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**FIRE SAFETY ACT
(CHAPTER 109A)**

**FIRE SAFETY
(REGULATED FIRE SAFETY PRODUCTS)
REGULATIONS 2020**

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In exercise of the powers conferred by section 61 of the Fire Safety Act, the Minister for Home Affairs makes the following Regulations:

PART 1
PRELIMINARY

Citation and commencement

1. These Regulations are the Fire Safety (Regulated Fire Safety Products) Regulations 2020 and come into operation on 14 September 2020.

Definitions

2. In these Regulations —

“certificate” means a certificate of conformity;

“declaration of compliance”, in relation to a regulated fire safety product, means a statement by an accredited certification body stating that the regulated fire safety product installed or to be installed in the location specified in the statement is a compliant fire safety product;

“renewed certificate”, in relation to a certificate issued for a regulated fire safety product, means a certificate issued for the same regulated fire safety product on or before the date of expiry of the firstmentioned certificate;

“representation of compliance” means a declaration of compliance or a serial label;

“serial label” means a label issued by an accredited certification body stating that the regulated fire safety product on which the label is affixed is a compliant fire safety product;

“working day” means any day other than a Saturday, Sunday or public holiday.

Regulated fire safety products

3. Every material or product set out in the First Schedule is prescribed as a regulated fire safety product for the purposes of Part V of the Act.

PART 2**DUTIES OF ACCREDITED
CERTIFICATION BODIES****Register of certificates**

4.—(1) An accredited certification body must maintain a register in which is recorded the information specified in the Second Schedule in relation to each certificate that the accredited certification body issues on or after 14 September 2020.

(2) The register required by paragraph (1) must be in the form that the Commissioner requires.

(3) Subject to paragraph (5), where there is a change in the status of any certificate issued by an accredited certification body, the accredited certification body must, no later than 5 working days after the date of the change, amend the relevant record in the register mentioned in paragraph (1) to state that change.

(4) An accredited certification body must keep and retain each record made under paragraph (1) for the retention period.

(5) An accredited certification body must not terminate a certificate that is —

(a) suspended; or

(b) issued in respect of a regulated fire safety product that the accredited certification body knows is the subject of investigations for any offence under the Act.

(6) Where an accredited certification body knows or has reason to believe that a regulated fire safety product to which a certificate issued by the accredited certification body relates was manufactured by a person or in a location not mentioned in the application for the certificate, the accredited certification body must state, in the relevant

record in the register, that it knows or has reason to believe that the regulated fire safety product was manufactured by a person or in a location not mentioned in the application for the certificate.

(7) An accredited certification body that, without reasonable excuse, contravenes paragraph (1), (2), (3), (4), (5) or (6) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 6 months or to both.

(8) In this regulation, “retention period”, in relation to a record required by paragraph (1), means the period —

- (a) starting the date of issue of the certificate in relation to which the record is kept; and
- (b) ending on (and including) the date that is 10 years after —
 - (i) the termination, withdrawal or expiry of the certificate; or
 - (ii) where one or more renewed certificates are issued in relation to that certificate, the termination, withdrawal or expiry of the last renewed certificate issued.

Post-certification tests

5.—(1) An accredited certification body conducting a post-certification test of a regulated fire safety product commits an offence if the accredited certification body does not take all reasonable measures to ensure that the sample of the regulated fire safety product presented to the accredited certification body for the post-certification test is the same sample that is sent to an accredited laboratory for that testing.

(2) An accredited certification body that is guilty of an offence under paragraph (1) shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 6 months or to both.

Representations of compliance

6.—(1) This regulation applies only in relation to a regulated fire safety product that is to be or is installed as part of any fire safety works.

(2) An accredited certification body must not —

- (a) issue a representation of compliance for a regulated fire safety product in respect of which there is no valid certificate;
- (b) issue a representation of compliance for a regulated fire safety product if the holder of a certificate for that product did not submit or cause to be submitted to the accredited certification body documentary evidence of the location (including the address) that the holder declares the regulated fire safety product is or will be installed; or
- (c) issue a representation of compliance for a regulated fire safety product to an individual who is not —
 - (i) the holder of a certificate issued by the accredited certification body for the regulated fire safety product;
 - (ii) the local representative of the holder of a certificate who is not a Singapore person; or
 - (iii) an individual authorised by the holder in sub-paragraph (i).

(3) An accredited certification body must maintain a register in which is recorded the following information about each representation of compliance for a regulated fire safety product that the accredited certification body issues on or after 14 September 2020:

- (a) the serial number or reference number on the representation of compliance;
- (b) any other reference number used by the accredited certification body to identify the representation of compliance, which may include the reference number of a request form;

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- (c) the number of the certificate relating to that regulated fire safety product;
 - (d) the brand and model of the regulated fire safety product;
 - (e) the date the representation of compliance is issued;
 - (f) the name and designation (if applicable) of the individual to whom the representation of compliance is issued;
 - (g) the location where the regulated fire safety product is installed.

(4) An accredited certification body must keep and retain each record contained in the register mentioned in paragraph (3) for the retention period.

(5) An accredited certification body that, without reasonable excuse, contravenes paragraph (2), (3) or (4) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 6 months or to both.

(6) In this regulation, “retention period”, in relation to a record required by paragraph (3), means the period —

- (a) starting the date of issue of the representation of compliance in relation to which the record is kept; and
- (b) ending on (and including) the date that is 10 years after —
 - (i) the termination, withdrawal or expiry of the certificate mentioned in paragraph (3)(c); or
 - (ii) where one or more renewed certificates are issued in relation to that certificate, the termination, withdrawal or expiry of the last renewed certificate issued.

Duty to inspect where serial labels issued

7.—(1) An accredited certification body that has issued 2 or more serial labels in a surveillance year for a regulated fire safety product must carry out inspections as follows:

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- (a) the accredited certification body must verify that the correct serial label is affixed to each regulated fire safety product inspected, and that the regulated fire safety product is installed at the location declared by the certificate holder under regulation 6(2)(b);
 - (b) subject to sub-paragraph (c), where the regulated fire safety products in respect of which serial labels have been issued are installed in 2 or more buildings, the accredited certification body must inspect at least one regulated fire safety product in each building;
 - (c) where the accredited certification body has issued in a surveillance year the number of labels specified in the first column of the Third Schedule, the accredited certification body must complete inspecting the corresponding number of regulated fire safety products specified in the second column of that Schedule, no later than 3 months after the expiry of the surveillance year.

(2) An accredited certification body that, without reasonable excuse, contravenes paragraph (1) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 6 months or to both.

(3) In this regulation, “surveillance year”, in relation to a regulated fire safety product, means —

- (a) for a regulated fire safety product that was certified before 14 September 2020, the period starting 14 September 2020 and ending on the day before the next anniversary of the issuance of the certificate in respect of the regulated fire safety product; or
- (b) for a regulated fire safety product that is certified on or after 14 September 2020, the period of 12 months starting the date that the certificate is issued in respect of the regulated fire safety product,

and every subsequent period of 12 months (or shorter if the certificate expires, or is terminated or cancelled, in any of those periods).

Keeping and submission of records

8.—(1) Every accredited certification body that has, on or after 14 September 2020, issued a certificate relating to a regulated fire safety product must keep and retain the following records for the retention period:

- (a) a copy of the certificate (including the appendices, if any) relating to that product;
- (b) the application for certification or renewal of certification and all accompanying documents submitted by the applicant;
- (c) all test reports submitted to the accredited certification body in relation to any post-certification test conducted for the regulated fire safety product;
- (d) all correspondence between the holder of the certificate and the accredited certification body on matters relating to that post-certification test mentioned in sub-paragraph (c).

(2) Where a document mentioned in paragraph (1)(a), (b), (c) or (d) is submitted to the accredited certification body in colour, the accredited certification body must keep a colour copy of that document.

(3) Every accredited certification body must, before the end of each month, submit the following to the Commissioner:

- (a) a copy of every certificate (including the appendices, if any) issued by the body during the month immediately preceding;
- (b) any record mentioned in regulations 4(1) and 6(3) made by the body during the month immediately preceding.

(4) An accredited certification body that, without reasonable excuse, contravenes paragraph (1), (2) or (3) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 6 months or to both.

(5) In this regulation, “retention period”, in relation to a record required by paragraph (1), means the period —

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- (a) starting the date of issue of the certificate in relation to which the record is kept; and
 - (b) ending on (and including) the date that is 10 years after —
 - (i) the termination, withdrawal or expiry of the certificate; or
 - (ii) where one or more renewed certificates are issued in relation to that certificate, the termination, withdrawal or expiry of the last renewed certificate issued.

PART 3

DUTIES OF CERTIFICATE HOLDERS AND LOCAL REPRESENTATIVES

Duty to notify accredited certification body

9.—(1) The holder of a certificate relating to a regulated fire safety product must notify the accredited certification body that issued the certificate within 5 working days after any of the following occurs:

- (a) the holder stops supplying the regulated fire safety product;
- (b) where the holder is not a Singapore person and the holder appoints a local representative in respect of the regulated fire safety product —
 - (i) the local representative ceases to be appointed or the holder gives notice to the local representative of the holder's intention to terminate the appointment; or
 - (ii) the holder appoints a local representative in respect of the regulated fire safety product, whether or not in substitution of another local representative;
- (c) the holder knows of any change or intended change in the manufacturing process for the regulated fire safety product;
- (d) the holder knows that any component of the regulated fire safety product affecting fire safety is manufactured or will

be manufactured in a factory or workshop not mentioned in the application for the certificate or not earlier notified under this paragraph.

(2) A holder of a certificate who, without reasonable excuse, contravenes paragraph (1) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 6 months or to both.

Duty in relation to representations of compliance

10.—(1) This regulation applies only in relation to a regulated fire safety product that is to be or is installed as part of any fire safety works.

(2) The holder of a certificate issued in relation to a regulated fire safety product, or, where the holder is not a Singapore person, the local representative appointed by the holder, must, in relation to any representation of compliance issued for that regulated fire safety product on or after 14 September 2020, keep and retain the following records for the retention period:

- (a) the serial number or reference number on the representation of compliance;
- (b) any other reference number used by the accredited certification body that issued the representation of compliance to identify the representation of compliance, which may include the reference number of a request form;
- (c) the number of the certificate relating to that regulated fire safety product;
- (d) the brand and model of the regulated fire safety product;
- (e) the date the representation of compliance is issued;
- (f) the name and designation (if applicable) of the individual to whom the representation of compliance is issued;
- (g) the location where the regulated fire safety product is installed.

(3) The holder of a certificate issued in respect of a regulated fire safety product, or, where the holder is not a Singapore person, the

local representative appointed by the holder, must, in relation to any serial label issued to the holder —

- (a) affix the serial label only on the regulated fire safety product in respect of which the serial label was issued; and
- (b) return the serial label to the accredited certification body if the serial label is not used within 3 months after the serial label is issued to the holder.

(4) Where a regulated fire safety product ceases to be or is not installed at the location declared by the certificate holder under regulation 6(2)(b) —

- (a) the holder of a certificate issued in respect of a regulated fire safety product; or
- (b) where the holder is not a Singapore person, the local representative appointed by the holder,

must notify the accredited certification body of the new location in which the regulated fire safety product is installed, within 5 working days after the installation at the new location.

(5) A holder of a certificate or a local representative who, without reasonable excuse, contravenes paragraph (2), (3) or (4) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 6 months or to both.

(6) In this regulation, “retention period”, in relation to a record required by paragraph (2), means the period —

- (a) starting the date of issue of the representation of compliance in relation to which the record is kept; and
- (b) ending on (and including) the date that is 10 years after —
 - (i) the termination, withdrawal or expiry of the certificate mentioned in paragraph (2)(c); or
 - (ii) where one or more renewed certificates are issued in relation to that certificate, the termination, withdrawal or expiry of the last renewed certificate issued.

Giving false information in relation to post-certification tests

11. The holder of a certificate issued in respect of a regulated fire safety product, or, where the holder is not a Singapore person, the local representative appointed by the holder, who gives false information to an accredited laboratory or an accredited certification body in connection with any post-certification test of the regulated fire safety product knowing that, or reckless or negligent as to whether, the information is false shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 6 months or to both.

Other duties of local representative

12.—(1) A local representative appointed by the holder of a certificate for a regulated fire safety product must render all reasonable assistance —

- (a) to the accredited certification body or the Commissioner for the conduct of any tests or inspections in relation to the regulated fire safety product; and
- (b) to the Commissioner in relation to any direction given under section 33A of the Act to the holder.

(2) A local representative who, without reasonable excuse, contravenes paragraph (1) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000 or to imprisonment for a term not exceeding 6 months or to both.

FIRST SCHEDULE

Regulation 3

REGULATED FIRE SAFETY PRODUCTS

1. A fire alarm panel
2. A home fire alarm device
3. A fire pump
4. A fire-rated partition (including a compartment wall, a protected shaft enclosing lift, and a protected shaft enclosing staircase or services)
5. A fire-rated floor
6. A fire-rated ceiling (including any compartmentation or protection to a steel beam that supports a reinforced concrete floor and any protection to timber or steel flooring)
7. A fire-rated enclosure or fire-rated spraying material (including protection to a steel structure, protection to a firefighting system or protection to a building service)
8. A smoke curtain or barrier
9. A fire-rated duct system
10. A fire-extinguishing system for kitchen hoods
11. Any fire-stopping material (including fire-rated collar)
12. A fire-rated glass block or glass partition
13. An exit sign powered electrically or by radioactive material
14. Any self-contained emergency lighting
15. A fire hose reel
16. A standby fire hose
17. An auditorium seat
18. A fire damper
19. A fire-rated door (including door closer)
20. A bin or linen chute door
21. A fire-rated lift landing or dumb waiter door
22. A fire shutter or fire curtain
23. A fire-rated hatch door
24. A portable fire extinguisher

FIRST SCHEDULE — *continued*

25. A fire-resistant cable
26. Any intumescent coating system (for protection to a steel structure)
27. A landing valve
28. A breeching inlet
29. Any raised floor panel
30. Any material for wall, ceiling or floor construction
31. Any thermal insulation material
32. Any finishing material for a wall or ceiling
33. Any plastic finishing material for a floor
34. Any roof covering material
35. A composite panel (cladding to an external wall)
36. Any UPVC window frame material
37. Any engineered timber
38. A solar photo-voltaic (PV) roof-mounted module
39. Any coldroom material (whether fire-rated or not)

SECOND SCHEDULE

Regulation 4(1)

INFORMATION TO BE INCLUDED IN REGISTER OF CERTIFICATES

1. The following details in relation to the certificate:
 - (a) the reference number;
 - (b) the date of issue;
 - (c) where the certificate is a renewed certificate, the date of issue of the certificate issued prior to the renewed certificate;
 - (d) the date of expiry;
 - (e) the certificate scheme type.
2. The following details in relation to the holder of the certificate (called in this paragraph the certificate holder):
 - (a) the certificate holder's name;
 - (b) the certificate holder's registered address;
 - (c) the certificate holder's nationality or country of registration;
 - (d) the contact details of an officer of the certificate holder;
 - (e) where the certificate holder is a Singapore person — the certificate holder's Unique Entity Number issued by the Accounting and Corporate Regulatory Authority established by section 3 of the Accounting and Corporate Regulatory Authority Act (Cap. 2A);
 - (f) where the certificate holder is not a Singapore person — the local representative's Unique Entity Number issued by the Accounting and Corporate Regulatory Authority and the certificate holder's business registration number in the certificate holder's place of incorporation.
3. The name, registered address and contact details of the local representative, if applicable.
4. The following details in relation to the regulated fire safety product that is the subject of the certificate:
 - (a) the product description as stated in the certificate;
 - (b) the brand and model;
 - (c) the country of manufacture;
 - (d) the manufacturer's name, registered address and contact details;
 - (e) the applicable standard.

SECOND SCHEDULE — *continued*

5. The following details in relation to the test report submitted for the certification:
 - (a) the date of the test report;
 - (b) the reference number of the test report;
 - (c) the name of the laboratory that conducted the test;
 - (d) the test standard used;
 - (e) all locations where a test was conducted.
6. The date and location of every factory or site inspection carried out in relation to the regulated fire safety product that is the subject of the certificate.
7. The following details in relation to every post-certification test conducted for the regulated fire safety product that is the subject of the certificate:
 - (a) the date of the post-certification test;
 - (b) the specific clause of the applicable standard under which the post-certification test is conducted;
 - (c) the reference number of the test report issued for the post-certification test;
 - (d) the result of the post-certification test.

THIRD SCHEDULE

Regulation 7(1)(c)

**NUMBER OF REGULATED FIRE SAFETY
PRODUCTS TO BE INSPECTED**

<i>First column</i>	<i>Second column</i>
<i>Number of serial labels issued in a surveillance year</i>	<i>Number of serial labels to be inspected</i>
2 to 8	2
9 to 15	2
16 to 25	3
26 to 50	5
51 to 90	5
91 to 150	8
151 to 280	13
281 to 500	20
501 to 1,200	32
1,201 to 3,200	50
3,201 to 10,000	80
10,001 to 35,000	125
35,001 to 150,000	200
150,001 to 500,000	315
500,001 or more	500

Made on 24 August 2020.

PANG KIN KEONG
*Permanent Secretary,
Ministry of Home Affairs,
Singapore.*

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