SINGAPORE CIVIL DEFENCE FORCE

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,

REVIEW OF OCCUPANT LOAD FACTOR FOR BOARDING HOUSE/BACKPACKER HOTEL/BUDGET HOTEL

The Fire Code stipulates the occupant load factor for hotel, boarding house and backpacker hotel as 4 persons per guestroom. However, the mode of occupation of these guestrooms varies with size of room and mode of operation of the business. The issue has been deliberated by the Fire Code Review Committee and the FSSD Standing Committee recently. The committees agreed that:

a.   For hotel guestroom/hotel suites, the occupant load factor shall be based on 15 sqm/person. The occupant load shall be calculated based on the gross floor area of each room (i.e. include other areas such as living area, toilet, etc);

b.   For backpacker hotel where a room is shared by hotel guests, the occupant load shall be based on 3 sqm per person, subject to a maximum of 20 person per room (i.e. maximum area of a backpacker room shall not exceed 60 sqm). The occupant load shall be calculated based on the gross floor area of the room (i.e. including other areas such as living area, toilet, etc); and

c.   The occupant load of each room shall be calculated separately. The aggregate area of all the guestrooms shall not be used. For example, a floor with 30 hotel guestrooms of 32 sqm each, the occupant load for that floor shall be 90 persons (3 persons per room). One should not take the aggregate area of 960 sqm to get 64 persons.

2.   This Circular shall take immediate effect. 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.

3.   For any inquiry or clarification, please contact: MAJ Choh Choon Jin at Tel: 68481454 or Email: Choh_Choon_Jin@scdf.gov.sg.

Yours faithfully,

(transmitted via e-mail)
Poon Keng Soon
Secretary, FSSD Standing Committee
for Commissioner
Singapore Civil Defence Force

cc
All members of FSSD Standing Committee
President, REDAS
President, IFE
President, SISV
CEO, BCA
CEO, URA
CEO, HDB
CEO, PSA
CEO, JTC
CE, LTA
CE, TUV SUD PSB – (Attn: Ms Emily Mok/ Mr Lau Keong Ong)
CE, SPRING Singapore – (Attn: Mr Kenneth Lim)
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