

Our ref: BCA BC 054/1/1

Building Engineering Division (#05-00)

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1 Aug 2002

See Distribution List

SIMPLIFIED PROCEDURES IN APPLYING FOR PERMIT TO CARRY OUT BUILDING WORKS

As part of BCA's continuous efforts to improve our services, we will simplify the procedures in applying for the permit to carry out building works from **1 Sep 2002**.

2 Currently, BCA allows structural plans to be submitted in stages (e.g. piling, substructure and superstructure) to facilitate the industry in the preparation of these plans. A permit is required for each set of plans approved. This procedure will be simplified.

3 From 1 Sep 2002, only one application for the permit is required during the submission of the first set of plans. The permit issued will remain valid and in force for all subsequent submissions of plans and no further application for permit is required. All that is necessary to commence subsequent stages of works is the approval of the structural plans relevant to those works.

4 The permit will automatically lapse if any of the parties to the permit (i.e. the applicant or owner, the qualified persons and the builder) changes during the project. The new parties must apply for a fresh permit to continue with the works.

5 If an existing project has a permit issued before 1 Sep 2002, one more application for a permit is required if there is a subsequent submission of plans on or after 1 Sep 2002.

6 I would appreciate it if you could disseminate the contents of this circular to your members. If you need any clarification, please contact our officer, Mr Tan Chee Kiat at Tel: 63257485.

Yours faithfully

ONG CHAN LENG
DIRECTOR
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