



REMINDER - ONLINE SUBMISSION SYSTEM FOR LICENSED PLUMBERS

Dear Sir/Mdm

Introduction of New Online Submission System for Licensed Plumbers and Discontinuation (Termination) of Hardcopy and Fax Submission

We refer to our circular on the Introduction of New Online Submission System for Licensed Plumbers dated 30 November 2016.

- 2. PUB introduced the following online submission system for Licensed Plumbers (LPs) on 1st December 2016. Please see Annex for the user guide.
 - a. Notification of Water Service Work by Licensed Water Service Plumber
 - b. Certification of Satisfactory Completion of Water Service Work by Licensed Water Service Plumber
 - c. Notification of Cleaning and Disinfection of Water Storage Tanks
 - d. Inspection and Certification of Water Storage Tank

The e-services can be accessed via PUB's webpage

https://www.pub.gov.sg/compliance/qualifiedpersonsportal/eservices/application

3. We wish to inform that hardcopy and fax submission will not be accepted from 1 April 2017 onwards. Please make your submissions through our online submission system.

Clarification

4. Should you need any clarification on the above matters, please contact us at pub bpu@pub.gov.sg or 67313512.

Thank you.

Michael Toh Director

Water Supply Network

PUB

Goh Pin Cheh

Head

Building Plan Unit

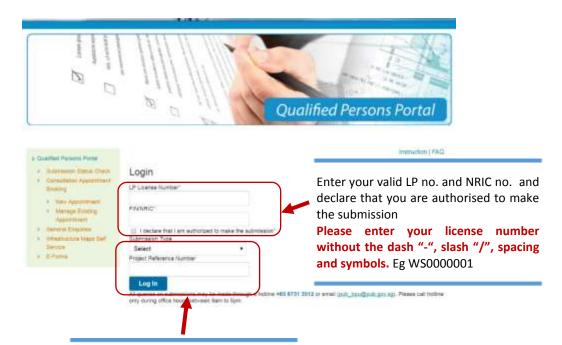
PUB



ANNEX USER GUIDE FOR THE ONLINE SUBMISSION SYSTEM FOR LICENSED PLUMBERS (LPs)



At the login page



Choose if this is a new or resubmission. If this is a resubmission, you may enter project reference number.

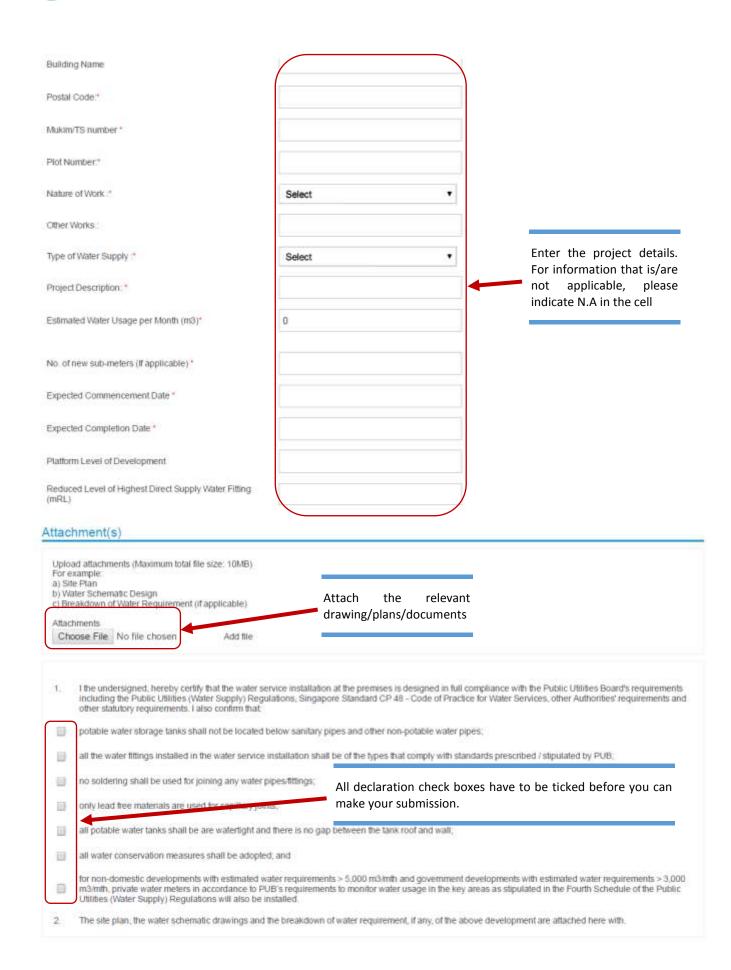
Click log in once all information are furnished



Notification of Water Service Work by LP/QP

Details of LP	
Name *	Submission Date *
LP Licence Number*	NRICEIN Number*
Address:*	Please confirm your email address
Office Tel/Ext.*	Mobile Number: *
For draft records, please enter the previous Reference No. (other Reference No.)	wise, keep this field blank) Load Draft Record
Particular of Customers	
Indicate NA if not applicable Name:*	
Name of Company:	
Block Number*	
Street Name*	Enter the customer
Unië*	information. For information that is/are not
Building Name	applicable, please indicate N.A in the cell
Postal Code:"	
Office TelExt.*	
Email Address."	
Project Location and Details	
Indicate NA if not applicable Address.*	
Block Number:*	Enter the project details. For information that is/are
Street Name*	not applicable, please indicate N.A in the cell
Unit	







Certification of Satisfactory Completion of Water Service Work by Licensed Water Service Plumber

Details of LP			
Name."			
LP Licence Number:*		NRIC/FIN Number.*	
Address.*		Email Address*	Please confirm your email
		Confirm Email Mobile	address
Office Tel/Ext.*		Number:	
Location and Details of Project	t		
Indicate NA if not applicable			
Water Utility Account Number*			Enter the SP account
Job Number*			number and the Notification of Water
Location of Work			Service Work job reference number
Address.*			
Block Number:*			
Street Name*			
Unit			
Building Name*			
Postal Code:*			
Mukim/TS number *			
Plot Number:*			
Nature of Work."	Select	•	
Urgent Repairs	No	*	
Project Description: *			
Other Works			
Type of Water Supply ."	Select	•	

omm	encement Date *	Enter the project
ompl	etion Date *	commencement and completion dates.
tac	hment(s)	
Fore	ad attachments (Maximum total file size: 10MB) xampte: wer Letter	
	hematic Drawings, if applicable	Attach the relevant
Attac	hments	drawing/plans/documents
Ch	cose File No file chosen	
		nowledge and belief, the water service installation/work was carried out in accordance with the Public Utilities (Water Supply) Regulations, Singapore Standard CP 48 – Code of Practice for Water Services, rements. I also confirm that:
	Utilities Board's requirements including the Public Authorities' requirements and other statutory requirements and other statutory requirements are not located below	Utilities (Water Supply) Regulations, Singapore Standard CP 48 – Code of Practice for Water Services, rements. I also confirm that: sanitary pipes and other non-potable water pipes.
0	Utilities Board's requirements including the Public Authorities' requirements and other statutory requirements and other statutory requirements are not located below	Utilities (Water Supply) Regulations, Singapore Standard CP 48 – Code of Practice for Water Services, rements. I also confirm that:
	Utilities Board's requirements including the Public Authorities' requirements and other statutory requirements and other statutory requirements are not located below	Utilities (Water Supply) Regulations, Singapore Standard CP 48 – Code of Practice for Water Services, rements. I also confirm that: sanitary pipes and other non-potable water pipes, stallation are of the types that comply with standards prescribed / stipulated by PUB;
	Utilities Board's requirements including the Public Authorities' requirements and other statutory requirements are not located below all the water fittings installed in the water service in	Utilities (Water Supply) Regulations, Singapore Standard CP 48 – Code of Practice for Water Services, rements. I also confirm that: sanitary pipes and other non-potable water pipes, stallation are of the types that comply with standards prescribed / stipulated by PUB;
D	Utilities Board's requirements including the Public Authorities' requirements and other statutory requirements and other statutory required to the local statutory required to the water storage tanks are not located below all the water fittings installed in the water service in no soldering is used for joining any water pipes/fittings.	Utilities (Water Supply) Regulations, Singapore Standard CP 48 – Code of Practice for Water Services, rements. I also confirm that: sanitary pipes and other non-potable water pipes; installation are of the types that comply with standards prescribed / stipulated by PUB; All declaration check boxes have to be ticked before you can make your submission.
D	Utilities Board's requirements including the Public Authorities' requirements and other statutory requirements and other statutory requirements are not located below all the water storage tanks are not located below all the water fittings installed in the water service in no soldering is used for joining any water pipes/fittionly lead free materials are used for capillary below water tanks are watertight and there is not soldered.	Utilities (Water Supply) Regulations, Singapore Standard CP 48 – Code of Practice for Water Services, rements. I also confirm that: sanitary pipes and other non-potable water pipes; installation are of the types that comply with standards prescribed / stipulated by PUB; All declaration check boxes have to be ticked before you can make your submission.
	Utilities Board's requirements including the Public Authorities' requirements and other statutory requirements and other statutory requirements are not located below all the water storage tanks are not located below all the water fittings installed in the water service in no soldering is used for joining any water pipes/fittionly lead free materials are used for capillary below water tanks are watertight and there is not soldered.	Utilities (Water Supply) Regulations, Singapore Standard CP 48 – Code of Practice for Water Services, rements. I also confirm that: sanitary pipes and other non-potable water pipes; installation are of the types that comply with standards prescribed / stipulated by PUB; All declaration check boxes have to be ticked before you can make your submission. In gap between the tank roof and wall; ed electrical devices and equipment have been tested and are safe and acceptable for operation;

Notification of Cleaning and Disinfection of Water Storage Tanks

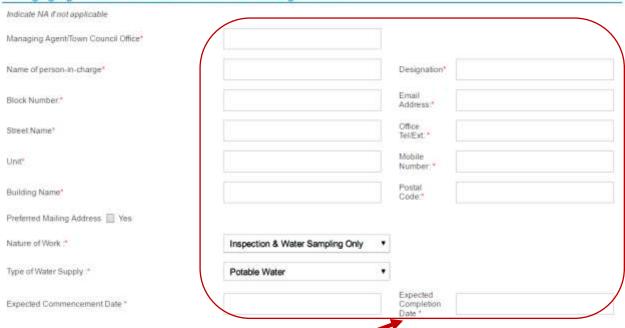
Fields marked with "are manda Details of LP	tory			
Name;*			Submission. Date *	
LP Licence Number.*			NRICFIN Number*	
Address.*			Email Address.*	Please confirm your email
			Confirm Email*	address
Office Tel/Ext.*			Number *	
For draft records, please enter Reference No:	the previous Reference N	io lotherwise, keep this field blan	nk).	Load Draft Record
Project Location and I	Details			
Location of Work				
Indicate NA if not applicable				
Postal Code *				
Building Number*				
Address."				
Block Number."				Enter the project details.
Street Name*				For information that is/are not applicable, please
Unit*				indicate N.A in the cell
Building Name*				
Mukim/TS number *				
Plot Number*				
Particular of the Regis	stered Consumers			
Indicate NA if not applicable				
Name of person-in-charge*			Office TelExt *	
Name of Company*			Email Address*	
Address.*				
			1	
				Enter the custom information. F information that is/are n

applicable, please indicate

N.A in the cell

Block Number*	
Street Name*	
Unit*	
Building Name*	
Postal Code.*	
Preferred Mailing Address 😿 Yes	

Managing Agent's Details/Town Council Office-in-charge Details



Enter the MA or TC details. For building without MA or TC, please enter the following

Email Address – <u>na@na.com</u>
Office Number – Eight zeroes (0000000)
Mobile Number – Eight zeroes (0000000)
Postal Code – Six zeroes (000000)

For information that is/are not applicable, please indicate N.A in the cell

Inspection & Certification of Water Storage Tank

Details of LP		
Name.*		
LP Licence Number:	NRICIFIN Number:	
Address*	Please confirm address	your email
Office Tel/Ext*	Email* Mobile Number	
For draft records, please enter the previous Reference No.		
Reference No:	Load D	Iraft Record
Project Location and Details		
Indicate NA if not applicable		7
Postal Code."	If you h	nave save a
PUB Account Number*	may retriev	earlier, you ve the details
Building Number*		e reference signed to the
Address:*	project	
Block Number:*		
Street Name*		
Unit		project details. ation that is/are
Building Name*		cable, please
MusinyTS number *		
Plot Number*		
Particular of the Registered Consumers		
Indicate NA if not applicable		
Name of person-in-charge*	Office Tel/Est *	
Name of Company*	Email Address.*	
Block Number*		
		For that is/are not please indicate

Street Name	e*								
Unit*									
Building Na	me*								
Postal Code	**								
Managin	g Agent's Details/Town C	Council	Office-in-cha	rge Det	ails				
Indicate NA	if not applicable	,							_
Managing A	gent/Town Council Office*								
Name of pe	rson-in-charge*					Designat	tion*		
Block Numb	er:*					Email Address:	*		
Street Name	3*					Office Tel/Ext: *			
Unit*						Mobile Number:	*		
Building Na	me*					Postal Code:*			
Nature of W	ork:*		Select		•				
Inspection 8	Water Sampling Done		No		▼	Date of Certificat	ion*		
Inspection,	Cleaning & Disinfection Done		No		•	Date of Cleaning Disinfecti			
Total Num	ber of Tanks				1		the MA or To	tails. For building following	g without MA
Low Level T	iank(s)*		0				Address – na		
Intermediate	e Level Tank(s)*		₀ Enter the for the pro		r of Tanks			zeroes (0000000 t zeroes (000000	
High Level	Tank(s)*),ccc			Il Code – Six z		
							nformation tate N.A in the	is/are not appli	cable, please
nspect	ion & Certification	of Wa	ater Storag	ge Tai	nk				W.
anks Det	ails								10 €2
Tank Name	Material	Сар.	Dimensions	FI, Ivi	Remarks		Date of sample	Date of Testing	
High Level			1						

Dimension Format

For rectangular tank: no. of compartments (Length X Width X Height)e.g. 2 (3 X 2 X 1)

For rectangular tank with unequal compartment size: (Length X Width X Height of compartment 1), (Length X Width X Height of compartment 2 ie.g. (3 X 2 X 1), (2 X 2 X 1)

For cylindrical tank: (diameter X Height) e.g. 3 X 3

Note: Dimensions are in metres (m) and Effective Capacity in cubic metres (m3)

Enter the tank

based on

the

details

format

Inspection & Certification of Water Storage Tank

Detailed Checklist

I declare that I have, to the best of my knowledge, checked and ensure the compliance of the following points in accordance with the latest requirements and guidelines stipulated by PUB at the time of my submission:

I have checked the items	Checked	Defects
Room / enclosure housing low level tanks locked.		
Room / enclosure housing low level tanks secured with high quality locks with non-duplicable keys:	0	
Access door to high level tanks locked.	ы	
Access door to high level tanks secured with high quality locks with non-duplicable keys.	Ð	
Water tanks are adequately enclosed (e.g. proper height, proper types etc.)	Ð	
Inspection covers at water tanks locked.	Ш	
High quality locks with non-duplicable keys are used for inspection cover at water level tanks.	D	
Inspection cover at water tanks installed with stainless steel brackets secured with tapered round nuts	Ð	
Proper stainless steel nettings with 0.65mm aperture installed at warning/overflow/vent pipes.	D	
Warning/overflow/vent pipes not damaged.	ш	
No holes/gaps on water tanks surface.	0	
No sediments in water tank	В	
2 Sampling taps provided (for water tanks installed during or after 2005)		
Attachment(s)	1	
Upload attachments (Maximum total file size: 10MB) Please attach reports from SAC - SINGLAS accredited laboratory to show that the water samples taken examinations	tom every tan	k pass of the chemical and backteriological
Attachments * Choose File No file chosen Add file		
Note. The Licensed Water Service Plumber shall submit this form together with the water quality test re-	orts to UB w	ithin $\mathcal T$ days of completion of the work.

All declaration check boxes have to be ticked before you can make your submission. If there are defects, please indicate the details of the defect(s) in the box provided