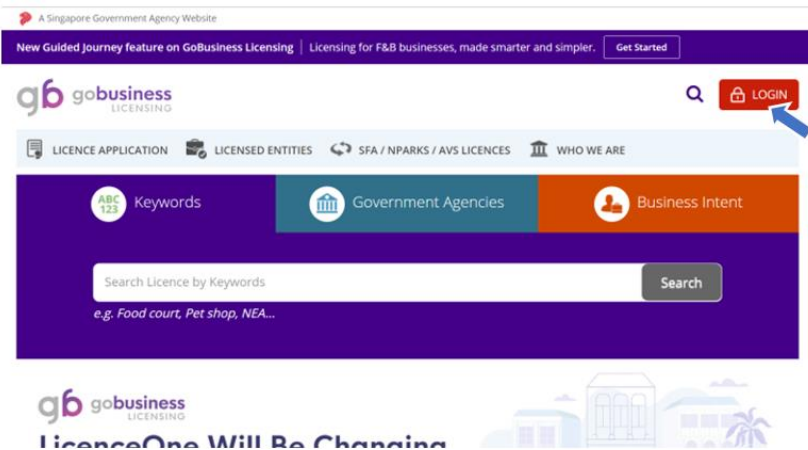
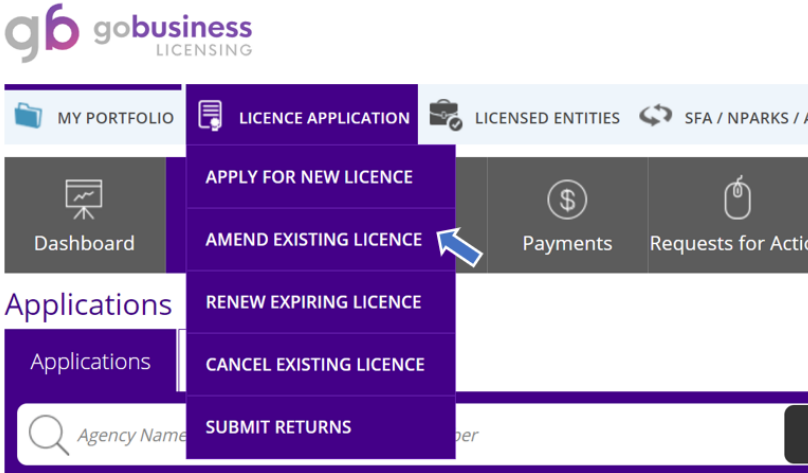
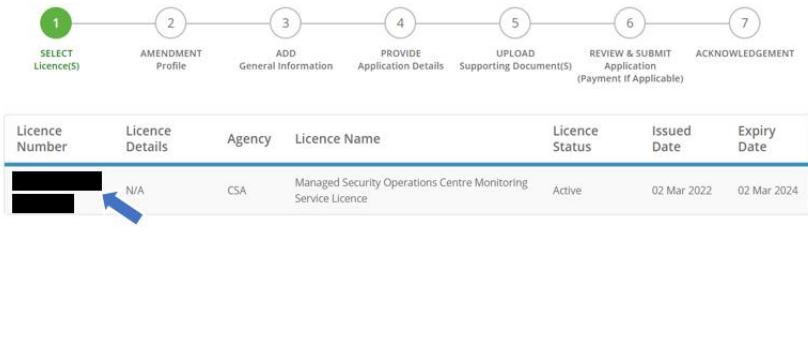


Step-by-Step Guide to Update Licence Details

S/N	Step	Screenshot
1	Login to <i>GoBusiness Licensing</i> using either CorpPass or SingPass.	
2	Under the “Licence Application” tab, click on “AMEND EXISTING LICENCE”.	
3	Select the licence that you want to amend by clicking on the intended licence number.	

4	The Licensee ID No and Licence No will be reflected. Click on “NEXT”.	<p>Cybersecurity Services Regulation Office Managed Security Operations Centre Monitoring Service Licence</p> <p>Type of Amendment Fees & Supporting Documents (if required)</p> <p><input checked="" type="radio"/> Managed Security Operations Centre Monitoring Service Licence Details</p> <div> <div>Licensee ID No.</div> <div>Licence No. *</div> </div> <div> <div>BACK</div> <div>NEXT</div> </div>
5	<p>a. Read through the “Terms of Use” and click on the checkbox;</p> <p>b. Key in the details of the filer’s particulars where appropriate; and</p> <p>c. Click on “NEXT” to proceed.</p>	<p>Amend Existing Licence</p> <p>Terms of Use</p> <p>I. Agreement</p> <ol style="list-style-type: none"> Access this services is governed by the terms and conditions as stated below (“Terms of Use”). By accessing and using the Website, you shall be deemed to have accepted and agreed to be legally bound by these Terms of Use. If you do not accept any of these Terms of Use, please leave the Website. In these Terms of Use, the words “we”, “our” and “us” refer to the Government of Singapore and all Statutory Boards. “Statutory Board” means any body corporate established by or under written law from time to time to perform or discharge any public function. These Terms of Use may be changed from time to time. Changes will be posted on this page. Your use of the Website after changes have been posted on the Website will constitute your agreement to the modified Terms of Use and all of the changes. We may modify or discontinue any information or features that form part of the Website at any time, with or without notice to you, and without liability. <p>II. Access To the Website</p> <p><input type="checkbox"/> By clicking on the checkbox, I agree to be bound by the Terms of Use.</p> <p>Filer's Particulars</p> <p>Note: Salutation, Name, Citizenship, Gender and Date Of Birth are taken from User Profile for your convenience. Please proceed to Update User Profile screen to edit these information where necessary.</p> <div> <div> <div>Salutation *</div> <div>Designation *</div> </div> <div> <div>Name *</div> <div>Office Tel Number</div> </div> <div> <div>Citizenship *</div> <div>Home Tel Number</div> </div> <div> <div>Gender *</div> <div>Fax Number</div> </div> <div> <div>Date Of Birth *</div> <div>Mobile Number *</div> </div> <div> <div>Primary Contact Mode *</div> <div>Email *</div> </div> <div> <div>Alternative Email</div> <div> <input type="checkbox"/> Tick if you prefer to receive status updates of licence application via SMS </div> </div> </div> <div> <div>Next</div> <div>Save as Draft</div> <div>Save as Draft & Exit</div> </div>

6a For Organisation

- i Amend the required section by
- clicking on the checkbox beside the relevant sub header; and
 - amend the necessary information where appropriate.

MY PORTFOLIO
LICENCE APPLICATION
LICENSED ENTITIES
SFA / NPARKS / AVS LICENCES
WHO WE ARE

1 SELECT Licence(s)
2 AMENDMENT Profile
3 ADD General Information
4 PROVIDE Application Details
5 UPLOAD Supporting Document(s)
6 REVIEW & SUBMIT Application (Payment if applicable)
7 ACKNOWLEDGEMENT

Amend Existing Licence

Penetration Testing Service Licence (CSRO)

Licence Profile

Licensee ID No. *
Registration No. (UEN)/Others *
Licence No. *

Part A : Business Particulars

☐ Business Particulars

Name * (as registered with the Accounting and Corporate Regulatory Authority (ACRA) (if applicable)) *
Name of global headquarters or parent company, if different from the applicant's Business name in Singapore

ACRA Registration Number (UEN No.) *
Business Type *

Business Address

☐ Business Address

Address Type * ☒ Local ☐ Foreign

Postal Code *
Retrieve Address
Level

Block / House Number *
Unit Number

Street Name *
Building Name

Correspondence Address

☐ Correspondence Address

Address Type * ☒ Local ☐ Foreign

Type of Premises * Please Select

Postal Code *
Retrieve Address
Level

Block / House Number *
Unit Number

Street Name *
Building Name

Email Address *
Company Website

Office Tel Number
Mobile Tel Number

Fax Number

Name(s) of any business(es) that provide cybersecurity services which the Applicant or Company owns or is a shareholder of (if applicable):

☐ Name(s) of any businesses

Name of business: Add

S.N
o Name of business:

No records available

Part B : Information about the Cybersecurity Service Provider

☐ Cyber Security Services

No of years for which the Business has been providing Penetration Testing services: *

Please select services and move it to the right box

Cloud Security
Consumer Security Software
Cyber Security Products (Distribution)
Cyber Security Products (Technology Pro
Cybersecurity Advisory and Consultancy
End to End Security Implementation
Hardware Support

Other types of cybersecurity services and/or Information-Communication Technology (ICT) provided by the Business (if applicable):

Cyber Security Training

If others, Please elaborate:


ii

For adding of new officer(s)

a. Key in the necessary information and click on “Add/Update Key Officer”.

The officer will be reflected in the “New Key Officers” table.

For amending of existing officer’s information

b. Click on the  icon beside the officer. The details will be reflected in the fields. Amend where appropriate and click on “Add/Update Key Officer”.

For removal of existing officer(s)

c. Check on the “To be deleted” checkbox beside the officer.

d. Click on “Proceed” to continue.

Part C: Information of Key Officers

Key Executive Officer refers to the person who is responsible for the proper administration and overall management of the business entity and supervision of its employees.

Key Officer(s) refer to any director, partner, or other person who is listed in the business entity's business profile, with the exception of shareholders and secretary, or any other person who is responsible for the management of the business entity.

Is the Key Officer a Key Executive Officer ☐ Yes ☐ No
(Only one Key Executive Officer in one application)? *

Salutation *

Name *

ID Type * ☐ FIN ☐ NRIC ☐ Passport

NRIC/Passport/FIN No. *

Gender * ☐ Male ☐ Unknown ☐ Female

Citizenship *

Designation in the business *

If Others, Please specify

Country/Region of birth *

Date of Birth *

Mobile Tel Number

Office Tel Number

Email *

Highest Educational Qualification

Residential Address

Address Type * ☒ Local ☐ Foreign

Type of Premises *

Postal Code *
Please enter your postal code and click "Retrieve Address"

Level

Unit Number

Block / House Number

Building Name

Street Name *

Name(s) of any business(es) that provide cybersecurity services which the Key Officer owns or is a shareholder of (if applicable):

Name of business:

S.No Name of business:

S.No	Name of business:
	No records available

For updates to key information such as change in name, passport number, business name, business UEN, accreditation details of existing Business' Key officers, addition or removal of the Business' Key Officers, please upload the supporting documents in the application.

Existing Key Officers

S.No	Name	NRIC / Passport / FIN No	Gender	Key Executive Officer	Designation in the business	Citizenship	To be deleted
1				Yes			<input checked="" type="checkbox"/>

New Key Officers

S.No	Name	NRIC / Passport / FIN No	Gender	Key Executive Officer	Designation in the business	Citizenship
No records available						

[< Previous](#)
[Proceed](#)
[Save as Draft](#)
[Save as Draft & Exit](#)

6b For Individual

i Amend the required section by

a. clicking on the checkbox beside the relevant sub header;

b. amend the necessary information where appropriate; and

click on “Proceed” to continue.



Amend Existing Licence

Managed Security Operations Centre Monitoring Service Licence (CSRO)

Licence Profile

Licensee ID No. *
 Licence No. *

Part A : Applicant Particulars

☐ Applicant Particulars

Salutation * DR
 ID Type * NRIC
 Gender * Female
 Country/Region of birth *
 Home Tel Number
 Fax Number
 Email *
 Highest Education Qualification
 Name *
 NRIC/Passport/ FIN No *
 Citizenship *
 Date of Birth *
 Office Tel Number
 Mobile Tel Number *
 Alternative Email

Residential Address

☐ Residential Address

Address Type * ☐ Local ☐ Foreign
 Postal Code * [Retrieve Address](#)
 Block / House Number *
 Street Name *
 Level
 Unit Number
 Building Name

Correspondence Address

☐ Correspondence Address

Address Type * ☐ Local ☐ Foreign
 Type of Premises *
 Postal Code * [Retrieve Address](#)
 Block / House Number *
 Street Name *
 Email Address *
 Level
 Unit Number
 Building Name

Name(s) of any business(es) that provide cybersecurity services which the Applicant or Company owns or is a shareholder of (if applicable):

☐ Name(s) of any businesses

Name of business:

Add

S.N

o Name of business:

No records available

Part B : Information about the Cybersecurity Service Provider

☐ Cyber Security Services

No of years for which the Applicant has been providing Managed Security Operations Centre (SOC) Monitoring services: *

Please select services and move it to the right box

Cloud Security
Consumer Security Software
Cyber Security Products (Technology Pr
Cyber Security Training
Cybersecurity Advisory and Consultancy
End to End Security Implementation
Hardware Support

>

<

Other types of cybersecurity services and/or Information-Communication Technology (ICT) provided by the Business (if applicable):

Cyber Security Products (Distrib

If others, Please elaborate:

< Previous

Proceed

C Draft

Save as Draft & Exit

7

a. Click on “Upload” to select the document to be uploaded where appropriate; and

b. Click on “Next” to proceed.

Declaration Form

1. For the addition of Key Officers, please upload a copy of the "Declaration Form for Individual" which has been completed by the new Key Officer.

ONLINE UPLOAD

Upload

2. The declaration form can be downloaded at www.csro.gov.sg

Acceptable File Format: Pdf

Acceptable File Size: maximum : 2 MB

Curriculum vitae

1. For the addition of Key Officers, a copy of the Curriculum vitae of the new Key Officer is to be submitted.
2. Curriculum vitae should include applicant's qualification or experience (if any) relating to the licensable cybersecurity service.

ONLINE UPLOAD

Upload

3. Documents not printed in the English language must be officially translated into English. All translated copy must be endorsed by the Embassy of the document-issuing country or notarised by a local Notary Public.

Acceptable File Format: Pdf

Acceptable File Size: maximum : 2 MB

Certificate of clearance (for overseas applicants only)

1. This section applies to overseas applicants only.
2. For the replacement of Key Executive Officer / appointment of new Key Officers for business entities, please submit a copy of the Certificate of Clearance of the new Key Executive Officer / Key Officer.
3. The Certificate of clearance should be obtained from the relevant authorities in the home country, and serves to certify that a person has no record of criminal conviction in the home country.

ONLINE UPLOAD

Upload

4. Documents not printed in the English language must be translated into English, with all translated copies endorsed by the Embassy of the document-issuing country or notarised by a local Notary Public.

Acceptable File Format: Pdf

Acceptable File Size: maximum : 2 MB

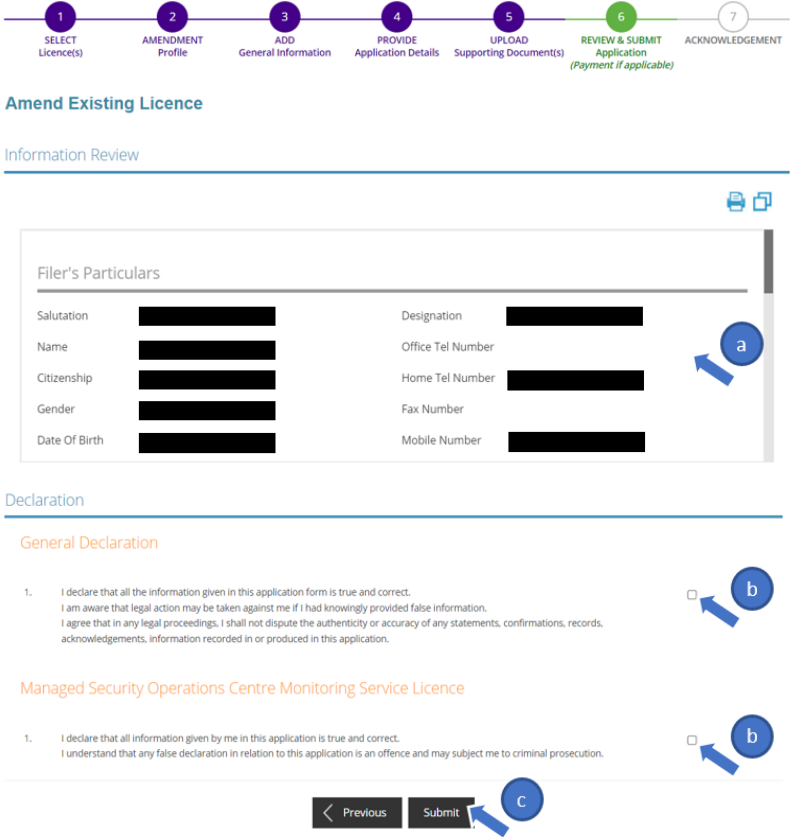
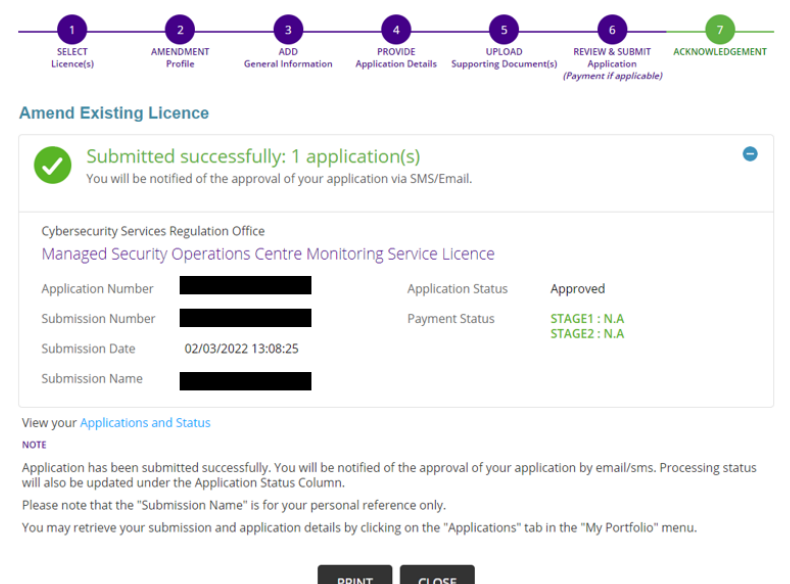
< Previous

Next

b

Save as Draft

Save as Draft & Exit

8	<p>a. Review the information of the application;</p> <p>b. Click on the relevant declarations; and</p> <p>c. Click on “Submit”.</p>	
9	<p>The application is successfully submitted and you will be notified via email/SMS once the application is approved.</p>	
10	<p>You can also retrieve a copy under “Correspondences” and select the relevant correspondence to view the details.</p> <p>[END]</p>	