Singapore Civil Defence Force

Petroleum and Flammable Materials Transportation Licence
(New Application- LicenceOne)
Announcement

i) Online Business Licensing System (OBLS) will be replaced by LicenceOne on 4th April 2016

ii) SCDF licences features in LicenceOne

- Petroleum & Flammable Material (P&FM) Storage Licence
- Petroleum & Flammable Material (P&FM) Transportation Licence
- Temporary Change Of Use (TCU)
Apply for Petroleum & Flammable Material (P&FM) Transportation Licence

1. SCDF Website (www.scdf.gov.sg)
   Fire Safety > e-Services > Petroleum & Flammable Transportation Licence > Apply

2. LicenceOne Homepage (https://licence1.business.gov.sg)

OR
Apply for Petroleum & Flammable Material (P&FM) Transportation Licence

1. Select “Choose licence(s) by government agency”
2. Type “SCDF” and click “Enter”
1. Click “Add to Selection” to apply Petroleum & Flammable Transportation Licence.

2. Click “Review & Apply” button to view your selection.

3. Click “Proceed” button to proceed to the next page.

Under the Fire Safety Act Section 20, the Commission may require Class I buildings such as offices, hospitals, shopping complexes, in the areas mentioned below to have a plan approved by the Commission:

- Lodgement Of Minor Addition / Alteration Works (Minor A&A)
- Petroleum & Flammable Material Import Licence
- Petroleum & Flammable Material Pipeline Licence
- Petroleum & Flammable Materials Storage Licence
- Petroleum / Flammable Materials Transportation Licence
- Plan Approval For Fire Safety Works

Selected Licences:
- SCDF | Petroleum / Flammable Materials Transportation Licence

Petroleum & Flammable Material Import Licence
Any person who wishes to import petroleum or flammable materials is required to obtain an import license from SCDF.

Petroleum & Flammable Material Pipeline Licence
The Fire Safety Act (FSA) regulates the conveyance of Petroleum and Flammable Materials (P&FM) in pipelines. Anyone who intends to convey P&FM in pipeline running outside premises boundaries is required to obtain a licence from SCDF.

Petroleum / Flammable Materials Storage Licence
The Fire Safety Act (FSA) regulates the storage of petroleum and flammable materials. A licence is required for storage of highly flammable petroleum and flammable materials products with a flash point below 93 degree celsius. The regulatory control will ensure that proper fire safety measures and procedures are undertaken by the licensee to ensure safety environment.

Petroleum / Flammable Materials Transportation Licence
The Fire Safety Act (FSA) regulates the transportation of petroleum and flammable materials. The petroleum and flammable materials transportation licence is to ensure that the transportation is carried out in a safe manner and that proper fire safety measures / procedures are undertaken by the licensees to ensure safety environment. In general, the FSA requires the transportation vehicle used to be certified, the transportation emergency response plan be approved and the drivers of road vehicles transporting any class of petroleum and flammable materials to hold a valid Hazardous Material Transportation Driver Permit (HTDP) to drive the vehicle. However, you will be exempted from applying a transportation licence if you are transporting petroleum less than:

Plan Approval For Fire Safety Works
Any person who wishes to commence or carry out any proposed fire safety works in any building shall apply in accordance with the Regulations made under the Fire Safety Act to the
Renew Petroleum & Flammable Material (P&FM) Transportation Licence

1. Click “Apply”
2. Select either “CorpPass, SingPass or LicenceOne ID” to Login
3. Only Foreigner (Foreign company not registered under ACRA) can login to Licence One ID.

Apply for New Licence

You may need the following licence(s) for your business

To be applied at LicenceOne

- Licence Name

Selected Licence(s)

- SCDF | Petroleum / Flammable Materials Transportation Licence

Click “Apply”
Apply for Petroleum & Flammable Material (P&FM) Transportation Licence

Enter SingPass ID and password

Login via SingPass

- Enter SingPass ID and password.
- Click Login.

Note: You may be required to perform one-time setup/account update and 2-step verification as part of the login.

Login via Login ID (for Foreign Company Only)

- Enter Email and Password.
- Click Login.

Foreigners or overseas users can request for a Login account if they do not have SingPass.

Click on the "Forgot Password" link on the Login page if you have forgotten your password for non-SingPass login. An email link will be sent to your registered email address. There will be a link to click on to enter a new password.
Apply for Petroleum & Flammable Material (P&FM) Transportation Licence

1. Select Company and enter UEN number
2. Click “Next” button to proceed to next page

Key in UEN or ACRA number for Foreign Company

Click Next to proceed to next step.
Apply for Petroleum & Flammable Material (P&FM) Transportation Licence

**General Information**

1. Click Agree button to accept the Terms and Conditions.

2. Apply as Licensee or on behalf of Licensee (Filer).

3. Applicant's email address is mandatory to proceed with licence application and correspondences will be sent via email and/or SMS subsequently.

4. Organisation Details and Organisation Address are populated based on the profile UEN and the fields are non-editable. Applicant should update their profile with ACRA if there's any change in organisation details or address.

5. Save as Draft

   Note: User can click Save or Save & Exit at any time during the application process to save the record before submitting. All saved records can be retrieved in Applications → Draft. They will be kept for 90 Days from the date of creation, after which, the application will lapse.

   Click Next to proceed to next step.
Apply for Petroleum & Flammable Material (P&FM) Transportation Licence

Application Details

1. General Information
2. Application Details
3. Supporting Document(s)
4. Declaration

**Description of Vehicle**

**Transport Type**
- Please Select
  - LORRY (BULK)
  - LORRY (PACKAGE)
  - PRIME MOVER (NO TRAILER)
  - PRIME MOVER (WITH TRAILER)
  - ROAD TANKER
  - TRAILER (BULK)
  - TRAILER (PACKAGE)

**Key in all the necessary fields for vehicle description.**

**Select Substance Type**

- Please Select
  - FLAMMABLE MATERIALS (GAS)
  - FLAMMABLE MATERIALS (LIQUID)
  - FLAMMABLE MATERIALS (SOLID)
  - LPG
  - PETROLEUM

**Select Unit for Transportation Capacity**

- Please Select
  - KG
  - LITRES

**Can Add multiple Substance Type**
Apply for Petroleum & Flammable Material (P&FM) Transportation Licence

Application Details

6. Select Inspection Centre

7. Key in the necessary fields for Driver’s Permit

8. Can Add multiple Transport Driver’s Permit

9. Click Proceed to proceed to next step.
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You are required to upload mandatory documents such as:
1. Certificate of Vehicle Inspection
2. Acknowledgement letter of Transportation Emergency Response Plan
3. Photos of the Vehicles with the Registration number for the Road Tanker, Prime Mover, Trailer and Lorries

Click Next to proceed to next step.

Click Upload to upload the document
Apply for Petroleum & Flammable Material (P&FM) Transportation Licence

Review and Declaration

Tick the checkbox to declare

Information Review

Applicant's Particulars
- Surname: Mahalakshmi
- Designation: Managing Director
- Office Tel Number: 00000000
- Home Tel Number: 00000000
- Fax Number: 00000000

Declaration

General Declaration
1. I declare that all the information given in this application form is true and correct.
2. I am aware that legal action may be taken against me if I have knowingly provided false information.
3. I agree that in any legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confessions, records, acknowledgements, information recorded or produced in this application.

Petroleum / Flammable Materials Transportation Licence
1. I state to be responsible to provide any proof of written consent from the applicant upon request by the respective licensing authority for verification.
2. I declare that the information provided is true and relevant and that I have no reason to believe the information is false or misleading, otherwise I may be prosecuted for committing an offense. The licensing authorities reserve their rights to reject the application or revoke the licence if granted or to exercise any powers in the licensing under Act.
3. It is compulsory to attach a supporting document accompanying the licence application, a scanned copy of the Letter of Authority from the owner or director. Please note the following guidelines for the Letter of Authorization:

   - The general guidelines for the Letter of Authorization (referred to as the “Letter”) are as follows:
   - 1. The letter must be prepared in any manner that is consistent with the format stated in the Letter.
   - 2. The Letter must include the following information:
   - 3. The letter must state the name and address of the representative or the granted authority. The representative or the granted authority agrees to act and apply for licences on behalf of the Grantor.
   - 4. The letter must include the name and address of the third party or the authorized representative. The third party or the authorized representative agrees to act and apply for licences on behalf of the Grantor.
   - 5. The letter must state the name and address of the representative or the granted authority. The representative or the granted authority agrees to act and apply for licences on behalf of the Grantor.

Click to preview the application

Click to print the application

Click Submit
Apply for Petroleum & Flammable Material (P&FM) Transportation Licence

Submitted Application

Enquiring application status thru LicenceOne (Click Applications) or contact SCDF officers

Click "Print"

If required, click Edit to modify the Submission Name

Click "Close"
Apply for Petroleum & Flammable Material (P&FM) Transportation Licence

Online Payment

Make online payment thru SCDF website(https://eservices.scdf.gov.sg/fisops/SCDF-ESERVICES.action?app=EPAYMENT) OR

* Please note that you can only make payment after you have received the acknowledgement letter from SCDF
Apply for Petroleum & Flammable Material (P&FM) Transportation Licence

Online Payment

Make online payment thru LicenceOne (Under “Payments”)

View Payment Advice details

Click MY PORTFOLIO >> PAYMENTS

Search Payment Advice

Select Unpaid Payment Advice(s) and click Make Payment to make payment online.
Problem in accessing LicenceOne?
Contact LicenceOne Helpdesk at +65 6774 1430
The call centre provides helpdesk support:
Mondays to Fridays 8:00am to 8:00pm,
Saturdays from 8:00 am to 2:00pm
excluding Sundays and Public Holidays.

OR
email to Support Email: licences-helpdesk@crimsonlogic.com

Information Required:
- Your Name
- System function that encountered problem
- Licence having issue(s) (if applicable)
- Issue description (with steps taken & screenshot if possible)
- Date and Time of issue
- Your Email Address and Contact Number

For more information on licence requirements, please contact the respective SCDF at 68481472 or email SCDF_FMI_FMT@scdf.gov.sg
THANK YOU