

14 December 2018

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Dear Sir/Madam,

NEW REQUIREMENTS UNDER THE BUILDING CONTROL (TEMPORARY BUILDINGS) REGULATIONS 2018 AND THEIR COMMENCEMENT DATES

Objective

This circular notifies the building owners and shareholders in the industry of the revised definition for “temporary building” in the Building Control Act (Cap. 29) (“BC Act”) and the revised requirements to obtain Temporary Building Permit under the Building Control (Temporary Buildings) Regulations 2018 (the “New Regulations”). The changes, summarised in this circular will come into operation on **1 March 2019**.

Revised Definition of a Temporary Building

2 The revised definition of a “temporary building” will now consist of the following additions in bold:

Definition of Temporary Buildings	Examples
(a) any building or structure not more than 2 storeys high constructed of short-lived materials;	Gantry, Tentage, Free-Standing Frame/Panel/Hoarding/Board, Pop-up Stores, Festive Decorations such as Christmas Tree, Entrance Arch. The above is applicable in indoor and outdoor settings.
(b) any building or structure not more than 2 storeys high permitted to be used by the competent authority or Commissioner of Building Control for a period not exceeding 36 months, or such other period as may be prescribed (if prescribed) in the building regulations;	Shed, Offices, Container, Racking Platform Temporary Indoor LED Screens, Temporary Indoor Advertisement Structures and their Supports



<i>(c) any building used as workers' quarters, a site office, a show-flat or show-house, a builder's shed, store or other shed required in connection with any building works for a permanent building; or</i>	<i>Workers' Quarters, Site Office, Show-Flat or Show-House, Builder's Shed, Store or Other Shed within or outside a construction site</i>
<i>(d) any structure used only for the outdoor display of an advertisement or signboard.</i>	<i>Outdoor Signs and Advertisement, and their Supporting Structures</i>

Responsibility as Owner of a Temporary Building

3 The owner of a temporary building is required to apply for a temporary building permit to use it from BCA via a new two-stage process unless the building or structure is specified in Annexes A and B. The owner will be responsible for the safety of the temporary building/ structure. Upon expiry of the validity of the temporary building permit, the owner is also responsible to demolish the temporary building or structure.

New Requirements under the Building Control (Temporary Buildings) Regulations 2018 to Apply for a Temporary Building Permit

4 Please take note of the following for the application of a temporary building permit:

- 4.1 **A new two-stage process** to obtain a Permit To Use (PTU) will be introduced in the New Regulations. The first stage remains the same - the applicant, i.e. the owner of the proposed temporary building, makes the permit application and submits the building plans for preliminary approval. Upon obtaining the preliminary approval granted by the Commissioner of Building Control ("CBC"), the applicant can then proceed with construction. When the building has been constructed and the necessary documents are submitted, a PTU, will be granted. Only when the PTU is granted would the temporary building be allowed for use. For cases where the owner of the temporary building may not be the owner of the premises on which the temporary building will be built, **written consent to construct the building on the said premises must first be given by the premise owner to the owner of the temporary building.**
- 4.2 **Temporary buildings specified in Annex A are exempted from the requirements of these New Regulations. For temporary buildings specified in Annex B, although PTU is not required, the relevant parties are still required to comply with design, construction and maintenance requirements** for such buildings under the New Regulations.

- 4.3 **Show-flats and show-houses will be required to obtain PTU** under the New Regulations.
- 4.4 **The professional engineer and builder appointed by the owner of the temporary building must comply with the new requirements** in the New Regulations. A summary of the new requirements can be found in Annex C.
- 4.5 **A new fee structure** will be introduced for the application of temporary building permits and permit extension. A processing fee of \$200 will be charged for every 100 m² or part thereof, of the statistical gross floor area (SGFA) or \$200 for each structure with no meaningful or measurable SGFA.

5 We would like to seek your assistance in conveying the contents of this circular to members of your organisation. Should you need clarification, you may wish to contact BCA at <https://www.bca.gov.sg/feedbackform/> or call the BCA hotline at 1800 3425222.

6 Thank you.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'Raymond Tay Chiou Peng', with a long horizontal flourish extending to the right.

RAYMOND TAY CHIOU PENG
DEPUTY GROUP DIRECTOR
BUILDING PLAN AND MANAGEMENT GROUP
for COMMISSIONER OF BUILDING CONTROL

ANNEX A
TEMPORARY BUILDING TO WHICH THESE REGULATIONS DO NOT APPLY AND DO NOT REQUIRE PTU

- (1) **Any building prescribed as insignificant building works** in the First Schedule of the Building Control Regulations 2003; and
- (2) A temporary building specified in the **First Schedule of the New Regulations** which includes the followings:
 1. any **tentage** meeting **all** 3 conditions below:
 - a) used not more than 60 days
 - b) area does not exceed 2000 m²
 - c) no span of any element exceeds 18 m
 2. any **stage** meeting **both** conditions below:
 - a) used for a duration not more than 7 days
 - b) used for or in connection with the holding of any wedding, entertainment, funeral or religious ceremony
 3. any **frame, panel, hoarding, board** or other structure for:
 - a) in the case of a structure that is capable of standing on its own on the ground, a roof or any horizontal plane (whether or not it is affixed to the horizontal plane on one or more supports), where —
 - (i) every part of the structure is less than 4 m from the horizontal plane on which that part of the structure stands; and
 - (ii) the side of the structure with the largest surface area does not exceed 10 m² in area;
 - b) and in any other case, where the side of the structure with the largest surface area does not exceed 10 m² in area.

ANNEX B
TEMPORARY BUILDING REGULATED UNDER THESE REGULATIONS BUT DO NOT REQUIRE PTU

- (1) Any building used as workers' quarters, a site office, a builder's shed, store or other shed that is -
 - (i) required in connection with any building works for a permanent building; and
 - (ii) not more than 3 storeys high; and

- (2) Any protective hoarding, catch platform, fence, safety netting or other temporary structure, erected for the safety or convenience of persons in any public place or on any public road.

Relevant parties are still required to comply with requirements listed in the New Regulations relating to the design, construction and maintenance for this group of buildings.

ANNEX C
ROLES OF PROFESSIONAL ENGINEER AND BUILDER

Professional Engineer	Builder
(a) Ensuring that the design of the temporary building complies with the design requirements set out in the Second Schedule to the New Regulations	(a) Carrying out works in accordance with the approved plans and conditions for approval by the Commissioner of Building Control
(b) Carrying out supervision of the building works for the temporary building	(b) Ensuring that a professional engineer in the branch of electrical engineering designs and supervises the installation of a lightning protection system for the temporary building
(c) Maintaining records of the construction materials used, and ensure that these materials conform to standards mentioned in the New Regulations through inspections and tests	(c) Submitting to the owner of the temporary building no later than 7 days after completing the building works, the electrical professional engineer's certificate in supervision for the installation of any lightning protection system for the temporary building
(d) Ensuring that construction tests are carried out in accordance to Third Schedule of the New Regulations if the building works for the temporary building involve the use of concrete, steel reinforcements, structural steel or welding	
(e) Submitting to owner of the temporary building, the certificate of supervision for the building works for the temporary building no later than 7 days after the completion of the building works	

DISTRIBUTION (via e-mail):

President
Association of Consulting Engineers, Singapore (ACES)
THOMSON ROAD POST OFFICE
PO BOX 034
SINGAPORE 915702
secretariat@aces.org.sg

President
Institution of Engineers, Singapore (IES)
70 Bukit Tinggi Road
Singapore 289758
ies@iesnet.org.sg

President
Real Estate Developers' Association of Singapore (REDAS)
190 Clemenceau Avenue #07-01
Singapore Shopping Centre
Singapore 239924
enquiry@redas.com

President
Singapore Contractors Association Limited (SCAL)
Construction House
1 Bukit Merah Lane 2
Singapore 159760
enquiry@scal.com.sg

President
Singapore Institute of Architects (SIA)
79 Neil Road
Singapore 088904
info@sia.org.sg

President
Singapore Institute of Building Limited (SIBL)
20 Maxwell Road #08-06
Maxwell House
Singapore 069113
peterchua@sibl.com.sg

President
Singapore Institute of Surveyors & Valuers (SISV)
110 Middle Road #09-00
Chiat Hong Building
Singapore 188968
sisv.info@sisv.org.sg

President
Society of Project Management (SPM)
MacPherson Road P.O. Box 1083
Singapore 913412
societyofprojectmanagers@gmail.com

President
Singapore Green Building Council (SGBC)
390 Havelock Road #06-05
King's Centre
Singapore 169662
enquiry@sgbc.sg

President
Singapore Institute of Planners (SIP)
93 Toa Payoh Central #05-01
Singapore 319194
info@sip.org.sg

Director of Infrastructure
School Campus Department
Ministry of Education
1 North Buona Vista Drive
Singapore 138675
CHOO_Boon_Chiao@moe.gov.sg

President
Board of Architects (BOA)
5 Maxwell Road 1st storey
Tower Block MND Complex
Singapore 069110
boarch@singnet.com.sg

Director
Building and Infrastructure
Defence Science & Technology Agency
1 Depot Road
Defence Technology Tower A
Singapore 109679
lee_eng_hua@dsta.gov.sg

Head (Fire Safety and Building Control)
Building and Infrastructure
Defence Science & Technology Agency
1 Depot Road
Defence Technology Tower A
Singapore 109679
Attn: How Ah Meng
HAHMENG@dsta.gov.sg

Manager (Architectural Plans)
Building and Infrastructure
Defence Science & Technology Agency
1 Depot Road
Defence Technology Tower A
Singapore 109679
Attn: Sebastian Lim Hai Kong
LHAIKONG@dsta.gov.sg

Deputy Director
Project Development & Management 3
Building Quality Group
Housing & Development Board
HDB Hub
480 Lorong 6 Toa Payoh
Singapore 310480
tan_hwee_yong@hdb.gov.sg

Deputy Chief Executive Officer (Building)
Housing & Development Board (HDB)
480 Lorong 6 Toa Payoh
HDB Hub
Singapore 310480
fong_chun_wah@hdb.gov.sg

Deputy Chief Executive
Infrastructure & Development
Land Transport Authority (LTA)
1 Hampshire Road Block 8 Level
Singapore 219428
chua_chong_kheng@lta.gov.sg

Director
Technical Services Division
JTC Corporation (JTC)
8 Jurong Town Hall Road
The JTC Summit
Singapore 609434
tan_su_chern@jtc.gov.sg

Director (Building & Estates Management)
People's Association (PA)
9 King George's Avenue
Singapore 208581
david_low@pa.gov.sg

President
Professional Engineers Board, Singapore (PEB)
52 Jurong Gateway Road #07-03
Singapore 608550
registrar@peb.gov.sg

Director
Engineering Development and Procurement Department
Public Utilities Board (PUB)
40 Scotts Road #18-01
Environment Building
Singapore 228231
young_joo_chye@pub.gov.sg

Chief (Sport Infrastructure Group)
Sport Singapore
3 Stadium Drive
Singapore 397630
lim_hong_khiang@sport.gov.sg

Chief Executive Officer
Urban Redevelopment Authority (URA)
45 Maxwell Road
The URA Centre
Singapore 069118
lim_eng_hwee@ura.gov.sg

Deputy Chief Executive Officer
Sentosa Development Corporation
33 Allenbrooke Road, Sentosa
Singapore 099981
agencies_circulars@sentosa.com.sg

President
Singapore Hotel Association
17 Cantonment Road
Singapore 089740.
secretariat@sha.org.sg

President
Singapore Structural Steel Society (SSSS)
1 Liang Seah Street #02-11/12
Liang Seah Place
Singapore 189022
secretariat@ssss.org.sg

Chief
Health Infrastructure Project
MOH Holdings Pte Ltd
1 Maritime Square #11-25
HarbourFront Centre
Singapore 099253
bengthong.koh@mohh.com.sg

Senior Assistant Director
Procurement and Project Facilitation Department
National Environment Agency
40 Scotts Road #13-01
Environment Building
Singapore 228231
choo_yoke_choy@nea.gov.sg

Chairman
Orchard Road Business Association (OBRA)
91 Tanglin Road #04-04
Tanglin Place
Singapore 247918
info@orchardroad.org

Executive Director
Singapore Retailers Association (SRA)
1 Coleman Street,
The Adelphi #05-11B
Singapore 179803
info@sra.org.sg

Chairman
Singapore Business Federation
160 Robinson Rd
#06-01 SBF Center
Singapore 068914
webmaster@sbf.org.sg

Chairman
Singapore Tourism Board
Tourism Court
1 Orchard Spring Lane
Singapore 247729
stb_feedback@stb.gov.sg

Chief Executive Officer
National Parks Board HQ
1 Cluny Road
Singapore Botanic Gardens
Singapore 259569
nparks_public_affairs@nparks.gov.sg

Commissioner
Singapore Civil Defence Force
91 Ubi Ave 4
Singapore 408827
scdf_csc@scdf.gov.sg

Chief Executive Officer
Garden by the Bay
18 Marina Gardens Drive
Singapore 018953
feedback@gardensbythebay.com.sg

Chairman
Changi Airport Singapore
PO Box 168
Singapore 918146
enquiry@changiairport.com