

Date : 22 March 2019

Our Ref: CD/FSSD/12/02/03/01

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/Madam,

PAYMENT OF FEES FOR SCDF APPLICATIONS

1. This circular aims to inform the industry on the revision of process for applications where GIRO payment mode is selected with effect from 30 April 2019.

Revision of Process for GIRO Payment

2. For applications where GIRO payment mode is selected, please note with effect from 30 April 2019, processing of application will only commence upon our successful deduction from the designated GIRO account.
3. For applicants with existing GIRO account with SCDF, GIRO deduction may take up to 14 working days to be processed.
4. Request for new GIRO account may take up to 21 working days to be processed before request for GIRO deduction can be submitted by applicant. Applicants interested to apply for new GIRO account may refer to SCDF E-Services Payment Website (<https://www.scdf.gov.sg/home/e-services>) for instructions.
5. For urgent applications, applicants are advised to make payment using other alternate payment modes.
6. Please note that all applications will be processed only after payment is received.



SCDF – A member of the Home Team

HQ SINGAPORE CIVIL DEFENCE FORCE, 91 UBI AVENUE 4, SINGAPORE 408827
TEL: 68481457 FAX: 68481493 EMAIL: TAN_Chung_Yee@scdf.gov.sg

Current Mode of Payments

7. The following lists the current payment modes available for SCDF applications:

At SCDF E-Services Payment Website:

- a. Credit Card
- b. eNETS
- c. GIRO
- d. Journal Adjustment Voucher (For Ministries only)

At HQ SCDF Customer Service Centre:

- a. Credit Card
 - b. NETS
 - c. Cashcard
 - d. Cheque (only for Plan fees with amount greater than \$1000)
8. Please convey the contents of this circular to members of your Institution/Association/Board. This circular is also available in CORENET-e-Info: <http://www.corenet.gov.sg/einfo>.
9. For any inquiry or clarification, please contact Ms Stephanie Soh at 68481603 or MAJ Tan Chung Yee at 68481457.

Yours faithfully

(transmitted via email)

MAJ Tan Chung Yee
for Commissioner
Singapore Civil Defence Force



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SCDF

The Life Saving Force

SINGAPORE CIVIL DEFENCE FORCE

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