

CBPD Lodgement Scheme Expansion

Fax: 6731 9725 (NEA)

Our Ref: NEA/EP/PDD/05-00075

Date: 4 Sep 2018

CIRCULAR TO PROFESSIONAL INSTITUTES

Who should know

Owners, Developers, Architects, Engineers, Contractors and Builders.

Expansion of the Lodgement scheme

Background

The National Environment Agency (NEA) implemented a lodgement scheme for Minor Development Projects (MDP) on 29 Jan 2018. Currently, only MDP developments that do not involve pollution control and most of the environmental health requirements (e.g. pavilion, linkways etc.) will qualify for the lodgement scheme.

New Change

2. We had received positive feedback for the lodgement scheme. NEA will be expanding the scheme to include Additional & Alteration (A&A) works to landed properties. The A&A works to landed properties that meet the following conditions can now be submitted through the lodgement scheme:

- The A&A works comprises only internal upgrading works such as internal staircases, partition works, renewal of flooring, installation of lifts, etc.;
- Any A&A works related to roof, shelter or canopies are to comply with section 9 in the Code of Practice on Environmental Health (COPEH) or meet the requirements stated in the NEA's circular (Ref: NEA/EP/PDD/05-00075); Please refer to Annex A for the circular and the revised Section 9 of the COPEH 2017.
- No air-conditioning & mechanical ventilation (ACMV) works are involved. There will be no new, replacement or relocation of ACMV equipment such as condenser units (CUs) and/or variable refrigerant volume units (VRVs).

3. The new changes will take effect from **15 Sep 2018** onwards. The Qualified Persons (QPs) can download a copy of the revised **Lodgement Scheme Application form** available at CBPD's website: <https://www.nea.gov.sg/our-services/building-planning/consultation> or use the QR code attached to make a lodgement plan submission.



When filling up the lodgement scheme application, the QPs are required to:

- Provide a brief description on the proposed scope of work;
- Attach the necessary supporting plans;
- Declare compliance with section 9 of COPEH on Anti-Mosquito Breeding;
- Declare other sections of COPEH is not applicable for the proposed development; and
- Declare that no pollution control work is involved.

4. The completed Lodgement Scheme application form is to be emailed to the following email address: cbpd_consultation@nea.gov.sg. Upon receiving the completed and correct application form, our officer will issue a Certificate of Statutory Completion (CSC) clearance letter for the proposal within three (3) working days.

5. Should you have further queries, please call the following CBPD officers below. Alternatively, you may contact NEA's hotline at 1800 2255225 or email us at contact@nea.gov.sg.

s/n	Name of Officer	Contact no.	Email address
1	Ms Teh Swee Kheng	6731 9653	teh_swee_kheng@nea.gov.sg
2	Ms Melissa SY Ong	6731 9663	melissa_sy_ong@nea.gov.sg
3	Mr Saidi Mahmat	6731 9432	saidi_mahmat@nea.gov.sg

8. This circular is also available from our website at the following address: <https://www.nea.gov.sg/corporate-functions/resources/circulars/circulars>

Thank you

SAIDI MAHMAT
for DIRECTOR
CENTRAL BUILDING PLAN DEPARTMENT
NATIONAL ENVIRONMENT AGENCY

cc The President
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The President
Association of Consulting Engineers Singapore (ACES)
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Singapore 915702

The President
The Institute of Engineers Singapore (IES)
70 Bukit Tinggi road
Singapore 289758

The President
Real Estate Developers' Association of Singapore (REDAS)
190 Clemenceau Avenue #07-01
Singapore Shopping Centre
Singapore 239924

The President
Singapore Contractors Association Limited (SCAL)
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Annex A



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NOTIFICATION ON SCENARIOS THAT DO NOT REQUIRE ROOF GUTTER WAIVER SUBMISSION

Reference : NEA/EP/PDD/05-00075
Date: 1 Nov 2017

CIRCULAR TO PROFESSIONAL INSTITUTIONS

Who should know

Developers, Qualified Person

Dear Sir / Mdm

NOTIFICATION ON SCENARIOS THAT DO NOT REQUIRE ROOF GUTTER WAIVER SUBMISSION

1 Currently, Qualified Persons (QPs) are required to submit waiver application for the provision of roof gutter (including rainwater outlets, scupper drains and rainwater downpipes) in new developments or existing buildings where there are A&A or reconstruction works involving alteration of roof structures.

2 With immediate effect, roof gutter waiver requests will not be required for rainwater outlets/scupper drains/rainwater downpipes on flat roofs (including balconies) which are directly accessible by staircase or fixed ladder¹ and enclosed by safety railings or parapet walls which are at least 1m in height, whereby there is safe and permanent space on the roof (or balcony) to maintain and inspect the entire length of the rainwater outlets/scupper drains/rainwater downpipes. The Qualified Person shall make their professional assessments on whether the rainwater outlets/scupper drains/rainwater downpipes on flat roofs/balconies met the above requirements.

¹ The fixed ladder shall be erected in accordance to WSH Code of Practice for Working Safely at Heights

3 Waiver proposal to allow for the erection of roof gutters (including rainwater outlet, scupper drains and rainwater downpipes), other than the above-mentioned scenarios, shall be submitted to CBPD for approval. The approval for the waiver to allow erection of gutters will be considered on a case-by-case basis.

4 For further enquiry, please email CBPD_Consultation@nea.gov.sg.

5 Thank you.

9 ANTI-MOSQUITO BREEDING

9.1 Objective

During the design of any building or structures, the QP shall take into consideration and avoid features that may result in water stagnation and become potential breeding habitat for mosquitoes. Any part of a building where water stagnation may occur shall be provided with permanent and safe access for maintenance purpose.

9.2 Roof Gutter

a. With effect from 1 Nov 2005, no roof gutters shall be installed for any new developments.

b. With effect from 1 Sep 2016, existing roof gutters shall be removed or sealed up in all building works involving roof structures which are also A&A or reconstruction works, where such building works are as defined under the Building Control Act.

c. Qualified Persons (QP) are advised to consider alternative designs/solutions to ensure effective conveyance and drainage of rain water.

9.3 Air-Conditioning Tray

Trays or receptacles should not be placed beneath or on top of any air-conditioning unit as they may create conditions favourable for mosquito breeding. If there is a need for installation of such trays to address other issues, premises owners should ensure that they install HDB's patented air-conditioner trays. Regular checks and maintenance of the tray is still necessary to ensure there are no chokages at the drainage point that could result in water ponding. Premises owners are liable to be penalised under the Control of Vectors and Pesticides Act (CVPA) should NEA find the trays creating conditions favourable to the breeding and propagation of mosquitoes.

9.4 Floor Trap

Adequate measures, such as installation of anti-mosquito devices at the floor trap, shall be taken to prevent mosquitoes from breeding in the water seal of the floor trap.