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Building Engineering Division (#05-00)

Fax : 6325 7482

DID : 6325 7481

14 Oct 2009

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Dear Sir/Madam

## **BCA DESIGN AND ENGINEERING SAFETY EXCELLENCE AWARDS 2010**

We are pleased to inform you that nominations are now open for the BCA's **Design and Engineering Safety Excellence Awards 2010**.

2. The Awards aim to inculcate a strong safety culture among building professionals in developing our built environment. It is awarded to Qualified Persons for Structural Works, his/her consultancy firm and other members in the project team to recognise their efforts in overcoming various challenges to achieve safety and excellence in design and engineering works.

3. We cordially invite all Qualified Persons for Structural Works (together with the project team members - developer, architect, builder, specialist professional engineers and specialist builders) to participate and nominate their projects for the Design and Engineering Safety Excellence Awards 2010 which will be given out at the BCA Awards Night in April/May 2010. The closing date for nomination is **02 Jan 2010**

4. A copy of the details and application form for the Awards is attached in the letter and the information is also available on the BCA website at <http://www.bca.gov.sg>. If you require any clarification, please contact Er. Ng Kay Beng (Tel: 63257581; E-mail: [ng\\_kay\\_beng@bca.gov.sg](mailto:ng_kay_beng@bca.gov.sg)) or Er. Tan Chong Lin (Tel: 63254891; E-mail: [tan\\_chong\\_lin@bca.gov.sg](mailto:tan_chong_lin@bca.gov.sg)).

5. I would appreciate it if you could bring to the attention of your members the contents of this circular. Thank you

Yours faithfully



LIM BENG KWEE  
CHAIRMAN  
SAFETY AWARD ORGANISING COMMITTEE  
BUILDING AND CONSTRUCTION AUTHORITY

## CIRCULAR DISTRIBUTION LIST

### **ASSOCIATIONS / SOCIETIES**

PRESIDENT  
INSTITUTION OF ENGINEERS, SINGAPORE (IES)  
70, BUKIT TINGGI ROAD  
SINGAPORE 289758  
[ies@iesnet.org.sg](mailto:ies@iesnet.org.sg)

PRESIDENT  
ASSOCIATION OF CONSULTING ENGINEERS, SINGAPORE (ACES)  
70, PALMER ROAD #04-06  
PALMER HOUSE  
SINGAPORE 079427  
[acesing@starhub.net.sg](mailto:acesing@starhub.net.sg)

PRESIDENT  
SINGAPORE CONTRACTORS ASSOCIATION LIMITED (SCAL)  
CONSTRUCTION HOUSE  
1 BUKIT MERAH LANE 2  
SINGAPORE 159760  
[enquiry@scal.com.sg](mailto:enquiry@scal.com.sg)

PRESIDENT  
SINGAPORE INSTITUTE OF ARCHITECTS (SIA)  
79 NEIL ROAD  
SINGAPORE 088904  
[info@sia.org.sg](mailto:info@sia.org.sg)

PRESIDENT  
SOCIETY OF PROJECT MANAGERS (SPM)  
MACPHERSON ROAD P.O.BOX 1083  
SINGAPORE 913412  
[sprojm@yahoo.com](mailto:sprojm@yahoo.com)

PRESIDENT  
SINGAPORE INSTITUTE OF BUILDING LIMITED (SIBL)  
70 PALMER ROAD,  
#03-09C PALMER HOUSE  
SINGAPORE 079427  
[josephine@sib.com.sg](mailto:josephine@sib.com.sg)

PRESIDENT  
REAL ESTATE DEVELOPERS' ASSOCIATION OF SINGAPORE (REDAS)  
190 CLEMENCEAU AVENUE  
#07-01 SINGAPORE SHOPPING CENTRE  
SINGAPORE 239924  
[enquiry@redas.com](mailto:enquiry@redas.com)

PRESIDENT  
SINGAPORE INSTITUTE OF SURVEYORS & VALUERS (SISV)  
20 MAXWELL ROAD #10-09B  
MAXWELL HOUSE SINGAPORE 069113  
[sisv.info@sisv.org.sg](mailto:sisv.info@sisv.org.sg)

PRESIDENT  
SINGAPORE STRUCTURAL STEEL SOCIETY (SSSS)  
336-C KING GEORGE'S AVENUE  
KING GEORGE BUILDING  
SINGAPORE 208572  
[avconsul@pacific.net.sg](mailto:avconsul@pacific.net.sg)

PRESIDENT  
GEOTECHNICAL SOCIETY OF SINGAPORE  
C/O PROFESSIONAL ACTIVITIES CENTRE  
NUS FACULTY OF ENGINEERING  
9 ENGINEERING DRIVE 1  
SINGAPORE 117576  
[geoss@nus.edu.sg](mailto:geoss@nus.edu.sg)

PRESIDENT  
PROFESSIONAL ENGINEERS BOARD, SINGAPORE (PEB)  
1ST STOREY, TOWER BLOCK, MND COMPLEX  
5 MAXWELL ROAD  
SINGAPORE 069110  
[registrar@peb.gov.sg](mailto:registrar@peb.gov.sg)

PRESIDENT  
BOARD OF ARCHITECTS (BOA)  
5 MAXWELL ROAD  
1ST STOREY TOWER BLOCK  
MND COMPLEX  
SINGAPORE 069110  
[boarch@singnet.com.sg](mailto:boarch@singnet.com.sg)

DIRECTOR  
PROTECTIVE INFRASTRUCTURE & ESTATE  
DEFENCE SCIENCE & TECHNOLOGY AGENCY  
1 DEPOT ROAD #03-01J  
SINGAPORE 109679  
[lcheehio@dsta.gov.sg](mailto:lcheehio@dsta.gov.sg)

DEPUTY DIRECTOR  
PROJECT DEVELOPMENT & MAINTENANCE BRANCH  
MINISTRY OF EDUCATION  
1 NORTH BUONA VISTA DRIVE  
OFFICE TOWER LEVEL 9  
SINGAPORE 138675  
[eng\\_wee\\_tong@moe.gov.sg](mailto:eng_wee_tong@moe.gov.sg)

DIRECTOR  
BEST SOURCING DEPARTMENT  
PUBLIC UTILITIES BOARD  
40 SCOTTS ROAD #18-01  
ENVIRONMENT BUILDING  
SINGAPORE 228231  
[moh\\_wung\\_hee@pub.gov.sg](mailto:moh_wung_hee@pub.gov.sg)

Building and Construction  Authority

 Design & Engineering  
Safety Excellence  
*Award*

**BUILDING AND CONSTRUCTION  
AUTHORITY**

**BCA  
DESIGN AND ENGINEERING  
SAFETY EXCELLENCE AWARDS 2010**

**THE BCA DESIGN & ENGINEERING SAFETY EXCELLENCE AWARDS 2010** give recognition to the Qualified Person for Structural Works [QP(ST)], QP(ST)'s firm and the project team for ingenious design processes and solutions in overcoming project challenges to ensure safety in design, construction and maintenance of building and civil engineering projects locally and overseas.

**The Awards** aim to:-

- a) inculcate a strong safety culture among building professionals in developing our built environment
- b) give recognition to QP(ST)s and their firms for engineering achievements
- c) provide an avenue through which competition for work excellence can be enhanced.

**CATEGORY OF AWARDS**

The Awards will be given out for the following categories:

- **Residential**
- **Commercial**
- **Institutional and Industrial**
- **Civil Engineering**
- **Overseas**

**ELIGIBILITY**

In order to be considered for the Awards, nominated projects must meet the following eligibility criteria:

- Local projects must have been completed and have obtained **TOP or CSC between 1<sup>st</sup> Jan 2007 and 31<sup>st</sup> Dec 2009**. For Overseas category, the project must be completed for operation or have obtained the TOP / CSC equivalent in the country between **1<sup>st</sup> Jan 2007 and 31<sup>st</sup> Dec 2009**.
- Projects that had been submitted for nomination previously will not be eligible.

## ASSESSMENT CRITERIA

The assessment criteria for nomination under all categories, except Overseas category, are shown in the table below.

Nomination will be judged by an Assessment Committee which comprises representatives from both public and private sectors of the building and construction industry.

Safety-related incidents, e.g. fatality, accidents and etc. that occurred during the project would be taken into consideration during the evaluation process for the award

<b>BUILDING and CIVIL ENGINEERING PROJECTS</b>		
<b>A</b>	<b><i>Design</i></b>	70%
	<p><u>1) Structural Design processes and solutions that emphasize safety</u>            Ingenious design processes and solutions to meet challenges posed by the unique nature of the project:</p> <p>i) elegant choice of special or innovative features, advanced structural system, including robust design concept, or materials to address the challenges and risks;</p> <p>ii) design solutions that can be constructed safely enhancing buildability and economy;</p> <p>iii) synergistic collaboration/integration of design between structural engineer, architect, builder and other design professionals resulting in a better solution;</p> <p>iv) judicious use of competent staff, peer review, specialists input, and verification tests</p>	15% 15% 15% 5%
	<p><u>2) Quality approach in design, details and specification</u></p> <p>i) comprehensive design analysis and checks;</p> <p>ii) project specific details and specifications to achieve the design intent</p>	5% 5%
	<p><u>3) Design for safe operation and maintenance</u></p> <p>i) provisions for safe inspection/maintenance of building elements after completion</p> <p>ii) special design provisions to enhance occupant safety/comfort.</p>	5% 5%
<b>B</b>	<b><i>Construction</i></b>	30%
	<p><u>1) Construction quality and safety</u>            Commitment to high standards of site management and building safety beyond statutory duties:</p> <p>i) QP(ST)'s design management of erection methods, construction sequence and temporary works to enhance safety during construction;</p> <p>ii) QP(ST)'s supervision, inspection regime, QA/QC plan, testing and monitoring programme</p>	10% 10%
	<p><u>2) Public Safety</u>            Minimize impact of construction activities to the immediate neighbourhood:</p> <p>i) provision to manage safety and clean environment to minimize adverse public feedback.</p> <p>ii) adoption of structural systems that minimize impact to the neighbourhood during construction</p>	5% 5%

## ASSESSMENT CRITERIA (OVERSEAS CATEGORY)

The assessment criteria for nomination under Overseas Category are shown in the table below.

Nomination will be judged by an Assessment Committee which comprises representatives from both public and private sectors of the building and construction industry.

Safety-related incidents, e.g. fatality, accidents and etc. that occurred during the project would be taken into consideration during the evaluation process for the award.

<b>BUILDING and CIVIL ENGINEERING PROJECTS</b>		
<b><i>Design</i></b>		100%
<u>1) Structural Design processes and solutions that emphasize safety</u> Ingenious design processes and solutions to meet challenges posed by the unique nature of the project:		
i) elegant choice of special or innovative features, advanced structural system, including robust design concept, or materials to address the challenges and risks;		20%
ii) design solutions that can be constructed safely enhancing buildability and economy;		20%
iii) synergistic collaboration/integration of design between structural engineer, architect, builder and other design professionals resulting in a better solution;		20%
iv) judicious use of competent staff, peer review, specialists input, and verification tests		5%
v) any special design input specific to the country.		5%
<u>2) Quality approach in design, details and specification</u>		
i) comprehensive design analysis and checks;		10%
ii) project specific details and specifications to achieve the design intent		10%
<u>3) Design for safe operation and maintenance</u>		
i) provisions for safe inspection/maintenance of building elements after completion		5%
ii) special design provisions to enhance occupant safety/comfort.		5%

## **PRESENTATION TO ASSESSMENT COMMITTEE**

Only shortlisted nominees will be required to put up a presentation to the Assessment Committee on their nominated projects. The presentation will likely be held in **Mar/Apr 2010** and it can be in Microsoft Powerpoint, multi-media and /or video presentation highlighting the distinctive features of the project and addressing the evaluation criteria. The presentation shall not be more than 15 minutes and will be followed by a question and answer session.

## **ANNOUNCEMENT OF AWARDS**

The Awards will only be conferred to projects that have achieved the highest standards of design and engineering for safety excellence. Merit award may be presented to projects which have achieved a high degree of commendation but not sufficient to win the BCA Design & Engineering Safety Excellence Award.

Winners of the BCA Design & Engineering Safety Excellence Awards will receive a specially-designed plaque. In addition, the developer/owner, architect, main contractor, specialist professional engineers and specialist contractors of the award winning project will be presented with a Certificate each. The winning projects will receive the Award from the Guest-of-Honour at the BCA Awards Night.

BCA will notify all nominees of the results which will also be released to the press. All enquiries concerning entries for the BCA Design & Engineering Safety Excellence Awards shall be officially written to the following address:

The Secretary  
BCA Design & Engineering Safety Excellence Awards 2010  
Building and Construction Authority  
5 Maxwell Road #05-00  
Tower Block MND Building  
Singapore 069110

Attention: Mr Ng Kay Beng  
Email address: [ng\\_kay\\_beng@bca.gov.sg](mailto:ng_kay_beng@bca.gov.sg)  
Tel : 63257581 Fax : 63257482



## TERMS AND CONDITIONS

Nominees shall agree to abide by the following terms and conditions governing the Awards:

1. All materials submitted in connection with the entries shall become the property of Building and Construction Authority (the BCA).
2. Award recipients are expected to share information on their successful projects with the construction industry. This sharing of information may take the form of presentations, seminars, exhibitions and/or the hosting of company visits.
3. The BCA reserves the right to use any materials submitted in connection with the entries in any way it deems fit, without payment or royalties, and regardless of the results of the Award. This includes, but not limited to, the publication and/or exhibition of photographs, materials and /or names.
4. Nominees shall fully indemnify the BCA and hold it harmless, against any claim, liability, responsibility or damages which may result from the BCA's use of the materials submitted by entrants in connection with their entries.
5. The Assessment Committee reserves the right to defer the judgment on any shortlisted project if at any time during the assessment process, any development or incident arise concerning any party linked to the project, which is likely to result in adverse publicity to the Awards, the BCA and /or the construction industry. The duration of any such deferment shall be at the sole discretion of the Assessment Committee.
6. The BCA reserves the right to withdraw or withhold any award, if in the opinion of the BCA, the conferment of such award might result in any adverse publicity to the Awards, the BCA and/or the construction industry, because of any development or incident concerning any party linked to the recommended award winning project. The duration and extent of any such withdrawal or withholding shall be at the sole discretion of the BCA.

## REQUIREMENTS OF ENTRY

### ENTRY FORM

Nominations must be made on the Entry Form which should be submitted by **02 Jan 2010** to:

The Secretary  
BCA Design & Engineering Safety Excellence Awards 2010  
Building and Construction Authority  
5 Maxwell Road #05-00  
Tower Block MND Building  
Singapore 069110

## PROJECT REPORT

**Fourteen** (14) copies of the Project Report must be submitted to the BCA Secretary together with the Entry Form. The project Report should include photographs and drawings where appropriate.

The Project Report shall be type-written in Time New Roman, Font 12 and single spaced in **A4 format**. As far as possible, all materials should be bound into the submission in **A4 format** and shall include the following sections:

- **Title Page (Max. 1 page)**
  - Project name
  - Role of firm
  - Role and names of other consultants/architects
  
- **Report proper (Max. 10 pages)**

The report proper shall include the following headings to address each of the assessment criteria:

  - **Fact sheet** – (Annex A)
  - **Synopsis** – a brief project description (200 words).
  - **Structural Design processes and solutions that emphasis safety** – Should describe the ingenious design processes and solutions to meet challenges posed by the unique nature of the project
  - **Quality approach in design, details and specifications** - Should describe how comprehensive the design analysis and checks and project specific details and specifications to achieve design intent. Relevant extract of drawings, design, specifications shall be enclosed as appendix.
  - **Design for safe operation and maintenance** - Should describe the provisions for safe inspection/maintenance of building elements and special design provisions to enhance occupant safety/comfort.
  - **Construction quality and safety** – Should describe QP(ST)'s design management of erection methods, construction sequence and temporary works to enhance safety during construction and QP(ST)'s supervision, inspection regime, QA/QC plan, testing and monitoring programme.
  - **Public safety** – Should describe the impact of construction activities to the immediate neighbourhood and how it was minimized.
  
- **Photographs, sketches and diagrams (Max. 5 pages)**
  - Photographs, sketches or diagrams may be used to illustrate and describe the achievement. Colour photocopies may also be used.
  
- **Verification of fatality / accident records from the Ministry of Manpower for the project and details of fatality / accidents records.**
  
- **Details of other safety-related incidents such as:**
  - i) BCA permit revocation;
  - ii) Stop-Work orders from other agencies (LTA, MOM, etc);
  - iii) Damage to properties

**Note:** Other materials such as display panels, audio-visuals, elaborate presentations, etc, are not required at the submission stage and will not be examined. The committees' assessment will be based on the submissions lodged in accordance with the above requirements and other private enquiries which they may wish to make at their discretion.

**ADDITIONAL MATERIALS REQUIRED FROM SHORTLISTED NOMINEES:**

The shortlisted nominees will be required to submit in Microsoft PowerPoint which can be used for the audio-visual presentation during Awards Presentation and for other publicity activities. A soft copy of the presentation and photographs stored in CD-R / DVD-R shall be submitted.

**MEDIA RELEASE**

The synopsis, approved by the project team and included in the submission, may be used by the BCA in preparing a media release and script for the Awards Presentation should the submission is successful.

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AWARDS 2010**

**FACT SHEET**

Nominees are required to list down the salient points of the project making reference to the assessment criteria. The number of words per heading shall be limited to 100. Information are to be provided for all sections, except for Overseas category nominees who are not required to provide information for Section B

**General:** Describe the challenges and the ingenious design process and solutions posed by the unique nature of the project.

**A1:** Design processes and solutions that emphasize safety. Should describe the ingenious design processes and solutions to meet challenges posed by the unique nature of the project.

**A2:** Quality approach in design, details and specifications. Should describe how comprehensive the design analysis and project specific details and specifications are to achieve the design intent.

**A3:** Design for safe operation and maintenance. Should describe the provisions for safe inspection/maintenance of building elements and special design provisions to enhance occupant safety/comfort.

B1: Construction quality and safety. Should describe QP(ST)'s design management of erection methods, construction sequence and temporary works to enhance safety during construction and QP(ST)'s supervision, inspection regime, QA/QC plan, testing and monitoring programme.

B2: Public safety. Should describe how the impact of construction activities to the neighbourhood was minimised.

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DESIGN AND ENGINEERING SAFETY EXCELLENCE  
AWARDS 2010**

**NOMINATION FORM**

I have read and understood the eligibility requirements and wish to nominate the following project for the BCA Design and Engineering Safety Excellence Awards. I understand BCA reserves the right to defer judgment on the project if the project has pending court cases on safety-related fatality.

NOMINATION MADE BY QUALIFIED PERSON FOR STRUCTURAL WORKS / PROFESSIONAL ENGINEER (FOR OVERSEAS CATEGORY) / QP's OR PE's FIRM

Name of QP (Structural Works) / PE (for Overseas Category):	
Signature:	
E-mail address:	
Name, Address, Tel & Fax of Firm	
Name & Designation of Firm's Principal/Chief Executive:	
Signature:	
E-mail address:	
Project Title:	
BP Number:	
Category of Nomination:	
TOP or CSC Date:	
Actual Construction Cost:	

## AGREEMENT OF DEVELOPER/OWNER

I support the above nomination and declare that the project is currently not involved in any legal dispute pertaining to any complaint on safety issues in the project. I understand that BCA reserves the right to defer judgment on the project should any legal dispute arise during the assessment process.

Name, Address, Tel & Fax of Developer/Owner:	
Name & Designation of Principal/Chief Executive of Developer/Owner:	
Signature:	
E-mail address:	

INFORMATION ON PROJECT AND OTHER PROJECT PARTIES

Name of Project:	
Construction Period of Project:	
Name of QP (Building Plans):	
Name, Address, Tel & Fax of Firm:	
E-mail address:	
Name of Builder:	
Name, Address, Tel & Fax of Builder:	
E-mail address:	
Name of Specialist Consultant (where applicable):	
Name, Address, Tel & Fax of Firm:	
E-mail address:	
Name of Specialist Consultant (where applicable):	
Name, Address, Tel & Fax of Firm:	
E-mail address:	
Name of Specialist Consultant (where applicable):	
Name, Address, Tel & Fax of Firm:	
E-mail address:	



INFORMATION ON PERMIT REVOCATION / STOP WORK ORDER

S/ N	Duration		Issued by (eg. BCA, MOM, LTA, NEA, etc)	Reasons for the Permit Revocation / Stop Work Order	Details of the Damage to Properties
	From (date)	To (date)			
1					
2					
3					
4					
5					