

OUTDOOR EVENT - TEMPORARY CHANGE OF USE PERMIT (TCOU PERMIT)
FIRE SAFETY CONDITIONS

Temporary Tentages/Booths Setup

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 tentages shall be erected according to the submitted layout plans.
3. All 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. All escape routes must be free of obstruction, and the maximum two-way travel distance from any point to the nearest exit that leads to an area that is open-to-sky shall not exceed 45 metres.

Fire Safety Provisions

9. No objects, including tentages and booths, shall be located within 1.5 metres of any fire safety provisions, including fire hydrants, breeching inlets of fire-fighting rising mains and fire exit staircases of nearby buildings (refer to [ANNEX B](#)).
10. 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.
11. All generators shall be positioned at least 3 metres away from tentages and building facades including awnings and shelters.
12. 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.

Prohibited Activities

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

Others

17. The event organizer shall provide an onsite emergency response team for major events as notified by SCDF.
18. 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 event setup and instructions to contact SCDF for clarification or advice.

ANNEX A

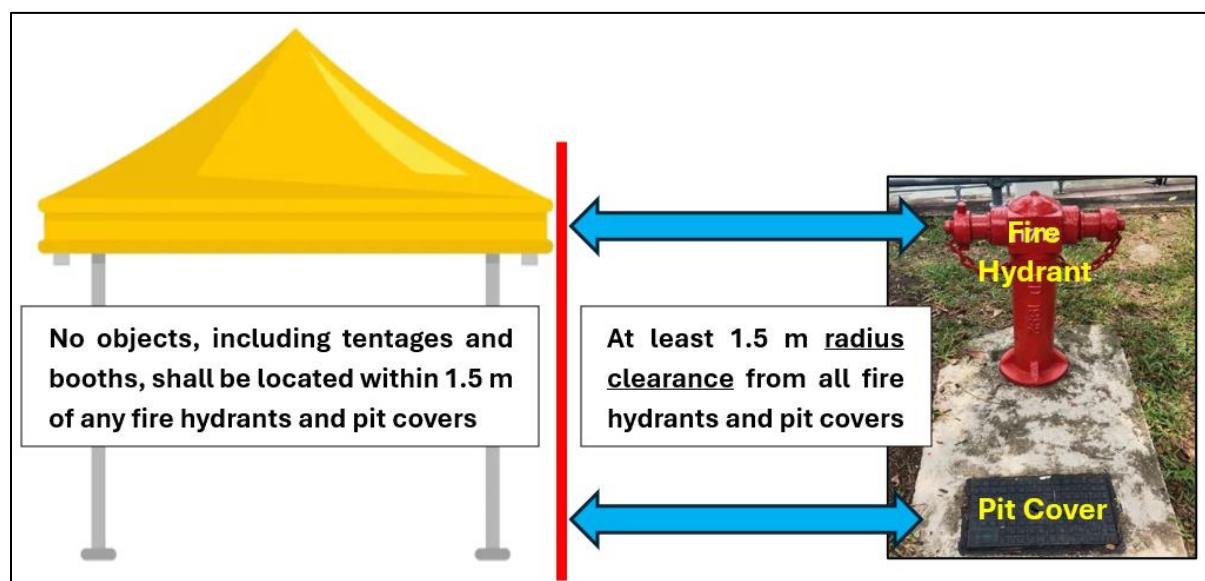
Structures with more than one storey and building structures are not under the ambit of Temporary Change of Use (TCOU) Permit

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:

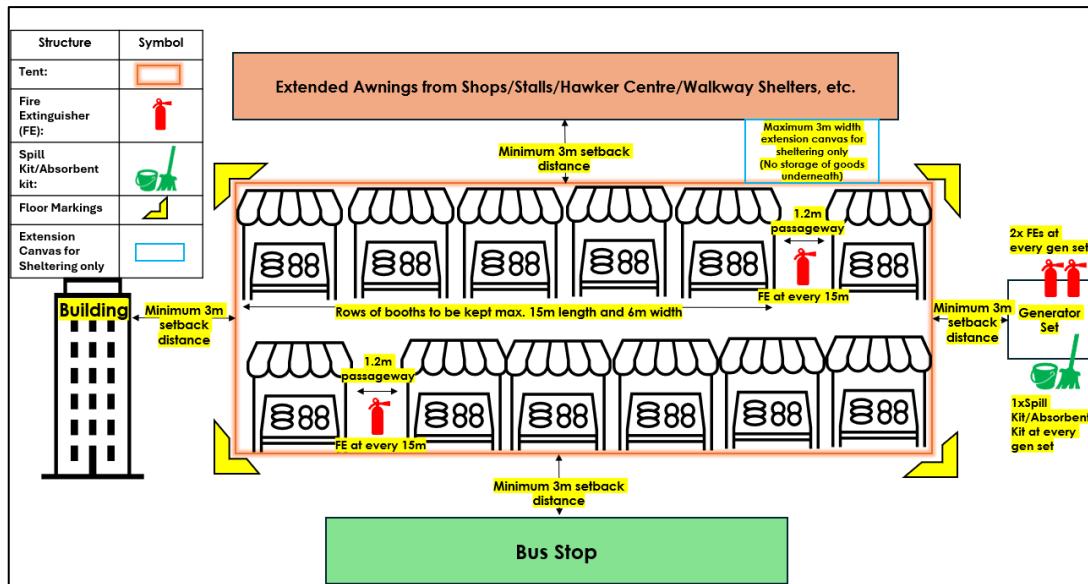
SCDF Fire Safety Plans Approval Guide	https://www.scdf.gov.sg/home/fire-safety/plans-and-consultations/plan-approval
Board of Architects link	https://www.boa.gov.sg/find-architects/register-of-architects/
Professional Engineers Board link	https://www.peb.gov.sg/pe_general_pc.aspx

ANNEX B



ANNEX C

Infographic Illustrating a Fire Safety Compliant Outdoor Event Setup



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.



FormSG for SCDF

⌚ 10 mins estimated time to complete

1. Please make a quick selection to proceed.
Is your issue related to one of the following (please select only 1 option):

None of the above ie. Feedback related to SCDF Matters (Proceed to submit other feedback) X

2. Subject
4) Fire Safety Matters X

3. Category
Fire Safety Related Permit / Certificate X

4. Area of Interest
Temporary Change of Use Permit X