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

Date   : 21 Aug 2018

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 (2018) FOR CERTIFICATION OF REGULATED FIRE SAFETY PRODUCTS/MATERIALS

The above fire safety requirements are issued to align with the changes made to the Fire Code on 21 Aug 2018. While the Fire Code contains the technical requirements, this document prescribes any other requirements regarding the certification of regulated fire safety products/materials.

2.   The list of regulated fire safety products/materials, its required test standards, and surveillance regime are updated and provided in Table 11A of the Fire Code. It is also available on the SCDF website at https://www.scdf.gov.sg.

3.   The implementation of this new Fire Safety Requirements takes effect on 1 Mar 2019, to provide grace period for compliance by the building industry and all Certification Bodies. Notwithstanding this, SCDF has no objection to the adoption of the new Fire Safety Requirements with immediate effect.

SCDF – A member of the Home Team

4.   The contents of this Fire Safety Requirements may be subjected to further revisions following the review conducted by the Cladding Regulatory Regime Review Advisory Panel. The industry will be informed of any revisions and the implementation timeline in due time once the review is completed.

5.   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.

6.   For clarification, please contact Mr Pang Tong Teck at Tel: +65 6848 1403 or E-mail: Pang_Tong_Teck@scdf.gov.sg.

Yours faithfully

(transmitted via email)

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

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SCDF Fire Safety Standing Committee
Fire Code Review Committee

FIRE SAFETY AND SHELTER DEPARTMENT
SINGAPORE CIVIL DEFENCE FORCE

FIRE SAFETY REQUIREMENTS

FSR 1:2018

CERTIFICATION OF
REGULATED FIRE SAFETY PRODUCTS & MATERIALS
(2018)

Effective Date: 1 Mar 2019[1]

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[1] Certification Bodies may adopt the new Fire Safety Requirements (2018) with effect from the launch of the 2018 Fire Code i.e. from 21 Aug 2018.

SCOPE

1   The fire safety requirements include the following:

    a   Accreditation requirements for Certification Bodies (CBs) offering services in Singapore;

    b   List of fire safety products/materials regulated by SCDF; and

    c   Acceptable test standards, product certification requirements and surveillance regime for regulated fire safety products/materials.

ACCREDITATION REQUIREMENTS

2   All CBs offering services in Singapore to certify regulated fire safety products/materials shall be accredited by Singapore Accreditation Council (SAC), and shall comply with the requirements stipulated in ISO/IEC 17065 (Conformity assessment - Requirements for Bodies Certifying Products, Processes and Services).

3   All CBs offering services to conduct inspection for regulated fire safety products/materials shall be accredited by SAC or recognized by SAC via the Mutual Recognition Arrangement (MRA), and shall comply with the requirements stipulated in ISO/IEC 17020 (Conformity Assessment – Requirements for the Operation of Various Types of Bodies Performing Inspection).

4   All testing laboratories offering services to test regulated fire safety products/materials shall be accredited by SAC or recognized by SAC via the MRA, and shall comply with the requirements stipulated in ISO/IEC 17025 (General Requirements for the Competence of Testing and Certification Laboratories).

5   All overseas CBs shall have their local offices and representatives in Singapore to follow up on queries/complaints and monitor the products/materials certified by them.

6   CBs participating in the Product Listing Scheme (PLS) shall inform SCDF officially of its intention and submit to SCDF its Certificate of Accreditation and Schedule issued by SAC for record. In addition, SCDF may request for additional information or impose other requirements on the CBs.

CERTIFICATION REQUIREMENTS

7   The list of regulated fire safety products/materials and required surveillance regime are given in Table 11.1A of the Fire Code. Certification of these regulated fire safety products shall comply with the requirements stipulated in ISO/IEC 17067 (Conformity Assessment - Fundamentals of Product Certification and Guidelines for Product Certification Schemes) and shall be based on the following certification schemes (defined in Chapter 11 of the Fire Code):

        a   Scheme Type 1b (Scheme 1b)

        b   Scheme Type 2 (Scheme 2)

        c   Scheme Type 5 (Scheme 5)

ASSESSMENT OF MODIFICATION TO CERTIFIED FIRE SAFETY PRODUCTS/MATERIALS

8   Refer to clause 11.3.1 of the Fire Code.

PROVISION OF MINIMUM INFORMATION BY CBS ON CERTIFIED FIRE SAFETY PRODUCTS/MATERIALS AND PRODUCTS/MATERIALS WHICH FAILED THE CERTIFICATION REQUIREMENTS

9   CBs shall provide the minimum information as specified in Annex A in their directory for certified fire safety products/materials and products/materials which failed the certification requirements for verification by the public. Such information shall be part of the audit requirements of SAC.

APPLICANTS OF FIRE SAFETY PRODUCTS SEEKING MULTIPLE CERTIFICATIONS FROM CBS

10   An applicant who seeks certification of their fire safety products with a CB shall declare the status of certification he had with the previous CB.

11   If the applicant had previously sought certification with a CB but failed in its certification attempt, he is required to submit the latest audit report and surveillance test results prepared by the previous CB to the new CB for their reference and highlight any improvement made to the product to be certified by the new CB.

12   However, if the applicant declares that he has yet to seek certification with any CB, it shall be mandatory for the CB that is approached by the applicant to confirm the status from the directory of certified and failure products maintained by the other CBs.

13   If the CB subsequently finds out that the applicant had earlier approached a CB but failed in its certification attempt, the CB shall require the applicant to (i) submit the latest audit report and surveillance test results prepared by the previous CB and (ii) highlight any improvement made to the product. If the applicant fails to do so, the CB shall reject the applicant's application for certification of his product.

14   Compliance of the procedures by the CBs shall be part of the audit requirements of SAC.

VALIDITY OF TEST REPORTS FOR REGULATED FIRE SAFETY PRODUCTS

15   Refer to clause 11.3.2 of the Fire Code.

VALIDITY OF CERTIFICATE OF CONFORMITY (COC) FOR REGULATED FIRE SAFETY PRODUCT

16   Refer to clause 11.3.3 of the Fire Code.

17   CBs who issue the COC shall maintain a record of the COC for 10 years. CBs shall provide all records to SCDF upon request within the prescribed timeline.

MANAGEMENT OF FIRE SAFETY PRODUCT LABELS

18   CBs who issue the fire safety product labels shall maintain a record for periodic audit. The records shall be maintained for 10 years. CBs shall provide all records to SCDF upon request within the prescribed timeline.

19   Fire safety product labels are controlled and serialized items. Such records shall form part of the audit requirements of SAC to ensure its transparency and accountability.

20   The supplier of a regulated fire safety product shall make a police report on the missing product labels before they are replaced with new labels by the CBs. CBs are also required to conduct an investigation on the root cause of the missing product labels, and to submit a report to SCDF.

TRACEABILITY OF CERTIFIED PLS LISTED PRODUCTS

21   Regulated fire safety products listed under the PLS and certified under Scheme Type 5 (Scheme 5) (Discrete System) and Scheme Type 1b (Scheme 1b) are issued with product labels which are displayed on the products. To enhance accountability, speedy audit process and traceability of regulated fire safety product, the supplier who is the certificate holder of COCs of these categories of regulated products shall also display labels which include their company's name on the certified fire safety products.

22   Both the product labels and company labels displayed on the certified fire safety products shall be water-proof, tampered-proof and capable of preventing forgery of labels.

23   The product labels must indicate the product category, unique label identification number and CB logo.

Annex A

PROVISION OF MINIMUM INFORMATION BY CERTIFICATION BODIES ON CERTIFIED FIRE SAFETY PRODUCTS/MATERIALS UNDER PLS

1. Applicant (includes company's name, address, contact nos)

2. Brand

3. Model

4. Certificate No

5. Scheme of COC

6. COC Expiry Date

7. Description

8. Country of Origin

9. Product Details (includes insulation, integrity, density/weight, etc)

10. Test Standard

11. Test Report Reference

PROVISION OF MINIMUM INFORMATION BY CERTIFICATION BODIES ON PRODUCTS/MATERIALS WHICH FAILED THE CERTIFICATION REQUIREMENTS

1. Applicant (includes company's name, address, contact nos)

2. Brand

3. Model

4. Description

5. Country of Origin

6. Product Details (includes insulation, integrity, density/weight, etc)

7. Test Standard

8. Test Report Reference