any regulations made under this Act —

(a) makes any statement or provides any information or document which is false or misleading in a material particular; and

(b) knows or ought reasonably to know that, or is reckless as to whether, it is false or misleading in a material particular,

shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$5,000.

[21

[7/2014]

**Protection from personal liability**

**37.—(1)** No liability shall lie personally against any member, officer or employee of the Board, any committee member or any other person acting under the direction of the Board, or any inspecting officer, who, acting in good faith and with reasonable care, does or omits to do anything in the execution or purported execution of this Act or any other written law.

[7/2014]

(2) Where the Board provides a service to the public whereby information is supplied to the public under any written law, neither any of its members, officers or employees nor any committee member or inspecting officer involved in the supply of that information shall be liable for any loss or damage suffered by any member of the public by reason of any error or omission of whatever nature appearing therein or however caused if the member, officer, employee, committee member or inspecting officer had acted in good faith, with reasonable care and in the ordinary course of the discharge of his or her duties.

[22

[7/2014]

### **Conduct of legal proceedings**

**38.** Proceedings in respect of any offence under the provisions of this Act or any regulations made under this Act may, with the authorisation of the Public Prosecutor, be conducted by any officer of the Board or any other person authorised in writing in that behalf by the Chief Executive.

[23  
[15/2010]

### **Use of Merlion symbol**

**39.** Any person who, without the permission of the Board, uses the Merlion symbol, a representation of which is set out in Part 1 of the Schedule, or a symbol or representation so nearly resembling the Merlion symbol as to cause confusion in relation to it, shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$2,000 or to imprisonment for a term not exceeding 6 months or to both.

[24

### **Board's symbol**

**40.—(1)** The Board has the exclusive right to the use of the Board's symbol, a representation of which is set out in Part 2 of the Schedule.

(2) Any person who, without the permission of the Board, uses the Board's symbol, or a symbol or representation so nearly resembling the Board's symbol as to cause confusion in relation to it, shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$2,000 or to imprisonment for a term not exceeding 6 months or to both.

[25

### **Composition of offences**

**41.—(1)** The Chief Executive or any officer of the Board authorised by him or her may, in his or her discretion, compound any offence under this Act or any regulations made under this Act which is prescribed as a compoundable offence by collecting from a person reasonably suspected of having committed the offence a sum not exceeding the lower of the following:

(a) one half of the amount of the maximum fine that is prescribed for the offence;

(b) \$2,000.

[7/2014]

(2) On payment of the sum of money, no further proceedings are to be taken against that person in respect of the offence.

[7/2014]

(3) All sums collected under this section must be paid into the Consolidated Fund.

[25A

[7/2014]

### **Recovery of financial penalties**

**42.—**(1) Any person who fails to pay a financial penalty by the date the person is required to do so under this Act is liable to pay, after that date, interest on the amount unpaid at the same rate as for a judgment debt.

[7/2014]

(2) Any financial penalty and any interest thereon payable by any person under this Act must be paid to the Board and is recoverable by the Board as a debt due to the Board from that person; and the person's liability to pay is not affected by his or her tourist guide licence ceasing, for any reason, to be in force.

[7/2014]

(3) The Board may, in any case it thinks fit, waive, remit or refund, wholly or in part, any financial penalty or any interest thereon payable under this Act.

[7/2014]

(4) The Board must pay into the Consolidated Fund all financial penalties and interest thereon collected by the Board under this Act.

[7/2014]

(5) In this section, "tourist guide licence" has the meaning given by section 20(1).

[25B

[7/2014]

### General exemption

**43.** The Board may, with the approval of the Minister, by order in the *Gazette*, exempt any person or class of persons from all or any of the provisions of this Act or any regulations made under this Act, subject to such conditions or restrictions as may be specified in the order.

[25C  
[7/2014]

### Service of documents

**44.—(1)** Subject to subsection (3), any notice or document required or authorised to be served under this Act or any regulations made under this Act may be served —

(a) in the case of an individual —

- (i) by delivering it to the individual personally;
- (ii) by leaving it with an adult person apparently resident at, or by sending it by prepaid registered post to, the usual or last known address of the individual's place of residence;
- (iii) by leaving it with an adult person apparently employed at, or by sending it by prepaid registered post to, the usual or last known address of the individual's place of business;
- (iv) by affixing a copy of the notice in a conspicuous place at the usual or last known address of the individual's place of residence or business;
- (v) by sending it by fax to the fax number used at the usual or last known address of the individual's place of residence or business, or the last fax number given to the Board by the individual as the fax number for the service of documents on the individual; or
- (vi) by electronic communication, by sending an electronic communication of the document to the last email address given to the Board by the

individual as the email address for the service of documents on the individual;

- (b) in the case of a partnership other than a limited liability partnership —
  - (i) by delivering it to any one of the partners or the secretary or other like officer of the partnership;
  - (ii) by leaving it at, or by sending it by prepaid registered post to, the principal or last known place of business of the partnership in Singapore;
  - (iii) by sending it by fax to the fax number used at the principal or last known place of business of the partnership in Singapore; or
  - (iv) by electronic communication, by sending an electronic communication of the document to the last email address given to the Board by the partnership as the email address for the service of documents on the partnership; and
- (c) in the case of a limited liability partnership or other body corporate, or an unincorporated association —
  - (i) by delivering it to the secretary or other like officer of the body corporate or unincorporated association or, in the case of a limited liability partnership, the manager thereof;
  - (ii) by leaving it at, or by sending it by prepaid registered post to, the registered office or principal office of the limited liability partnership, body corporate or unincorporated association in Singapore;
  - (iii) by sending it by fax to the fax number used at the registered office or principal office of the limited liability partnership, body corporate or unincorporated association in Singapore; or
  - (iv) by electronic communication, by sending an electronic communication of the document to the last email address given to the Board by the limited

liability partnership, body corporate or unincorporated association as the email address for the service of documents on the limited liability partnership, body corporate or unincorporated association.

[7/2014]

(2) Where any notice or other document required or authorised to be served under this Act or any regulations made under this Act —

- (a) is sent by fax to a fax number in accordance with subsection (1) — it is deemed to have been duly served on the person to whom it is addressed on the day of transmission, subject to receipt on the sending fax machine of a notification (by electronic or other means) of a successful transmission to the fax number;
- (b) is sent by electronic communication to an email address in accordance with subsection (1) — it is deemed to have been duly served on the person to whom it is addressed at the time of entering the information system addressed to the email address; and
- (c) is sent by prepaid registered post in accordance with subsection (1) — it is deemed to have been duly served on the person to whom it is addressed 2 days after the day the notice or document was posted, whether or not it is returned undelivered.

[7/2014]

(3) Service of any notice or document under this Act or any regulations made under this Act on a person by electronic communication may be effected only if the person gives as part of the person's address for service an email address.

[7/2014]

(4) This section does not apply to notices and documents to be served in proceedings in court.

[25D  
[7/2014]

## **Regulations**

**45.**—(1) The Board may, with the prior approval of the Minister, make regulations generally for carrying out the provisions of this Act.

(2) Without limiting subsection (1), the regulations may provide for —

- (a) the convening of meetings of the Board and the procedure to be followed at the meetings;
- (b) the appointment or establishment of committees of the members of the Board, and the co-opting of persons other than members of the Board to those committees;
- (c) the manner in which documents, cheques and instruments of any description are to be signed or executed on behalf of the Board;
- (d) the fees and charges to be paid for any matter or thing to be done for the purposes of this Act or any regulations made under this Act, the interest payable upon any unpaid fee or charge, and the waiver, refund or remission, whether wholly or in part, of such fees, charges and interest;
- (e) the requirements, relating to tourist guides, to be complied with by the owner, operator or driver of any motor vehicle or class of motor vehicles conveying tourists into Singapore or to a place or point of interest in Singapore; and
- (f) matters required or permitted to be prescribed by this Act or which are necessary or expedient to give effect to this Act.

[7/2014]

(3) Regulations made under this section —

- (a) may prescribe that any act or omission in contravention of any regulation shall be an offence;
- (b) may provide for the imposition of penalties not exceeding a fine of \$5,000 for such offences; and

(c) in the case of any licence granted under this Act, may provide that in addition to such fine, the penalty may extend to the cancellation or suspension of the licence.

[7/2014]

(4) In this section, “tourist” and “tourist guide” have the meanings given by section 20.

[7/2014]

(5) All regulations made under this Act must be presented to Parliament as soon as possible after publication in the *Gazette*.

[26

### **Winding up**

**46.** The Board or the Fund must not be wound up except by or under the authority of an Act.

[27

THE SCHEDULE

Sections 2 and 39

PART 1  
MERLION SYMBOL



Section 40

PART 2  
BOARD'S SYMBOL



LEGISLATIVE HISTORY  
SINGAPORE TOURISM BOARD  
ACT 1963

This Legislative History is a service provided by the Law Revision Commission on a best-efforts basis. It is not part of the Act.

**1. Ordinance 35 of 1963 — Tourist Promotion Board Ordinance, 1963**

Bill	:	5/1963
First Reading	:	28 November 1963
Second and Third Readings	:	20 December 1963
Commencement	:	1 January 1964

**2. Act 55 of 1966 — Tourist Promotion Board (Amendment) Act, 1966**

Bill	:	56/1966
First Reading	:	5 December 1966
Second and Third Readings	:	21 December 1966
Commencement	:	30 December 1966

**3. Act 4 of 1970 — Tourist Promotion Board (Amendment) Act, 1970**

Bill	:	31/1969
First Reading	:	23 December 1969
Second and Third Readings	:	27 January 1970
Commencement	:	13 February 1970

**4. 1970 Revised Edition — Tourist Promotion Board Act (Chapter 205)**

Operation	:	1 July 1971
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**5. Act 1 of 1972 — Tourist Promotion (Cess Collection) Act, 1972**  
(Amendments made by section 27 of the above Act)

Bill	:	26/1971
First Reading	:	2 December 1971
Second and Third Readings	:	7 March 1972
Commencement	:	6 February 1973 (section 27)

**6. Act 4 of 1972 — Tourist Promotion Board (Amendment) Act, 1972**

Bill	:	25/1971
First Reading	:	2 December 1971

Second Reading	:	7 March 1972
Notice of Amendments	:	7 March 1972
Third Reading	:	7 March 1972
Commencement	:	6 February 1973

**7. Act 33 of 1975 — Tourist Promotion Board (Amendment) Act, 1975**

Bill	:	42/1975
First Reading	:	29 July 1975
Second and Third Readings	:	19 August 1975
Commencement	:	19 September 1975

**8. 1985 Revised Edition — Tourist Promotion Board Act (Chapter 328)**

Operation	:	30 March 1987
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**9. Act 9 of 1997 — Tourist Promotion Board (Amendment) Act 1997**

Bill	:	11/1997
First Reading	:	25 August 1997
Second and Third Readings	:	7 October 1997
Commencement	:	20 November 1997

*Note: The Tourist Promotion Board Act was renamed as the Singapore Tourism Board Act by this Act.*

**10. 1997 Revised Edition — Singapore Tourism Board Act (Chapter 305B)**

Operation	:	20 December 1997
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**11. Act 5 of 2002 — Statutory Corporations (Capital Contribution) Act 2002**  
(Amendments made by section 3 read with item (45) of the Schedule to the above Act)

Bill	:	7/2002
First Reading	:	3 May 2002
Second and Third Readings	:	24 May 2002
Commencement	:	15 July 2002 (section 3 read with item (45) of the Schedule)

**12. Act 45 of 2004 — Trustees (Amendment) Act 2004**

(Amendments made by section 25(4) read with item (50) of the Schedule to the above Act)

Bill	:	43/2004
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First Reading	:	21 September 2004
Second and Third Readings	:	19 October 2004
Commencement	:	15 December 2004 (section 25(4) read with item (50) of the Schedule)

**13. Act 15 of 2010 — Criminal Procedure Code 2010**

(Amendments made by section 430 read with item 95 of the Sixth Schedule to the above Act)

Bill	:	11/2010
First Reading	:	26 April 2010
Second Reading	:	18 May 2010
Third Reading	:	19 May 2010
Commencement	:	2 January 2011 (section 430 read with item 95 of the Sixth Schedule)

**14. Act 7 of 2014 — Singapore Tourism Board (Amendment) Act 2014**

Bill	:	2/2014
First Reading	:	20 January 2014
Second and Third Readings	:	17 February 2014
Commencement	:	7 October 2014

**15. Act 47 of 2017 — Travel Agents (Amendment) Act 2017**

(Amendments made by section 20 of the above Act)

Bill	:	41/2017
First Reading	:	2 October 2017
Second and Third Readings	:	7 November 2017
Commencement	:	1 January 2018 (section 20)

**16. Act 5 of 2018 — Public Sector (Governance) Act 2018**

(Amendments made by section 104 of the above Act)

Bill	:	45/2017
First Reading	:	6 November 2017
Second Reading	:	8 January 2018
Notice of Amendments	:	8 January 2018
Third Reading	:	8 January 2018
Commencement	:	1 April 2018 (section 104)

**17. Act 40 of 2019 — Supreme Court of Judicature (Amendment) Act 2019**  
(Amendments made by section 28(1) read with item 149 of the Schedule to the above Act)

Bill	:	32/2019
First Reading	:	7 October 2019
Second Reading	:	5 November 2019
Notice of Amendments	:	5 November 2019
Third Reading	:	5 November 2019
Commencement	:	2 January 2021 (section 28(1) read with item 149 of the Schedule)

**18. 2020 Revised Edition — Singapore Tourism Board Act 1963**

Operation	:	31 December 2021
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**19. Act 31 of 2022 — Statutes (Miscellaneous Amendments) Act 2022**  
(Amendments made by the above Act)

Bill	:	24/2022
First Reading	:	12 September 2022
Second and Third Readings	:	3 October 2022
Commencement	:	1 November 2022

**20. Act 28 of 2022 — Singapore Tourism Board (Amendment) Act 2022**  
(Amendments made by the above Act)

Bill	:	20/2022
First Reading	:	1 August 2022
Second and Third Readings	:	12 September 2022
Commencement	:	1 January 2023

## Abbreviations

(updated on 29 August 2022)

G.N.	Gazette Notification
G.N. Sp.	Gazette Notification (Special Supplement)
L.A.	Legislative Assembly
L.N.	Legal Notification (Federal/Malaysian)
M.	Malaya/Malaysia (including Federated Malay States, Malayan Union, Federation of Malaya and Federation of Malaysia)
Parl.	Parliament
S	Subsidiary Legislation
S.I.	Statutory Instrument (United Kingdom)
S (N.S.)	Subsidiary Legislation (New Series)
S.S.G.G.	Straits Settlements Government Gazette
S.S.G.G. (E)	Straits Settlements Government Gazette (Extraordinary)

**COMPARATIVE TABLE**  
**SINGAPORE TOURISM BOARD**  
**ACT 1963**

This Act has undergone renumbering in the 2020 Revised Edition. This Comparative Table is provided to help readers locate the corresponding provisions in the last Revised Edition.

<b>2020 Ed.</b>	<b>1997 Ed.</b>
—	<b>13—(4)</b> [ <i>Deleted by Act 5 of 2018</i> ]
<b>14</b>	<b>13A</b>
<b>15</b>	<b>14</b>
<b>16</b>	<b>14A</b>
<b>17</b>	<b>15</b>
<b>18</b>	<b>16</b>
<b>19</b>	<b>17</b>
—	<b>18</b> [ <i>Repealed by Act 5 of 2018</i> ]
—	<b>19</b> [ <i>Repealed by Act 5 of 2018</i> ]
<b>20</b>	<b>19A</b>
<b>21</b>	<b>19B</b>
<b>22</b>	<b>19C</b>
<b>23</b>	<b>19D</b>
<b>24</b>	<b>19E</b>
<b>25</b>	<b>19F</b>
<b>26</b>	<b>19G</b>
<b>27</b>	<b>19H</b>
<b>28</b>	<b>19I</b>
<b>29</b>	<b>19J</b>
<b>30</b>	<b>19K</b>
<b>31</b>	<b>19L</b>
<b>32</b>	<b>19M</b>
<b>33</b>	<b>19N</b>

<b>2020 Ed.</b>	<b>1997 Ed.</b>
<b>34</b>	<b>190</b>
<b>35</b>	<b>20</b>
<b>36</b>	<b>21</b>
<b>37</b>	<b>22</b>
<b>38</b>	<b>23</b>
<b>39</b>	<b>24</b>
<b>40</b>	<b>25</b>
<b>41</b>	<b>25A</b>
<b>42</b>	<b>25B</b>
<b>43</b>	<b>25C</b>
<b>44</b>	<b>25D</b>
<b>45</b>	<b>26</b>
(4)	(3A)
(5)	(4)
<b>46</b>	<b>27</b>
<b>THE SCHEDULE</b>	<b>FIRST SCHEDULE</b>
—	<b>SECOND SCHEDULE</b> [ <i>Repealed by Act 5 of 2018</i> ]