



CBPU/10.13.1

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31 Oct 98

President
Singapore Institute of Architects
(Fax No.: 2262663)

ANNEX 4

President
The Institution of Engineers, Singapore
(Fax No.: 4671108)

President
Association of Consulting Engineers Singapore
(Fax No.: 3242581)

Dear Sirs

APPEAL MECHANISM FOR DISPUTES BETWEEN QPs AND ENV DEPARTMENTS

Since 15 Aug 98, we have implemented the revised procedure for the submission of BPs on EH and DPs on sewerage and surface water drainage. Under the revised procedure, QPs would need to endorse on the BPs and DPs that they are prepared in accordance with the technical requirements of the relevant ENV's codes of practice and other regulations. CBPU will register the BPs and DPs and clear them without checking within 24 hours.

2 With the implementation of the revised procedure, we have established the following 2-level mechanism to resolve disputes between QPs and ENV departments in the interpretation of compliance of ENV's requirements at TOP/CSC stage:

(a) Level 1

QP refers a dispute to the Head (HOD) of the ENV department concerned for consideration.

If QP is not satisfied with HOD's decision, he will refer the dispute to an Appeal Committee at Level 2. The Appeal Committee is chaired by Mr Tan Teng Huat (Director of Environmental Policy & Management Division) and comprises a member each from SIA, IES, ACES and the HOD of the ENV department concerned. CE(CBPU) is the Secretary.

(b) Level 2

Appeal Committee will sit and consider the dispute. The Appeal Committee may invite the QP to present his dispute.

The decision of the Appeal Committee shall be final.

3 To avoid disputes at TOP/CSC stage, QPs are advised to make good use of the pre-consultation sessions in CBPU to consult ENV officers on the preparation of their plans as well as seek waivers for deviations. For submission of plans with deviations from requirements, QPs shall first seek and obtain waivers in writing before submitting the plans to CBPU for registration.

4 The pre-consultation sessions are held every Tuesday, Wednesday and Thursday morning in CBPU and QPs need not make prior appointment to consult ENV officers at the sessions. In order to make it even more convenient for QPs to consult ENV officers, CBPU will from Nov 98 extend the pre-consultation sessions from 3 to 4 mornings (9.00 am to 12 noon on every Tuesday, Wednesday, Thursday and Friday).

5 We would be grateful if you could inform your members of the 2-level appeal mechanism and the 4 mornings for pre-consultations.

6 This circular will be published on the CBPU web page at <http://www.gov.sg/env/cbpu>

Yours faithfully

FOONG CHEE LEONG
CHIEF ENGINEER
CENTRAL BUILDING PLAN UNIT

cc Head (Sewerage Department)
Head (Drainage Department)
Head (EHD)