

Your Ref :

Our Ref: CD/FSSD/12/02/03/01

Date : 30 October 2015

Registrar, Board of Architects
Registrar, Professional Engineers Board
President, Singapore Institute of Architects
President, Institution of Engineers, Singapore
President, Association of Consulting Engineers, Singapore

Dear Sir/Mdm

FIRE SAFETY REQUIREMENTS FOR OUTDOOR DISPLAY AREAs (ODAs)

It is common practice for shop owners/operators to display their merchandises along the common walkways in front of their shops. Some shop owners/operators extend their goods display areas beyond their premises by erecting awnings/canopies or makeshift shelter to enhance their business operations. The indiscriminate or haphazard placement of goods poses a fire risk as it impedes the escape of people during a fire emergency. However, adherence to the requirements under the prevailing Fire Code would cause difficulties to most of the shop owners/operators, especially those at old shophouses, to set up any ODA.

2. To support a more pro-business environment, SCDF has formulated a set of fire safety requirements specially for ODAs (see attached FSR 12: 2015), in consultation with relevant stakeholders and government agencies, to lessen the difficulty faced by shop owners/operators in setting up ODAs and at the same time ensuring that fire safety of shop patrons, occupants and neighbouring properties are not compromised. This FSR shall take effect from 30 Apr 2016.

3. Please convey the contents of this circular to members of your Institution/Association/Board. The circular is also available in CORENET-e-Info: <http://www.corenet.gov.sg/einfo>



SCDF – A member of the Home Team

4. For any inquiry or clarification, please contact LTC Choh Choon Jin at Tel. No. 68481454 or email address CHOH_Choon_Jin@scdf.gov.sg.

Yours faithfully,

(transmitted via e-mail)

MAJ Tan Chung Yee
Fire Safety and Shelter Department
for Commissioner
Singapore Civil Defence Force

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SINGAPORE CIVIL DEFENCE FORCE

FIRE SAFETY REQUIREMENTS FOR OUTDOOR DISPLAY AREAS

FSR 12 : 2015

Effective Date: 30 Apr 2016

Issued by :

Fire Safety Plans Compliance Branch

Fire Safety & Shelter Department

(Total 11 pages)

FSR 12 : 2015

FIRE SAFETY REQUIREMENTS FOR OUTDOOR DISPLAY AREAS

1 SCOPE

This set of fire safety requirements (FSR 12 : 2015) shall be applicable to the following four types of Outdoor Display Areas (ODAs):

1.1 Non roofed-over ODA detached from building

This refers to the ODA where goods are displayed at the outdoors without any roofing. An example of this type of ODA is the outdoor flea market.

1.2 Roofed-over ODA detached from building

This refers to the ODA where goods are displayed at the outdoor with roofing. An example of this type of ODA is the outdoor kiosk.

1.3 ODA along covered walkway

This refers to the ODA where goods are displayed along the common walkway in front of a shop unit.

1.4 ODA with extended awning/canopy

This refers to the ODA where goods are displayed underneath the awning/canopy extended from a shop front.

(See Annex A for the pictorial illustration of the different types of ODAs.)

2 GENERAL

2.1 This FSR shall be read in conjunction with the prevailing Code of Practice for Fire Precautions in Buildings, namely, the Fire Code.

2.2 This FSR shall take precedence over similar requirements (if any) stipulated in the prevailing Fire Code.

- 2.3 Where ODA encroaches onto neighbouring property/properties or state land, it is the responsibility of the ODA's owner/operator to seek no objection from the property owner(s) for the setting up of ODA on his property.
- 2.4 Refer to Annex B for detailed illustrations of fire safety requirements for various ODAs.

3 FIRE SAFETY REQUIREMENTS

3.1 Non roofed-over ODA detached from building

- 3.1.1 The goods display area shall be located at least 3m from the roof eaves and/or boundaries of the neighbouring buildings.
- 3.1.2 There is no control on the size/height of the ODA and the materials used for displaying goods at the ODA.

3.2 Roofed-over ODA detached from building

- 3.2.1 The goods display area shall be located at least 3m from the roof eaves and/or boundaries of the neighbouring buildings.
- 3.2.2 The maximum total length of stalls shall not exceed 6m. A separation distance of at least 3m shall be provided between stalls if the total length exceeds 6m. However, the continuous length of stalls can exceed 6m if hosereel is provided to cover these stalls.
- 3.2.3 There is no control on the size/height of the ODA and the materials used for displaying goods at the ODA.

3.3 ODA along covered walkway

- 3.3.1 A clear width of not less than 1.2m shall be maintained along the covered walkway at the shop front.
- 3.3.2 Racks for displaying goods shall not exceed 3m in length. There shall be a minimum 1m wide clear path between rows of racks. Goods shall not be stacked higher than 2m above floor level.
- 3.3.3 There shall not be any drop-down screen at the ODA for protecting merchandises from the weather elements, except the retractable type approved by SCDF. The retractable screen shall retract upon activation of smoke detectors or during a power failure.

- 3.3.4 Goods shall not be placed within 3m from the discharge points of exit staircases. However, if there is more than one exit staircase or there is a rear escape at the 1st storey for single exit staircase, the distance can be reduced to 1.5m.
- 3.3.5 Goods, shelves or racks shall not be left overnight at the ODA outside the shop after operating hours.
- 3.3.6 Hosereel shall be provided to cover the ODA if the total area of shop and ODA per unit exceeds 150m² or if the unit above the shop is used for non-residential purposes. The hosereel shall be located adjacent to exit.

3.4 ODAs with extended awning/canopy

- 3.4.1 The depth of awning/canopy shall not exceed 2.4m. There is no restriction on the use of material for the awning/canopy.
- 3.4.2 The awning/canopy shall be setback at least 3m from the discharge points of exit staircases. However if there is more than one exit staircase or there is a rear escape at the 1st storey for single exit staircase, the distance can be reduced to 1.5m.
- 3.4.3 Goods, shelves or racks shall not be left overnight at the ODA outside the shop after operating hours.
- 3.4.4 A clear width of not less than 1.2m shall be maintained along the covered walkway at the shop front.
- 3.4.5 Racks for displaying goods shall not exceed 3m in length. There shall be a minimum 1m wide clear path between rows of racks. Goods shall not be stacked higher than 2m above floor level.
- 3.4.6 There shall not be any drop-down screen at the ODA for protecting merchandises from the weather elements, except the retractable type approved by SCDF. The retractable screen shall retract upon activation of smoke detectors or during a power failure.
- 3.4.7 Hosereel shall be provided to cover the ODA if the total area of shop and ODA per unit exceeds 150m² or if the unit above the shop is used for non-residential purposes. The hosereel shall be located adjacent to exit.
- 3.4.8 For sprinkler-protected buildings, the sprinkler system shall be extended to cover the ODA. The sprinkler shall not be obstructed by the stacked merchandises and a minimum vertical clearance of 0.5m shall be maintained between the goods and the sprinkler heads.

3.5 Other Fire Safety Requirements Applicable to all ODAs

- 3.5.1 There shall be no open flame activities at the ODAs.
- 3.5.2 The ODAs shall not encroach onto any fire engine accessway/access road.
- 3.5.3 Fire extinguisher(s) shall be provided to cover the ODAs so that no person needs to travel more than 15m to reach an extinguisher. For roofed-over ODA detached from building, fire extinguishers shall be provided for each stall.

4 APPROVAL OF FIRE SAFETY PLANS

4.1 Non roofed-over ODA detached from building

Application for approval of fire safety plans for ODAs complying fully with clause 3.1 and its sub-clauses is not required.

4.2 Roofed-over ODA detached from building

- 4.2.1 For ODA complying fully with clause 3.2 and its sub-clauses, the owner/operator of the ODA can apply for Temporary Permit if the intended period of occupation of the ODA is not exceeding two months.
- 4.2.2 When the intended period for the display of goods is more than two months, the owner/operator of the ODA shall engage a Qualified Person to submit fire safety plans to SCDF for approval. A Registered Inspector(s) of relevant discipline shall also be engaged by the owner/operator to inspect the completed fire safety works.

4.3 ODA along covered walkway

Application for approval of fire safety plans for ODAs complying fully with clause 3.3 and its sub-clauses is not required except when drop-down screen is used at the ODA for protecting merchandises from the weather elements (clause 3.3.3). For the installation of drop-down screen, the owner/operator of the ODA shall engage a Qualified Person to prepare and lodge the fire safety plans with SCDF under the Lodgement Scheme for minor addition/alternation works.

4.4 ODAs with extended awning/canopy

- 4.4.1 Application for approval of fire safety plans for ODAs complying fully with clause 3.4 and its sub-clauses is not required except when:

- a) drop-down screen is used at the ODA for protecting merchandises from the weather elements (clause 3.4.6), or
- b) the building sprinkler system is extended to cover the ODA (clause 3.4.8).

4.4.2 For the installation of drop-down screen, the owner/operator of the ODA shall engage a Qualified Person to prepare and lodge the fire safety plans with SCDF under the Lodgement Scheme for minor addition/alternation works. For the extension of building sprinkler system to cover the ODA, a Registered Inspector(s) of relevant discipline, in addition to the Qualified Person, shall also be engaged by the owner/operator to inspect the completed fire safety works.

TYPES OF OUTDOOR DISPLAY AREAS

Annex A



Non roofed-over ODA detached from building



Roofed-over ODA detached from building

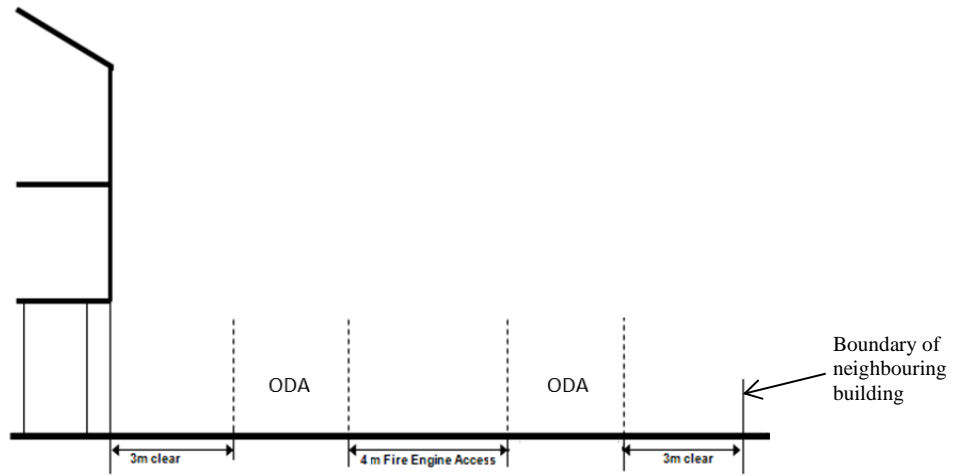


ODA along covered walkway



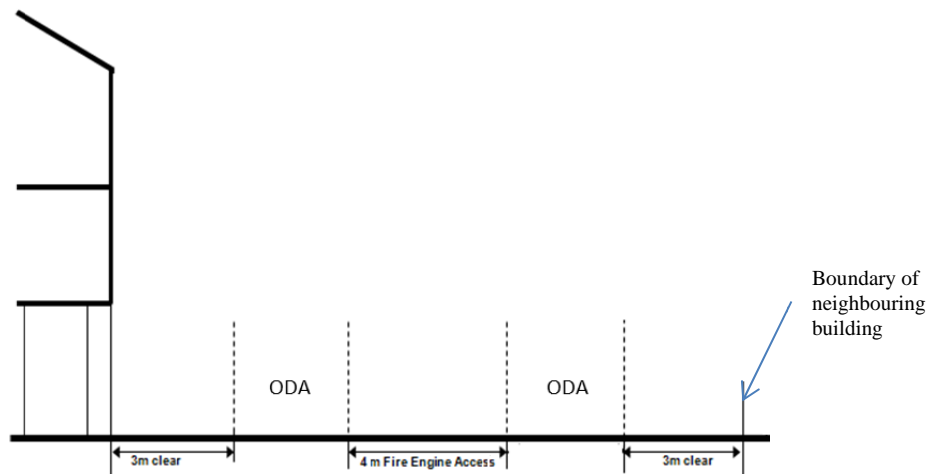
ODA with extended awning/canopy

FIRE SAFETY REQUIREMENTS FOR NON ROOFED-OVER ODA DETACHED FROM BUILDING

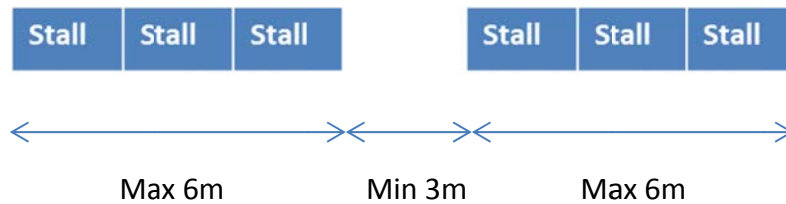


The goods display area shall be located at least 3m from the roof eaves and/or boundaries of the neighbouring buildings

FIRE SAFETY REQUIREMENTS FOR ROOFED-OVER ODA DETACHED FROM BUILDING



The goods display area shall be located at least 3m from the roof eaves and/or boundaries of the neighbouring buildings




The maximum total length of stalls shall not exceed 6m. A separation distance of at least 3m shall be provided between stalls if the total length exceeds 6m. However, the continuous length of stalls can exceed 6m if hose reel is provided to cover these stalls.

FIRE SAFETY REQUIREMENTS FOR ODA ALONG COVERED WALKWAY



$\geq 3\text{m}$ or $\geq 1.5\text{m}$ if there is more than one exit staircase or there is a rear escape at 1st storey for single staircase

 : Goods, shelves or racks

FIRE SAFETY REQUIREMENTS FOR ODA UNDERNEATH EXTENDED AWNING/CANOPY

