User Guide for Enhanced E-FSM Portal

Step 1: Log in to the e-FSM portal using your Singpass under Building Owner.

Fig 1. e-FSM portal login page

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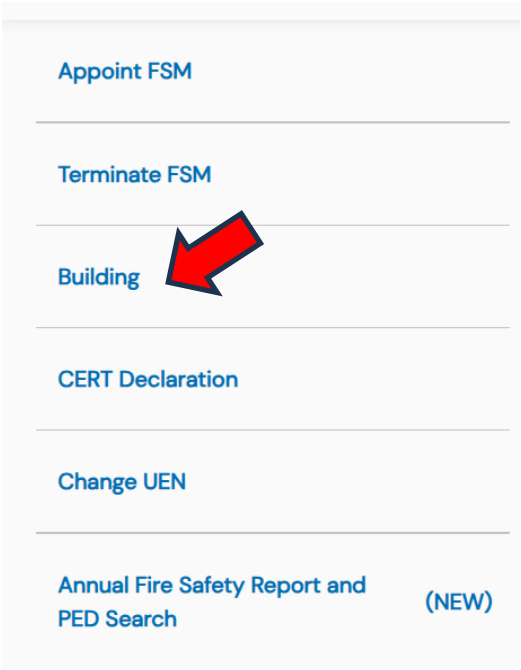
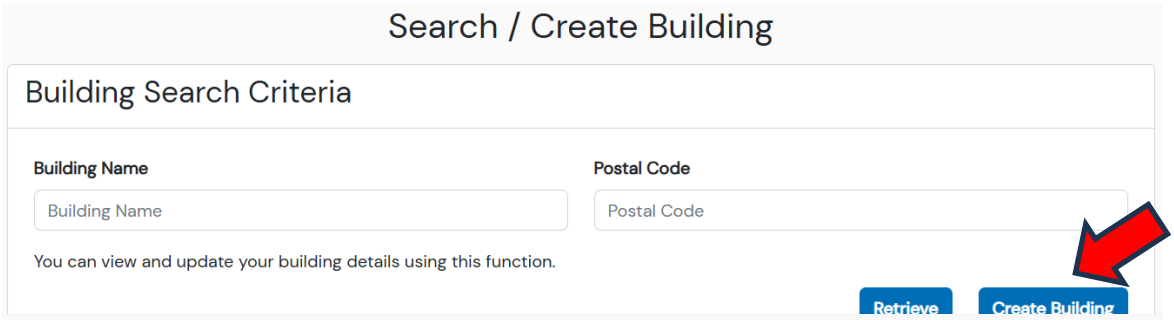
Step 2: Create a Building Record



- Select Building on the left-hand panel
- Select Create Building and fill up the relevant details
- A success message will appear upon successful creation of building record



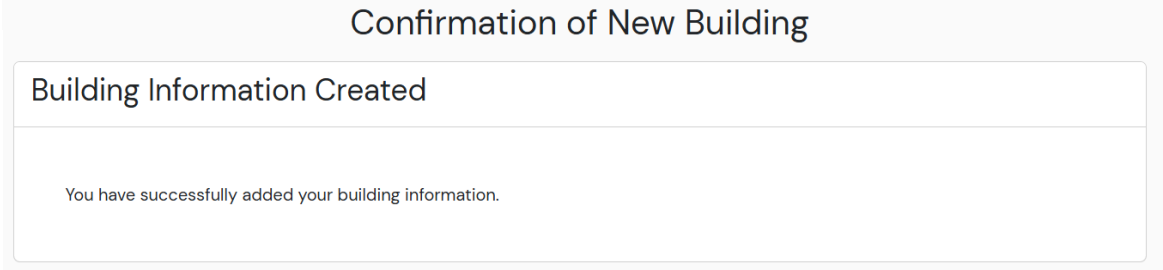
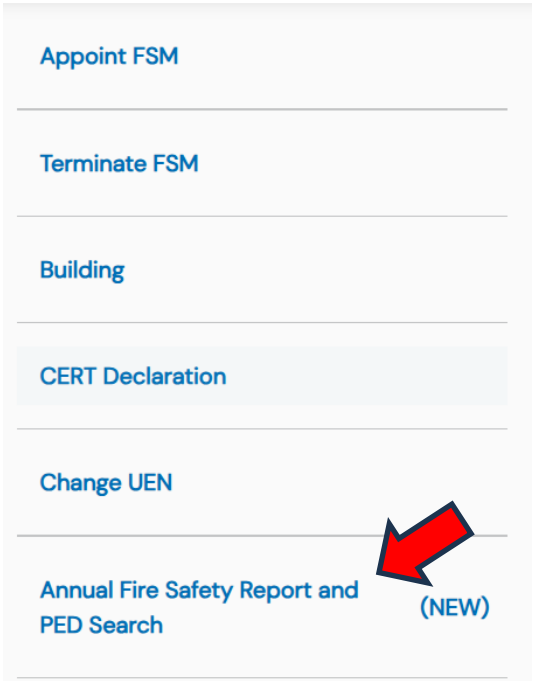
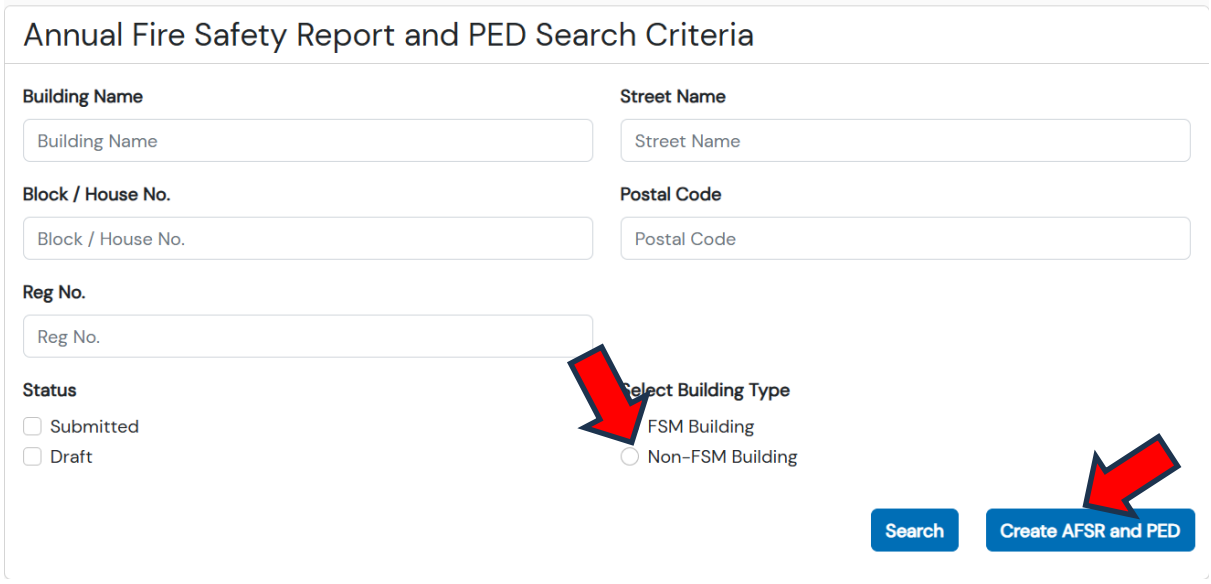


Fig 2. Building creation page

Step 3: Create Premises Emergency Data (PED)



- Select Annual Fire Safety Report and PED Search on left-hand panel
- Select Create AFSR and PED
- Enter building name and/or postal code of building and select Retrieve
- Select building that you would like to create PED



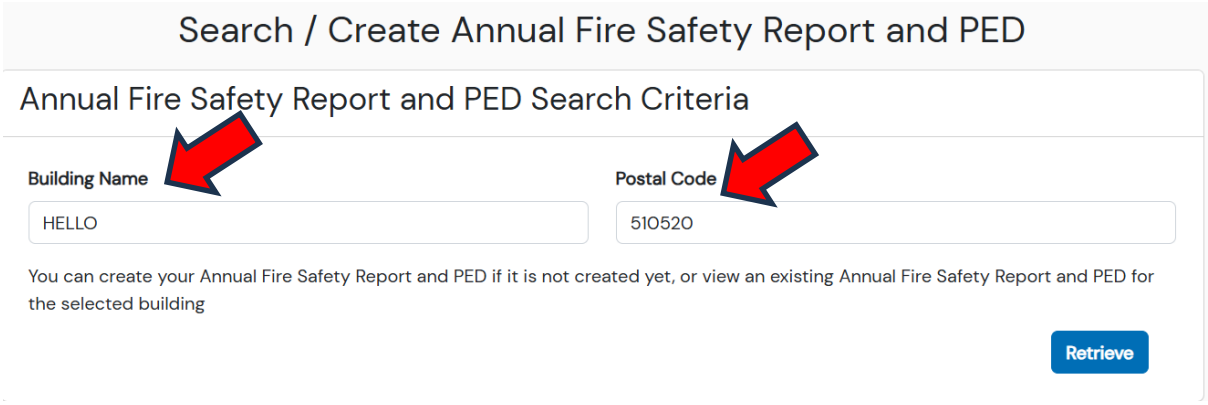


Fig 3. PED creation page

Step 4: Basic building information will be pre-populated to minimise repeated fillings of the same fields. Building owners are required to only fill S/N 5 – Block Details

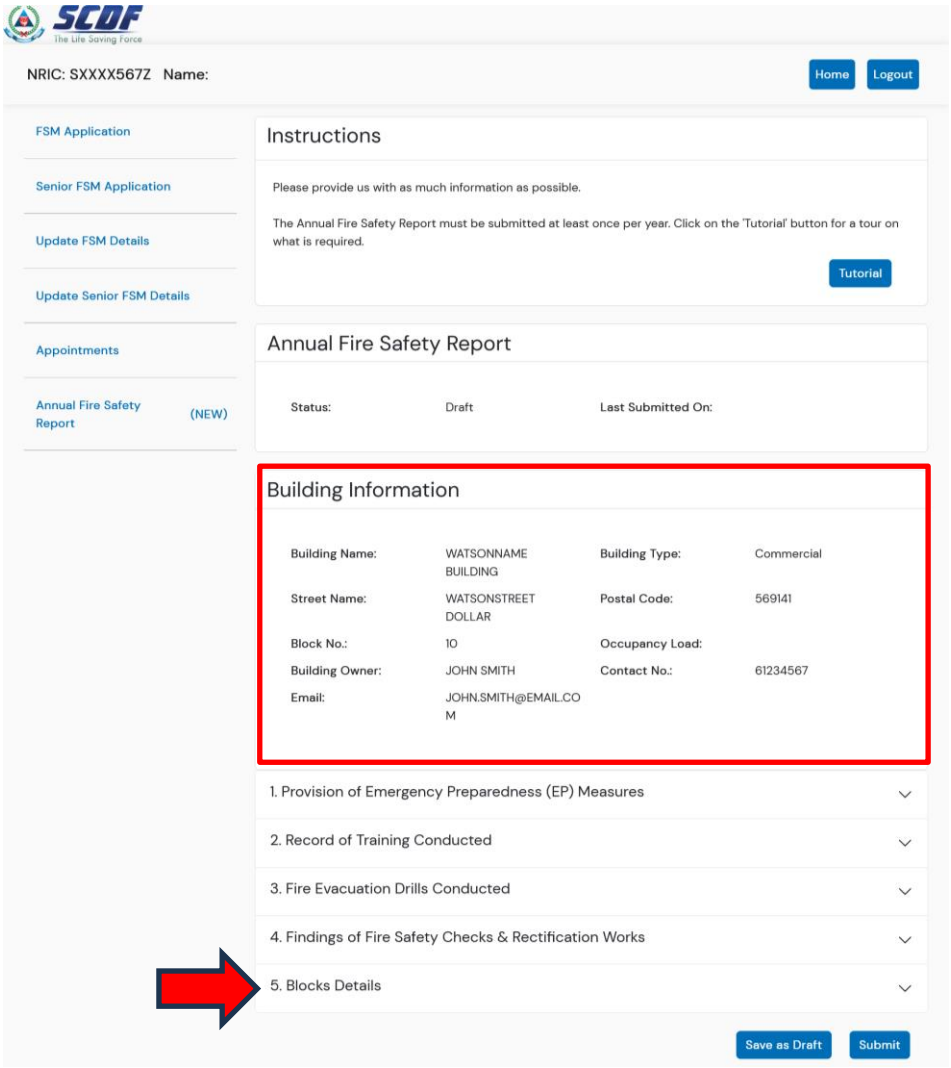


Fig 4. Pre-populated building information and the data fields that require inputs

Step 5: An interactive map feature has been included for users to drop pin for block location and indicate the various fire safety provisions.

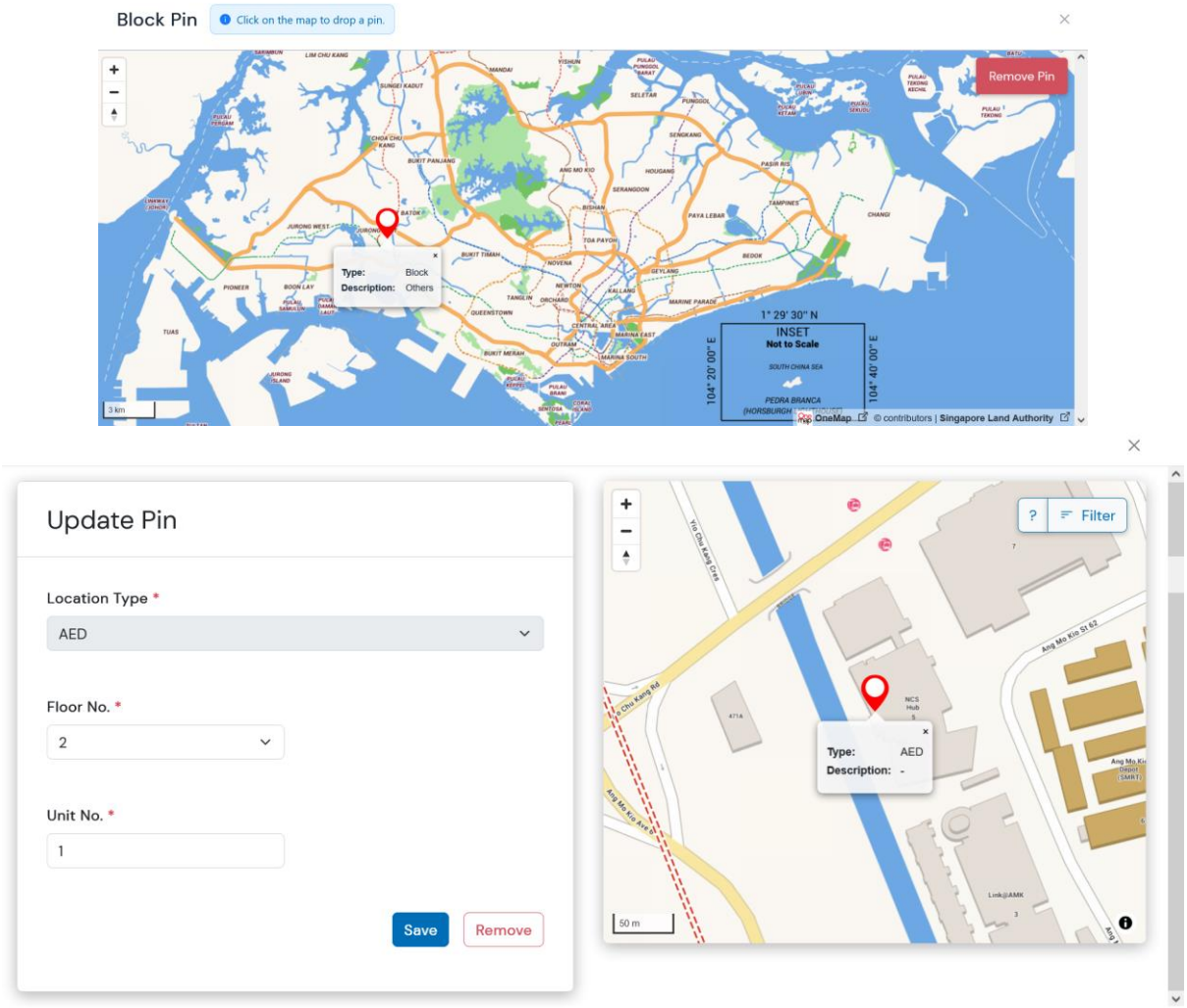


Fig 5. Interactive map to plot the block location