

LIST OF STANDARD REVISION CHANGES

The list is organised into 4 parts:

- (1) parts of the Act;
- (2) provisions;
- (3) house style, drafting directives and current drafting practices; and
- (4) common phrases.

1. Parts of the Act			
No.	Item	Explanation and Example(s)	Vintage
1a.	Long Title	<ol style="list-style-type: none">1. Omit words referring to consequential or related amendments to other Acts, or to the repeal (and re-enactment) of a predecessor Act, if the amendments or repeal has taken effect. [new Act] <ul style="list-style-type: none">• Example: <i>Civil Aviation Authority of Singapore Act (Cap. 41) 2014 Ed.</i> “An Act to provide for the transfer of the airport undertaking of the Civil Aviation Authority of Singapore to a successor company, to provide for the reconstitution of the Civil Aviation Authority of Singapore, to provide for the regulation of the operation of airports and for the imposition of economic controls at airports; to repeal the Civil Aviation Authority of Singapore Act (Chapter 41 of the 1985 Revised Edition) and to make consequential amendments to other written laws relating to airports.”	N.A.
No.	Item	Explanation and Example(s)	Vintage
1b.	Act Commencement Date	<ol style="list-style-type: none">1. Insert commencement date or dates.2. Replace “date of commencement” or “commencement of this Act” with the actual date of commencement of the Act. <ul style="list-style-type: none">• Example: <i>Intestate Succession Act (Cap. 146) 2013 Ed. S.5</i> “5. If a person dies intestate after the commencement of this Act 2 June 1967...”	Applicable (except for 5 and 6)

	<p>Act Commencement Date</p>	<p>3. Where there are multiple commencement dates, check each date and the provisions commenced on that date.</p> <p>4. If provisions are renumbered during revision, check commencement date(s) against affected provisions.</p> <ul style="list-style-type: none"> • Example: <i>Energy Conservation Act (Cap. 92C) 2014 Ed.</i> <div data-bbox="836 600 1294 1010" style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p style="text-align: center;">“[1 July 2012: Parts 1, 2, Divisions 1 and 3 of Part 4, sections 68 to 73, 75, 76, 81, The Schedule; 22 April 2013: Divisions 2 and 3 of Part 3, sections 64 to 67, 74, 77, 78 and 79; 1 September 2013: Division 1 of Part 3, section 80; 1 January 2014: Division 2 of Part 4]”</p> </div> <p>5. Omit the words “and commencement” in section 1 heading.</p> <p>6. Omit the words prescribing the date on which the Act may be brought into operation by notification.</p> <ul style="list-style-type: none"> • Example: <i>Allied Health Professions Act (Cap. 6B) 2013 Ed. S.1</i> <p>“Short title and commencement 1. This Act is the Allied Health Professions Act and shall come into operation on such date as the Minister may, by notification in the Gazette, appoint.””</p> <p>7. Omit definition of “appointed day”.</p> <p>8. Replace “appointed day” with the actual date of commencement of the Act.</p>	
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	Act Commencement Date	<p>9. Replace “that day” with “that date” where applicable.</p> <ul style="list-style-type: none"> Example: <i>Civil Aviation Authority of Singapore Act (Cap. 41) 2014 Ed. Ss. 2(1) and 105(1)</i> “2.—(1) <u>“appointed day” means the date of commencement of Part II;</u>” <p>“105.—(1) On <u>the appointed day 1 July 2009</u>, every person who, immediately before that <u>day date</u>, held....”</p>	
No.	Item	Explanation and Example(s)	Vintage
1c.	Section / Regulation Headings and Table of Contents	1. Omit determiners e.g. “a”, “an”, and “the”.	Applicable
No.	Item	Explanation and Example(s)	Vintage
1d.	Cross-references	<p>1. Update every cross-reference to current/renumbered provision number.</p> <p>2. Update every cross-reference to cited legislation title.</p> <ul style="list-style-type: none"> Example: Part 2 of the Second Schedule to the Registration of Criminals Act (1985 Rev Ed) cites section 5 of the Dangerous Fireworks Act (1985 Rev Ed). The cross-reference is now outdated because the Dangerous Fireworks Act was renumbered as section 6 in the 1999 Rev Ed. <p>“12. For the purposes of section <u>21 18 of the</u> <u>Minor Offences Act Miscellaneous Offences</u> <u>(Public Order and Nuisance) Act (Cap. 184)</u>”</p>	Applicable

	Cross-references	<ul style="list-style-type: none"> Example: Section 58(3) of the Active Mobility Act cites the Public Entertainments and Meetings Act (2001 Rev Ed). The cross-reference is now outdated because the Public Entertainment and Meetings Act was renamed Public Entertainments Act (Cap. 257) in 2017. <i>“58(3). (3) However, it is a defence in any proceedings for an offence under subsection (1) or (2) where the accused proves, on a balance of probabilities, that the accused used or possessed the equipment or identification card issued under section 42 (as the case may be) for the purposes of a public entertainment provided in compliance with the Public Entertainments and Meetings Act (Cap. 257).”</i> 	
No.	Item	Explanation and Example(s)	Vintage
1e.	Amendment References	<ol style="list-style-type: none"> Omit the amendment references that had already appeared in the last revised edition. <ul style="list-style-type: none"> Example: <i>Dangerous Fireworks Act (Cap. 72) 2014 Ed. S.4(2)</i> <i>“(2) Any person who contravenes subsection (1) shall be guilty of an offence and shall be liable on conviction to imprisonment for a term of not less than 6 months and not more than 2 years and shall also, subject to sections 325(1) and 330(1) of the Criminal Procedure Code (Cap. 68), be punished with caning with not more than 6 strokes.</i> [8/88; 15/2010]” Insert an amendment reference if the amendment was made after the last revised edition. <ul style="list-style-type: none"> Example: <i>Retirement and Re-employment Act (Cap. 274A) 2012 Ed. S.3(3)</i> <i>“(3) The Minister may appoint such number of investigating officers and other officers as he may consider necessary or expedient for the purpose of this Act.</i> [21/2016]” 	Applicable

No.	Item	Explanation and Example(s)	Vintage												
1f.	Comparative Table	<p>1. Prepare a Comparative Table for legislation with renumbered sections and subsections.</p> <p style="text-align: center;">COMPARATIVE TABLE FRUSTRATED CONTRACTS ACT (CHAPTER 115)</p> <p>The following provisions in the 1985 Revised Edition of the Frustrated Contracts Act have been renumbered by the Law Revision Commissioners in this 2014 Revised Edition.</p> <p>This Comparative Table is provided for the convenience of users. It is not part of the Frustrated Contracts Act.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>2014 Ed.</th> <th>1985 Ed.</th> </tr> </thead> <tbody> <tr> <td>2 – (2) and (3)</td> <td>2 – (2)</td> </tr> <tr> <td>(4)</td> <td>(3)</td> </tr> <tr> <td>(5)</td> <td>(4)</td> </tr> <tr> <td>(6)</td> <td>(5)</td> </tr> <tr> <td>(7)</td> <td>(6)</td> </tr> </tbody> </table>	2014 Ed.	1985 Ed.	2 – (2) and (3)	2 – (2)	(4)	(3)	(5)	(4)	(6)	(5)	(7)	(6)	Applicable
2014 Ed.	1985 Ed.														
2 – (2) and (3)	2 – (2)														
(4)	(3)														
(5)	(4)														
(6)	(5)														
(7)	(6)														
2. Provisions															
No.	Item	Explanation and Example(s)	Vintage												
2a.	Provisions Relating to Consequential or Related Amendments (to Other Acts)	<p>1. Omit if the provision is expired, spent or has taken effect.</p> <ul style="list-style-type: none"> Example: <i>Civil Aviation Authority of Singapore Act (Act 17/2009) s.104</i> “Consequential amendments to other written laws 104. The provisions of the Acts specified in the first column of the Fourth Schedule are amended in the manner set out in the second column thereof.” <p>2. Delete if all consequential amendments in a Schedule are in force and have been incorporated in the respective Acts.</p>	Applicable												
No.	Item	Explanation and Example(s)	Vintage												
2b.	Repeal Provisions	<p>1. Omit if the repeal has taken effect and if saving and transitional provisions (that are not omitted) make sense without the repeal provision, or there is a definition or earlier mention of the repealed Act.</p> <ul style="list-style-type: none"> Example: <i>Civil Aviation Authority of Singapore Act (Act 17/2009) s.103</i> “Repeal 103. The Civil Aviation Authority of Singapore Act (Cap. 41) is repealed.” 	Applicable												

No.	Item	Explanation and Example(s)	Vintage
2c.	Saving and Transitional Provisions	<p>1. Omit if the provision is expired, spent or has taken effect. (With the relevant Ministry's explicit approval.)</p> <ul style="list-style-type: none"> Example: Provision prescribes a period of 2 years for an Authority to prescribe saving and transitional provisions; that provision would have expired at the end of that period. <i>Payment Systems (Oversight) Act (Cap. 222A) 2007 Ed. S.58; date of commencement 23 June 2006</i> <u>"58. The Authority may, within 2 years of the date of commencement of this Act, prescribe such transitional and savings provisions as may consider necessary or expedient."</u> 	Applicable
No.	Item	Explanation and Example(s)	Vintage
2d.	Amendments	1. Incorporate every in-force amendment made to legislation since last revision.	Applicable
No.	Item	Explanation and Example(s)	Vintage
2e.	Names, Offices, Titles and Other Nomenclature	1. Update. Where applicable, refer to Departmental Titles (Alteration) Act.	Applicable
No.	Item	Explanation and Example(s)	Vintage
2f.	Typographical, Grammatical and Similar Mistakes	1. Correct any typographical, grammatical, and similar mistakes.	Applicable
No.	Item	Explanation and Example(s)	Vintage
2g.	Expressions	<p>1. Aim for consistency of expressions and phrases.</p> <ul style="list-style-type: none"> Example: If a provision refers to a list of things such as "assets, rights, interests, liabilities and obligations", this list if mentioned in the same context elsewhere should appear in the same order of Item. 	N.A.
3	House style, drafting directives and current drafting practices		
No.	Item	Explanation and Example(s)	Vintage
3a.	Express Dates with Cardinal Numbers [Drafting Directive 3 of 2014]	<p>1. Express dates in cardinal numbers, without ordinal suffix "-st", "-nd", "-rd" and "-th".</p> <ul style="list-style-type: none"> Example: <u>1st January 2015</u> 	Applicable

No.	Item	Explanation and Example(s)	Vintage
3b.	Number Parts with Arabic Numbers [Drafting Directive 4 of 2014]	1. Replace Roman numerals with Arabic numbers. • Example: “ <u>Parts I, II, III 1, 2, 3</u> ”	Applicable
No.	Item	Explanation and Example(s)	Vintage
3c.	Discontinue Use of “hereby” [Drafting Directive 2 of 2015]	1. Delete “hereby”. • Example: “There <u>is hereby</u> established a body known as...”	N.A.
No.	Item	Explanation and Example(s)	Vintage
3d.	New Formulation for Citation of Acts [Drafting Directive 11 of 2015]	1. Substitute “may be cited as” with “is”. • Example: “This Act <u>may be cited as is</u> the Bankruptcy Act 1995.”	Applicable
No.	Item	Explanation and Example(s)	Vintage
3e.	Numbers	1. Express all numbers in numerals, except “one” in words. 2. However, numbers that appear at the start of a provision should be spelt out in full.	Applicable
No.	Item	Explanation and Example(s)	Vintage
3f.	Punctuation and Spelling	1. Apply the conventions in the “Spelling, Abbreviation and Symbols Guide” and the “Punctuation Guide”, subject to house style. 2. If the spelling is not found in the Spelling Guide, use the spelling in the Oxford English Dictionary.	Applicable
No.	Item	Explanation and Example(s)	Vintage
3g.	House Style	1. Apply current house style throughout.	Applicable
No.	Item	Explanation and Example(s)	Vintage
3h.	Source Keys	1. Remove all source keys.	Applicable

No.	Item	Explanation and Example(s)	Vintage
3i.	Renumbering [Addendum to LRC Paper 8/2017]	<ol style="list-style-type: none"> 1. Do not renumber High Risk legislation. 2. Renumber sections (Only applicable to the list of 46 Acts to be renumbered.) 3. Renumber subsections, paragraphs, sub-paragraphs and Item. 4. Do not renumber parts, divisions and sub-divisions. 	Applicable
No.	Item	Explanation and Example(s)	Vintage
3j.	Double sandwich renumbering	<ol style="list-style-type: none"> 1. Apply double sandwich renumbering. <ul style="list-style-type: none"> • Example <p>“advertisement”, for a film, means any of the following where used or apparently used to give publicity to the film or to promote (directly or indirectly) the distribution or public exhibition of the film:</p> <ol style="list-style-type: none"> (a) any words, whether written or in an audible message; (b) any still picture, sign, symbol or other visual image or representation; (c) any combination of 2 or more of those things in paragraph (a) or (b), <p>but does not include —</p> <ol style="list-style-type: none"> (d) a trailer of any film; (e) an advertisement about a film in a book, newspaper, periodical or magazine; (f) a catalogue or price list about films; (g) an advertisement about a film appearing on an item of clothing or apparel; (h) a website advertisement about a film; (i) an advertisement about a film that is broadcast; or (j) any communications of personal opinion made by an individual (for no commercial gain) to the public or a section of the public about any film; 	Applicable

	<p>Double sandwich renumbering</p>	<ul style="list-style-type: none"> Example: “video game” means a kind of film that is a disc, tape, storage device or other article or thing embodying — <ul style="list-style-type: none"> (a) a computer program, and any associated data, that is capable of generating a display on a computer monitor, television screen, mobile device or similar medium that allows the playing of an interactive game; or (b) a computer program, and any associated data, that is — <ul style="list-style-type: none"> (i) capable of generating new elements or additional levels into a game (called in this definition the original game) that is a computer program; and (ii) contained in a device separate from that containing the original game, but excludes a video game made available by means of a computer online service that is a broadcasting service and is played — <ul style="list-style-type: none"> (c) on a mobile device or other device onto which the video game has been (d) while the player is using a broadcasting service that enables end-users to access the Internet;”; 	
No.	Item	Explanation and Example(s)	Vintage
3k.	<p>In-line formulae [Current house style]</p>	<p>1. Apply in-line formulae wherever possible.</p> <ul style="list-style-type: none"> Example: Existing text: (19) Unless disallowed by the Comptroller under subsection (20), where the Comptroller has recovered any amount under subsection (15)(b) or (c), the amount of the relevant expenditure mentioned in subsection (14) or (14A) is to be increased by an amount determined in accordance with the formula $\frac{A}{B}$ where A is the amount recovered by the Comptroller under subsection (15)(b) or (c); and B is the percentage in the second column of the following table if the amount recovered is for a cash payout for — <ul style="list-style-type: none"> (a) expenditure incurred; (b) equipment acquired under a hire-purchase agreement signed; or (c) intellectual property rights acquired under an IPR instalment agreement signed, 	N.A.

	In-line formulae	<p>Replacement:</p> <p>(d) for the purposes of making the initial allowance under section 19(1) to the company for any machinery or plant that is acquired under a hire-purchase agreement, the reference in that provision to the capital expenditure is a reference to an amount computed by the formula $\frac{A}{B} \times C$, where —</p> <p>(i) A is —</p> <p>(A) in the first year of claim for that allowance, the sum of all deposits and instalment payments (excluding finance charges) made up to the end of the basis period in which the date of commencement of the trade or business falls; and</p> <p>(B) in each subsequent year of claim for that allowance, the sum of all instalment payments (excluding finance charges) made in the basis period to which the claim relates;</p> <p>(ii) B is the sum of all deposits and instalment payments (excluding any finance charges) under the hire-purchase agreement; and</p> <p>(iii) C is the lower amount of the machinery or plant mentioned in paragraph (c);</p>	
No.	Item	Explanation and Example(s)	Vintage
31.	<p>A person / Any person</p> <p>[Minute circulated on 18 June 2018]</p>	<p>1. Either “A person” or “Any person” is acceptable. Use whichever is the prevailing formulation in the Act.</p> <p>2. If both are used inconsistently, prefer “A person”.</p> <ul style="list-style-type: none"> • Example: “A person / Any person who contravenes or fails to comply ...” • Example: “A person / Any person who is guilty of an offence...” 	N.A.

No.	Item	Explanation and Example(s)	Vintage
3m.	<p>“officer” in Offences by corporations</p> <p>[Minute circulated on 18 June 2018]</p>	<p>1. If the term “officer” is defined to include members (for corporation managed by members), omit the repeated definition.</p> <ul style="list-style-type: none"> • Example: <p>(Cybersecurity Act 2018 S.36)</p> <p>“36.—(2) Where a corporation commits an offence under this Act, a person —</p> <p>(a) who is —</p> <p>(i) <i>an officer of the corporation, or a member of the corporation (in the case where the affairs of the corporation are managed by its members); or</i></p> <p>(ii) <i>an individual involved in the management of the corporation and in a position to influence the conduct of the corporation in relation to the commission of the offence; and</i></p> <p>(6) <i>In this section —</i></p> <p>“officer”, in relation to a corporation, means any director, partner, chief executive, manager, secretary or other similar officer of the corporation, and includes —</p> <p>(a) any person purporting to act in any such capacity; and</p> <p>(b) for a corporation whose affairs are managed by its members, any of those members as if the member were a director of the corporation;</p>	Applicable
No.	Item	Explanation and Example(s)	Vintage
3n.	<p>A person who fails/refuses, without reasonable excuse, to...</p> <p>[Minute circulated on 18 June 2018]</p>	<p>1. Do not split up the phrase “fails to” or “refuses to” and keep it close to the subsequent verb.</p> <ul style="list-style-type: none"> • Example: <p>“A person who fails, without reasonable excuse, fails to comply with a direction given...”</p>	N.A.

No.	Item	Explanation and Example(s)	Vintage
3o.	Interpreted for the person in a language [Minute circulated on 18 June 2018]	<ol style="list-style-type: none"> Delete the excess words. <ul style="list-style-type: none"> Example: “... be interpreted for the person in a language that the person understands” 	N.A.
No.	Item	Explanation and Example(s)	Vintage
3p.	Chapter number removal	<ol style="list-style-type: none"> Cite the full short title each time an Act is cited e.g. “Kidnapping Act 1961”. If the reference is not to the current Act in force but to a superseded or repealed Act, cite the citation in full as it was e.g. “Criminal Procedure Code (Cap. 68, 1985 Revised Edition)”. 	Applicable
No.	Item	Explanation and Example(s)	Vintage
3q	Placeholder text	<ol style="list-style-type: none"> Retain system generated text. <ul style="list-style-type: none"> Example: Audit of accounts 21. —(1) [<i>Deleted by Act 5 of 2018 wef 01/04/2018</i>] (2) [<i>Deleted by Act 5 of 2018 wef 01/04/2018</i>] (3) [<i>Deleted by Act 5 of 2018 wef 01/04/2018</i>] (4) [<i>Deleted by Act 5 of 2018 wef 01/04/2018</i>] (5) [<i>Deleted by Act 5 of 2018 wef 01/04/2018</i>] (6) The auditor shall submit such periodical and spec Commission as may appear to him to be necessary or as require. 22. [<i>Repealed by Act 5 of 2018 wef 01/04/2018</i>] When a section is repealed, the system generates “[Repealed by Act 3 of 1999]” or “[Repealed by Act 4 of 2017 wef 08/10/2018]”. Both styles are acceptable. When a subsection is repealed, the system generates “[Deleted by Act 3 of 1999]” or “[Deleted by Act 4 of 2017 wef 08/10/2018]”. Both styles are acceptable. 	Applicable

	Placeholder text	2. To reflect “[Repealed by Act 4 of 2017 wef 08/10/2018]” or “[Deleted by Act 4 of 2017 wef 08/10/2018]” if there is a repeal in between when the proof was generated and publication.	
No.	Item	Explanation and Example(s)	Vintage
3r	SL citations	<ol style="list-style-type: none"> 1. Cite SL in Acts by only their titles with no number or year. 2. Unless there is another SL with the exact same title in force, in which case, add in the SL number. 3. And unless the reference is not to the current version of that SL in force but to a historical version, in which case keep the SL number (unlikely). 4. For the citations of the SLs in the Revised Acts, we will rely on the Interpretation Act to interpret that it refers to the latest version of the SL in force (s.15 IA). 	Applicable
4	Common word or phrases (Update the following text.) [Current house style]		
No.	Item	Explanation and Example(s)	Vintage
4a.	Regulations/ rules made thereunder	<ol style="list-style-type: none"> 1. Replace “regulations/rules made thereunder” with “of its regulations/rules”. <ul style="list-style-type: none"> • Example: “... offence under this Act or any of its regulations made thereunder” 2. Replace “regulations/rules made thereunder” with “regulations/rules made under this Act”. <ul style="list-style-type: none"> • Example: “Subject to the provisions of this Act and any regulations made thereunder made under this Act” 	N.A.
No.	Item	Explanation and Example(s)	Vintage
4b.	Publication in Gazette	<ul style="list-style-type: none"> • Example: “The Minister may, by order published in the Gazette, exempt...” 	N.A.

No.	Item	Explanation and Example(s)	Vintage
4c.	Making provision	<ul style="list-style-type: none"> Example: “The Minister may make provision provide for certain matters relating to...” 	N.A.
No.	Item	Explanation and Example(s)	Vintage
4d.	Savings and Transitional	<ul style="list-style-type: none"> Example: “Savings Saving and transitional” 	N.A.
No.	Item	Explanation and Example(s)	Vintage
4e.	Of a savings nature	<ul style="list-style-type: none"> Example: “Of a savings saving nature” 	N.A.
No.	Item	Explanation and Example(s)	Vintage
4f.	Specific examples of changing passive to active voice	<ul style="list-style-type: none"> Example: “... as may be required / specified / determined / prescribed / designated / approved by the Minister may require / specify / determine / prescribe / designate / approve” 	N.A.
No.	Item	Explanation and Example(s)	Vintage
4g.	For the avoidance of doubt	<ul style="list-style-type: none"> Example: “For the avoidance of doubt To avoid doubt, it is declared that...” 	N.A.
No.	Item	Explanation and Example(s)	Vintage
4h.	Notice in writing / Order in writing	<ul style="list-style-type: none"> Example: “The Authority may specify by notice in writing written notice to the...” Example: “... the Minister may, by order in writing written order given to the...” 	N.A.
No.	Item	Explanation and Example(s)	Vintage
4i.	In pursuance of	<ul style="list-style-type: none"> Example: “Where a person arrested in pursuance of pursuant to a warrant issued under...” 	N.A.
No.	Item	Explanation and Example(s)	Vintage
4j.	Whilst	<ul style="list-style-type: none"> Example: “Whilst While” 	N.A.
No.	Item	Explanation and Example(s)	Vintage
4k.	Amongst	<ul style="list-style-type: none"> Example: “Amongst Among” 	N.A.
No.	Item	Explanation and Example(s)	Vintage
4l.	Referred to	<ul style="list-style-type: none"> Example: “... (referred to called in this section as the report)...” 	N.A.

No.	Item	Explanation and Example(s)	Vintage
4m.	Definitions for a part, section or subsection of Act	<ul style="list-style-type: none"> • Example: <i>“For the purposes of In subsection (1), “qualified person” means —”</i> 	N.A.
No.	Item	Explanation and Example(s)	Vintage
4n.	Definition text	<ol style="list-style-type: none"> 1. When referring to an Act/section, use the phrase “has the meaning given by”. <ul style="list-style-type: none"> • Example: <i>““building” has the meaning assigned to it in given by the Building Control Act”</i> • Example: <i>“...requesting court has the meaning given to it in by section 3.”</i> • Example: <i>“In this section, document has the same meaning as in given by section 81.”</i> 2. When referring to a Schedule/Part/Division, use the phrase “has the meaning given in”. <ul style="list-style-type: none"> • Example: <i>“In this section, “exposure” has the meaning given to it in the Schedule/Part/Division”</i> • Example: <i>“arts entertainment has the same meaning as given in the First Schedule/Part/Division”</i> 	N.A.