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**OUTDOOR ENCLOSED TENTAGE - TEMPORARY CHANGE OF USE PERMIT**  
**(TCOU PERMIT)**  
**FIRE SAFETY CONDITIONS**

**Temporary Tentages/Booths Set-up**

1. The maximum size of a single tentage (which must be single-storey) must not exceed 2,000 square metres. [Structures with more than one storey are not under the ambit of TCOU – instead, both plans submission to SCDF by a Qualified Person (Registered Architect or Professional Engineer) via CORENET e-Submission System and Fire Safety Certificate (FSC) from SCDF are required. Refer to [ANNEX A](#) for more details.]
2. All enclosed tentages shall be erected according to the submitted layout plans.
3. All enclosed tentages and associated activities shall be positioned at least 3 metres away from building facades, including awnings and shelters.
4. A canvas (with a maximum width of 3 metres) intended for sheltering purposes that links the tentage to the building may be allowed provided there are no goods/items underneath this canvas.
5. Each row of booths within a tentage shall not exceed 15 metres in length and 6 metres in width.
6. Clear passageways of at least 1.2 metres shall be maintained between the rows of booths.
7. The height of the booths within the tentages shall not exceed 3 metres.
8. Each exit shall be of a minimum 1-metre width.
9. A 2-way escape route of at least 1.2 metres in width must be provided. Exit points must be remote from each other.
10. All escape routes must be free of obstruction. Exit points must lead directly to external open-to-sky areas. The two-way travel distance from any point to the nearest exit shall not exceed 45 metres.

**Fire Safety Provisions**

11. No objects, including tentages and booths, shall be located within 1.5 metres of any fire safety provisions, including fire hydrants and pit covers, breeching inlets of fire-fighting rising mains and fire exit staircases of nearby buildings (refer to [ANNEX B](#)).
12. All Class ‘AB’ type of portable fire extinguishers shall be displayed prominently within the tentage at every 15 metres for ease of use during emergency.
13. Class ‘AB’ type of 50 kg portable fire extinguishers with trolley shall be provided for food and beverage (F&B) activities.
14. All generators shall be positioned at least 3 metres away from tentages and building facades including awnings and shelters.
15. At least 2 portable fire extinguishers of Class ‘AB’ type and a set of spill kit/absorbent kit (to absorb spillage and prevent it from spreading further) shall be provided in the vicinity of the generators.
16. Each enclosed tentage with a floor area exceeding 400 square metres shall be provided with a manual alarm system and sufficient fire hose reel coverage, both complying with the prevailing Fire Code requirements.
17. Qualified Person (QP) certification is required on the layout/floor plans and must include the calculations of designed occupant load, travel distance, exit capacity, exit signs and emergency lights.
18. The calculation of occupant load (OL) shall be based on a maximum of 1.5 square metres per person.

19. The exit capacity is based on a maximum of 100 persons per unit (0.5 metres) width of exit with direct discharge to external open-to-sky areas.
20. All designated exits points shall be provided with illuminated "Exit" signs incorporated with battery-operated standby power supply. Directional exit signs are to be installed wherever necessary. These exit signs must comply with the prevailing SS563.
21. A sufficient number of self-contained emergency lights complying with the prevailing SS563 shall be provided for each enclosed tentage.

#### **Prohibited Activities**

22. At all times, no activity shall be carried out on the fire engine accessway (fire engine hardstanding) and fire engine access road.
23. No event shall be permitted at multi-storey carparks.
24. "Open-flame" cooking, e.g., blow torches, is not permitted.
25. No storage of goods or materials below any raised floors is permitted.

#### **Others**

26. Events under the SCDF Temporary Change of Use Permit should not exceed 60 event days. If the event duration exceeds 60 event days, it must not be applied under multiple applications for the SCDF Temporary Change of Use Permit. Instead, both plans submission to SCDF by a Qualified Person (Registered Architect or Professional Engineer) via CORENET e-Submission System and a Fire Safety Certificate (FSC) from SCDF are required.
27. The event organizer shall provide an onsite emergency response team for major events as notified by SCDF.
28. Should your event face any unique challenges in meeting any of the fire safety conditions, please contact SCDF separately to address the fire safety risks. [ANNEX C](#) includes an infographic illustrating a fire safety compliant outdoor enclosed tentage set-up and instructions to contact SCDF for clarification or advice.

## ANNEX A

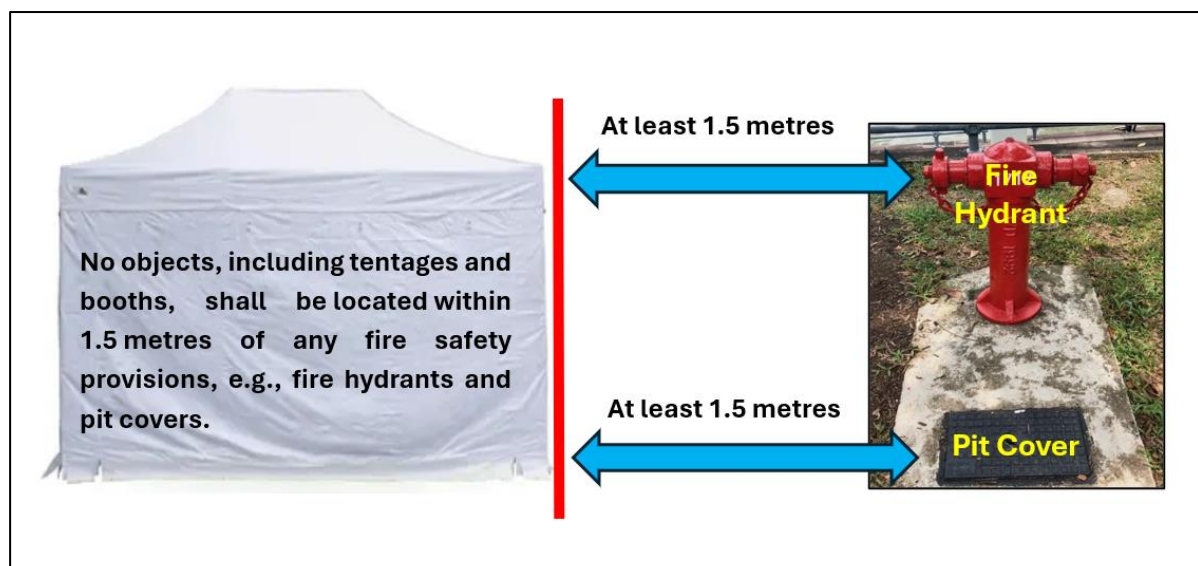
### Structures with more than one storey and building structures are not under the ambit of Temporary Change of Use (TCOU) Permit

Instead of TCOU Permit application, both plans submission to SCDF by a Qualified Person (Registered Architect or Professional Engineer) via CORENET e-Submission System and Fire Safety Certificate (FSC) from SCDF are required. The Qualified Person must ensure that the submitted plan with the proposed change/works is in full compliance with the prevailing Fire Code requirements.

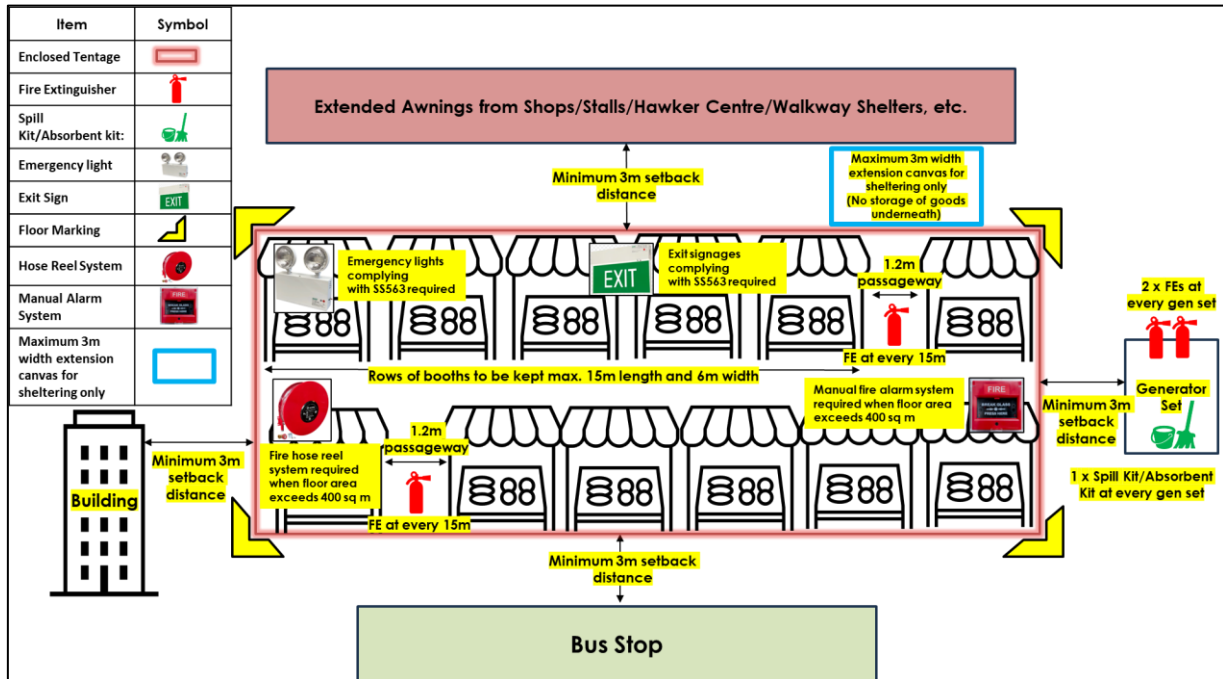
More details on plan approval and the list of available Qualified Persons:

<b>SCDF Fire Safety Plans Approval Guide</b>	<a href="https://www.scdf.gov.sg/home/fire-safety/plans-and-consultations/plan-approval">https://www.scdf.gov.sg/home/fire-safety/plans-and-consultations/plan-approval</a>
<b>Board of Architects link</b>	<a href="https://www.boa.gov.sg/find-architects/register-of-architects/">https://www.boa.gov.sg/find-architects/register-of-architects/</a>
<b>Professional Engineers Board link</b>	<a href="https://www.peb.gov.sg/pe_general_pe.aspx">https://www.peb.gov.sg/pe_general_pe.aspx</a>

## ANNEX B



**Infographic Illustrating a Fire Safety Compliant Outdoor Enclosed Tentage Set-up**



**Instructions to Contact SCDF for Clarification or Advice**

1. For enquiries on Temporary Change of Use Permit matters, please submit it via: <https://www.scdf.gov.sg/home/feedback>.
2. Select the fields shown in the image below, and attach any relevant documents or photos for SCDF's assessment of your enquiry.