

SCHEDULE OF STATUTORY CONTROLS FOR FLATTED, RAMP-UP AND STACK-UP FACTORY CUSTOMERS

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A. Introduction

This schedule of statutory controls informs our customers of their obligations to the relevant governmental and statutory authorities (“Authorities”). It contains the conditions and requirements under the jurisdiction of the Authorities which our customers are legally bound to comply with, at our customers’ own cost and expense.

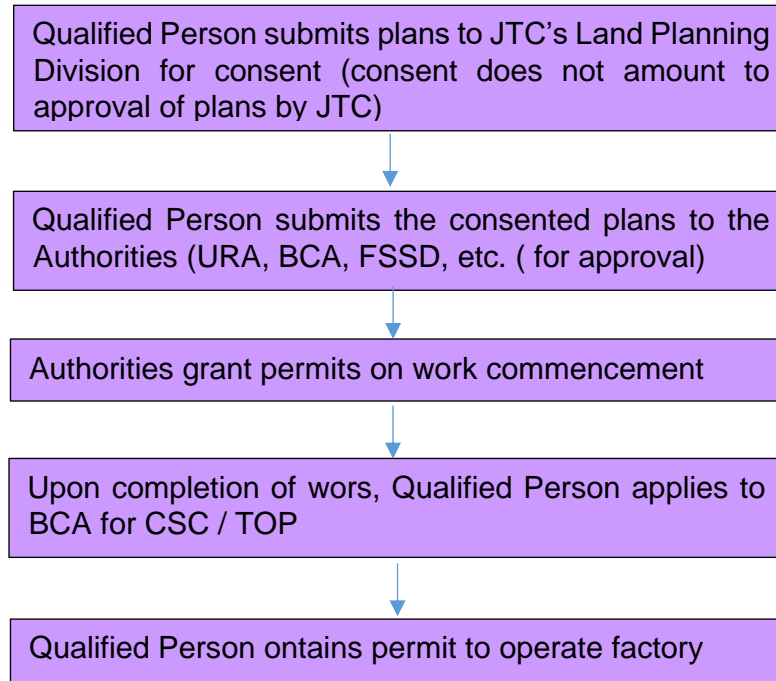
Please note that the statutory controls listed in this schedule are not exhaustive and serve merely as a guide to help our customers phase in. The responsibility and onus still lies with our tenants or lessees to familiarise themselves with all the requirements of the Authorities.

The information contained in this schedule, which was prepared in June 2007, is subject to change. While every reasonable care has been taken in providing the information, JTC Corporation (“JTC”) cannot be held responsible for any errors, inaccuracies or changes arising there-from.

B. Submission of Plans

- B1 You are required to submit the floor layout plans of your factory, and plans for air conditioning works and fire automatic system (e.g. heat / smoke detector, sprinkler system) in accordance with the terms of the tenancy or lease. You should proceed with the preparation and submission of the plans in accordance with the procedures stated in the **“Plan Consent and URA lodgement – Step-by-Step Guide”** in the JTC website.
- B2 You must not install any air-conditioning system, ventilation system, electrical system, telecommunication equipment, plant, machinery, fixtures, fittings or other installations in the Premises until the plans have been endorsed by the Land Planning Division of JTC.
- B3 You must also obtain prior written consent from JTC’s Land Planning Division if you intend to carry out alterations, additions, improvements or constructions at or in the Premises or any part of the building, regardless of whether they are temporary or permanent structures. These modifications include but are not limited to:
- B3.1 Repositioning or closing up of openings;
 - B3.2 Demolition or puncturing, or hammering, nailing, bolting, drilling, screwing or anchoring on or into walls, floors, ceilings, pillars or flues;
 - B3.3 Relocation of door; and
 - B3.4 Construction of partitions, awnings, dry walls or brick walls.
- B4 All additions and alterations to the Premises must be granted consent by JTC’s Land Planning Division and approved by the relevant Authorities such as the Building and Construction Authority (BCA), Fire Safety and Shelter Department (FSSD), and Urban Redevelopment Authority (URA), before you can commence such works.
- B5 For works such as reconstruction / extension, additions and alteration works, you may submit plans to JTC’s Land Planning Division for endorsement under the URA Plan Lodgement Scheme. You are advised to refer to JTC’s website (www.jtc.gov.sg) on the details of the scheme before deciding on the channel of plan submission.

- B6 You must not commence work until a permit for the commencement of works has been issued by BCA. A Qualified Person as defined under the Building Control Act (a professional engineer or registered architect) must be engaged to assist in the following certification process:



- B7 With regards to the Certificate of Statutory Compliance (CSC) or Temporary Occupation Permit (TOP), you are advised not to do, permit or suffer to be done anything which will affect the structure of the building and which may delay or prevent the issuance of CSC or TOP from BCA with respect to the building.

C. Guidelines on Industrial Safety

C1 Fire Safety

To safeguard the Premises and ensure that your operations are fire-safe, you must observe the following guidelines of FSSD and submit plans to FSSD for approval:

- C1.1 Equip the Premises with appropriate fire-fighting equipment, and ensure that you maintain in good and working condition at all times, all fire alarm and extinguishing systems, air conditioning systems, ventilation systems, exit and emergency lighting, signs, and other electrical wiring, equipment and installations installed by JTC.
- C1.2 If the existing fire alarm and extinguishing system in the Premises does not suit or is inadequate for your activities, or does not comply with the requirements of FSSD due to modifications of the Premises, you must carry out the necessary modification works only after obtaining JTC's consent.

These necessary modification works include but are not limited to:

- (i) Addition, replacement or removal of wirings, pipings, fittings and sprinkler heads;
 - (ii) Adjustment of temperature settings; and
 - (iii) Connection of heat detectors and fixtures to JTC's common fire alarm system and extinguishing system.
- C1.3 For premises with additional false ceilings, you must:
- (i) Lower the heat / smoke detectors or install an additional layer of heat / smoke detectors below the false ceiling; and
 - (ii) Install an additional layer of sprinklers by connecting to the tee-off provided at the main distribution pipe.

C1.4 Under the Fire Safety Act enforced by FSSD:

- (i) All emergency exits at the Premises must remain unlocked at all times; and
- (ii) You must not do nor permit anything that may cause any obstruction in the accesses, stairways, passageways, pipes, drains and other common areas of the building.

C2 Exit and Emergency Lightings

In accordance with FSSD's stipulations, you must install:

C2.1 Exit lighting and exit signs at exit passageways and exits of the Premises; and

C2.2 Emergency lighting in the production area and toilets of the Premises.

C3 Certification of Internal Hoist

You are required to obtain certification for your internal hoist from the Ministry of Manpower (MOM) every six months.

C4 Transportation of Petroleum and Flammable Materials

You shall ensure that no vehicle containing or carrying any one or more individual containers of petroleum or flammable material exceeding 250 litres enters or is driven into or upon:

- (i) The Premises; or
- (ii) The building in which the Premises is situated; or
- (iii) Any ramp leading to the Premises; or
- (iv) Any ramp leading to any building or any part thereof in which the Premises is situated, if such building or part thereof is used as a multi-story car park, multi-story workshop and factory or as a factory within a building.

D. Compliance with Regulatory Requirements

D1 Preliminary Clearance

You must comply with the requirements of the Development Control and Licensing Division (DCLD) of National Environment Agency (NEA), Public Utilities Board (PUB) and other Authorities pursuant to your application for preliminary clearance.

D2 Change of Use of Premises

Changing the use of the Premises can render your operations incompatible with your neighbours' and cause a breach of your agreement(s) with JTC and/or violate the regulations and requirements of the Authorities such as DCLD of NEA, the Water Department of PUB and URA.

If you wish to change the use of the Premises, you must submit an application for the change of use for JTC's approval, and seek clearance from the Authorities, such as DCLD of NEA and URA.

D3 URA's "60/40 Rule"

URA's guideline specifies that at least 60% of the total gross floor area (GFA) of the Premises should be set aside for industrial / warehousing activities and ancillary stores. The remaining GFA can be used for offices, neutral areas, communal facilities and other such practices endorsed in writing by JTC and the Authorities

You must not use the Premises as a commercial office for purposes unrelated to the authorised / permitted use under your Tenancy / Lease.

You are advised to check URA's website (www.ura.gov.sg) on the latest updates to the "60/40 rule".

D4 Drainage and Sewerage Systems

You must undertake the construction of an internal drainage system within the Premises to the reasonable satisfaction of JTC. The Drainage Department and Sewerage Department, both of PUB, require you to ensure that:

D4.1 All water collected in the Premises is discharged into the public drains and sewers; and

D4.2 No silt, oil, chemicals, debris, etc. is discharged into any public drains, sewers or watercourses.

Before you carry out any connection works, you must obtain the sewerage and drainage interpretation plans from the Drainage Department and Sewerage Department and consult them with regard to the existing sewerage and drainage systems.

D5 Discharge of Trade Effluent

You must at all times comply and ensure compliance with the trade effluent requirements of the Authorities, including PUB's and NEA's requirements for discharge of trade effluent into public sewers

To facilitate the commencement of your operations, you must complete the attached form "**Application for Written Permission and Permit to Discharge Trade Effluent**" for permission to discharge trade effluent into the public sewers, and submit it to the Head, Central Building Plan Department, National Environment Agency, 13th Storey, Environment Building, 40 Scotts Road, Singapore 228231 (Tel No. 62255632).

D6 Fire Alarm System

In accordance with the requirements of the Fire Safety and Shelter Department (FSSD), you must engage a registered electrical consultant or professional engineer to undertake the planning, design, supervision and maintenance of the fire alarm / heat detector, including any alterations of the existing automatic fire alarm and sprinkler system installation.

The electrical consultant or professional engineer must submit one set of the fire alarm drawings to FSSD for approval. A relevant Professional Engineer, registered with the Professional Engineers Board of Singapore, must sign all air-conditioning, fire alarm and sprinkler system plans.

D7 Factory Inspectorate

In order to obtain a factory licence before you commence operations, you must complete and submit the attached form, "**Particulars to be Submitted by Occupiers or Intending Occupiers of Factories**" directly to the Chief Inspector of

Factories, Occupational Safety and Health Division, Ministry of Manpower, 18 Havelock Road # 03-02, Singapore 059764 (Tel No. 64385122).

D8 Advertisement and Licensing

If you occupy an entire floor of the Building, you may install signboards on the Building's external parapet walls after obtaining prior consent from JTC's Land Planning Division and a permit through the Advertisement Licensing System (ALS) of Building and Construction Authority (BCA).

All company signboards, installed at locations other than those above the doors of the Premises, must be approved by JTC. If you wish to install lighted or normal company signboards, you must submit one copy of the layout plan to JTC's Land Planning Division for consent. Advertisement and flickering neon signboards are not allowed.

To assist you in your recruitment efforts, you may display recruitment banners at designated places in the Estate. To do this, you are required to:

- D8.1 Submit details of the banner and its location plan to the Products Division of JTC; and
- D8.2 Obtain a permit through the ALS of BCA after getting JTC's approval.

Please note that only one banner is allowed at any one time and the dimension of the banner must not exceed 1m x 6m.

D9 Research and Development (Medical)

If the authorised / permitted use under your Tenancy / Lease will include medical or biological R&D activities that involves the testing of animals or other research that may have health implications, you must obtain the necessary prior approvals from the Ministry of Health (MOH) and Agri-food & Veterinary Authority of Singapore (AVA).

D10 Activities Involving the Use of Explosive and Hazardous Materials

- D10.1 For activities that involve the use and / or storage of flammable / combustible liquid of less than 250 litres and / or other flammable materials (all classes) not stored in a safety cabinet, you must obtain the in-principle clearances

from the Fire Safety and Shelter Department (FSSD) through the Qualified Person (QP) and Registered Inspectors (RI) before submitting the actual building plan for approval under the Self-Regulation Scheme.

D10.2 For activities that involve the use and / or storage of flammable materials of 250 litres or more, you are required to consult FSSD and provide the following information:

- (i) Layout plan of the Premises indicating the intended location of storage and type of fire protection system provided;
- (ii) Details of production processes that require the use of flammable materials; and
- (iii) Types of flammable materials and quantities to be stored in the Premises.

D10.3 Once you have obtained in-principle no objection from FSSD, you are required to follow up with the necessary submissions through the QP to get clearances / approvals from the Authorities.

D11 Special Conditions (For Food Companies Only)

D11.1 The sprinkler heads in the sprinkler system for the Premises are suitable for temperature not exceeding 79 degrees Celsius for the production floor and 68 degrees Celsius for the toilets.

D11.2 You must ensure that any waste water discharged from the Premises complies with NEA's regulations, guidelines and limits regarding trade effluent discharge into the sewer system.

D11.3 You must separately collect and dispose any concentrated oils, fats, grease and other chemicals, toxic or otherwise, from the Premises in accordance with NEA's guidelines and regulations.

D11.4 You must ensure that any odour, fume or smoke discharged from the Premises comply with NEA's guidelines and regulations. In the event that such discharge, notwithstanding compliance with NEA's guidelines and regulations, becomes a nuisance or brings inconvenience to JTC, other tenants or lessees or occupiers of adjoining or neighbouring premises, you must

install a proper air filtration system and if necessary, improve your production processes, to the reasonable satisfaction of JTC.

D11.5 No washing, preparation or packaging of any raw material, food or final product is allowed in the common area of the Premises.

D12 Code of Practices

You must abide by the latest Code of Practices for various industries or usage. The Code of Practices may be obtained from Enterprise Singapore.

D13 Occupational Safety and Health

The Ministry of Manpower (MOM) has unveiled a new occupational safety and health framework to make possible quantum improvements in the safety and health at work.

Before any work is carried out, you must conduct risk assessments to:

D13.1 Identify safety and health hazards associated with work activities;

D13.2 Assess the severity or consequences from these hazards and the likelihood of occurrence of accident or ill health;

D13.3 Determine the risk level;

D13.4 Take measures to prevent or control the hazards; and

D13.5 Mitigate the risks as reasonably practicable.

To assist you in conducting the assessment, MOM has published guidance materials on its website (www.mom.gov.sg).

D14 Energy Efficiency Opportunities Assessment for New Ventures

New industrial facilities and major expansions (“New Ventures”) that apply for Planning Permission on or after 1 October 2018 and are from one of the following sectors: -

(1) Manufacturing and related services;

- (2) Supply of electricity, gas, steam, compressed air and chilled water sectors; and
- (3) Water supply and sewage and waste management sectors,

with annual energy consumption $\geq 54\text{TJ}$ based on 24 hours per day and 365 days of operations at 100% designed production capacity, will be required to: -

- (a) carry out energy efficiency opportunities assessment (EEOA) during the design of the facility and submit an EEOA report to the Director-General of Environmental Protection appointed under the Environmental Protection and Management Act (“EPMA”) (Cap. 94A), before applying for clearance certificate under the EPMA; and
- (b) install instruments and meters for key energy-consuming systems accounting for at least 80% of the New Venture’s total energy consumption, and report the energy performance of these systems using measured data.

If the energy bill of your facility is expected to be $\geq \$500,000$ annually, your facility is likely to have an annual energy consumption of $\geq 54\text{TJ}$.

D15 Minimum Energy Efficiency Standards (MEES) clause for Industrial Chilled Water

New industrial facilities and expansions who apply for Planning Permission, or facilities that are authorised upon plan lodgment on or after 1 December 2020 and are from one of the following sectors:

- (1) Manufacturing and related services;
- (2) Supply of electricity, gas, steam, compressed air and chilled water sectors;
- (3) Water supply and sewage and waste management sectors; and
- (4) Multi-user facilities sited on URA Masterplan Business 1 or Business 2 zone,

planning to install or retrofit an electrically-driven water-cooled chilled water system that has total installed capacity of $\geq 1055\text{ kW}$ (300RT) and produces chilled water at $\geq 3^{\circ}\text{C}$, will be required to comply with the minimum energy efficiency requirements specified by NEA during operation of the chilled water system, demonstrated through: -

- (a) measurements made on the chilled water system through permanent instrumentation and energy management system as specified*; and

- (b) a report to show compliance to be submitted 1 year after obtaining temporary occupation permit or certificate of statutory completion (whichever comes earlier), up to 3 years for multi-user facilities. The facilities will also be subject to annual reporting to NEA.

*Detailed requirements may be found at <https://www.nea.gov.sg/our-services/climate-change-energy-efficiency/energy-efficiency/industrial-sector>.

Owners who apply for Planning Permission or facilities that are authorised upon plan lodgment before 1 December 2020 must comply with the requirement by 1 December 2025 if their annual energy consumption $\geq 54\text{TJ}$; otherwise, they must comply with the requirement by 1 December 2029 if their annual energy consumption is $< 54\text{TJ}$.

Both lessees and tenants who install their own water-cooled chilled water systems will be required to comply with MEES requirements.

E. Application for Utilities

E1 Water Supply

You must approach the Public Utilities Board (PUB) for all plumbing requirements. All plumbing required for additional water supply, including the installation of a water sub-meter, must be carried out by you.

You must submit four copies of sketch plans prepared by a licensed plumber showing the section and layout of the plumbing direct to the Water Department of PUB to assist your application for a water sub-meter. Water supply should not be turned on until a water meter is installed by PUB.

E2 Electricity

E2.1 For Flatted and Ramp-up Factories Only

- (i) You must engage an Energy Market Authority (EMA) licensed electrical worker to submit two sets of electrical single-line diagrams and electrical layout plans to and in accordance with the requirements of JTC's Facilities & Estate Management, for endorsement before an application is made to SP

Services Ltd to open an account for electricity connection.

- (ii) Please contact JTC's Facilities & Estate Management at The JTC Summit, 8 Jurong Town Hall Road Singapore 609434 (Fax No: 6885 4259) for the requirements.

E2.2 For Stack-up Factories Only

- (i) You must engage an EMA licensed electrical worker to submit two sets of electrical single-line diagrams and electrical layout plans to and in accordance with the requirements of JTC's Facilities & Estate Management, for endorsement before an application is made to SP Services Ltd to open an account for electricity connection.
- (ii) Please contact JTC's Facilities & Estate Management at The JTC Summit, 8 Jurong Town Hall Road Singapore 609434 (Fax No: 6885 4259) for the requirements.
- (iii) All electrical installations and connections must be carried out by an EMA licensed electrical worker. Such installations may commence only after you have submitted an electricity application to SP Services Ltd and obtained their written approval.
- (iv) If you require an electrical design load higher than that already available in the vicinity, you must make an application to SP Services Ltd. Such an application will only be considered by SP Services Ltd if there is excess capacity, and if approved, will be subject to the terms and conditions stipulated by them.
- (v) You will tap your electrical supply from SP PowerGrid Ltd's switchboard found on the ground floor of the block in which the Premises is located. There are dedicated electrical risers for you to connect the power cable from SP PowerGrid Ltd's switchboard to the intake switchboard at your factory unit.

F. List of Relevant Government Departments

<p>Advertisement Licensing System (ALS) Building and Construction Authority 52 Jurong Gateway Road #11-01 (above JEM) Singapore 608550 Tel: 1800-3425222</p>	<p>Ensure the proper display of advertisements and signs on building facade</p>
<p>Agri-food & Veterinary Authority (AVA) JEM Office Tower 52 Jurong Gateway Road #14-01 Singapore 608550 Tel: 68052520</p>	<p>Ensure a resilient supply of safe food as well as safeguards the health of animals and plants, and facilitates agri-trade for the well-being of the nation</p>
<p>Development Control and Licensing Division (DCLD) National Environment Agency Environmental Building 13th Storey 40 Scotts Road Singapore 228231 Tel: 62255632</p>	<p>Ensures environmental pollution is within regulatory limits</p>
<p>Development Control Division (DCD) Urban Redevelopment Authority The URA Centre 45 Maxwell Road Singapore 069118 Tel: 62234811</p>	<p>Facilitates development by ensuring orderly and rational private sector development in accordance with URA's strategies and planning guidelines</p>
<p>Drainage Department Public Utilities Board Environment Building #22-01 40 Scotts Road Singapore 228231 Tel: 1800 2255782</p>	<p>Ensures proper management of the drainage system, storm-water collection and water reclamation in Singapore</p>
<p>Energy Market Authority (EMA) 991G Alexandra Road #01-29, #02-29 Singapore 119975</p>	<p>Regulates the electricity and gas industry and district cooling services in Singapore</p>

Tel: 68358000	
Fire Safety and Shelter Department (FSSD) Singapore Civil Defence Force Civil Defence Complex 91 Ubi Avenue 4 Singapore 408827 Tel: 62800000	Formulates, implements and enforces regulations on fire safety and civil defence shelter matters
Ministry of Health (MOH) College of Medicine Building 16 College Road Singapore 169854 Tel: 63259220	Ensures medical excellence as well as promotes good health and reduce illnesses
Occupational Safety and Health Division Ministry of Manpower 18 Havelock Road Singapore 059764 Tel: 64385122	Formulates and cultivates good safety habits in all individuals, so as to create a strong safety culture at the workplace
Sewerage Department Public Utilities Board Environment Building #22-01 40 Scotts Road Singapore 228231 Tel: 1800 2255782	Ensures the proper treatment and disposal of wastewater in Singapore
Enterprise Singapore 230 Victoria Street Level 10 Bugis Junction Office Tower Singapore 188024 Tel: 68981800	Nurtures a pro-business environment that encourages enterprise formation and growth, and facilitates the growth of industries
Water Department Public Utilities Board Environment Building #22-01 40 Scotts Road Singapore 228231 Tel: 1800 2255782	Ensures the proper management of water demand in Singapore