

# SINGAPORE CIVIL DEFENCE FORCE FIRE SAFETY AND SHELTER DEPARTMENT

HQ SINGAPORE CIVIL DEFENCE FORCE  
91 Ubi Avenue 4 Singapore 408827  
Website: <http://www.scdf.gov.sg>



Please quote our ref. no. in all future correspondences

CD/FSSD/12/01/03/04

DID: 68481407

FAX: 68481493

28 Dec 2007

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 Sirs

## **MANDATORY ELECTRONIC PAYMENT SCHEME FOR WAIVER APPLICATIONS & LODGEMENT OF MINOR ADDITIONS & ALTERATIONS (MAA) APPLICATIONS - REMINDER**

Please refer to our earlier circular dated 4 Sep 07 on the mandatory electronic payment scheme. We wish to remind all that from 1st Jan 2008, we shall be implementing mandatory electronic payment for fees for waiver applications and lodgement of Minor Addition and Alteration (MAA) works. As from this date, SCDF will not accept cheque payment for such applications.

2. The applicant could pay via any of the following electronic means:
  - i) NETS,
  - ii) Cashcard,
  - iii) Credit Card,
  - iv) GIRO,
  - v) Flexi-pay, or
  - vi) JAV (Government agencies who are NFS users can continue to pay via JAV)
  
3. SCDF will process the applications only after the full requisite fees are paid. The application will be rejected if payment is not received within four weeks from the date of acknowledgement letter.

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4. We appreciate it if you could convey contents of this circular to your members. The circular is also available for viewing in CORENET-einfo:<http://www.corenet.gov.sg/einfo> and SCDF internet website – <http://www.scdf.gov.sg/>.

5. For enquiry or clarification, please contact Mr Ian Chan (on payment) at DID 68481603 or Lta Lau Heng Hui (on procedures) at DID: 68481413.

Yours faithfully,

(Transmitted thru' 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, PSB – (Attn: Ms Tan Chiew Wan / Mr Lau Keong Ong)  
GM, SPRING Singapore – (Attn: Mr Teo Nam Kuan)