

SINGAPORE CIVIL DEFENCE FORCE

Our Ref. : CD/FSSD/12/02/03/01

Your Ref :

Date : 22 July 2013



HQ Singapore Civil Defence Force
91 Ubi Avenue 4
Singapore 408827
Tel : 68481457
Fax : 68481489

Registrar, Board of Architects (BOA)
Registrar, Professional Engineers Board (PEB)
President, Singapore Institute of Architects (SIA)
President, Institution of Engineers, Singapore (IES)
President, Association of Consulting Engineers, Singapore (ACES)

Dear Sir/Mdm,

ELECTRONIC SUBMISSION FOR MINOR ADDITION/ALTERATION(A/A) LODGEMENT SCHEME

Under the current Lodgement Scheme, internal partition works carried out within an office or a shop, which has obtained TFP/FSC, can be lodged with SCDF either manually at HQ SCDF or electronically through CORENET within 21 days after the completion of the works.

2 The method of lodging MAA plans with SCDF was discussed in the FSSD Standing Committee meeting on 27 May 13. It was brought to the Committee's attention that some QPs' representatives have been lodging plans manually without the QPs' knowledge. In order to prevent this problem from prevailing, the Committee has agreed that with effect from 1 Sep 13, all plans submitted under the Lodgement Scheme shall only be lodged via CORENET. Manual submission at HQ SCDF will not be allowed henceforth.

3. Please convey the contents of this circular to members of your Institution/Association/Board. The circular is available in CORENET-e-Info: <http://www.corenet.gov.sg/einfo>.

4. For any inquiry or clarification, please contact LTC Choh Choon Jin at Tel: 68481454 or email: Choh_Choon_jin@scdf.gov.sg.



Yours faithfully,

(transmitted via e-mail)
MAJ Lee Kok Chuen
Secretary, FSSD Standing Committee
for Commissioner
Singapore Civil Defence Force

cc

All members of FSSD Standing Committee
President, REDAS
President, IFE
President, SISV
CEO, BCA
CEO, URA
CEO, HDB
CEO, PSA
CEO, JTC
CE, LTA
CE, TUV SUD PSB – (Attn: Ms Emily Mok/ Mr Joseph Chng)
CE, SPRING Singapore – (Attn: Mr Kenneth Lim)
President, FSMAS
President, SCAL
Honorary Secretary, SPM