

BCA BC 63.3.5

18 Dec 2001

**(See Distribution List A)**

Building Plan Department  
Tel: 3257363  
Fax: 3254437

Dear Sir

## **ELECTRONIC SUBMISSION OF BUILDING PLANS & DOCUMENTS FOR REGULATORY APPROVAL**

On 20 Nov 2001, the CORENET e-Submission system was launched by the Minister for National Development at BauCon Asia 2001. The e-Submission system is a one-stop, non-stop electronic infrastructure that enables Qualified Persons (QPs) to submit their applications for planning approvals, building plan approvals, building permits and certificates at the touch of a button from the comfort of their offices or homes. With this service, all the regulatory agencies involved in building approval are now virtually housed under one roof.

2 When the electronic submission was conceived several years ago, it was our intention to phase out the manual submission as soon as possible once the e-Submission is in operation. Hence, we have set a target of 2 years to phase out manual submission and make electronic submission mandatory by 31 Dec 2003. Government will take the lead by requiring all new Government projects to be submitted electronically by 1 Jul 2002. Hence, effective from **1 Jul 2002**, QPs would have to use the e-Submission system for regulatory approval of all new government projects. This requirement would be extended to all other new non-government projects submitted for regulatory approval from **1 Jan 2004**. Exemptions may be made, on a case by case basis, for classified projects.

3 The e-Submission system website address is [www.corenet-ess.gov.sg](http://www.corenet-ess.gov.sg). Your members can proceed to register as users online. A copy of the e-Submission guidelines is posted on the web. You can also find the contact person and address to assist you in matters pertaining to e-Submission at the stated URL.

4 To encourage and facilitate the industry in the changeover to e-Submission system, the Building and Construction Authority has mapped out comprehensive training and promotion plans which include financial incentive packages for users of e-Submission. Further details on these plans are available at [www.corenet.gov.sg](http://www.corenet.gov.sg).

5 Notwithstanding the abovementioned dates for mandatory e-Submission, your members are encouraged to start using the e-Submission system early for a smooth

transition. Applications for regulatory approval via hardcopy submissions will continue to be accepted and processed in the usual manner in parallel with the electronic system up to the crossover dates for the respective categories of projects.

6 I would appreciate it if you could convey the contents of this circular to members of your organization. If you or your members have any queries concerning this circular, please contact Mr Cheng Tai Fatt at Tel 3258661 (E-mail: [CHENG\\_Tai\\_Fatt@bca.gov.sg](mailto:CHENG_Tai_Fatt@bca.gov.sg)) who would be pleased to assist you.

Yours faithfully

DING HOCK HUI  
SENIOR MANAGER  
BUILDING PLAN DEPARTMENT  
for COMMISSIONER OF BUILDING CONTROL

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All e-Submission Agencies (Distribution List B)

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