

PiES Producer Price Indices E-Survey System

E-Survey User Guide

Introduction



Price Survey

We collect data on consumer, producer and trade prices to track Inflation and economic trends.

[Explore →](#)

The Producer Price Indices E-Survey System (**PIES**) provides respondents with a convenient and secured online platform to submit their survey returns.

Respondents can complete the surveys and submit them online, or download the softcopy to complete offline and upload back to PIES upon completion. All transactions on PIES are safeguarded and secure.



Set Up CorpPass Account



CorpPass is the corporate digital identity for businesses to transact online with the Government. **In order for you to access PIES, the following one-time set-up must be completed.**

1. You must have a CorpPass User Account. Approach your CorpPass Administrator to create the Account for you. To identify your company's CorpPass Administrator, you may do a search via the CorpPass website at www.corppass.gov.sg, under Menu tab > Services > Find Your Corppass Admin.
2. Your company's CorpPass Administrator shall need to assign your account to the e-service "Producer Price Indices E-Survey System (PIES)".
3. Log-in to www.corppass.gov.sg to activate your account, either with an NRIC/FIN or Foreign ID.



For CorpPass related queries, contact:

Tel: (+65) 6335 3530

Email: support@corppass.gov.sg

Log-in to PIES



Once your CorpPass account has been activated and assigned the e-service, you are now ready to transact with PIES.

1. Go to: <http://go.gov.sg/dos-pies>
2. Click “Log in with SingPass”

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E-Survey System

Statistics Act Price Statistics ▾ Help & Support ▾

Welcome To
**Producer Price Indices
E-Survey System**

Log in with singpass

Report Vulnerability Privacy Statement Terms of Use Sitemap Contact Us Feedback Rate This Website © 2022, Government of Singapore

Click “Log in with SingPass”

Log-in to PIES



Once you have login via Singpass successfully, you will be directed to “Add Survey Access” page to enter the Respondent Access ID* for the first time.
If Respondent Access ID has been added previously, you will be directed to “My Profile” page instead.

**Respondent Access ID will be provided to you along with our survey notification letter/email.*

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My Surveys Logout

Add Survey Access

Please specify a Respondent Access ID provided to you, for your logged in UEN.

Respondent Access ID *

Close without Saving Add

If no respondent Access ID has been added previously, you would need to key in the Respondent Access ID and click “Add”.

My Profile



After you have added the Respondent Access ID , you would be directed to “My Profile” page.

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My Surveys Mailbox My Profile Logout

My Profile

PIES Survey (2021) - Estab Name A0000008

Please ensure that your contact information is correct and up to date. Then, proceed by clicking on the "Save" button. Thereafter, you may click on "My Surveys" menu to access your surveys.

Name 1 *	A0000008 Resp1Name	Name 2	A0000008 Resp2Name
Designation 1	A0000008 Resp1Des	Designation 2	A0000008 Resp2Des
Department 1	Department 1	Department 2	Department 2
Email Address *	A0000008@email.com		
Email CC List	Multiple email addresses can be included, separated by comma. Example: john@abc.com, lina@def.com		
Office No./DID	86000008		
Mobile No.	96000008		
Fax No.	76000008		
Mailing Address	Mailing Add 1		
	Mailing Add 2		
	Postal Code		
Company Website	https://www.a0000008.com		

Save

Please provide the required profile information and Click “Save”.

Completing the Survey

Go to My Surveys > Pending tab, it will list the price surveys which you are required to complete.

You can view the Survey Name, Survey Period, Survey Due Date and Survey Status for each Survey listed.

- Click on the “Start Survey” button to access the survey.



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My Surveys Mailbox My Profile Logout

My Surveys Add Survey Access

Pending Completed

PIES Survey (2021) - Estab Name A0000008 (180016451R)

Survey Name	Survey Period	Survey Due Date	Survey Status
PIES Survey	Oct 2021 - Dec 2021	25 Feb 2022	New
PIES Survey	Jan 2022 - Mar 2022	25 Apr 2022	New

1

For subsequent login once a Respondent Access ID has been added, you can still add another survey access under My Surveys with the Respondent Access ID provided for another survey.

Click on “Start Survey”

Completing the Survey

Upon clicking on “Start Survey”, the system will take you to the “Survey Overview” page. To make a submission, you can select “Enter Data Online” or “Upload Survey Data”.

- Click on “Proceed to Survey” button to complete the price survey online; or
- Click on “Download Survey (PDF)” or “Download Survey (Excel)” button to download the survey to complete offline and upload back to PIES upon completion by clicking “Upload File”.



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My Surveys Mailbox My Profile Logout

PIES Survey - Estab Name A0000008

Survey Period	Oct 2021 - Dec 2021
Survey Status	New
Survey Due Date	25 Feb 2022 Request Extension

Enter Data Online



[Proceed to Survey](#)

Or

Upload Survey Data



1. Fill in survey in PDF or Excel

[Download Survey \(PDF\)](#) [Download Survey \(Excel\)](#)

2. Import PDF or Excel to online form

No file chosen

Maximum 10MB allowed.
The accepted file formats are as follows: PDF (.pdf), Excel (.xlsx).

[Upload File](#)

DOS Officer-In-Charge 1: PIES Officer 1

Contact Number	61234567
Email	PIESofficer1@email.com

DOS Officer-In-Charge 2: PIES officer 2

Contact Number	7654321
Email	PIESofficer2@email.com

Click on “Proceed to Survey” button to complete the price survey online; or

Click on “Download Survey (PDF)” or “Download Survey (Excel)” button to download the survey to complete offline and upload it back to PIES upon completion by clicking “Upload File”.

If you require any further clarifications to the survey, you can contact the DOS officer-in-charge as shown.

Enter Data Online

Upon clicking “Proceed to Survey”, you will be re-directed to the survey page to key in the required price information.



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My Surveys Mailbox My Profile Logout

Survey:
PIES Survey

69204020001
69204030001
69201010001

Form A - 69204020001

Item Specification Name 1 Item Specification Value 1 Item Specification Name 2 Item Specification Value 2 Item Specification Name 3 Item Specification Value 3 Item Specification Name 4 Item Specification Value 4

☐ Tick if Item(s) Has Ended

Currency	UOM	Survey Months					
		Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021
Tick if No Price Data							
Copy from Previous Period		Copy	Copy	Copy	Copy	Copy	Copy
Charge 1							
Price *	Singapore Dol ▼ UOM ▼	1.0000	1.0000	1.0000			
Charge 2							
Price	Singapore Dol ▼ UOM ▼	2.0000	2.0000	2.0000			
Charge 3							
Price	Singapore Dol ▼ UOM ▼	3.0000	3.0000	3.0000			
Charge 4							
Price	Singapore Dol ▼ UOM ▼	4.0000	4.0000	4.0000			
Remarks							

Supporting Document (Optional)

Save as Draft

Close without Saving

Next Form >

Proceed to Submit

1 The survey panel bar will list the required Survey Forms, Replacement Forms (if any) and New Item Forms (if any), for your completion.

2 The compulsory field(s) to fill in are marked with a red asterisk “*”.

3 Greyed out fields are non-editable. If there is any discrepancy, pls indicate under remarks.

Enter Data Online

Some form features include:

- 1 “Copy” button under Copy from Previous Period row
- 2 Checkbox under “Tick if No Price Data” row (Note: this will apply to all items in the price table)



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Survey: PIES Survey

69204020001
69204030001
69201010001

Form A - 69204020001

Item Specification Name 1 Item Specification Value 1 Item Specification Name 2 Item Specification Value 2 Item Specification Name 3 Item Specification Value 3 Item Specification Name 4 Item Specification Value 4

☐ Tick if Item(s) Has Ended

		Survey Months					
Currency	UOM	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021
Tick if No Price Data					☐	☒	☐
Copy from Previous Period		Copy	Copy	1	Copy	2	Copy
Charge 1							
Price *	Singapore Dol UOM	1.0000	1.0000	1.0000	1.0000		
Charge 2							
Price	Singapore Dol UOM	2.0000	2.0000	2.0000	2.0000		
Charge 3							
Price	Singapore Dol UOM	3.0000	3.0000	3.0000	3.0000		
Charge 4							
Price	Singapore Dol UOM	4.0000	4.0000	4.0000	4.0000		
Remarks							

Supporting Document (Optional)

Save as Draft

Close without Saving

Next Form >

Proceed to Submit

1 For example: Click “Copy” button for Month of Oct 2021 will copy the price, UOM and Currency over from Sep 2021 to Oct 2021.

2 For example: Tick the checkbox for Nov 2021 if there is no price for Nov 2021, the cells for items in the table for Nov 2021 will be greyed out.

Enter Data Online

- 1 If only selected items in the price table do not have price data, you may indicate “Has Price” or “No Price” in the dropdown list as shown below.
- 2 Alternatively, you can indicate under the remarks.



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Survey:
PIES Survey

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69204030001
69201010001

☐ Tick if Item(s) Has Ended

Survey Months

Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022
----------	----------	----------	----------	----------	----------

Tick if No Price Data ☐ ☐ ☐

Copy from Previous Period Copy Copy Copy Copy Copy

08030004 Item Specification Value 1 Item Specification Value 2 Item Specification Value 3	100.0000	100.0000	100.0000	100.0000	100.0000		
	SGD ▾ Has ▾	SGD ▾ Has ▾	SGD ▾ Has ▾	SGD ▾ Has ▾	SGD ▾ Has ▾	Has Price	No Price
08030005 Item Specification Value 1 Item Specification Value 2 Item Specification Value 3	100.0000	100.0000	100.0000	100.0000	100.0000		
	SGD ▾ Has ▾	SGD ▾ Has ▾	SGD ▾ Has ▾	SGD ▾ Has ▾	SGD ▾ Has ▾	Has Price	No Price

Remarks

Supporting Document (Optional)

Save as Draft

Close without Saving

Next Form >

Proceed to Submit

Enter Data Online

- 1 When navigating between the forms, your data entry will be auto-saved. However, to prevent any potential data lost, please remember to save your inputs by clicking on "Save as Draft".
- 2 After clicking on "Proceed to Submit" button, completed forms without any error will have a green tick ✓ icon shown for the respective survey forms while those with error(s) will have a red ! icon shown.



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Survey:
PIES Survey

69204020001 ✓
69204030001 ✓
69201010001 !

Form B - 69204030001

Item Specification Name 1 Item Specification Value 1 Item Specification Name 2 Item Specification Value 2 Item Specification Name 3 Item Specification Value 3 Item Specification Name 4 Item Specification Value 4

☐ Tick if Item(s) Has Ended

Survey Months

Tick if No Price Data

Copy from Previous Period

Charge 1

Price * Singapore Dol ▼ UOM ▼ 1.0000 1.0000 1.0000 1.0000 1.0000 1.0000

Charge 2

Price Singapore Dol ▼ UOM ▼ 2.0000 2.0000 2.0000

Charge 3

Price Singapore Dol ▼ UOM ▼ 3.0000 3.0000 3.0000

Charge 4

Price Singapore Dol ▼ UOM ▼ 4.0000 4.0000 4.0000

Remarks

Supporting Document (Optional)

1 Save as Draft

Close without Saving

< Previous Form

Next Form >

Proceed to Submit

You can either click on each form on the left panel to toggle between the forms or you can click on "Previous Form" and "Next Form" buttons.

Enter Data Online

Please correct the error(s) before proceeding to submit, if there is any validation error(s) found.



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Survey:
PIES Survey

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1 Error(s) have been found in your form. Please correct the error before proceeding to submit.

Form B - 69204030001

Item Specification Name 1	Item Specification Value 1	Item Specification Name 2	Item Specification Value 2	Item Specification Name 3	Item Specification Value 3	Item Specification Name
4 Item Specification Value 4						
☐ Tick if Item(s) Has Ended						
		Currency	UOM	Survey Months		
				Jul 2021	Aug 2021	Sep 2021
				Oct 2021	Nov 2021	Dec 2021
Tick if No Price Data				☐	☐	☐
Copy from Previous Period				Copy	Copy	Copy
Charge 1						
Price *				1.0000	1.0000	1.0000
		Required	Required			
Charge 2						
Price		Singapore Dol	UOM	2.0000	2.0000	2.0000
Charge 3						
Price		Singapore Dol	UOM	3.0000	3.0000	3.0000
Charge 4						
Price		Singapore Dol	UOM	4.0000	4.0000	4.0000
Remarks						

Supporting Document (Optional)

Save as Draft

Close without Saving

< Previous Form

Next Form >

Proceed to Submit

Enter the required field before proceeding to submit.

Replacement Item Form

If an Item is no longer available, you can tick the “Tick if Item(s) Has Ended” checkbox and the corresponding Replacement Item Form may be generated (if applicable).



uatppi-esurvey.singstat.gov.sg says
Confirm to end Item(s)?

2 OK Cancel

Survey: PIES Survey

69204020001
69204030001
69201010001

1

Form A - 69204020001

Item Specification Name 1 Item Specification Value 1 Item Specification Name 2 Item Specification Value 2 Item Specification Name 3 Item Specification Value 3 Item Specification Name 4 Item Specification Value 4

☐ Tick if Item(s) Has Ended

Survey Months

	Currency	UOM	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021
Tick if No Price Data						☒		
Copy from Previous Period			Copy	Copy	Copy	Copy	Copy	Copy
Charge 1								
Price *	Singapore Dol	UOM	1.0000	1.0000	1.0000	1.0000		1.0000
Charge 2								
Price	Singapore Dol	UOM	2.0000	2.0000	2.0000	2.0000		2.0000
Charge 3								
Price	Singapore Dol	UOM	3.0000	3.0000	3.0000	3.0000		3.0000
Charge 4								
Price	Singapore Dol	UOM	4.0000	4.0000	4.0000	4.0000		4.0000
Remarks								

Supporting Document (Optional)

Save as Draft

Close without Saving

Next Form >

Proceed to Submit

1 Tick the “Tick if Item(s) Has Ended” checkbox if the item is no longer available.

2 Click on “Ok” when the dialog box “Confirm to end items(s)?” pops up.

Replacement Item Form

If there is no Replacement item for the item that has ended, you may delete the Replacement Form(s).



Survey:
PIES Survey

69204020001
69204030001
69201010001

Replacement Form A - R -2

1

Replacement Form A -

Item Specification Name 1
Item Specification Name 2
Item Specification Name 3
Item Specification Name 4

Currency	UOM	Survey Months		
		Oct 2021	Nov 2021	Dec 2021
Tick if No Price Data		☐	☐	☐
Copy from Previous Period		Copy	Copy	
Charge 1				
Price *				
Charge 2				
Price				
Charge 3				
Price				
Charge 4				
Price				
Remarks	This is to replace a service/item you indicated as ended in survey form: 69204020001			

< Previous Form Go to Replaced Item **2**

3 Delete Item Form

Proceed to Submit

Supporting Document (Optional)
Save as Draft
Close without Saving

1 The replacement form will also be listed under the survey panel bar.

2 Click "Go to Replaced Item" to access the Survey Form where the Replacement Form is generated from.

3 Click on "Delete Item Form" if there is no replacement item available.

Replacement Item Form

After the Replacement Form is deleted, you can indicate in the Remarks of the Survey Form if there is no replacement available for the Item ended.

If the item has not ended, you can also undo the replacement action by unchecking "Tick if Item(s) Has Ended".



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Survey: PIES Survey

- 69204020001
- 69204030001
- 69201010001

Form A - 69204020001

Item Specification Name 1 Item Specification Value 1 Item Specification Name 2 Item Specification Value 2 Item Specification Name 3 Item Specification Value 3 Item Specification Name 4 Item Specification Value 4

☒ Tick if Item(s) Has Ended

Survey months

	Currency	UOM	Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021
Tick if No Price Data							☒	
Copy from Previous Period			Copy	Copy	Copy	Copy	Copy	Copy

Charge 1

Price * Singapore Dol UOM 1.0000 1.0000 1.0000 1.0000 1.0000

Charge 2

Price Singapore Dol UOM 2.0000 2.0000 2.0000 2.0000 2.0000

Charge 3

Price Singapore Dol UOM 3.0000 3.0000 3.0000 3.0000 3.0000

Charge 4

Price Singapore Dol UOM 4.0000 4.0000 4.0000 4.0000 4.0000

Remarks

The item has ended, but there is no replacement

Supporting Document (Optional)

Save as Draft

Close without Saving

Next Form >

Proceed to Submit

Uncheck the "Tick if Item(s) Has Ended" checkbox to undo the replacement action.

Indicate in the remarks the reason for no replacement.

The Replacement Form will no longer appear in the survey panel.

New Item Form

If no Replacement Form is generated, please provide replacement through the New Item Form.



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Survey:
PIES Survey

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1 Add New Item Form

Supporting Document (Optional)

Save as Draft

Close without Saving

Select New Item Form

Please select the New Item Form type.

Form **2**

If the New Item Form is accidentally added, you will need to delete it before you can proceed to submit.

1 Click on “Add New Item Form”.

2 Select the New Item Form as shown.

Add Supporting Document

Optional: If there is any supporting document that you would like to supplement with the survey submission, you may do so by uploading it in “Supporting Document” page.



You can upload Supporting Document in “Supporting Document” page by clicking on “Choose File” button and select the file you want to upload.

Note that the accepted file formats are “.pdf”, “.xls”, “.xlsx”, “.doc”, “.docx”, “.zip”, “.jpg” and “.png” only.

Click on “Upload” button after the file is inserted.

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Survey:
PIES Survey

- ✓ 69204020001
- ✓ 69204030001
- ❌ 69201010001

Supporting Document (Optional)

Save as Draft

Close without Saving

Supporting Document

Attach File *

Choose File

Maximum 10MB allowed.
The accepted file formats are as follows: PDF (.pdf), Excel (.xls or .xlsx), Word (.doc or .docx), Zip (.zip), and picture files (.jpg, .png)

Upload

Add Supporting Document

Once the file is uploaded, the file name is displayed as a hyperlink. You may click on the hyperlink to view the uploaded file. If you need to remove the uploaded file, you can click on “Remove File” button.



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Survey:
PIES Survey

- ✓ 69204020001
- ✓ 69204030001
- ❌ 69201010001

Supporting Document (Optional)

Save as Draft

Close without Saving

Supporting Document

You have uploaded the following file as support document:
[OutputFile \(3\).xlsx](#)

Remove File

Remove the file uploaded by clicking on “Remove File” button.

Survey Submission Preview Page

After clicking on “Proceed to Submit” button at the survey page, you will be able to view all submitted forms.

Verify that the data entered is correct before you proceed with your submission.



Survey:
PIES Survey

- ✓ 69204020001
- ✓ 69204030001
- ✓ 69201010001

Survey Submission Preview

ⓘ There are data alerts that needs your attention, please review the highlighted items and only proceed if the data is correct.
For any highlighted large price change, please provide the reason in the Remarks of the corresponding form

Please review the information below before submission.

☐ By checking this box to proceed with the survey submission, I declare that all the information given are true and to the best of my knowledge.

< Amend Survey

Confirm Submission

Form A - 69204020001

Item Specification Name 1 Item Specification Value 1 ; Item Specification Name 2 Item Specification Value 2 ; Item Specification Name 3 Item Specification Value 3 ; Item Specification Name 4 Item Specification Value 4

Item(s) Has Ended: No	Currency	UOM	Survey Months					
			Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021
No Price Data			No	No	No	No	Yes	No
Charge 1								
Price *	Singapore Dollar	UOM	1.0000	1.0000	1.0000	1.0000		1.1000
						Unchanged for 4 periods		

Charge 2

Check on the Declaration Message checkbox before clicking on “Confirm Submission” button.

Click on “Amend Survey” button if you need to make any changes to the submission.

Survey Submission Preview Page

- 1 When verifying the submission, if you are at the bottom of the “Survey Submission Preview” page, you may click on “Return to Top to Confirm Submission” button to submit the form without the need to scroll up the way.
- 2 You can also choose to print or download the survey forms in PDF or excel format before you proceed with the submission.



Form C - 69201010001

Item Specification Name 1 Item Specification Value 1
Item Specification Name 4 Item Specification Value 4

Item Specification Name 2 Item Specification Value 2

Item Specification Name 3 Item Specification Value 3

Item(s) Has Ended: No	Currency	UOM	Survey Months					
			Jul 2021	Aug 2021	Sep 2021	Oct 2021	Nov 2021	Dec 2021
No Price Data			No	No	No	No	No	No
Charge								
Price 1 *	Singapore Dollar	UOM	1.0000	1.0000	1.0000	1.0000	1.0000	1.1000
						Unchanged for 4 periods	Unchanged for 4 periods	
Price 2			2.0000	2.0000	2.0000			
Price 3			3.0000	3.0000	3.0000			

Remarks

Return to Top to Confirm Submission

1

2

Print

Download Survey (PDF)

Download Survey (Excel)

Acknowledgement Page

Upon clicking on “Confirm Submission” button at the “Survey Submission Preview” page, you will be directed to the “Survey Acknowledgement” page.

- Click on “Close” – Close the Acknowledgement page and redirect to My Surveys > Completed tab
- Click on “Download Survey (PDF)” – download the completed survey in PDF
- Click on “Download Survey (Excel)” – download the completed survey in Excel format
- Click on “Print” – Print out Acknowledgement Page

An acknowledgement email will also be sent to you for your reference.



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Survey Submission Acknowledgement

Thank you for your survey submission.

Close Download Survey (PDF) Download Survey (Excel) Print

Completed Survey

- 1 You can view your completed surveys under : My Surveys > Completed tab, by clicking on “View Survey”.



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[Logout](#)

My Surveys

[Add Survey Access](#)

Pending

Completed

^ [PIES Survey \(2021\) - Estab Name A0000008 \(180016451R\)](#)

Survey Name	Survey Period	Survey Due Date	Survey Status	Submission Date	
PIES Survey	Oct 2021 - Dec 2021	25 Feb 2022	Submitted	25 Feb 2022	1 View Survey

1

Request Amend Survey

Upon clicking on “View Survey” button, you will be able to :

- 1 Download the submitted survey in PDF/ Excel
- 2 Submit a request to amend your survey submission (if required) and you will be informed via email once the request is approved.



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A A A



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i We have received your request. Our officer-in-charge will contact you subsequently regarding your request.

PIES Survey - Estab Name A0000008

Survey Period Oct 2021 - Dec 2021

Survey Status Submitted

Survey Due Date 25 Feb 2022

Acknowledgement Number PIES2021-000002

DOS Officer-In-Charge 1: PIES Officer 1

Contact Number 61234567

Email PIESofficer1@email.com

DOS Officer-In-Charge 2: PIES officer 2

Contact Number 7654321

Email PIESofficer2@email.com

[Download Survey \(PDF\)](#)

1

[Download Survey \(Excel\)](#)

[Request Amend Survey](#)

2

Thank you for your support.

For further enquiries, you can contact
the DOS Officer-in-charge of the survey
(refer to Slide 8)