

FIRE SAFETY REQUIREMENTS

SINGAPORE CIVIL DEFENCE FORCE (SCDF)

The developer and building owner/management/user (the “**Proposer**”) are required to comply with the Fire Safety Act 1993 (the “**FSA**”) and the subsidiary legislation made thereunder, the prevailing “Code of Practice for Fire Safety Precautions in Buildings” (the “**Fire Code**”), the relevant Codes of Practices & Guidelines, and the SCDF Circulars. These general fire safety requirements are also applicable to any proposed temporary usage or installation. Where relevant, the following conditions will apply where applicable:

- (a) Before making any commitment (e.g., commitment to purchase/occupation or rental/lease *etc*) or commencement of any A&A works, the Proposer shall engage a Qualified Person (“**QP**”) to carry out feasibility studies to ensure the proposal can comply with the prevailing fire safety requirements (i.e., the FSA, the Fire Code and all other relevant standards/guidelines/circulars). The feasibility studies shall also ensure that the existing fire safety provisions of surrounding developments are not affected by the commitment or commencement of A&A works. Where relevant, the following conditions will apply:
- (b) For proposal involving A&A works, the QP will assist the Proposer to obtain the SCDF's Plan Approval and the FSC. The Proposer must ensure that all fire safety works are carried out in accordance with approved plans under Section 55 of the FSA and that FSCs are obtained under Section 60 of the FSA upon completion. Refer to **Annex A** for details.
- (c) The Proposer shall consult SCDF on any specific developments or structures having impact on SCDF operations (e.g., deep basement works, which are more than 4 storey or more than 24 metres in depth, tunnel or any other special developments, *etc*). In these circumstances, SCDF may impose additional fire safety requirements.
- (d) The Proposer shall ensure that their proposal will not affect existing other surrounding and neighbouring developments such as the exit provision, the side lane and back lane access, window openings (the unprotected openings requirements, *i.e.*, the Proposer and their QP shall strictly observe these existing conditions and provide more setback if necessary to prevent fire spread) and fire engine accessway *etc*. The Proposer and their QP shall consult SCDF directly for those new proposed building structures to be sited near to common boundary line, as additional fire safety requirements may be imposed.
- (e) For a residential building or place of public assembly (see cl 1.4.12 of the Fire Code 2023), next to an existing Petrol Service Station, the Proposer shall provide sufficient¹ separation distance between the new development and the boundary of the Petrol Service Station.

¹ Pursuant to cl 9.6.2.a.2 of the Fire Code 2023, the boundary line of petrol service stations shall be at least 50m from any residential building, or 90m from any place of public assembly (cl 1.4.12 of the Fire Code).

(f) For lease extensions, the Proposer is urged to engage a QP to assist them in obtaining SCDF's Plan Approval and Fire Safety Certificate ("**FSC**") (based on the prevailing requirements in the Fire Code) if it has not already been done so for the entire buildings/premises. The fire safety provisions and mitigation measures are essential for all buildings; for example, premises may have congregation of general public, and Nursing Homes & Childcare Centres may face mobility challenges during emergency situations that may arise. The premises/building owner, such as HDB, SLA and JTC *etc*, shall engage the Proposer and see how to address the shared concerns before considering granting their lease extension application.

(g) For applications of non-exclusive and limited religious use, the Proposer shall liaise directly with the building owner/management to ensure their proposed usage and number of occupants for that particular room and floor does not exceed the limit as originally approved. The Proposer shall provide the full details to the building owner/management so that the Emergency Response Plan ("**ERP**") can be updated accordingly.

(h) For new road development (including road widening, realignment, road expunction & interim measures, *etc*), the Proposer shall ensure that it does not affect or encroach upon any existing development compounds or any part thereof. For public fire hydrants, Proposers must liaise with PUB directly for any proposed relocation or erection of new fire hydrants.

(i) For drainage system development (such as, but not limited to, widening, realignment, extension & interim measures of drainage systems), it shall not affect or encroach upon any part of existing development compounds.

(j) The Proposer shall consult SCDF on the specific design requirements if the premises is to store or handle hazardous materials. SCDF may require the Proposer to:

- (i) conduct a Quantitative Risk Assessment Study;
- (ii) undertake additional fire safety requirements; and/or
- (iii) cease and discontinue any such proposal, if SCDF deems that there are significant fire safety risks to occupants within the premises or on the surrounding developments which cannot otherwise be mitigated

(k) For projects involving petroleum and flammable materials ("**P&FM**"), P&FM licences may be required. Proposer may visit the following listed link to obtain relevant information on P&FM licensing requirements via <https://www.scdf.gov.sg/fire-safety-services-listing/petroleum-and-flammable-material-licences>.

(l) If the Proposer has any doubts or queries regarding the fire safety requirements, plan approval procedures or P&FM licensing requirements, he may enquire SCDF via <http://www.scdf.gov.sg/home/feedback>.

(m) The Proposer acknowledges that non-compliance with the FSA may result in enforcement action by SCDF.

Annex A

The Proposer shall engage appropriately qualified professionals as required under the FSA:

- (i) A Qualified Person (QP) under Section 57 to prepare plans for fire safety works and supervise their execution;
- (ii) A Registered Inspector to certify completion of fire safety works for FSC applications under Section 60; and
- (iii) Where alternative solutions are proposed under Section 55, a Fire Safety Engineer to prepare or supervise preparation of plans and a Peer Reviewer to assess compliance with fire performance requirements.

2. The Proposer must obtain plan approval from SCDF under Section 55 of the FSA before commencement of any fire safety works. No person shall carry out, or permit or authorise the carrying out of, any fire safety works before the Commissioner has approved all the plans of the fire safety works under Section 55 or otherwise than in accordance with the approved plans. Carrying out fire safety works without approved plans or otherwise than in accordance with approved plans is an offence under Section 56 of the FSA, punishable by a fine not exceeding \$200,000 or imprisonment for a term not exceeding 2 years or to both, and in the case of a continuing offence, to a further fine not exceeding \$1,000 for every day or part of a day during which the offence continues after conviction.

3. For projects involving P&FM such as refineries and warehouses used for storage of bulk P&FM, the Proposer and their QP are strongly encouraged to arrange a consultation with Hazmat Department (Email: Md_Faizal_Latiff@scdf.gov.sg or Glen_Chua@scdf.gov.sg). Additional fire safety provisions and mitigation measures may be imposed.

4. Upon completion of any fire safety works, the Proposer must apply for and obtain a Fire Safety Certificate ("FSC") under Section 60 of the FSA. The FSC application must be accompanied by certification from a Registered Inspector that the completed fire safety works have been carried out in accordance with the approved plans, the Fire Code, and the provisions of the FSA. Failure to obtain an FSC where required is an offence under Section 60(13) of the FSA, punishable by a fine not exceeding \$10,000 and, in the case of a continuing offence, to a further fine not exceeding \$1,000 for every day or part of a day during which the offence continues after conviction.

5. For premises designated under the Fire Safety (Fire Certificate — Designated Buildings) Notification 2020, the Proposer shall obtain and maintain a valid Fire Certificate ("FC") under Section 35 of the FSA. The FC application timeline shall be as follows:

- (i) For new buildings designated under the Fire Safety (Fire Certificate — Designated Buildings) Notification 2020: The FC application shall be submitted within 12 months from the date a Certificate of Statutory Completion ("CSC") or Temporary Occupation Permit ("TOP") is issued in respect of the building, whichever is earlier;
- (ii) Where a Certificate of Statutory Completion ("CSC") or Temporary Occupation Permit ("TOP") was issued BEFORE the building was designated under the Fire Safety (Fire Certificate — Designated Buildings) Notification 2020: The FC application shall be submitted within 12 months after the building designation date;
- (iii) For buildings that were previously designated under the revoked Fire Safety (Fire Certificate) (Designated Buildings) Order 2016 (G.N. No. S 97/2016) and are now designated under the Fire Safety (Fire Certificate — Designated Buildings) Notification 2020, the designation date shall be deemed to be the original date when the building was first designated under the revoked 2016 Order, and the 12-month timeline for Fire Certificate application shall be calculated from that original designation date; and
- (iv) For renewal cases, the application shall be submitted at least 2 months before the FC expiry. The Proposer shall ensure that a QP certifies that the fire safety works are in good working condition and comply with the FSA and the regulations made thereunder.

6. The Proposer acknowledges that Section 35 of the FSA creates a strict liability offence for occupying or using designated buildings without a valid Fire Certificate. This means that lack of knowledge of the requirement is not a defence, and the Proposer may be prosecuted regardless of intent or awareness of the Fire Certificate requirement.

7. Should the Proposer require information relating to the application of Fire Safety Certificate ("**FSC**"), Temporary Fire Permit ("**TFP**") and Fire Certificate ("**FC**") the Proposer may visit the following listed links to obtain relevant information such as application criteria, pre-requisites and validity at (<https://www.scdf.gov.sg/home/fire-safety/permits-and-certifications/fire-safety-certificate-temporary-fire-permit> or <https://www.scdf.gov.sg/home/fire-safety/permits-and-certifications/fire-certificate>).