

BUILDING INFORMATION FOR EMERGENCY PREPAREDNESS (EP)*

I. Information based on Building Plan Approval

- i. Total Gross Floor Area: _____
- ii. Total Occupant Load: _____
- iii. Building Habitable Height: _____

II. Building Details

- i. Building Name: _____
- ii. Address: _____

III. Building Owner/ MCST Plan No.

- i. Name: Dr/Mr/Mrs/Ms _____
- ii. Company Name/ MCST Plan No: _____

- iii. UEN No.: _____
- iv. Designation: _____
- v. Mailing Address: _____

- vi. Telephone No.: _____ Mobile: _____
- vii. Email: _____

IV. Applicant / Representative[^] for the Premises (Applicable if different from item III above)

- i. Name: Dr/Mr/Mrs/Ms _____
- ii. Company Name: _____

- iii. UEN No.: _____
- iv. Designation: _____
- v. Mailing Address: _____

- vi. Telephone No: _____ Mobile: _____
- vii. Email: _____

* EP requirements refer to Fire Certificate (FC), appointing a Fire Safety Manager (FSM) and Company Emergency Response Team (CERT).

[^] To delete if applicable

V. FSM Details (if applicable for the premises)

- i. Name: Dr/Mr/Mrs/Ms _____
- ii. FSM Reg. No: _____
- iii. Appointed: Yes / No
- iv. Tel: _____ Mobile: _____
- v. Email: _____

VI. To attach a copy of the following Certificate/s:

Tick if attached	Certificate
	i. Temporary Fire Permit (TFP)
	ii. Temporary Occupation Permit (TOP)
	iii. Fire Safety Certificate (FSC)
	iv. Certificate of Statutory Completion (CSC)

VII. Building Description~

BUILDING DESCRIPTION							
S/N	Block Name eg. Block 1, Block A, House Number/Name	Usage eg. Office, Hotel, Retail, Residential, Industrial, Classroom, Warehouse	(a)	(b)	(c)	(a) + (b) + (c)	*FC Payable (Total No. of storeys x Amount per storey)
			No of storeys	No of Basement / Attic / Mezzanine eg. 2 Basement, 1 Attic	With roof access via proper staircase but not cat ladder (Yes/ No)	Total No. of storeys	
1							
2							
3							
4							
5							
6							
7							
*FC Payable for Non-Residential - \$33 per storey *FC Payable for Private Residential - \$11 per storey					Total		

~ Information is subjected to changes at any time if found to be inaccurate.