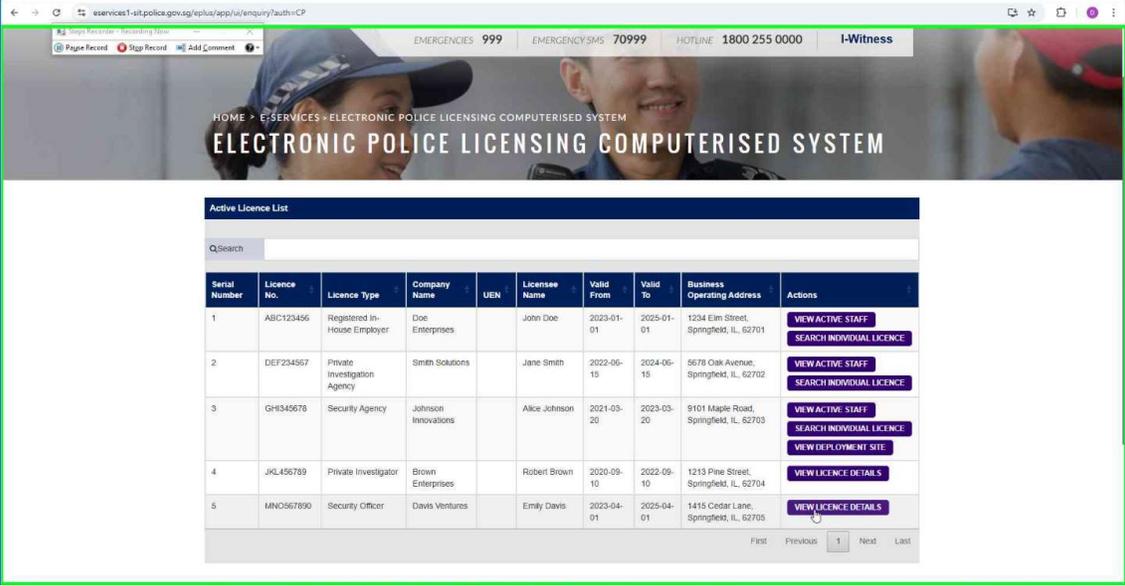


Step by step guide – EPLUS Enquiry Module

Individual Licence- View Licence Details

Step 1: After Login, Click on "VIEW LICENCE DETAILS"

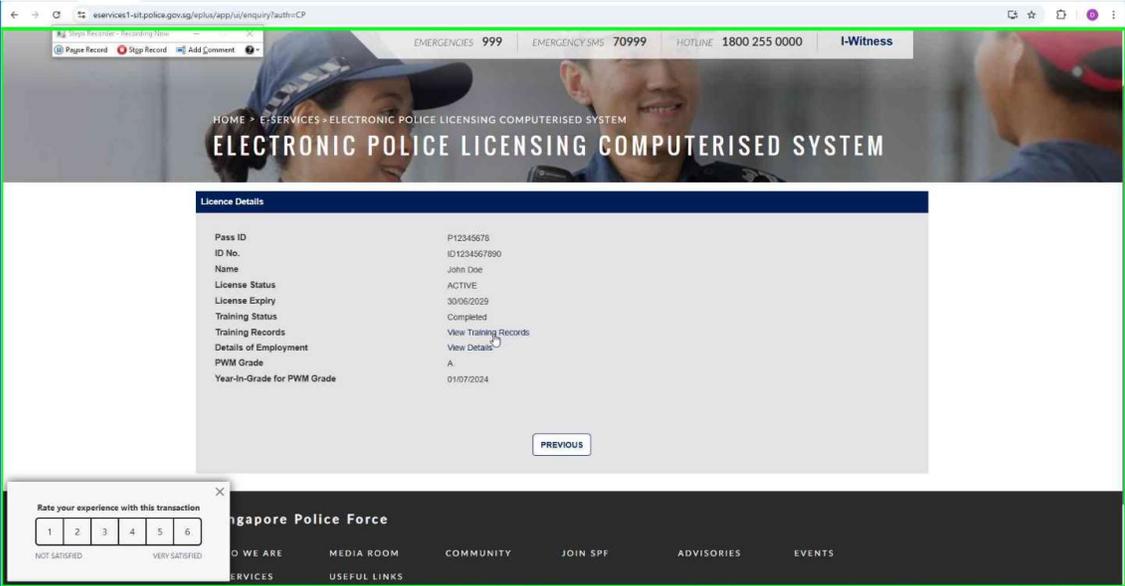


The screenshot shows the 'Active Licence List' page. At the top, there is a navigation bar with 'EMERGENCIES 999', 'EMERGENCY SMS 70999', 'HOTLINE 1800 255 0000', and 'I-Witness'. Below this is a banner for the 'ELECTRONIC POLICE LICENSING COMPUTERISED SYSTEM'. The main content is a table with the following columns: Serial Number, Licence No., Licence Type, Company Name, UEN, Licensee Name, Valid From, Valid To, Business Operating Address, and Actions. The table contains five rows of data. The 'Actions' column for each row contains buttons for 'VIEW ACTIVE STAFF', 'SEARCH INDIVIDUAL LICENCE', and 'VIEW LICENCE DETAILS'. The 'VIEW LICENCE DETAILS' button for the fifth row (Serial Number 5) is highlighted with a mouse cursor.

Serial Number	Licence No.	Licence Type	Company Name	UEN	Licensee Name	Valid From	Valid To	Business Operating Address	Actions
1	ABC123456	Registered in-House Employer	Doe Enterprises		John Doe	2023-01-01	2025-01-01	1234 Elm Street, Springfield, IL, 62701	VIEW ACTIVE STAFF SEARCH INDIVIDUAL LICENCE
2	DEF234567	Private Investigation Agency	Smith Solutions		Jane Smith	2022-06-15	2024-06-15	5678 Oak Avenue, Springfield, IL, 62702	VIEW ACTIVE STAFF SEARCH INDIVIDUAL LICENCE
3	GHI345678	Security Agency	Johnson Innovations		Alice Johnson	2021-03-20	2023-03-20	9101 Maple Road, Springfield, IL, 62703	VIEW ACTIVE STAFF SEARCH INDIVIDUAL LICENCE VIEW DEPLOYMENT SITE
4	JKL456789	Private Investigator	Brown Enterprises		Robert Brown	2020-09-10	2022-09-10	1213 Pine Street, Springfield, IL, 62704	VIEW LICENCE DETAILS
5	MNO567890	Security Officer	Davis Ventures		Emily Davis	2023-04-01	2025-04-01	1415 Cedar Lane, Springfield, IL, 62705	VIEW LICENCE DETAILS

Step 1 screenshot

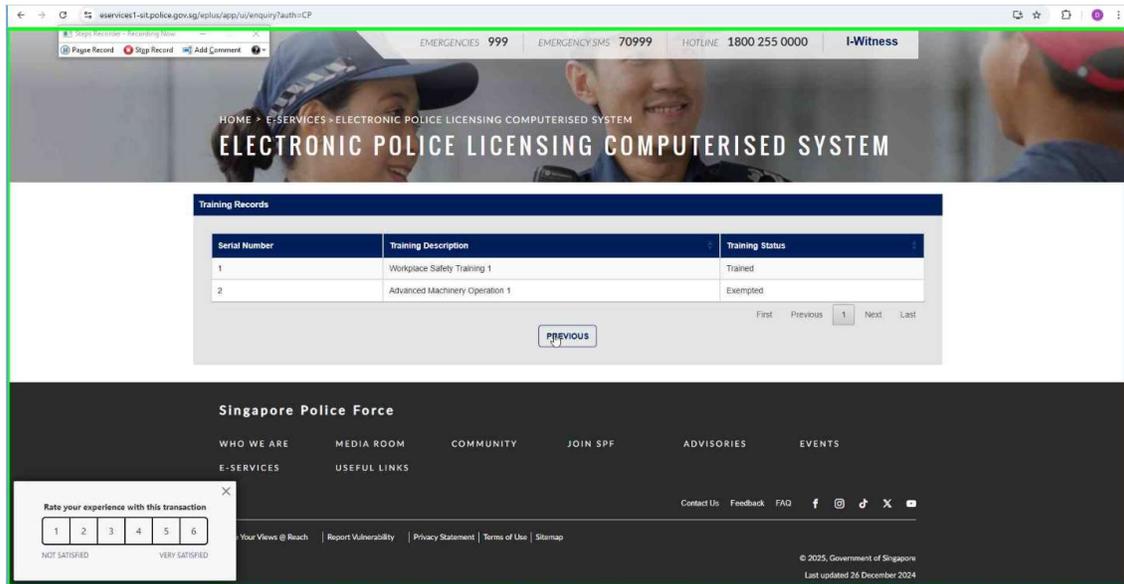
Step 2: Click on "View Training Records"



The screenshot shows the 'Licence Details' page for the licence with ID 1234567890. The page displays the following information: Pass ID (P12345678), ID No. (ID1234567890), Name (John Doe), Licence Status (ACTIVE), Licence Expiry (30/05/2029), Training Status (Completed), Training Records (View Training Records), Details of Employment (View Details), PWM Grade (A), and Year-In-Grade for PWM Grade (01/07/2024). A 'PREVIOUS' button is located at the bottom of the details section. At the bottom of the page, there is a footer with 'Singapore Police Force' and various navigation links. A 'Rate your experience with this transaction' pop-up is visible in the bottom left corner.

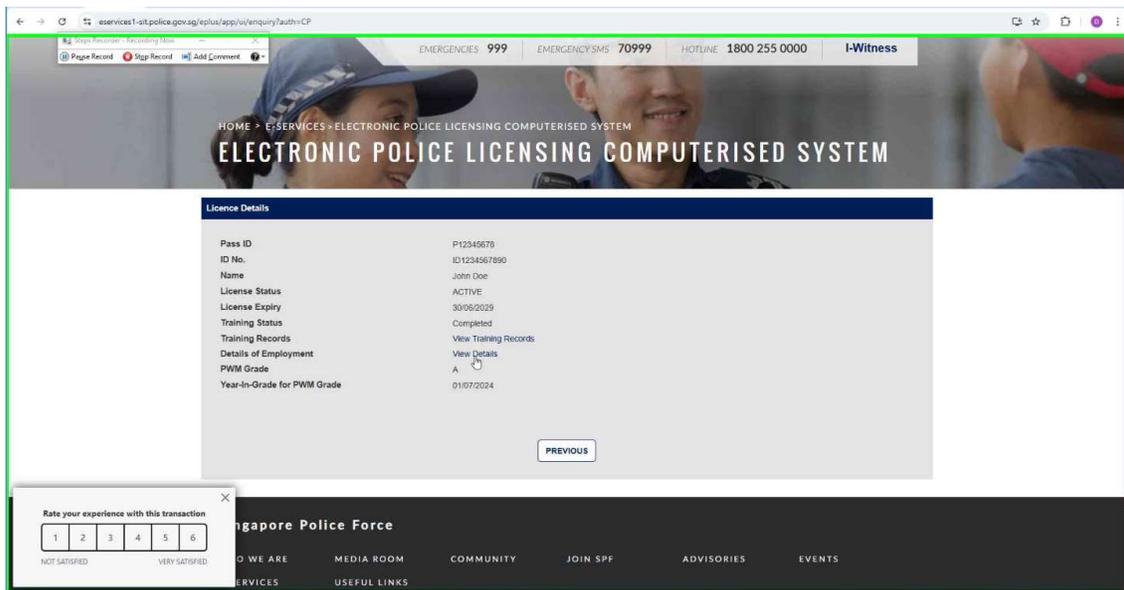
Step 2 screenshot

Step 3: Click on "PREVIOUS (button)" to go back to Step 2 screenshot.



Step 3 screenshot

Step 4: Click on "View Details"



Step 4 screenshot

Step 5: Click on "PREVIOUS (button)" to go back to Step 2 screenshot.

The screenshot shows the Singapore Police Force E-Services portal. At the top, there are navigation links for 'EMERGENCIES 999', 'EMERGENCY SMS 70999', 'HOTLINE 1800 255 0000', and 'I-Witness'. Below this is a banner for the 'ELECTRONIC POLICE LICENSING COMPUTERISED SYSTEM'. The main content area features an 'Employment Details' table with the following data:

Company Name	Company Address	Date of Notification	Employment Grade
ABC Corp	1234 Elm Street, Springfield, IL	2022-11-01	Senior Engineer
XYZ Ltd	5678 Oak Avenue, Metropolis, NY	2019-04-15	Project Manager

Below the table, there are navigation controls: 'First', 'Previous', '1', 'Next', and 'Last'. A 'PREVIOUS' button is highlighted with a mouse cursor. At the bottom of the page, there is a footer with 'Singapore Police Force' and various navigation links including 'WHO WE ARE', 'MEDIA ROOM', 'COMMUNITY', 'JOIN SPF', 'ADVISORIES', 'EVENTS', 'E-SERVICES', and 'USEFUL LINKS'. A feedback survey is also visible, asking to 'Rate your experience with this transaction' on a scale of 1 to 6. The footer also includes 'Contact Us', 'Feedback', 'FAQ', and social media icons, along with the copyright notice '© 2025, Government of Singapore' and the date 'Last updated 28 December 2024'.

Step 5 screenshot