

SINGAPORE CIVIL DEFENCE FORCE

Our Ref. : CD/FSSD/12/02/03/01

Your Ref :

Date : 18 Oct 2013



HQ Singapore Civil Defence Force
91 Ubi Avenue 4
Singapore 408827
Tel : 68481457
Fax : 68481489

Registrar, Board of Architects (BOA)
Registrar, Professional Engineers Board (PEB)
President, Singapore Institute of Architects (SIA)
President, Institution of Engineers, Singapore (IES)
President, Association of Consulting Engineers, Singapore (ACES)

Dear Sir/Mdm

CERTIFICATION BY QUALIFIED PERSON FOR A/A PLANS INVOLVING PERFORMANCE-BASED FIRE SAFETY DESIGNS

SCDF issued a circular (ref: CD/FSSD/12/02/03/01) on 5 Jun 2012 to inform the building industry that qualified persons (QPs) who carry out any addition & alteration (A/A) works to an existing Performance-Based (PB) building, are required to obtain a letter of no objection from a fire safety engineer (FSE), if the A/A works do not affect the PB design. If the works affect the PB design, a FSE has to be engaged for submission of PB plans to SCDF.

2. QPs have suggested to allow them to issue the letter of no objection instead of FSEs, especially for cases where the A/A works clearly do not affect the Performance-Based (PB) design of the building.

3. SCDF has no objection to the suggestion. However, QPs are expected to do their due diligence in referring to the relevant PB documents before issuing the letter of undertaking. Please note that there could be several PB projects carried out for the PB building in question and as such, the QP would have to make reference to all the different sets of PB documents. QPs who undertake the certification, will take full responsibility if the A/A works are subsequently found to have affected the original PB designs. If the QP is doubtful whether the proposed A/A works affect the PB designs, he/she is strongly advised to consult the FSE.



4. The Operations and Maintenance (O&M) Manual is one of the PB documents prepared by the FSEs for submission to SCDF. One of the purposes of the manual is to serve as a guide for building operators on future renovations and changes made to the building. However, this aspect on demarcation is usually not included in the manual submitted by the FSEs. SCDF would therefore like to remind FSEs to clearly demarcate the areas where future A/A works can be carried out without affecting the PB design of the building so as to facilitate such works.

5. These requirements shall take immediate effect. Please convey the contents of this circular to members of your Institution/Association/Board. The circular is available in CORENET-e-Info: <http://www.corenet.gov.sg/einfo>.

6. For any inquiry or clarification, please contact Maj Chong Kim Yuan at DID: 6848 1476 or email address: Chong_Kim_Yuan@scdf.gov.sg.

Yours faithfully,

(transmitted via e-mail)

MAJ Lee Kok Chuen
Secretary, FSSD Standing Committee
for Commissioner
Singapore Civil Defence Force

cc

CEO, BCA
CEO, URA
CEO, HDB
CEO, JTC
CE, LTA
CE, SPRING Singapore
President, REDAS
President, IFE
President, SISV
President, FSMAS
All members of FSSD Standing Committee