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BUILDING CONTROL ACT (CHAPTER 29)

BUILDING CONTROL (LICENSING OF BUILDERS) REGULATIONS 2008

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In exercise of the powers conferred by section 29L of the Building Control Act, the Minister for National Development hereby makes the following Regulations:

PART I
PRELIMINARY

Citation and commencement

1.—(1) These Regulations may be cited as the Building Control (Licensing of Builders) Regulations 2008 and shall, with the exception of Part V, come into operation on 18th December 2008.

(2) Part V of these Regulations shall come into operation on 16th June 2009.

Definitions

2. In these Regulations, unless the context otherwise requires —

“applicant”, in relation to an application for a licence, means the person who will be the licensee if the application is granted;

[S 416/2024 wef 15/06/2024]

“approved person”, in relation to an applicant for a licence or a licensee, means any individual under whose charge and direction the management of the business of the applicant or licensee, as the case may be, in so far it relates to general building works or specialist building works in Singapore is to be at all times;

[S 416/2024 wef 15/06/2024]

“Authority” means the Building and Construction Authority established under the Building and Construction Authority Act 1999;

[S 416/2024 wef 31/12/2021]

[Deleted by S 416/2024 wef 15/06/2024]

“licence” means any of the following licences granted under Part VA of the Act:

(a) a Class 1 general builder’s licence authorising the person to whom the licence is granted to carry on the business of a general builder generally;

[S 416/2024 wef 15/06/2024]

(b) a Class 2 general builder’s licence authorising the person to whom the licence is granted to carry on the

business of a general builder in a restricted manner in accordance with section 29C(1)(b) of the Act;

[S 416/2024 wef 15/06/2024]

- (c) a specialist builder’s licence authorising the person to whom the licence is granted to carry on the business of a specialist builder for the class of specialist building works specified in the licence;

[S 416/2024 wef 15/06/2024]

“licensee” has the meaning given by section 29A of the Act;

[S 416/2024 wef 15/06/2024]

“register” means the register of licensees required to be kept under section 29D of the Act;

[S 416/2024 wef 15/06/2024]

“technical controller”, in relation to an applicant for a licence or a licensee, means any individual under whose personal supervision the execution and performance of any general building works or specialist building works in Singapore that the applicant or licensee, as the case may be, undertakes is to be carried out.

[S 416/2024 wef 15/06/2024]

PART II

FORMS AND REGISTER OF LICENSEES

[S 416/2024 wef 15/06/2024]

Forms

3.—(1) In these Regulations, “appropriate form”, in relation to any purpose for which a specific form is required to be used for the purposes of these Regulations, means the relevant form that —

- (a) is provided by the Commissioner of Building Control; and

- (b) is set out on the website at <https://www1.bca.gov.sg/procurement/pre-tender-stage>.

[S 416/2024 wef 15/06/2024]

(2) All forms used for the purposes of these Regulations shall be completed in the English language and in accordance with such directions as may be specified in the form or by the Authority.

(3) The Authority may refuse to accept any form if —

- (a) it is not completed or lodged in accordance with this regulation; or
- (b) it is not accompanied by the relevant fee referred to in regulation 9.

(4) Where strict compliance with any form is not possible, the Authority may allow for the necessary modifications to be made to that form, or for the requirements of that form to be complied with in such other manner as the Authority thinks fit.

Register of licensees

4.—(1) The register of licensees shall be divided into 3 sub-registers, each containing the particulars referred to in paragraph (2) in respect of the following licensees:

- (a) the Class 1 general builder's sub-register for licensees granted a Class 1 general builder's licence;

[S 416/2024 wef 15/06/2024]

- (b) the Class 2 general builder's sub-register for licensees granted a Class 2 general builder's licence; and

[S 416/2024 wef 15/06/2024]

- (c) the specialist builder's sub-register for licensees granted a specialist builder's licence according to one or more of the following classes of specialist building works as is specified in the licence:

- (i) piling works described in paragraph (a) of the definition of "specialist building works" in section 2(1) of the Act;

[S 416/2024 wef 15/06/2024]

- (ii) ground support and stabilisation works described in paragraph (b) of the definition of "specialist building works" in section 2(1) of the Act;

[S 416/2024 wef 15/06/2024]

- (iii) instrumentation and monitoring works described in paragraph (c) of the definition of “specialist building works” in section 2(1) of the Act;

[S 416/2024 wef 15/06/2024]

- (iv) structural steelwork described in paragraph (d) of the definition of “specialist building works” in section 2(1) of the Act;

[S 416/2024 wef 15/06/2024]

- (v) pre-cast concrete work described in paragraph (e) of the definition of “specialist building works” in section 2(1) of the Act;

[S 416/2024 wef 15/06/2024]

- (vi) in-situ post-tensioning work described in paragraph (f) of the definition of “specialist building works” in section 2(1) of the Act;

[S 416/2024 wef 15/06/2024]

- (vii) any building work that is declared under paragraph (g) of the definition of “specialist building works” in section 2(1) of the Act.

[S 416/2024 wef 15/06/2024]

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[S 416/2024 wef 15/06/2024]

(2) The particulars in respect of every licensee to be contained in the register are as follows:

- (a) the licensee’s full name, the business telephone and fax numbers and email address, and the address at which the licensee carries on the business of a general builder or specialist builder, as the case may be;

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- (b) the date the licence is granted to the licensee and the date of its expiry;

[S 416/2024 wef 15/06/2024]

- (c) the date on which the licensee was first granted with the licence, and the date of each occasion on which the licensee’s licence has been renewed;

[S 416/2024 wef 15/06/2024]

- (d) the terms of any conditions to which the licensee's licence is or has been subject, and the dates between which any such condition has or has had effect;

[S 416/2024 wef 15/06/2024]

- (e) in the case of a licensee whose licence is or has been suspended by the Commissioner under section 29J of the Act, the dates between which the suspension has or has had effect;

[S 416/2024 wef 15/06/2024]

- (f) in the case of a licensee whose licence has been revoked or has otherwise ceased to have effect, the date on which the licence was revoked or ceased to have effect, as the case requires; and

[S 416/2024 wef 15/06/2024]

- (g) in the case of a specialist builder, the class of specialist building works the licensee is licensed to carry on the business of a specialist builder in.

[S 416/2024 wef 15/06/2024]

[S 416/2024 wef 15/06/2024]

[S 416/2024 wef 15/06/2024]

5. *[Deleted by S 772/2024 wef 04/10/2024]*

PART III

APPLICATIONS FOR LICENCE

Application form for issue and renewal of licence: general

6.—(1) Every application for the issue or renewal of a licence shall be made to the Commissioner in the appropriate form.

(2) Every applicant for the issue or renewal of a licence shall, if so required in writing by the Commissioner —

- (a) attend personally before the Commissioner; and
- (b) provide clarification to the Commissioner as to such additional particulars, information and document as may be required.

(3) Where an applicant for the issue or renewal of a licence fails, without reasonable excuse, to comply with any requirement of the Commissioner under paragraph (2), the Commissioner may reject the application.

Application for general builder's licence

7.—(1) An application for a general builder's licence must be made in accordance with —

- (a) if the application is by an individual — paragraph (2);
- (b) if the application is by a corporation (whether carrying on business as a sole proprietor or otherwise) — paragraph (3); or
- (c) if the application is by a partnership (whether comprising 2 or more individuals, 2 or more corporations or both individuals and corporations) — paragraph (4).

(2) An application by an individual for a general builder's licence must be accompanied by —

- (a) a copy of the applicant's degree, diploma or other certificate showing the applicant's educational qualification;
- (b) written evidence of the applicant's practical experience (whether in Singapore or elsewhere) in the work of a general builder or as a supervisor of general building works;
- (c) a declaration by the applicant that he or she has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months before the date of the application;
- (d) the documents and information mentioned in paragraph (6) for each individual who is or is to be the applicant's technical controller; and
- (e) any other documents and information that the Commissioner of Building Control may require in a particular case.

(3) An application by a corporation for a general builder's licence must be accompanied by —

- (a) a copy of the certificate of incorporation issued for the corporation under section 19 of the Companies Act 1967;
- (b) a list of the corporation's directors and the members of the corporation's board of management;
- (c) the corporation's business profile, such as its principal activities of business, principal place of business, its capital and particulars of its officers and shareholders;
- (d) the documents and information mentioned in paragraph (5) for the individual who is or is to be the applicant's approved person as far as the corporation's business relates to general building works in Singapore;
- (e) the documents and information mentioned in paragraph (6) for each individual who is or is to be the applicant's technical controller; and
- (f) any other documents and information that the Commissioner of Building Control may require in a particular case.

(4) An application by a partnership must be accompanied by —

- (a) a list of the partners of the partnership and the partnership's business profile, such as its principal activities of business, principal place of business, the business's registered name and the particulars of its managers;
- (b) for each corporation in the partnership —
 - (i) a copy of the certificate of incorporation issued for the corporation under section 19 of the Companies Act 1967;
 - (ii) a list of the corporation's directors and the members of the corporation's board of management; and
 - (iii) the corporation's business profile, such as its principal activities of business, principal place of

business, its capital and particulars of its officers and shareholders;

- (c) the documents and information mentioned in paragraph (5) for the individual who is or is to be the applicant's approved person as far as the partnership's business relates to general building works in Singapore;
 - (d) the documents and information mentioned in paragraph (6) for each individual who is or is to be the applicant's technical controller; and
 - (e) any other documents and information that the Commissioner of Building Control may require in a particular case.
- (5) The documents and information for an individual who is or is to be an approved person for an applicant are as follows:
- (a) the individual's name and residential address;
 - (b) a copy of the individual's degree, diploma or other certificate showing the individual's educational qualification;
 - (c) written evidence of the individual's practical experience (whether in Singapore or elsewhere) in the work of a general builder or as a supervisor of general building works;
 - (d) the individual's written consent to carry out the duties of an approved person for the applicant;
 - (e) a declaration by the individual that the individual is not acting, and for so long as the individual is the approved person for the applicant does not intend to act, as a technical controller for any other licensee;
 - (f) a declaration by the individual that the individual has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months before the date of the application;

- (g) where the applicant is a corporation — whether the individual is a director of the corporation or a member of the corporation's board of management;
 - (h) where the applicant is a limited liability partnership — written evidence that the individual is lodged as a manager of the limited liability partnership under section 29(2) of the Limited Liability Partnerships Act 2005;
 - (i) where the applicant is a partnership that comprises at least one corporation — whether the individual is a director of a corporation in the partnership or a member of such a corporation's board of management.
- (6) The documents and information for an individual who is or is to be a technical controller for an applicant are as follows:
- (a) the individual's name and residential address;
 - (b) a copy of the individual's degree, diploma or other certificate showing the individual's educational qualification;
 - (c) written evidence of the individual's practical experience (whether in Singapore or elsewhere) in the work of a general builder or as a supervisor of general building works;
 - (d) the individual's written consent to carry out the duties of a technical controller for the applicant (unless the individual is the applicant);
 - (e) a declaration by the individual that the individual is not acting, and for so long as the individual is the technical controller for the applicant does not intend to act, as a technical controller for any other licensee;
 - (f) a declaration by the individual that the individual has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months before the date of the application;
 - (g) where the applicant is a corporation — whether the individual is a director of the corporation, a member of

the board of management of the corporation or an employee of the corporation, and if the individual is an employee, the individual's designation, duties and responsibilities;

- (h) where the applicant is a partnership that comprises at least one corporation — whether the individual is a director of a corporation in the partnership, a member of such a corporation's board of management, or an employee of such a corporation, and if the individual is an employee, the individual's designation, duties and responsibilities.

[S 416/2024 wef 15/06/2024]

Application for specialist builder's licence

8. An application for a specialist builder's licence must be made in accordance with regulation 7, except that —

- (a) a reference in that regulation to a general builder is to be read as a reference to a specialist builder; and
- (b) a reference in that regulation to general building works is to be read as a reference specialist building works.

[S 416/2024 wef 15/06/2024]

Fees

9.—(1) For the purposes of section 29E of the Act, the application fee for a licence shall be the relevant fee specified in the First Schedule.

(2) Any person in possession of a Class 2 general builder's licence may, if the person so desires and upon payment of an additional fee specified in the First Schedule, apply to have the licence varied to become a Class 1 general builder's licence authorising the licensee to carry on the business of a general builder generally until the date of the expiration of the Class 2 general builder's licence.

(3) The application fee for any licence shall be payable in advance and shall not be refundable.

Validity of licence

10. Every licence shall be valid for such period specified therein, being not more than 3 years.

Application to renew licence

11.—(1) Subject to paragraph (2), an application to renew a licence shall be submitted to the Commissioner not later than one month before the date of expiry of the licence and be accompanied by the relevant renewal fee specified in the First Schedule.

(2) If an application to renew a licence is submitted to the Commissioner less than one month before the date of expiry of the licence, the application must be accompanied by the relevant renewal fee plus a late application fee specified in the First Schedule.

(3) Subject to paragraph (4), a licence may be renewed for such period as the Commissioner may determine on receipt of an application under paragraph (1) or (2).

(4) The Commissioner may refuse to renew any licence the application for which is not made more than 14 days before the date of expiry of the licence.

PART IV**TRAINING AND PRACTICAL EXPERIENCE****Course of training and practical experience to carry on business of general builder or take charge and direction of general building works**

12. The course of training and practical experience required under section 29F(1)(c)(i), (1A)(b)(i), (2)(c)(i) and (3)(f)(i) of the Act, in relation to a class of general builder's licence, is prescribed in Part I of the Second Schedule opposite that class.

[S 416/2024 wef 15/06/2024]

Qualifications and practical experience to supervise general building works

13. The qualifications and practical experience required under section 29F(1)(d), (1A)(c), (2)(d) and (3)(g) of the Act, in relation to a

class of general builder's licence, is prescribed in Part II of the Second Schedule opposite that class.

[S 416/2024 wef 15/06/2024]

Course of training and practical experience to carry on business of specialist builder or take charge and direction of specialist building works

14. The course of training and practical experience required under section 29G(1)(c)(i), (1A)(b)(i), (2)(c)(i) and (3)(f)(i) of the Act, in relation to a specialist builder's licence for a class of specialist building works, is prescribed in Part II of the Second Schedule opposite that licence.

[S 416/2024 wef 15/06/2024]

Qualifications and practical experience to supervise specialist building works

15. The qualifications and practical experience required under section 29G(1)(d), (1A)(c), (2)(d) and (3)(g) of the Act, in relation to a specialist builder's licence for a class of specialist building works, is prescribed in Part I of the Second Schedule opposite that licence.

[S 416/2024 wef 15/06/2024]

Ceasing to be approved person or technical controller

16.—(1) If any individual who is appointed to be —

- (a) an approved person for a licensee in so far as the licensee's business relates to general building works or a class of specialist building works; or

[S 416/2024 wef 15/06/2024]

- (b) the technical controller for any such licensee,

[S 416/2024 wef 15/06/2024]

becomes unwilling or unable, whether by reason of the termination of his appointment or for any other reason, to carry out those duties, the licensee concerned shall notify the Commissioner in writing of the individual ceasing to carry out those duties within 28 days after such cessation.

[S 416/2024 wef 15/06/2024]

(2) Any licensee who contravenes paragraph (1) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding

\$10,000 or to imprisonment for a term not exceeding 12 months or to both.

[S 416/2024 wef 15/06/2024]

PART V

CONDITIONS RELATING TO CONSTRUCTION PERSONNEL

Definitions of this Part

17.—(1) For the purposes of this Part, unless the context otherwise requires —

“air-conditioning ducting installation” means the installation of air-conditioning ducting or any associated fittings, including thermal insulation, for the purposes of the cooling and mechanical ventilation of a building;

[S 200/2011 wef 15/10/2011]

“cladding and curtain wall installation” means the installation of any external cladding or curtain wall, or any associated fittings, as the exterior covering or exterior wall of a building;

[S 200/2011 wef 15/10/2011]

“construction personnel” has the same meaning as in section 29H(5) of the Act;

[S 115/2013 wef 01/04/2013]

“construction plant operation works” means operating any of the following plant or machinery:

- (a) a saddle jib tower crane;
- (b) a luffing jib tower crane;
- (c) a mobile crane (truck mounted);
- (d) a crawler crane;
- (e) a hydraulic excavator;
- (f) a telescopic handler;
- (g) bulldozer;
- (h) a track shovel;

- (i) an excavator loader;
- (j) a piling rig;
- (k) an underground pipe jacking machine;
- (l) a tunnel boring machine;
- (m) an asphalt concrete paver;
- (n) a crawler drill;

[S 200/2011 wef 15/10/2011]

“doors and windows installation” means the installation of any door, window panel or frame, or any associated fittings, for building works;

[S 200/2011 wef 15/10/2011]

“drywall installation” means the on-site fabrication, installation or erection of any drywall panel or any associated fittings in the interior of a building;

[S 200/2011 wef 15/10/2011]

“electrical works” means installing any wiring, cable, conduit, trunking, isolators, switch socket outlets, power switches or any other fittings for transmission of electricity for lighting, heating, cooling or other similar purposes in a building;

“fire protection works” has the same meaning as in the Fire Safety Act 1993;

[S 200/2011 wef 15/10/2011]

[S 416/2024 wef 31/12/2021]

“gas pipefitting works” means the installation of any gas service pipe, pipe fitting, conveyance, valve, regulator or any associated device used or to be used for the control and use of gas in a building;

[S 200/2011 wef 15/10/2011]

“glazing works” means the installation of glass or any associated fittings in a building;

[S 200/2011 wef 15/10/2011]

“joinery works” means the on-site fabrication of fitments, fittings or any related carpentry works for the installation of

timber furniture to the interior wall, floor or any other part of a building;

[S 200/2011 wef 15/10/2011]

[Deleted by S 416/2024 wef 15/06/2024]

“lift installation” means installation of any lift;

[S 200/2011 wef 15/10/2011]

“man-year” means a period worked by a construction foreman or construction supervisor, as the case may be, comprising 260 working days;

[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

“mechanical and electrical works” —

(a) means any work performed or carried out to install any mechanical or electrical installation; and

(b) includes the installing, constructing, erecting, repairing or the altering of the mechanical or electrical installation or the replacing of any part thereof or the adding of any part thereto or the carrying out of any work thereon for the maintenance thereof of such installation; but

(c) does not include work in relation to the manufacturing of such installation;

[S 115/2013 wef 01/04/2013]

“plumbing and piping works” means installing any liquid, water or sanitary piping, or any associated fittings, including thermal insulation, for the conveyance of liquid, potable water distribution, or soil or waste water disposal in a building;

[S 200/2011 wef 15/10/2011]

“rapid transit system” has the same meaning as in the Rapid Transit Systems Act 1995;

[S 200/2011 wef 15/10/2011]

[S 416/2024 wef 31/12/2021]

“reinforced concrete works” means the on-site fabrication, installation or erection of formwork and steel reinforcement for reinforced concrete work, including —

(a) fabrication (both on-site or off-site) of pre-cast concrete components; and

(b) installation of pre-cast concrete components;

[S 115/2013 wef 01/04/2013]

“structural steel works” means the on-site fabrication, fitting, welding and erection of steel members or components to form an integral part of any structural system of a building;

[S 200/2011 wef 15/10/2011]

“suspended ceiling installation” means the installation of any false ceiling, ceiling board, panel, tile or frame, or any associated fittings, that is hung from the soffit of structural elements of a building;

[S 200/2011 wef 15/10/2011]

“tiling, stone laying and floor finishing works” means the laying of tiles, marble or stone finishes to any interior or exterior wall or any floor of a building, or timber finishes to any interior or exterior floor of a building;

[S 200/2011 wef 15/10/2011]

“waterproofing works” means applying or laying of material to waterproof any basement, foundation, roof, wet area or wall in the interior or on the exterior of a building.

(2) Any reference in this Part to a class of registered construction personnel shall be a reference to the class in which the construction personnel is registered by the Authority under the Building and Construction Authority (Registration of Construction Personnel) Regulations 2008 (G.N. No. S 642/2008).

18. *[Deleted by S 786/2014 wef 01/01/2015]*

Classes of work for definition of construction foreman

19. The prescribed classes of work for the definition of “construction foreman” in section 29H(5) of the Act are the classes of work specified in Parts I, II and III of the Third Schedule.

[S 416/2024 wef 15/06/2024]

Classes of construction supervisor for manpower programme

19A. Only a construction supervisor who oversees the execution or performance of the classes of work specified in Part V or VI of the Third Schedule is a construction personnel who may be included in the manpower programme mentioned in regulation 20.

[S 416/2024 wef 15/06/2024]

Manpower programme

20.—(1) For the purposes of section 29H(2) of the Act, the manpower programme for each significant general building work project in Singapore shall provide for registered construction personnel —

(a) of such class as specified in paragraphs (3), (4) and (6); and
[S 786/2014 wef 01/01/2015]

(b) of such number necessary to carry out the man-years of work computed in accordance with the formula specified in paragraph (2), rounded off to a maximum of 2 decimal points,

to be employed by or on behalf of the licensed general builder or engaged in connection with the significant general building work project.

(2) For the purposes of this regulation —

(a) in the case where the value of a significant building work project does not exceed \$100 million, the formula referred to in paragraph (1)(b) shall be —

$$\left(A \times \frac{B}{C} \right),$$

where A is the manpower factor specified in paragraphs (3), (4) and (6);

B is the value of the significant building work project;
and

C is the value of \$10 million; and

[S 786/2014 wef 01/01/2015]

- (b) in the case where the value of a significant building work project exceeds \$100 million, the formula referred to in paragraph (1)(b) shall be —

$$(A \times 10) + \left(A \times \frac{B - \$100 \text{ million}}{D} \right),$$

where A is the manpower factor specified in paragraphs (3), (4) and (6);

B is the value of the significant building work project;
and

D is the value of \$20 million.

[S 786/2014 wef 01/01/2015]

(3) Where the significant general building work project involves addition, alteration or repair works to an existing building not described in paragraph (4) —

- (a) in the case of any class of work specified in Part I of the Third Schedule or any combination thereof, the number of construction foremen in any such class or classes of work shall be determined using the manpower factor of 1;
- (b) in the case of any class of work specified in Part II or III of the Third Schedule or any combination thereof, the number of construction foremen in any such class or classes of work shall be determined using the manpower factor of 1;

[S 115/2013 wef 01/04/2013]

(c) *[Deleted by S 786/2014 wef 01/01/2015]*

(d) *[Deleted by S 786/2014 wef 01/01/2015]*

- (e) in the case of the class of work specified in Part V of the Third Schedule, the number of construction supervisors shall be determined using the manpower factor of 0.25; and
[S 115/2013 wef 01/04/2013]

- (f) in the case of any class of work specified in Part VI of the Third Schedule or any combination thereof, the number of construction supervisors in any such class or classes of work shall be determined using the manpower factor of 0.25.

[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

(4) Where the significant general building work project involves erecting, or any addition, alteration or repair works to, any flyover, bridge, tunnel or other structure similar thereto and is not a significant general building work project involving the construction of a station or depot of a rapid transit system —

- (a) in the case of any class of work specified in Part I of the Third Schedule or any combination thereof, the number of construction foremen in any such class or classes of work shall be determined using the manpower factor of 0.75; and
[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

- (b) *[Deleted by S 786/2014 wef 01/01/2015]*

- (c) in the case of the class of work specified in Part V of the Third Schedule, the number of construction supervisors shall be determined using the manpower factor of 0.25.

[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

- (5) *[Deleted by S 786/2014 wef 01/01/2015]*

(6) In the case of any other significant general building work project not specified in paragraph (3) or (4) —

- (a) in the case of any class of work specified in Part I of the Third Schedule or any combination thereof, the number of construction foremen in any such class or classes of work shall be determined using the manpower factor of 1;

- (b) in the case of any class of work specified in Part II or III of the Third Schedule or any combination thereof, the number of construction foremen in any such class or classes of work shall be determined using the manpower factor of 1;
[S 115/2013 wef 01/04/2013]
- (c) *[Deleted by S 786/2014 wef 01/01/2015]*
- (d) *[Deleted by S 786/2014 wef 01/01/2015]*
- (e) *[Deleted by S 786/2014 wef 01/01/2015]*
- (f) in the case of the class of work specified in Part V of the Third Schedule, the number of construction supervisors shall be determined using the manpower factor of 0.25; and
[S 115/2013 wef 01/04/2013]
- (g) in the case of any class of work specified in Part VI of the Third Schedule or any combination thereof, the number of construction supervisors in any such class or classes of work shall be determined using the manpower factor of 0.25.

[S 200/2011 wef 15/10/2011]

[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

Lodgment of manpower programme

20A.—(1) Subject to regulation 20B(3), the builder holding a Class 1 general builder's licence shall, in respect of each significant general building work project to be undertaken in Singapore by that builder on or after 16th June 2009, lodge with the Commissioner a manpower programme that satisfies the requirements in regulation 20 no later than the 30th day after the grant of the permit under section 6 of the Act to carry out structural works in that significant general building work project.

(2) Every manpower programme lodged under paragraph (1) by a builder holding a Class 1 general builder's licence must —

- (a) specify the significant general building work project to which it relates;

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- (b) contain the following details and particulars about the registered construction personnel to be employed by or on behalf of the builder, or to be engaged, in connection with the significant general building work project:
- (i) the class or classes of registered construction personnel and the class or classes of work according to their registration under the Building and Construction Authority (Registration of Construction Personnel) Regulations 2008 (G.N. No. S 642/2008);
 - (ii) the number or proportion of the registered construction personnel in each such class of work;
 - (iii) the period each registered construction personnel is to be so employed or so engaged in connection with the significant general building work project; and
 - (iv) such other details and particulars relating to the contents of the particular manpower programme as the Commissioner may require.
- (3) Every manpower programme lodged under paragraph (1) must be in the form that —
- (a) is provided by the Authority and obtainable from the Building and Construction Authority Academy at 200, Braddell Road, Singapore 579700 during such hours as that office is open for business; or
 - (b) is set out on the Authority's Internet website <http://www.bca.gov.sg/coretrade/submission>.
- (4) The Commissioner may permit manpower programmes to be lodged by any means, including electronic means, that he thinks fit.
- (5) Where the Commissioner accepts the lodgment of a manpower programme by a builder (including any fresh manpower programme referred to in regulation 20B(3)), he must as soon as practicable give notice of his acceptance in writing to the builder.

(6) A manpower programme in respect of any significant general building work project may be regarded as lodged only when accepted by the Commissioner in the manner set out in paragraph (5).

[S 274/2009 wef 16/06/2009]

Refusal of lodgment

20B.—(1) The Commissioner may refuse to accept the lodgment of any manpower programme that —

- (a) is incomplete;
- (b) is not in the form approved by the Commissioner; or
- (c) is apparent does not comply with or was not lodged in accordance with the provisions of these Regulations.

(2) Upon refusing to accept the lodgment of any manpower programme (including any fresh manpower programme referred to in paragraph (3)), the Commissioner must by notice in writing as soon as practicable inform the builder concerned of his refusal and give his reasons for refusing the lodgment.

(3) A builder whose lodgment of a manpower programme in respect of a significant general building work project to be undertaken in Singapore by the builder is refused under this regulation must, no later than the 7th day after receiving the notice of refusal under paragraph (2), or within such further period as the Commissioner allows in any particular case, re-lodge a fresh manpower programme that is in respect of the same significant general building work project and that satisfies the requirements in regulations 20 and 20A(2) and (3).

[S 274/2009 wef 16/06/2009]

Updates and changes in lodged manpower programme

20C.—(1) After a manpower programme is lodged by a builder under regulation 20A(1) in respect of any particular significant general building work project, the builder must, at any time before deploying any registered construction personnel (whether employed by or on behalf of the builder or engaged) to work in connection with the significant general building work project, lodge with the Commissioner an update by way of a notice containing the following:

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- (a) the names of each of the registered construction personnel; and
 - (b) the number and other particulars of the certificate of registration issued to each of the registered construction personnel under the Building and Construction Authority (Registration of Construction Personnel) Regulations 2008 (G.N. No. S 642/2008).

(2) For the purposes of section 29H(3) of the Act, if any of the following changes occur after a manpower programme is lodged by a builder under regulation 20A(1) in respect of any particular significant general building work project, the builder must, within a period of 7 days after that change, lodge with the Commissioner a notice describing the change:

- (a) a change in the number or proportion of registered construction personnel specified in the manpower programme, whether the change occurs with respect to any class of registered construction personnel or in any class of work of such registered construction personnel;
- (b) a change in any particular registered construction personnel whose name and particulars are specified in the update notice under paragraph (1);
- (c) a change in the period specified in the manpower programme that any registered construction personnel is to be employed by or on behalf of the builder, or to be engaged, in connection with that particular significant building work project;
- (d) a change in the value of the significant general building work project, or in its expected date of completion, as specified in the manpower programme;
- (e) a change in any other details or particulars in the manpower programme referred to in regulation 20A(2)(b)(iv).

(3) Every notice to the Commissioner under paragraph (1) or (2) must be in the form that —

- (a) is provided by the Authority and obtainable from the Building and Construction Authority Academy at 200, Braddell Road, Singapore 579700 during such hours as that office is open for business; or
 - (b) is set out on the Authority's Internet website <http://www.bca.gov.sg/coretrade/submission>.
- (4) The Commissioner may permit any notice under paragraph (1) or (2) to be lodged by any means, including electronic means, that he thinks fit.

[S 274/2009 wef 16/06/2009]

Steps to ensure compliance with manpower programme

20D. For the purposes of section 29H(1)(b) and (4) of the Act, if a builder who undertakes a significant general building work project in Singapore fails to keep and maintain at every site of the significant general building work project —

- (a) a copy of the manpower programme lodged in respect of that project, as updated by any notice lodged under regulation 20C(1) or (2), in connection with that significant general building work project;
- (b) a record of daily attendance for all registered construction personnel employed by or on the builder's behalf or engaged in connection with that significant general building work project (including the times of arrival and departure of each registered construction personnel at the site) in the form approved by the Commissioner; and
- (c) a record of the grounds of excuse or other causes for every occasion that any of those registered construction personnel fail to attend work at the site (including the days of leave he may be entitled to and sick leave),

he shall not be regarded as taking all practicable steps to ensure that those registered construction personnel are in compliance with the manpower programme lodged in respect of that significant general building work project.

[S 274/2009 wef 16/06/2009]

Furnishing information, etc.

20E.—(1) The Commissioner, or a person appointed by him for this purpose, may by written notice require any builder holding a Class 1 general builder's licence and undertaking a significant general building work project in Singapore to furnish, within a reasonable period specified in the notice (being not less than 3 days), and in such form and manner as may be specified in the notice —

- (a) the record of daily attendance referred to in regulation 20D(b);
- (b) the record of the grounds of excuse or other causes for non-attendance referred to in regulation 20D(c); and
- (c) such other documents and information relating to any matter which the Commissioner considers necessary to administer this Part and section 29H of the Act, which are within the knowledge of that builder or in his custody or under his control.

(2) The power to require a person to furnish any document or information under paragraph (1) includes the power —

- (a) to require that person, or any person who is or was an officer or employee of his, to provide an explanation of the document or information; and
- (b) if the information is recorded otherwise than in legible form, to require the information to be made available to the Commissioner or authorised officer in legible form.

(3) Any person who, without reasonable excuse, fails to do anything required of him by notice under paragraph (1) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000.

(4) Any person who —

- (a) intentionally alters, suppresses or destroys any document or information which he has been required by a notice under paragraph (1) to furnish; or
- (b) in furnishing any document or information required under paragraph (1), makes any statement which he knows to be

false in a material particular or recklessly makes such a statement,

shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 12 months or to both.

[S 274/2009 wef 16/06/2009]

PART VI

MISCELLANEOUS

Appeals

21. For the purposes of section 29K of the Act, where —

- (a) a person's application for a builder's licence or for the renewal of a builder's licence has been refused by the Commissioner;
- (b) a builder's licence is granted by the Commissioner subject to conditions (other than those specified in section 29H or 29I of the Act);
- (c) the Commissioner has made an order of revocation or suspension of a licence under section 29J of the Act or an order imposing any pecuniary penalty on, or a direction or restriction on the business of a licensed corporation, partnership or limited liability partnership under section 29J(2) of the Act,

any appeal by the person entitled to appeal against the Commissioner's decision shall —

- (i) be addressed to the Minister and delivered to the Permanent Secretary, Ministry of National Development;
- (ii) set out the grounds of appeal; and
- (iii) be accompanied by a copy of the following documents:
 - (A) the decision of the Commissioner and the reasons therefor;
 - (B) the application for the licence or renewal thereof, and all documents accompanying the application; and

(C) any other correspondence between the Commissioner and the appellant in relation to the decision appealed against.

Fees non-refundable

22. Any fee specified in the First Schedule that has been paid under these Regulations shall not be refundable, in whole or in part, even if the application for the licence is unsuccessful or the licence is revoked or suspended.

FIRST SCHEDULE

Regulations 9, 11 and 22

FEES

| <i>First column</i> | <i>Second column</i> |
|--|---|
| <i>Type of Application</i> | <i>Fee</i> |
| 1. <i>[Deleted by S 772/2024 wef 04/10/2024]</i> | |
| 2. Application for a Class 1 general builder's licence | \$1,800 |
| 3. Application for a Class 2 general builder's licence | \$1,200 |
| 4. Application for a specialist builder's licence | \$1,500 |
| 5. Application to renew a licence | The fee in item 2, 3 or 4, as the case may be |
| 6. Late application to renew a licence | \$100 |
| 7. Application to vary a licence | \$600. |

[S 772/2024 wef 04/10/2024]

SECOND SCHEDULE

Regulations 12, 13, 14 and 15

COURSE OF TRAINING, QUALIFICATIONS AND PRACTICAL EXPERIENCE

PART I

COURSE OF TRAINING AND PRACTICAL EXPERIENCE TO CARRY ON BUSINESS OF BUILDER OR TAKE CHARGE AND DIRECTION OF BUILDING WORKS

| <i>First column</i> | <i>Second column</i> | <i>Third column</i> |
|--------------------------------------|--|--|
| <i>Class of Licence</i> | <i>Course</i> | <i>Practical Experience</i> |
| 1. Class 1 general builder's licence | A course leading to a Bachelor's degree or post-graduate degree in any field. | At least 3 years (in aggregate) of practical experience in the execution of construction projects (whether in Singapore or elsewhere) after attaining the qualifications in the second column. |
| | A course leading to a diploma in a construction-related field. | At least 5 years (in aggregate) of practical experience in the execution of construction projects (whether in Singapore or elsewhere) after attaining the qualifications in the second column. |
| | A course conducted by the Building and Construction Authority known as "Essential Knowledge in Construction Regulations and Management for Licensed Builders". | At least 10 years (in aggregate) of practical experience in the execution of construction projects in Singapore. |
| 2. Class 2 general builder's licence | A course leading to a diploma in a | At least 3 years (in aggregate) of practical |

SECOND SCHEDULE — *continued*

| | | |
|--|--|--|
| | construction-related field, or a Bachelor's degree or post-graduate degree in any field. | experience in the execution of construction projects (whether in Singapore or elsewhere) after attaining the qualifications in the second column. |
| | A course conducted by the Building and Construction Authority known as "Essential Knowledge in Construction Regulations and Management for Licensed Builders". | At least 8 years (in aggregate) of practical experience in the execution of construction projects in Singapore. |
| 3. Specialist builder's licence for a class of specialist building works | A course leading to a diploma in a construction-related field, or a Bachelor's degree or post-graduate degree in any field. | At least 3 years (in aggregate) of practical experience in the execution of construction projects (whether in Singapore or elsewhere) after attaining the qualifications in the second column. |
| | A course conducted by the Building and Construction Authority known as "Essential Knowledge in Construction Regulations and Management for Licensed Builders". | At least 8 years (in aggregate) of practical experience in the execution of construction projects in Singapore. |

PART II

QUALIFICATIONS AND PRACTICAL EXPERIENCE TO SUPERVISE BUILDING WORKS

*First column**Second column**Third column*

SECOND SCHEDULE — *continued*

| <i>Class of Licence</i> | <i>Course</i> | <i>Practical Experience</i> |
|--|--|--|
| 1. Class 1 general builder's licence | A course leading to a Bachelor's degree or post-graduate degree in a construction-related field. | At least 5 years (in aggregate) of practical experience in the execution of construction projects (whether in Singapore or elsewhere) after attaining the qualifications in the second column. |
| 2. Class 2 general builder's licence | A course leading to a diploma in a construction-related field, or a Bachelor's degree or post-graduate degree in a construction-related field. | At least 5 years (in aggregate) of practical experience in the execution of construction projects (whether in Singapore or elsewhere) after attaining the qualifications in the second column. |
| 3. Specialist builder's licence for a class of specialist building works | A course leading to a Bachelor's degree or post-graduate degree in the field of civil or structural engineering from a recognised institution. | At least 5 years (in aggregate) of practical experience in the execution of specialist building works of that class (whether in Singapore or elsewhere) after attaining the qualifications in the second column. |

Note: In this Schedule, unless the context otherwise requires —

“construction-related field” means the field of architecture, civil or structural engineering, mechanical or electrical engineering, construction or project management, quantity surveying or building science, facilities or estate management;

“recognised institution” means —

- (a) the National University of Singapore;
- (b) the Nanyang Technological University; or

SECOND SCHEDULE — *continued*

- (c) any other university that is specified by the Commissioner in the Authority's Internet website <http://www.bca.gov.sg>.
[S 416/2024 wef 15/06/2024]

THIRD SCHEDULE

Regulations 19, 19A and 20

CLASSES OF WORK

PART I

1. Reinforced concrete works.
2. Structural steel works.

PART II

1. Cladding and curtain wall installation.
2. Doors and windows installation.
3. Drywall installation.
4. Glazing works.
5. Joinery works.
6. Suspended ceiling installation.
7. Tiling, stone laying and floor finishing works.
8. Waterproofing works.

[S 115/2013 wef 01/04/2013]

PART III

1. Air-conditioning ducting installation.
2. Electrical works.
3. Fire protection works.
4. Gas pipefitting works.
5. Lift installation.
6. Plumbing and piping works.

Part IV

[Deleted by S 786/2014 wef 01/01/2015]

THIRD SCHEDULE — *continued*

PART V

1. Structural works.

[S 115/2013 wef 01/04/2013]

PART VI

1. Architectural works.
2. Mechanical and electrical works.

[S 200/2011 wef 15/10/2011]

[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

Made this 5th day of December 2008.

TAN TEE HOW
*Permanent Secretary,
Ministry of National Development,
Singapore.*

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