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**OUTDOOR EVENT – TEMPORARY CHANGE OF USE PERMIT (TCOUP)**  
**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 the CORENET e-Submission System and Fire Safety Certificate (FSC)/Temporary Fire Permit (TFP) 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 must not exceed 15 metres in length and 6 metres in width.
6. Clear passageways of at least 1.2 metres must be maintained between booth rows.
7. Booth height must not exceed 3 metres.
8. All escape routes must remain unobstructed at all times. Exit points must lead directly to open-to-sky external areas. The two-way travel distance from any point to the nearest exit 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 and pit covers, breeching inlets of fire-fighting rising mains and fire exit staircases of nearby buildings (refer to [ANNEX B](#)).
10. Class ‘AB’ portable fire extinguishers must be prominently displayed within tentage at 15-metre intervals for ease of use during emergencies.
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. Fire engine accessways (fire engine hardstanding) and fire engine access roads must remain unobstructed at all times.
14. No event shall be permitted at multi-storey carparks.
15. Open-flame activities (such as the use of blow torches) are prohibited.
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. Events under SCDF TCOUP must not exceed 60 days (events exceeding this duration cannot use multiple TCOUP applications and must instead follow the standard process requiring both plans submission to SCDF by a Qualified Person (Registered Architect or Professional Engineer) via the CORENET e-Submission System and Fire Safety Certificate (FSC)/Temporary Fire Permit (TFP) from SCDF.
19. All waiver conditions, if any, granted in the approved SCDF plan must be strictly observed throughout the duration of the event. This is in addition to full compliance with the relevant fire safety conditions for TCOUP.
20. 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**

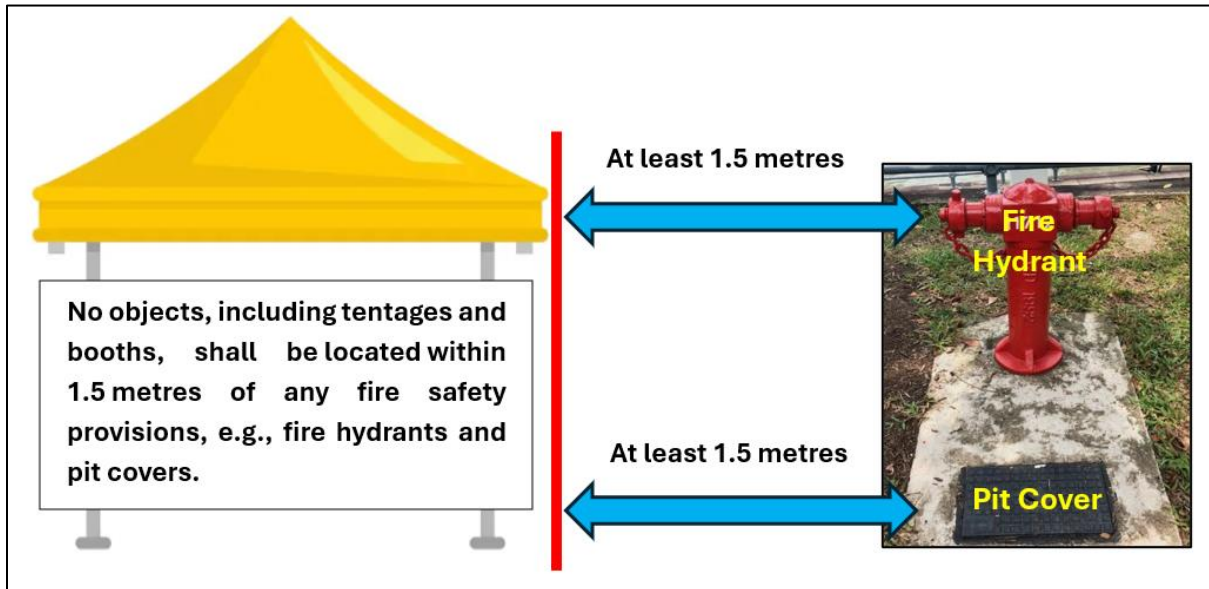
### **Structures with more than one storey and building structures are not under the ambit of Temporary Change of Use Permit (TCOUP)**

Instead of TCOU Permit application, both plans submission to SCDF by a Qualified Person (Registered Architect or Professional Engineer) via the CORENET e-Submission System and Fire Safety Certificate (FSC)/Temporary Fire Permit (TFP) 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:

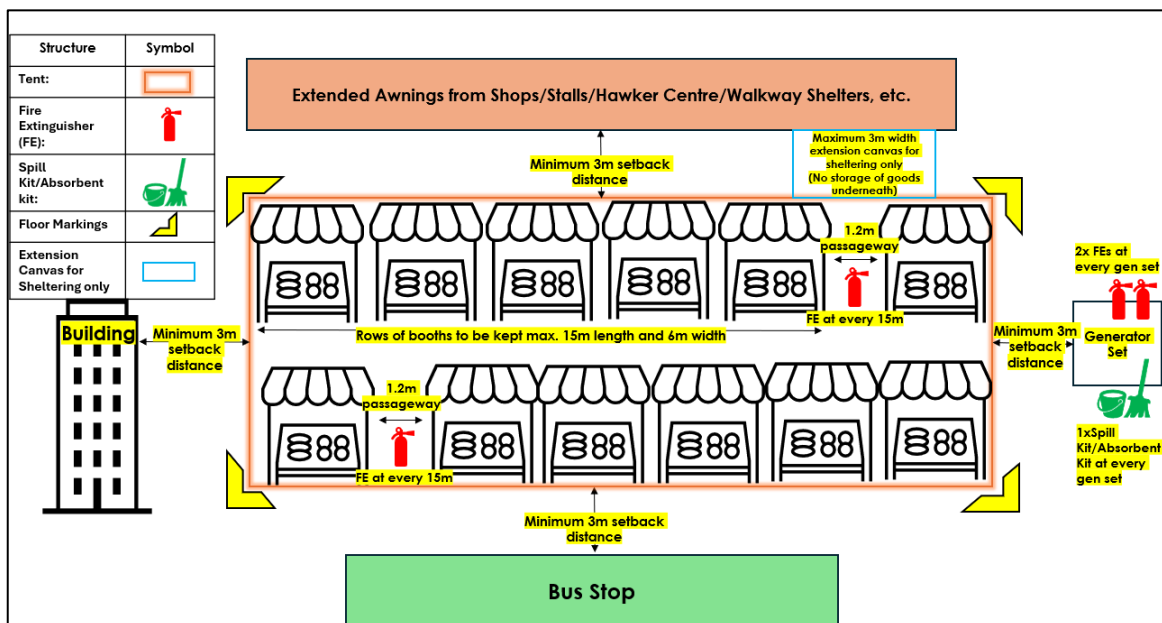
<b>SCDF Fire Safety Plans Approval Guide</b>	<a href="https://www.scdf.gov.sg/home/fire-safety/plans-and-consultations/plan-approval">https://www.scdf.gov.sg/home/fire-safety/plans-and-consultations/plan-approval</a>
<b>Board of Architects link</b>	<a href="https://www.boa.gov.sg/find-architects/register-of-architects/">https://www.boa.gov.sg/find-architects/reg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



**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.

 **SCDF**  
The Life Saving Force

### 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) ▼ ✕

**2. Subject**  
For feedback related to Ambulance, kindly select "2) Emergency Medical Services" instead of "9) 995 Call". Thank you.

4) Fire Safety Matters ▼ ✕

**3. Category**

Fire Safety Related Permit / Certificate ▼ ✕

**4. Area of Interest**

Temporary Change of Use Permit ▼ ✕