

Ref No. BPU/05/2019

Date: 02 December 2019

Owners, Developers, Architects, Engineers, Contractors and Builders

Dear Sir/Mdm

**ENHANCEMENTS TO THE SUBMISSION PROCESS FOR TEMPORARY WORKS AFFECTING DRAIN / DRAINAGE RESERVE AND EARTH CONTROL MEASURES (ECM)**

**Implementation of e-Form to seek PUB's Approval to carry out temporary works affecting drain / Drainage Reserve**

We are introducing a new e-Form to provide a more streamlined approval process for Qualified Persons (QPs) submitting their plans for temporary works affecting PUB's drain / Drainage Reserve which will replace the email submissions that are used today.

2. The new e-Form will provide a standardised template for QPs to fill in and help ensure that all needed information is provided to PUB, which will allow PUB to better track each submission and help ensure that all temporary submissions are replied to in a timely manner.
3. The new e-form for temporary works submission will be available under PUB's QP's Portal E-Services from 1 January 2020, and can be found at [www.bpu.pub.gov.sg/Forms/EForms](http://www.bpu.pub.gov.sg/Forms/EForms). PUB will continue to accept email submissions until 1 March 2020. No new email submissions will be accepted thereafter.
4. Please refer to the [Annex](#) for a list of Frequently Asked Questions (FAQs).

**Reminder on the implementation of e-Form for PUB's Approval for works requiring Earth Control Measures (ECM)**

5. In November 2018, PUB also launched this e-Form to facilitate the Qualified Erosion Control Professionals' (QECP) submissions of ECM.
6. QECPs are reminded to use this e-Form to seek PUB's Approval before commencement of any works onsite involving earthworks. The e-Form can be found under PUB's QP's Portal E-Services at [www.bpu.pub.gov.sg/Forms/EForms](http://www.bpu.pub.gov.sg/Forms/EForms).

## Clarifications

7. Should you need any further clarifications on the above matters, please contact PUB BPU at [pub\\_bpu@pub.gov.sg](mailto:pub_bpu@pub.gov.sg) or at 6731 3512.

Thank you.



Goh Pin Chen  
Head (Building Plan Unit)  
PUB

## **Annex – Frequently Asked Questions (FAQs) on the e-Form to seek PUB’s Approval to carry out temporary works affecting drain / drainage reserve**

### *1. What types of works affecting drain / drainage reserves need to be submitted?*

All temporary works that could potentially affect any drain or drainage reserves should be submitted. Examples of such works include temporary drain diversions, works within drain, temporary crossings over drain or soil investigation works.

### *2. What key information needs to be submitted in the e-Form?*

Key information to be submitted via the e-Form includes, but is not limited to, site plans, project site location, proposed method of statement, contractors’, owners’ and QPs’ details, the date of commencement of the temporary works, and the dates of critical stages of the works during which drain capacity would be affected. Do note that the date of commencement of temporary works should at least be 1 month after the submission date.

### *3. If my email submission was submitted to PUB before 1 Mar 2020, will my resubmission after 1 Mar 2020 via email still be accepted?*

Yes. However, PUB will not accept any new submissions via email after 1 Mar 2020. Nonetheless, PUB strongly encourages QPs to use the e-Form from 1 Jan 2020 onwards.

### *4. Will there be an briefing to explain the changes to the industry?*

PUB targets to hold an industry briefing to provide further clarifications in February 2020. We encourage QPs to submit their feedback or queries to us via email at [pub\\_bpu@pub.gov.sg](mailto:pub_bpu@pub.gov.sg) before the briefing.

### *5. How long does it take to fill in the form?*

It will take about 15 minutes.

### *6. How quickly will PUB respond to the submission?*

PUB aims to provide our response as soon as possible. QPs can expect a response within 14 working days from the day of submission.

**DISTRIBUTON (via e-mail):**

The President  
Singapore Institute of Architects (SIA)  
Eunos Technolink  
Blk 3, Kaki Bukit Road 1, #02-01  
Singapore 415935

The President  
Singapore Contractors Association Limited  
(SCAL)  
Construction House  
1 Bukit Merah Lane 2  
Singapore 159760

The President  
Association of Consulting Engineers, Singapore  
(ACES)  
Thomson Road Post Office  
PO Box 034  
Singapore 915702

The President  
Singapore Institute of Building Limited (SIBL)  
70 Palmer Road  
#03-09C Palmer House  
Singapore 079427

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

The President  
Board of Architects Singapore (BOA)  
5 Maxwell Road  
#01-03 Tower Block  
MND Complex  
Singapore 069110

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

The President  
Professional Engineers Board, Singapore  
(PEB)  
5 Maxwell Road,  
#01-02 Tower Block  
MND Complex  
Singapore 069110

All CORENET e-Info subscribers