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| **Q1** | **What are the home office expenses that I can claim if I am required to work from home?** |
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| A1 | You can only claim the additional running expenses incurred for work purposes. These expenses may include electricity, telecommunication and WiFi charges. You cannot claim expenses that are incurred for private purposes, for example, water and gas. You also cannot claim capital expenditure such as installation or connection fee paid for setting up fibre broadband; and purchase of furniture, computer and other peripherals. |
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| **Q2** | **The government has provided U-Save rebate to offset household utilities bills for some months. Do I calculate the allowable electricity expense based on the gross electricity charges or net electricity charges after the U-Save rebate?** |
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| A2 | You would need to take into account the U-Save rebate and compute the net electricity charges after the proportionate U-Save rebate for the relevant month before working out what is the amount of additional electricity charges incurred as a result of working from home. Please see example 3 in our website under  Home > Taxes > Individual Income Tax > Basics of Individual Income Tax > Tax relief, rebates and deductions > Employment Expenses |
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| **Q3** | **During the period when I was working from home, the utility bills were issued to me based on estimated usage as there was no meter reading service for that period. How do I work out the additional electricity charges for the months where the amount of actual electricity usage is unavailable?** |
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| A3 | You may work out the additional charges for the relevant months based on the difference between the 2 bills that were issued based on actual readings. Below is an illustration:  \*Estimated  In order to work out the additional electricity charges incurred for April, May and June, you may use the electricity charges for July to less out the charges for March to arrive at the additional amount incurred for the period from April to Jun 2022. This will work out to be $75 ($175 - $100).  The total additional electricity bill of $75 is then divided by the 3 months you worked from home to arrive at the average additional charges per month which is: $75/3 = $25. The claimable amount for each month from Apr 2022 to Jun 2022 is as follows: |
|  | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Month** | **Mar** | **Apr** | **May** | **Jun** | | Electricity charges on utility bill | $100 | $110 | $100 | $110 | | Add: Average additional charges | NA | $25 | $25 | $25 | | Total Charges for the month | $100 | $135 | $125 | $135 | | Less: Proportionate U-Save Rebate | NA | $210 | $75^ | NA | | Total charges after U-Save rebate | $100 | $0 | $50 | $135 | | Additional electricity charges claimable (compared with charges for March) | NA | $0 - $100  **= $0** | $50 - $100  **= $0** | $135 - $100  **= $35** | | ^There is an unutilised rebate brought forward from April i.e. $210 - $135 = $75 | | | | | |
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| **Q4** | **I set up the WiFi to work from home but I also use it for my own personal matters, can I claim the WiFi subscription fees?** |
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| A4 | If the WiFi is set up to enable you to work from home, you may claim the subscription fees even though you may also use it for personal purposes. However, if the WiFi is no longer required for work from home purpose and you choose to continue to subscribe to the service, the subscription fees incurred thereafter would not be deductible. |

**Q5 The employer gives every employee a monthly WiFi allowance for employees who are working from home. Is this allowance taxable?**

A5 Generally, all allowances provided by employers to their employees are taxable as gains from employment. Thus, the monthly WiFi allowance provided by employer for working from home is taxable.

Employees may claim deduction on the WiFi subscription fee if the WiFi was set up to enable them to work from home. No deduction can be claimed if the WiFi was set up prior to working from home. One-time charges, such as installation or connection fees, also cannot be claimed as they are capital in nature. See guidance on website:

<https://www.iras.gov.sg/taxes/individual-income-tax/basics-of-individual-income-tax/tax-reliefs-rebates-and-deductions/employment-expenses>

**Q6 A foreign employee is required to work from home immediately after relocating to Singapore. He does not have the bills for electricity and telecommunication charges incurred prior to working from home to compare with the charges incurred after working from home. Can he estimate the additional charges incurred for work purpose in order to claim tax deduction?**

A6 The employee may provide a close estimate of his work-from-home expenses to claim against his employment income. Please keep a record on the number of working hours as well as the electricity/telecommunication charges for each month and the basis of estimation.

**Q7 If the employer reimburses the employee for WiFi expenses incurred for working from home, would the reimbursement be taxable?**

A7 The reimbursement of expenses incurred for work purposes is not taxable.

**Q8 Is the reimbursement of the purchase costs of work equipment (e.g. computer screen, ergonomic office chair, laptop accessories, etc.) by the employer taxable in the hands of employees?**

A8 Where the employer reimburses an employee for the purchase of an asset which is essential to the employee performing his duties, the reimbursement is not taxable. However, if the employee gets to retain the equipment when it has ceased to be used for work purposes or upon the cessation of employment, there will be a taxable benefit in the hands of the employee if:

1. The equipment has a residual market value (as determined by the employer) at that point in time, and
2. The employee is not required to pay an amount equivalent to such value.

The employer may use any reasonable method to determine the residual market value of the equipment.