

Our Reference.: BCA BC 15.0.3 Building Plan & Management Group

4 June 2013

See Distribution

Dear Sir/Madam

- (A) **SUBMISSION OF AS-BUILT BUILDABLE DESIGN SCORE AND CERTIFICATE OF COMPLIANCE FOR CONSTRUCTABILITY SCORE AT APPLICATION FOR TEMPORARY OCCUPATION PERMIT (TOP)**
- (B) **SUBMISSION OF STATISTICAL GROSS FLOOR AREA (SGFA) DRAWINGS**

This circular is to remind the industry on:

- a) the requirement to submit As-Built Buildable Design Score and Certificate of Compliance for Constructability Score at the time of application for Temporary Occupation Permit (TOP); and
- b) the need to show statistical gross floor area (SGFA) on the drawings at the application for approval for building plan.

(A) Submission of As-Built Buildable Design Score and Certificate of Compliance for Constructability Score

2 BCA wishes to remind the industry that for all projects whose first application for planning permission from URA is on or after 15 July 2011, the Qualified Person is required to submit its As-Built Buildable Design Score and Certificate of Compliance for Constructability Score at the time of application for TOP. To avoid unnecessary delay to the grant of TOP, instead of submitting at the point of application for TOP, the industry is advised to submit these documents to BCA even earlier for clearance once the works are completed on-site.

3 From recent site inspections, BCA found a number of projects to have deviated from the earlier approved computation on buildable design and constructability scores. Thus, BCA would also like to highlight to the industry that, under the Building Control (Buildability) Regulations, any person who wishes to depart or deviate from any approved plans and any builder who

wishes to depart or deviate from any construction technique or process must ensure that the minimum buildable design score and constructability score requirements are still being met.

(B) Submission of Statistical Gross Floor Area (SGFA) on Drawings

4 For quicker verification by BCA on the accuracy of computation of SGFA during the approval of building plan, with effect from 1 July 2013, QPs who are applying for approval of building plan will be required to include the outline of areas attributable to SGFA as a separate layer in the drawings submitted. QPs are reminded to turn off the layers in the last saved view. This information is in addition to the current SGFA Table being submitted for building plan approval.

Clarification

5 We would appreciate it if you could convey the contents of this circular to the members of your organisation. For clarification, you may email to bca_enquiry@bca.gov.sg or call the following hotlines.

Hotline/Contact Person	Contact Number
BP Hotline	6325 7159
For details on Buildability	
Kong Chew Kwek (Ms)	6325 5062
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Yours faithfully



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