

Our Ref: NEA/EP/PDD/05-00075

Date: 4 November 2013

Dear Sir/Mdm

STANDARD APPLICATION FORM FOR NOISE ASSESSMENT REPORT OF NON-INDUSTRIAL BUILDINGS

Currently, the Qualified Persons (QPs) are required to submit Noise Assessment Report of air-conditioning and mechanical ventilation system in non-industrial buildings to the Central Building Plan Department (CBPD) of National Environment Agency (NEA) during the application for Temporary Occupation Permit (TOP).

2. To facilitate electronic submission and clearance of building plans in the Corenet system, CBPD will introduce a standard application form for the Noise Assessment Report with effect from **1 December 2013**. This will simplify the submission of Noise Assessment Report and reduce any delay in the application for TOP. The application form is found in the "Application for Noise Assessment for Non-Industrial Building" under the Corenet system.

3. The application form for Noise Assessment Report will be submitted to CBPD in 2 stages as follows:

- (i) **Upon obtaining the clearance for Building Plan/Detailed Plan**, the QPs shall provide the location of the mechanical equipment, mechanical ventilation system, large or centralised air-conditioning system, and ambient noise monitoring location in the application form for CBPD's assessment.
- (ii) Should the ambient noise measurements fail to meet the current noise guidelines, the QPs shall propose the necessary mitigation measures and provide an evaluation of the effectiveness of these mitigation measures (including the noise measurements) to CBPD for further assessment. The QPs

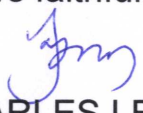
shall submit the said information to CBPD at least 14 days prior to the application of TOP.

4. This circular is also available from our website at the following address:

<http://app2.nea.gov.sg/anti-pollution-radiation-protection/central-building-planning/circulars>

5. For further clarifications, please contact **Ms Venme Teo** at DID: **6731 9653** or email: venme_teo@nea.gov.sg or **Mr Tang Cheng Bak** at DID: **6731 9429** or email: tang_cheng_bak@nea.gov.sg. Thank you.

Yours faithfully



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