



**Date** : 1 Dec 2021

Registrar, Board of Architects  
Registrar, Professional Engineers Board  
President, Singapore Institute of Architects  
President, Institution of Engineers, Singapore  
President, Association of Consulting Engineers, Singapore

Dear Sir/Mdm

## **EARLY ENGAGEMENT OF REGISTERED INSPECTORS UPON PLAN APPROVAL BY SCDF**

Registered Inspectors (RIs) play an important role in ensuring compliance of fire safety requirements. SCDF noticed that very often, RIs are only engaged at the late stage of construction. This may lead to delay in issuance of the Temporary Fire Permit or Fire Safety Certificate for the building project especially in instances when RIs discover non-compliances during the site inspection.

2. SCDF strongly encourages developers/building owners/applicants to engage RIs soonest, after the plans have been approved by SCDF. In this way, any non-compliances in the plans could be identified for early rectification, before the fire safety works are carried out, minimising potential delays to the project. This also addresses the undesirable practice of seeking waivers of fire safety requirements from SCDF, following RI site inspections of the completed non-compliant fire safety works.
3. QPs are advised to ensure full compliance and work with RIs to apply for TFP/FSC early so that there is adequate time for rectification works should non-compliances be found on site.
4. Please convey the contents of this circular to members of your Board/ Institution/ Association. This circular is also available in CORENET-e-Info: <http://www.corenet.gov.sg/einfo>.
5. For any clarification, please contact LTC Choh Choon Jin at DID: 68481454.



## **SCDF – A member of the Home Team**

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Yours faithfully,

(transmitted via e-mail)

LTC Tan Chung Yee  
Fire Safety Department  
*for* Commissioner  
Singapore Civil Defence Force

cc

CEO, BCA  
CEO, URA  
CEO, HDB  
CEO, JTC  
CE, LTA  
CE, Enterprise Singapore  
President, REDAS  
President, IFE  
President, SISV  
President, FSMAS  
President, SCAL  
Honorary Secretary, SPM  
Manager (Fire Safety & Building Control Unit), DSTA  
SCDF Fire Safety Standing Committee  
Fire Code Review Committee



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