

**Your Ref :**

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

**Date :** 9 May 2017

Registrar, Board of Architects  
Registrar, Professional Engineers Board  
President, Singapore Institute of Architects  
President, Institution of Engineers, Singapore  
President, Association of Consulting Engineers, Singapore

Dear Sir/Mdm

## **ELECTRONIC SUBMISSIONS FOR APPLICATIONS FOR APPROVAL OF FIRE SAFETY WORKS AND WAIVERS**

Over the years, SCDF has seen continuous drop in the number of manual plan submissions for fire safety works and waiver applications. In 2016, manual plan submissions and waiver applications constituted only about 1.5% and 3.5% of the total applications respectively.

2. The issue on implementation of full electronic submission for fire safety works and waiver applications was discussed in the SCDF Fire Safety Standing Committee meeting on 27 April 2017. In view of lesser number of QPs making manual submissions/applications over the past few years and in cognizance that it is more productive from work efficacy and manpower savings comparisons to submit applications electronically, the Committee has agreed that with effect from 1 July 2017, applications for approval of fire safety works and waivers shall be submitted via CORENET. Manual submissions of plans and waiver applications over the Customer Service counters at HQ SCDF will not be accepted from then on.

3. Please convey the contents of this circular to members of your Institution/Association/ Board. The circular is also available in CORENET-e-Info: <http://www.corenet.gov.sg/einfo>. For any inquiry or clarification, please contact Ms Nancy Ang at 6848 1464 or email address: Nancy\_Ang@scdf.gov.sg.



## **SCDF – A member of the Home Team**

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Yours faithfully,

(transmitted via e-mail)

MAJ Tan Chung Yee  
Fire Safety & Shelter Department  
*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  
President, SCAL  
Honorary Secretary, SPM  
SCDF Fire Safety Standing Committee  
Fire Code Review Committee



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