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BUILDING CONTROL ACT (CHAPTER 29)

BUILDING CONTROL (LICENSING OF BUILDERS) REGULATIONS 2008

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In exercise of the powers conferred by section 29L of the Building Control Act, the Minister for National Development hereby makes the following Regulations:

PART I

PRELIMINARY

Citation and commencement

1.—(1) These Regulations may be cited as the Building Control (Licensing of Builders) Regulations 2008 and shall, with the exception of Part V, come into operation on 18th December 2008.

(2) Part V of these Regulations shall come into operation on 16th June 2009.

Definitions

2. In these Regulations, unless the context otherwise requires —

“applicant”, in relation to an application for a licence, means the person who will be the holder of the licence if the application is granted;

“approved person”, in relation to an applicant for or a holder of a licence, means any natural person under whose charge and direction the management of the business of the applicant or holder, as the case may be, in so far it relates to general building works or specialist building works in Singapore is to be at all times;

“Authority” means the Building and Construction Authority established under the Building and Construction Authority Act 1999;

[S 416/2024 wef 31/12/2021]

“holder”, in relation to a licence, means the person in whose name the licence is granted;

“licence” means any of the following licences granted under Part VA of the Act:

- (a) a Class 1 general builder’s licence authorising the holder thereof to carry on the business of a general builder generally;
- (b) a Class 2 general builder’s licence authorising the holder thereof to carry on the business of a general builder in a restricted manner in accordance with section 29C(1)(b) of the Act;
- (c) a specialist builder’s licence authorising the holder thereof to carry on the business of a specialist builder for the class of specialist building works specified in the licence;

“register” means the register of licensed builders required to be kept under section 29D of the Act;

“technical controller”, in relation to an applicant for or a holder of a licence, means any natural person under whose personal

supervision the execution and performance of any general building works or specialist building works in Singapore that the applicant or holder, as the case may be, undertakes is to be carried out.

PART II

FORMS AND REGISTER OF LICENSED BUILDERS

Forms

3.—(1) In these Regulations, “appropriate form”, in relation to any purpose for which a specific form is required to be used, means the relevant form that —

- (a) is provided by the Commissioner and obtainable from his office at the Building and Construction Authority at 5, Maxwell Road #02-00, MND Tower Block, Singapore 069110 during such hours as his office is open for business; or
- (b) is set out on the Authority’s Internet website <http://www.bca.gov.sg>.

[S 115/2013 wef 01/04/2013]

(2) All forms used for the purposes of these Regulations shall be completed in the English language and in accordance with such directions as may be specified in the form or by the Authority.

(3) The Authority may refuse to accept any form if —

- (a) it is not completed or lodged in accordance with this regulation; or
- (b) it is not accompanied by the relevant fee referred to in regulation 9.

(4) Where strict compliance with any form is not possible, the Authority may allow for the necessary modifications to be made to that form, or for the requirements of that form to be complied with in such other manner as the Authority thinks fit.

Register of licensed builders

4.—(1) The register of licensed builders shall be divided into 3 sub-registers, each containing the particulars referred to in paragraph (2) in respect of the holders of the following licences:

- (a) the Class 1 general builder's sub-register for holders of a Class 1 general builder's licence;
- (b) the Class 2 general builder's sub-register for holders of a Class 2 general builder's licence; and
- (c) the specialist builder's sub-register for holders of a specialist builder's licence according to one or more of the following classes of specialist building works as is specified in the licence:
 - (i) piling works comprising installation and testing of pre-cast reinforced concrete or pre-stressed concrete piles, steel piles, bored cast-in-place reinforced concrete piles, caissons and special pile types like micro-piles, barrettes piles and composite piles, embedded retaining wall piles like diaphragm walls, contiguous bored piles or secant piles;
 - (ii) ground support and stabilisation works, including installation and testing of ground anchors, soil nails, rock bolts, ground treatment like chemical grouting and jet-grouting, reinforced-earth, shotcreting and tunnel supports;
 - (iii) site investigation work comprising field investigations, exploratory drilling or boring, logging, sampling, coring, in-situ plate-loading tests, pressure meter tests, penetration tests, vane shear tests, probing tests, permeability tests, geological mapping and geophysical surveys, and installation and monitoring of instruments measuring forces, deformation, displacements, pore and earth pressures, and ground-water levels;
 - (iv) structural steelwork comprising fabrication of structural elements, erection work like site cutting,

site welding and site bolting, and installation of steel supports for underground building works;

- (v) pre-cast concrete work comprising fabrication of pre-cast structural elements;
- (vi) in-situ post-tensioning work comprising setting out of tendon profiles, laying of conduits, anchorages and bursting reinforcement, pulling or stressing of cables, pressure grouting of conduits.

(2) The particulars in respect of every holder of a licence to be contained in the register are as follows:

- (a) the holder's full name, the business telephone and fax numbers and email address, and the address at which the holder carries on the business of a general builder or specialist builder, as the case may be;
- (b) the date the licence is granted to the holder and the date of its expiry;
- (c) the date on which the holder was first granted with the licence, and the date of each occasion on which the holder's licence has been renewed;
- (d) the terms of any conditions to which the holder's licence is or has been subject, and the dates between which any such condition has or has had effect;
- (e) in the case of a holder whose licence is or has been suspended by the Commissioner under section 29J of the Act, the dates between which the suspension has or has had effect;
- (f) in the case of a holder whose licence has been revoked or has otherwise ceased to have effect, the date on which the licence was revoked or ceased to have effect, as the case requires; and
- (g) in the case of a specialist builder, the class of specialist building works the holder is licensed to carry on the business of a specialist builder in.

Inspection fee for register

5.—(1) For the purposes of section 29D(2) of the Act, the fee payable to obtain from the Commissioner a certificate as to the licence or non-licence of a named person on a specified date or during a specified period shall be the relevant fee specified in the First Schedule.

(2) The inspection of the register during the ordinary hours of business of the Commissioner shall be free of charge.

(3) The fee payable under paragraph (1) shall be non-refundable.

PART III**APPLICATIONS FOR LICENCE****Application form for issue and renewal of licence: general**

6.—(1) Every application for the issue or renewal of a licence shall be made to the Commissioner in the appropriate form.

(2) Every applicant for the issue or renewal of a licence shall, if so required in writing by the Commissioner —

(a) attend personally before the Commissioner; and

(b) provide clarification to the Commissioner as to such additional particulars, information and document as may be required.

(3) Where an applicant for the issue or renewal of a licence fails, without reasonable excuse, to comply with any requirement of the Commissioner under paragraph (2), the Commissioner may reject the application.

Application for general builder's licence

7.—(1) Subject to paragraph (2), an application by a natural person for a general builder's licence shall be accompanied by —

(a) a copy of the applicant's degree, diploma or other certificate showing his educational qualification;

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- (b) written evidence of the applicant's practical experience in the work of a general builder or as a supervisor of general building works;
 - (c) a declaration by that person that he has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months preceding the date of the application;
 - (d) the following documents and information in respect of every person who is or is to be the technical controller for the applicant:
 - (i) the name and residential address of the person;
 - (ii) a copy of the person's degree, diploma or other certificate showing his educational qualification;
 - (iii) written evidence of the person's practical experience (whether in Singapore or elsewhere) in the work of a general builder or as a supervisor of general building works;
 - (iv) a declaration by that person that he is not acting, and for so long as he is the technical controller for the applicant that he does not intend to act, as a technical controller for any other holder of a licence;
 - (v) a declaration by that person that he has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months preceding the date of the application;
 - (vi) the written consent of the person to carry out the duties of a technical controller for the applicant where the person is not the applicant but an employee or proposed employee of the applicant; and
 - (e) such other documents and information as the Commissioner may require in any particular case.

(2) Where a natural person applies for a general builder's licence in partnership with another natural person or other natural persons, the application by the partnership shall be accompanied by —

- (a) [*Deleted by S 274/2009 wef 16/06/2009*]
- (b) a list of the partners of the partnership and the partnership's business profile, such as its principal activities of business, principal place of business, the registered name of the business and the particulars of its managers;
- (c) the following documents and information in respect of the partner who is or is to be the approved person in so far as the business of the partnership relates to general building works in Singapore:
 - (i) the name and residential address of the person;
 - (ii) a copy of the person's degree, diploma or other certificate showing his educational qualification;
 - (iii) written evidence of the person's practical experience (whether in Singapore or elsewhere) in the work of a general builder or as a supervisor of general building works;
 - (iv) [*Deleted by S 274/2009 wef 16/06/2009*]
 - (v) the written consent of the person to carry out the duties of an approved person for the applicant;
 - (vi) a declaration by that person that he is not acting, and for so long as he is the approved person for the applicant that he does not intend to act, as a technical controller for any other holder of a licence;
 - (vii) a declaration by that person that he has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months preceding the date of the application;
- (d) the following documents and information in respect of every person (whether a partner or an employee of the applicant) who is or is to be the technical controller for the applicant:

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- (i) the name and residential address of the person;
 - (ii) a copy of the person's degree, diploma or other certificate showing his educational qualification;
 - (iii) written evidence of the person's practical experience (whether in Singapore or elsewhere) in the work of a general builder or as a supervisor of general building works;
 - (iv) the written consent of the person to carry out the duties of a technical controller for the applicant;
 - (v) a declaration by that person that he is not acting, and for so long as he is the technical controller for the applicant that he does not intend to act, as a technical controller for any other holder of a licence;
 - (vi) a declaration by that person that he has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months preceding the date of the application; and
- (e) such other documents and information as the Commissioner may require in any particular case.
- (3) The application by a corporation for a general builder's licence shall be accompanied by —
- (a) [*Deleted by S 274/2009 wef 16/06/2009*]
 - (b) a copy of the certificate of incorporation issued in respect of the corporation under section 19 of the Companies Act (Cap. 50);
 - (c) a list of the directors of the corporation and the corporation's business profile, such as its principal activities of business, principal place of business, its capital, and particulars of its officers and shareholders;
 - (d) the following documents and information in respect of the person who is or is to be the approved person in so far as the business of the corporation relates to general building works in Singapore:

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- (i) the name and residential address of the person;
 - (ii) whether the person is a director or a member of the board of management of the corporation, or an employee thereof, and if the person is an employee, his designation, duties and responsibilities;
 - (iii) a copy of the person's degree, diploma or other certificate showing his educational qualification;
 - (iv) written evidence of the person's practical experience (whether in Singapore or elsewhere) in the work of a general builder or as a supervisor of general building works;
 - (v) the written consent of the person to carry out the duties of an approved person for the applicant;
 - (vi) a declaration by that person that he is not acting, and for so long as he is the approved person for the applicant that he does not intend to act, as a technical controller for any other holder of a licence;
 - (vii) a declaration by that person that he has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months preceding the date of the application;
 - (viii) [*Deleted by S 274/2009 wef 16/06/2009*]
- (e) the following documents and information in respect of every person who is or is to be the technical controller for the applicant:
- (i) the name and residential address of the person;
 - (ii) whether the person is a director or a member of the board of management of the corporation, or an employee thereof, and if the person is an employee, his designation, duties and responsibilities;
 - (iii) a copy of the person's degree, diploma or other certificate showing his educational qualification;

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- (iv) written evidence of the person's practical experience (whether in Singapore or elsewhere) in the work of a general builder or as a supervisor of general building works;
 - (v) the written consent of the person to carry out the duties of a technical controller for the applicant;
 - (vi) a declaration by that person that he is not acting, and for so long as he is the technical controller for the applicant that he does not intend to act, as a technical controller for any other holder of a licence;
 - (vii) a declaration by that person that he has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months preceding the date of the application; and
- (f) such other documents and information as the Commissioner may require in any particular case.

Application for specialist builder's licence

8.—(1) Subject to paragraph (2), an application by a natural person for a specialist builder's licence for a class of specialist building works shall be accompanied by —

- (a) a copy of the applicant's degree, diploma or other certificate showing his educational qualification;
- (b) written evidence of the applicant's practical experience (whether in Singapore or elsewhere) in the work of a specialist builder or as a supervisor of that class of specialist building works;
- (c) a declaration by that person that he has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months preceding the date of the application;
- (d) the following documents and information in respect of every person who is or is to be the technical controller for the applicant:

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- (i) the name and residential address of the person;
 - (ii) a copy of the person's degree, diploma or other certificate showing his educational qualification;
 - (iii) written evidence of the person's practical experience (whether in Singapore or elsewhere) in the work of a specialist builder or as a supervisor of specialist building works of that class;
 - (iv) a declaration by that person that he is not acting, and for so long as he is the technical controller for the applicant that he does not intend to act, as a technical controller for any other holder of a licence;
 - (v) a declaration by that person that he has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months preceding the date of the application;
 - (vi) the written consent of the person to carry out the duties of a technical controller for the applicant where the person is not the applicant but an employee or proposed employee of the applicant; and
- (e) such other documents and information as the Commissioner may require in any particular case.

(2) Where a natural person applies in partnership with another natural person or other natural persons for a specialist builder's licence for a class of specialist building works, the application by the partnership shall be accompanied by —

- (a) [*Deleted by S 274/2009 wef 16/06/2009*]
- (b) a list of the partners of the partnership and the partnership's business profile, such as its principal activities of business, principal place of business, and the registered name of the business;
- (c) the following documents and information in respect of the partner who is or is to be the approved person in so far as

the business of the partnership relates to specialist building works in Singapore of that class:

- (i) the name and residential address of the person;
 - (ii) a copy of the person's degree, diploma or other certificate showing his educational qualification;
 - (iii) written evidence of the person's practical experience (whether in Singapore or elsewhere) in the work of a specialist builder or as a supervisor of specialist building works of that class;
 - (iv) [*Deleted by S 274/2009 wef 16/06/2009*]
 - (v) the written consent of the person to carry out the duties of an approved person for the applicant;
 - (vi) a declaration by that person that he is not acting, and for so long as he is the approved person for the applicant that he does not intend to act, as a technical controller for any other holder of a licence;
 - (vii) a declaration by that person that he has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months preceding the date of the application; and
- (d) the following documents and information in respect of every person (whether a partner or an employee of the applicant) who is or is to be the technical controller for the applicant:
- (i) the name and residential address of the person;
 - (ii) a copy of the person's degree, diploma or other certificate showing his educational qualification;
 - (iii) written evidence of the person's practical experience (whether in Singapore or elsewhere) in the work of a specialist builder or as a supervisor of specialist building works of that class;
 - (iv) the written consent of the person to carry out the duties of a technical controller for the applicant;

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- (v) a declaration by that person that he is not acting, and for so long as he is the technical controller for the applicant that he does not intend to act, as a technical controller for any other holder of a licence;
 - (vi) a declaration by that person that he has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months preceding the date of the application; and
- (e) such other documents and information as the Commissioner may require in any particular case.
- (3) The application by a corporation for a specialist builder's licence for a class of specialist building works shall be accompanied by —
- (a) [*Deleted by S 274/2009 wef 16/06/2009*]
 - (b) a copy of the certificate of incorporation issued in respect of the corporation under section 19 of the Companies Act (Cap. 50);
 - (c) a list of the directors of the corporation and the corporation's business profile, such as its principal activities of business, principal place of business, its capital, and particulars of its officers and shareholders;
 - (d) the following documents and information in respect of the person who is or is to be the approved person in so far as the business of the corporation relates to specialist building works in Singapore of that class:
 - (i) the name and residential address of the person;
 - (ii) whether the person is a director or a member of the board of management of the corporation, or an employee thereof, and if the person is an employee, his designation, duties and responsibilities;
 - (iii) a copy of the person's degree, diploma or other certificate showing his educational qualification;
 - (iv) written evidence of the person's practical experience (whether in Singapore or elsewhere) in the work of a

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- specialist builder or as a supervisor of specialist building works of that class;
- (v) the written consent of the person to carry out the duties of an approved person for the applicant;
 - (vi) a declaration by that person that he is not acting, and for so long as he is the approved person for the applicant that he does not intend to act, as a technical controller for any other holder of a licence;
 - (vii) a declaration by that person that he has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months preceding the date of the application;
 - (viii) [*Deleted by S 274/2009 wef 16/06/2009*]
- (e) the following documents and information in respect of every person who is or is to be the technical controller for the applicant:
- (i) the name and residential address of the person;
 - (ii) whether the person is a director or a member of the board of management of the corporation, or an employee thereof, and if the person is an employee, his designation, duties and responsibilities;
 - (iii) a copy of the person's degree, diploma or other certificate showing his educational qualification;
 - (iv) written evidence of the person's practical experience (whether in Singapore or elsewhere) in the work of a specialist builder or as a supervisor of specialist building works of that class;
 - (v) the written consent of the person to carry out the duties of a technical controller for the applicant;
 - (vi) a declaration by that person that he is not acting, and for so long as he is the technical controller for the applicant that he does not intend to act, as a technical controller for any other holder of a licence;

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- (vii) a declaration by that person that he has not acted as an approved person or the technical controller of a builder whose licence has been revoked in the 12 months preceding the date of the application; and
 - (f) such other documents and information as the Commissioner may require in any particular case.

Fees

9.—(1) For the purposes of section 29E of the Act, the application fee for a licence shall be the relevant fee specified in the First Schedule.

(2) Any person in possession of a Class 2 general builder's licence may, if the person so desires and upon payment of an additional fee specified in the First Schedule, apply to have the licence varied to become a Class 1 general builder's licence authorising the licensee to carry on the business of a general builder generally until the date of the expiration of the Class 2 general builder's licence.

(3) The application fee for any licence shall be payable in advance and shall not be refundable.

Validity of licence

10. Every licence shall be valid for such period specified therein, being not more than 3 years.

Application to renew licence

11.—(1) Subject to paragraph (2), an application to renew a licence shall be submitted to the Commissioner not later than one month before the date of expiry of the licence and be accompanied by the relevant renewal fee specified in the First Schedule.

(2) If an application to renew a licence is submitted to the Commissioner less than one month before the date of expiry of the licence, the application must be accompanied by the relevant renewal fee plus a late application fee specified in the First Schedule.

(3) Subject to paragraph (4), a licence may be renewed for such period as the Commissioner may determine on receipt of an application under paragraph (1) or (2).

(4) The Commissioner may refuse to renew any licence the application for which is not made more than 14 days before the date of expiry of the licence.

PART IV

TRAINING AND PRACTICAL EXPERIENCE

General builders' approved persons

12. For the purposes of section 29F(1)(c)(i), (2)(b)(i) and (3)(e)(i) of the Act, respectively, an approved person for —

(a) a holder of a class of general builders' licence; or

(b) an applicant for a class of general builders' licence,

shall have completed the course of training and have the practical experience prescribed in Part I of the Second Schedule opposite the relevant class of general builder's licence.

General builders' technical controllers

13. For the purposes of section 29F(1)(d), (2)(c) and (3)(f) of the Act, respectively, the technical controller for —

(a) a holder of a class of general builders' licence; or

(b) an applicant for a class of general builders' licence,

shall have completed the course of training and have the practical experience prescribed in Part II of the Second Schedule opposite the relevant class of general builder's licence.

Specialist builders' approved persons

14. For the purposes of section 29G(1)(c)(i), (2)(b)(i) and (3)(e)(i) of the Act, respectively, an approved person for —

(a) a holder of a specialist builder's licence for a class of specialist building works; or

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- (b) an applicant for a specialist builder's licence for a class of specialist building works,

shall have completed the course of training and have the practical experience prescribed in Part I of the Second Schedule opposite the specialist builder's licence.

Specialist builders' technical controllers

15. For the purposes of section 29G(1)(d), (2)(c) and (3)(f) of the Act, respectively, the technical controller for —

- (a) a holder of a specialist builder's licence for a class of specialist building works; or
- (b) an applicant for a specialist builder's licence for a class of specialist building works,

shall have completed the course of training and have the practical experience prescribed in Part II of the Second Schedule opposite the specialist builder's licence.

Ceasing to be approved person or technical controller

16.—(1) If any person who is appointed to be —

- (a) an approved person for a holder of a licence in so far as the holder's business relates to general building works or a class of specialist building works; or
- (b) the technical controller for the holder of any such licence,

becomes unwilling or unable, whether by reason of the termination of his appointment or for any other reason, to carry out those duties, the holder of the licence concerned shall notify the Commissioner in writing of the person ceasing to carry out those duties within 28 days after such cessation.

(2) Any holder of a licence who 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 12 months or to both.

PART V

CONDITIONS RELATING TO CONSTRUCTION PERSONNEL

Definitions of this Part

17.—(1) For the purposes of this Part, unless the context otherwise requires —

“air-conditioning ducting installation” means the installation of air-conditioning ducting or any associated fittings, including thermal insulation, for the purposes of the cooling and mechanical ventilation of a building;

[S 200/2011 wef 15/10/2011]

“cladding and curtain wall installation” means the installation of any external cladding or curtain wall, or any associated fittings, as the exterior covering or exterior wall of a building;

[S 200/2011 wef 15/10/2011]

“construction personnel” has the same meaning as in section 29H(5) of the Act;

[S 115/2013 wef 01/04/2013]

“construction plant operation works” means operating any of the following plant or machinery:

- (a) a saddle jib tower crane;
- (b) a luffing jib tower crane;
- (c) a mobile crane (truck mounted);
- (d) a crawler crane;
- (e) a hydraulic excavator;
- (f) a telescopic handler;
- (g) bulldozer;
- (h) a track shovel;
- (i) an excavator loader;
- (j) a piling rig;
- (k) an underground pipe jacking machine;

- (l) a tunnel boring machine;
- (m) an asphalt concrete paver;
- (n) a crawler drill;

[S 200/2011 wef 15/10/2011]

“doors and windows installation” means the installation of any door, window panel or frame, or any associated fittings, for building works;

[S 200/2011 wef 15/10/2011]

“drywall installation” means the on-site fabrication, installation or erection of any drywall panel or any associated fittings in the interior of a building;

[S 200/2011 wef 15/10/2011]

“electrical works” means installing any wiring, cable, conduit, trunking, isolators, switch socket outlets, power switches or any other fittings for transmission of electricity for lighting, heating, cooling or other similar purposes in a building;

“fire protection works” has the same meaning as in the Fire Safety Act 1993;

[S 200/2011 wef 15/10/2011]

[S 416/2024 wef 31/12/2021]

“gas pipefitting works” means the installation of any gas service pipe, pipe fitting, conveyance, valve, regulator or any associated device used or to be used for the control and use of gas in a building;

[S 200/2011 wef 15/10/2011]

“glazing works” means the installation of glass or any associated fittings in a building;

[S 200/2011 wef 15/10/2011]

“joinery works” means the on-site fabrication of fitments, fittings or any related carpentry works for the installation of timber furniture to the interior wall, floor or any other part of a building;

[S 200/2011 wef 15/10/2011]

“lift” has the same meaning as in the Building Maintenance and Strata Management (Lift and Building Maintenance) Regulations 2005 (G.N. No. S 194/2005);

[S 200/2011 wef 15/10/2011]

“lift installation” means installation of any lift;

[S 200/2011 wef 15/10/2011]

“man-year” means a period worked by a construction foreman or construction supervisor, as the case may be, comprising 260 working days;

[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

“mechanical and electrical works” —

(a) means any work performed or carried out to install any mechanical or electrical installation; and

(b) includes the installing, constructing, erecting, repairing or the altering of the mechanical or electrical installation or the replacing of any part thereof or the adding of any part thereto or the carrying out of any work thereon for the maintenance thereof of such installation; but

(c) does not include work in relation to the manufacturing of such installation;

[S 115/2013 wef 01/04/2013]

“plumbing and piping works” means installing any liquid, water or sanitary piping, or any associated fittings, including thermal insulation, for the conveyance of liquid, potable water distribution, or soil or waste water disposal in a building;

[S 200/2011 wef 15/10/2011]

“rapid transit system” has the same meaning as in the Rapid Transit Systems Act 1995;

[S 200/2011 wef 15/10/2011]

[S 416/2024 wef 31/12/2021]

“reinforced concrete works” means the on-site fabrication, installation or erection of formwork and steel reinforcement for reinforced concrete work, including —

(a) fabrication (both on-site or off-site) of pre-cast concrete components; and

(b) installation of pre-cast concrete components;

[S 115/2013 wef 01/04/2013]

“structural steel works” means the on-site fabrication, fitting, welding and erection of steel members or components to form an integral part of any structural system of a building;

[S 200/2011 wef 15/10/2011]

“suspended ceiling installation” means the installation of any false ceiling, ceiling board, panel, tile or frame, or any associated fittings, that is hung from the soffit of structural elements of a building;

[S 200/2011 wef 15/10/2011]

“tiling, stone laying and floor finishing works” means the laying of tiles, marble or stone finishes to any interior or exterior wall or any floor of a building, or timber finishes to any interior or exterior floor of a building;

[S 200/2011 wef 15/10/2011]

“waterproofing works” means applying or laying of material to waterproof any basement, foundation, roof, wet area or wall in the interior or on the exterior of a building.

(2) Any reference in this Part to a class of registered construction personnel shall be a reference to the class in which the construction personnel is registered by the Authority under the Building and Construction Authority (Registration of Construction Personnel) Regulations 2008 (G.N. No. S 642/2008).

18. *[Deleted by S 786/2014 wef 01/01/2015]*

Classes of construction foreman

19. For the purposes of section 29H(5) of the Act, a “construction foreman” means a natural person who carries out, or undertakes to carry out, for or on behalf of another person for a fixed sum,

percentage, or valuable consideration, wages or other reward, the supervision and co-ordination of workmen undertaking the same class of work specified in Parts I, II and III of the Third Schedule, and a construction foreman shall be classified accordingly.

[S 200/2011 wef 15/10/2011]

[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

Classes of construction supervisor

19A. For the purposes of section 29H(5) of the Act, a “construction supervisor” means a natural person, not being the builder, who oversees the execution or performance of one or more classes of works, connected with any building works, specified in Parts V and VI of the Third Schedule for or on behalf of another person for a fixed sum, percentage, or valuable consideration, wages or other reward (but does not include a construction foreman or other person employed in a like or less responsible capacity), and a construction supervisor shall be classified accordingly.

[S 115/2013 wef 01/04/2013]

Manpower programme

20.—(1) For the purposes of section 29H(2) of the Act, the manpower programme for each significant general building work project in Singapore shall provide for registered construction personnel —

(a) of such class as specified in paragraphs (3), (4) and (6); and

[S 786/2014 wef 01/01/2015]

(b) of such number necessary to carry out the man-years of work computed in accordance with the formula specified in paragraph (2), rounded off to a maximum of 2 decimal points,

to be employed by or on behalf of the licensed general builder or engaged in connection with the significant general building work project.

- (2) For the purposes of this regulation —
- (a) in the case where the value of a significant building work project does not exceed \$100 million, the formula referred to in paragraph (1)(b) shall be —

$$\left(A \times \frac{B}{C} \right),$$

where A is the manpower factor specified in paragraphs (3), (4) and (6);

B is the value of the significant building work project;
and

C is the value of \$10 million; and

[S 786/2014 wef 01/01/2015]

- (b) in the case where the value of a significant building work project exceeds \$100 million, the formula referred to in paragraph (1)(b) shall be —

$$(A \times 10) + \left(A \times \frac{B - \$100 \text{ million}}{D} \right),$$

where A is the manpower factor specified in paragraphs (3), (4) and (6);

B is the value of the significant building work project;
and

D is the value of \$20 million.

[S 786/2014 wef 01/01/2015]

- (3) Where the significant general building work project involves addition, alteration or repair works to an existing building not described in paragraph (4) —

- (a) in the case of any class of work specified in Part I of the Third Schedule or any combination thereof, the number of construction foremen in any such class or classes of work shall be determined using the manpower factor of 1;

(b) in the case of any class of work specified in Part II or III of the Third Schedule or any combination thereof, the number of construction foremen in any such class or classes of work shall be determined using the manpower factor of 1;

[S 115/2013 wef 01/04/2013]

(c) *[Deleted by S 786/2014 wef 01/01/2015]*

(d) *[Deleted by S 786/2014 wef 01/01/2015]*

(e) in the case of the class of work specified in Part V of the Third Schedule, the number of construction supervisors shall be determined using the manpower factor of 0.25; and

[S 115/2013 wef 01/04/2013]

(f) in the case of any class of work specified in Part VI of the Third Schedule or any combination thereof, the number of construction supervisors in any such class or classes of work shall be determined using the manpower factor of 0.25.

[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

(4) Where the significant general building work project involves erecting, or any addition, alteration or repair works to, any flyover, bridge, tunnel or other structure similar thereto and is not a significant general building work project involving the construction of a station or depot of a rapid transit system —

(a) in the case of any class of work specified in Part I of the Third Schedule or any combination thereof, the number of construction foremen in any such class or classes of work shall be determined using the manpower factor of 0.75; and

[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

(b) *[Deleted by S 786/2014 wef 01/01/2015]*

(c) in the case of the class of work specified in Part V of the Third Schedule, the number of construction supervisors shall be determined using the manpower factor of 0.25.

[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

(5) *[Deleted by S 786/2014 wef 01/01/2015]*

(6) In the case of any other significant general building work project not specified in paragraph (3) or (4) —

- (a) in the case of any class of work specified in Part I of the Third Schedule or any combination thereof, the number of construction foremen in any such class or classes of work shall be determined using the manpower factor of 1;
- (b) in the case of any class of work specified in Part II or III of the Third Schedule or any combination thereof, the number of construction foremen in any such class or classes of work shall be determined using the manpower factor of 1;
[S 115/2013 wef 01/04/2013]
- (c) *[Deleted by S 786/2014 wef 01/01/2015]*
- (d) *[Deleted by S 786/2014 wef 01/01/2015]*
- (e) *[Deleted by S 786/2014 wef 01/01/2015]*
- (f) in the case of the class of work specified in Part V of the Third Schedule, the number of construction supervisors shall be determined using the manpower factor of 0.25; and
[S 115/2013 wef 01/04/2013]
- (g) in the case of any class of work specified in Part VI of the Third Schedule or any combination thereof, the number of construction supervisors in any such class or classes of work shall be determined using the manpower factor of 0.25.

[S 200/2011 wef 15/10/2011]

[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

Lodgment of manpower programme

20A.—(1) Subject to regulation 20B(3), the builder holding a Class 1 general builder’s licence shall, in respect of each significant general building work project to be undertaken in Singapore by that builder on or after 16th June 2009, lodge with the Commissioner a manpower programme that satisfies the requirements in regulation 20 no later than the 30th day after the grant of the permit under section 6 of the Act to carry out structural works in that significant general building work project.

(2) Every manpower programme lodged under paragraph (1) by a builder holding a Class 1 general builder's licence must —

- (a) specify the significant general building work project to which it relates;
- (b) contain the following details and particulars about the registered construction personnel to be employed by or on behalf of the builder, or to be engaged, in connection with the significant general building work project:
 - (i) the class or classes of registered construction personnel and the class or classes of work according to their registration under the Building and Construction Authority (Registration of Construction Personnel) Regulations 2008 (G.N. No. S 642/2008);
 - (ii) the number or proportion of the registered construction personnel in each such class of work;
 - (iii) the period each registered construction personnel is to be so employed or so engaged in connection with the significant general building work project; and
 - (iv) such other details and particulars relating to the contents of the particular manpower programme as the Commissioner may require.

(3) Every manpower programme lodged under paragraph (1) must be in the form that —

- (a) is provided by the Authority and obtainable from the Building and Construction Authority Academy at 200, Braddell Road, Singapore 579700 during such hours as that office is open for business; or
- (b) is set out on the Authority's Internet website <http://www.bca.gov.sg/coretrade/submission>.

(4) The Commissioner may permit manpower programmes to be lodged by any means, including electronic means, that he thinks fit.

(5) Where the Commissioner accepts the lodgment of a manpower programme by a builder (including any fresh manpower programme

referred to in regulation 20B(3)), he must as soon as practicable give notice of his acceptance in writing to the builder.

(6) A manpower programme in respect of any significant general building work project may be regarded as lodged only when accepted by the Commissioner in the manner set out in paragraph (5).

[S 274/2009 wef 16/06/2009]

Refusal of lodgment

20B.—(1) The Commissioner may refuse to accept the lodgment of any manpower programme that —

- (a) is incomplete;
- (b) is not in the form approved by the Commissioner; or
- (c) is apparent does not comply with or was not lodged in accordance with the provisions of these Regulations.

(2) Upon refusing to accept the lodgment of any manpower programme (including any fresh manpower programme referred to in paragraph (3)), the Commissioner must by notice in writing as soon as practicable inform the builder concerned of his refusal and give his reasons for refusing the lodgment.

(3) A builder whose lodgment of a manpower programme in respect of a significant general building work project to be undertaken in Singapore by the builder is refused under this regulation must, no later than the 7th day after receiving the notice of refusal under paragraph (2), or within such further period as the Commissioner allows in any particular case, re-lodge a fresh manpower programme that is in respect of the same significant general building work project and that satisfies the requirements in regulations 20 and 20A(2) and (3).

[S 274/2009 wef 16/06/2009]

Updates and changes in lodged manpower programme

20C.—(1) After a manpower programme is lodged by a builder under regulation 20A(1) in respect of any particular significant general building work project, the builder must, at any time before deploying any registered construction personnel (whether employed by or on behalf of the builder or engaged) to work in connection with

the significant general building work project, lodge with the Commissioner an update by way of a notice containing the following:

- (a) the names of each of the registered construction personnel; and
- (b) the number and other particulars of the certificate of registration issued to each of the registered construction personnel under the Building and Construction Authority (Registration of Construction Personnel) Regulations 2008 (G.N. No. S 642/2008).

(2) For the purposes of section 29H(3) of the Act, if any of the following changes occur after a manpower programme is lodged by a builder under regulation 20A(1) in respect of any particular significant general building work project, the builder must, within a period of 7 days after that change, lodge with the Commissioner a notice describing the change:

- (a) a change in the number or proportion of registered construction personnel specified in the manpower programme, whether the change occurs with respect to any class of registered construction personnel or in any class of work of such registered construction personnel;
- (b) a change in any particular registered construction personnel whose name and particulars are specified in the update notice under paragraph (1);
- (c) a change in the period specified in the manpower programme that any registered construction personnel is to be employed by or on behalf of the builder, or to be engaged, in connection with that particular significant building work project;
- (d) a change in the value of the significant general building work project, or in its expected date of completion, as specified in the manpower programme;
- (e) a change in any other details or particulars in the manpower programme referred to in regulation 20A(2)(b)(iv).

(3) Every notice to the Commissioner under paragraph (1) or (2) must be in the form that —

- (a) is provided by the Authority and obtainable from the Building and Construction Authority Academy at 200, Braddell Road, Singapore 579700 during such hours as that office is open for business; or
- (b) is set out on the Authority's Internet website <http://www.bca.gov.sg/coretrade/submission>.

(4) The Commissioner may permit any notice under paragraph (1) or (2) to be lodged by any means, including electronic means, that he thinks fit.

[S 274/2009 wef 16/06/2009]

Steps to ensure compliance with manpower programme

20D. For the purposes of section 29H(1)(b) and (4) of the Act, if a builder who undertakes a significant general building work project in Singapore fails to keep and maintain at every site of the significant general building work project —

- (a) a copy of the manpower programme lodged in respect of that project, as updated by any notice lodged under regulation 20C(1) or (2), in connection with that significant general building work project;
- (b) a record of daily attendance for all registered construction personnel employed by or on the builder's behalf or engaged in connection with that significant general building work project (including the times of arrival and departure of each registered construction personnel at the site) in the form approved by the Commissioner; and
- (c) a record of the grounds of excuse or other causes for every occasion that any of those registered construction personnel fail to attend work at the site (including the days of leave he may be entitled to and sick leave),

he shall not be regarded as taking all practicable steps to ensure that those registered construction personnel are in compliance with the

manpower programme lodged in respect of that significant general building work project.

[S 274/2009 wef 16/06/2009]

Furnishing information, etc.

20E.—(1) The Commissioner, or a person appointed by him for this purpose, may by written notice require any builder holding a Class 1 general builder's licence and undertaking a significant general building work project in Singapore to furnish, within a reasonable period specified in the notice (being not less than 3 days), and in such form and manner as may be specified in the notice —

- (a) the record of daily attendance referred to in regulation 20D(b);
- (b) the record of the grounds of excuse or other causes for non-attendance referred to in regulation 20D(c); and
- (c) such other documents and information relating to any matter which the Commissioner considers necessary to administer this Part and section 29H of the Act, which are within the knowledge of that builder or in his custody or under his control.

(2) The power to require a person to furnish any document or information under paragraph (1) includes the power —

- (a) to require that person, or any person who is or was an officer or employee of his, to provide an explanation of the document or information; and
- (b) if the information is recorded otherwise than in legible form, to require the information to be made available to the Commissioner or authorised officer in legible form.

(3) Any person who, without reasonable excuse, fails to do anything required of him by notice under paragraph (1) shall be guilty of an offence and shall be liable on conviction to a fine not exceeding \$10,000.

(4) Any person who —

- (a) intentionally alters, suppresses or destroys any document or information which he has been required by a notice under paragraph (1) to furnish; or
- (b) in furnishing any document or information required under paragraph (1), makes any statement which he knows to be false in a material particular or recklessly makes such a statement,

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 12 months or to both.

[S 274/2009 wef 16/06/2009]

PART VI MISCELLANEOUS

Appeals

21. For the purposes of section 29K of the Act, where —

- (a) a person's application for a builder's licence or for the renewal of a builder's licence has been refused by the Commissioner;
- (b) a builder's licence is granted by the Commissioner subject to conditions (other than those specified in section 29H or 29I of the Act);
- (c) the Commissioner has made an order of revocation or suspension of a licence under section 29J of the Act or an order imposing any pecuniary penalty on, or a direction or restriction on the business of a licensed corporation, partnership or limited liability partnership under section 29J(2) of the Act,

any appeal by the person entitled to appeal against the Commissioner's decision shall —

- (i) be addressed to the Minister and delivered to the Permanent Secretary, Ministry of National Development;

- (ii) set out the grounds of appeal; and
- (iii) be accompanied by a copy of the following documents:
- (A) the decision of the Commissioner and the reasons therefor;
 - (B) the application for the licence or renewal thereof, and all documents accompanying the application; and
 - (C) any other correspondence between the Commissioner and the appellant in relation to the decision appealed against.

Fees non-refundable

22. Any fee specified in the First Schedule that has been paid under these Regulations shall not be refundable, in whole or in part, even if the application for the licence is unsuccessful or the licence is revoked or suspended.

FIRST SCHEDULE

Regulations 5(1), 9, 11 and 22

FEES

<i>First column</i>	<i>Second column</i>
<i>Type of Application</i>	<i>Fee</i>
1. Application for a certificate as to the licence or non-licence of a named person on a specified date or during a specified period	\$30 per certificate
2. Application for a Class 1 general builder's licence	\$1,800
3. Application for a Class 2 general builder's licence	\$1,200
4. Application for a specialist builder's licence	\$1,500
5. Application to renew a licence	The fee in item 2, 3 or 4, as the case may be
6. Late application to renew a licence	\$100
7. Application to vary a licence	\$600.

 SECOND SCHEDULE

Regulations 12, 13, 14 and 15

COURSE OF TRAINING AND PRACTICAL EXPERIENCE

PART I

APPROVED PERSONS

<i>First column</i>	<i>Second column</i>	<i>Third column</i>
<i>Class of Licence</i>	<i>Course</i>	<i>Practical Experience</i>
1. Class 1 general builder's licence	A course leading to a Bachelor's degree or post-graduate degree in any field.	At least 3 years (in aggregate) of practical experience in the execution of construction projects (whether in Singapore or elsewhere) after attaining the qualifications in the second column.
	A course leading to a diploma in a construction-related field.	At least 5 years (in aggregate) of practical experience in the execution of construction projects (whether in Singapore or elsewhere) after attaining the qualifications in the second column.
	A course conducted by the Building and Construction Authority known as "Essential Knowledge in Construction Regulations and Management for Licensed Builders".	At least 10 years (in aggregate) of practical experience in the execution of construction projects in Singapore.
2. Class 2 general builder's licence	A course leading to a diploma in a construction-related field, or a Bachelor's	At least 3 years (in aggregate) of practical experience in the execution of construction projects

SECOND SCHEDULE — *continued*

	degree or post-graduate degree in any field.	(whether in Singapore or elsewhere) after attaining the qualifications in the second column.
	A course conducted by the Building and Construction Authority known as “Essential Knowledge in Construction Regulations and Management for Licensed Builders”.	At least 8 years (in aggregate) of practical experience in the execution of construction projects in Singapore.
3. Specialist builder’s licence for a class of specialist building works	A course leading to a diploma in a construction-related field, or a Bachelor’s degree or post-graduate degree in any field.	At least 3 years (in aggregate) of practical experience in the execution of construction projects (whether in Singapore or elsewhere) after attaining the qualifications in the second column.
	A course conducted by the Building and Construction Authority known as “Essential Knowledge in Construction Regulations and Management for Licensed Builders”.	At least 8 years (in aggregate) of practical experience in the execution of construction projects in Singapore.

PART II

TECHNICAL CONTROLLERS

<i>First column</i>	<i>Second column</i>	<i>Third column</i>
<i>Class of Licence</i>	<i>Course</i>	<i>Practical Experience</i>
1. Class 1 general builder’s licence	A course leading to a Bachelor’s degree or post-graduate degree in	At least 5 years (in aggregate) of practical experience in the

SECOND SCHEDULE — *continued*

	a construction-related field.	execution of construction projects (whether in Singapore or elsewhere) after attaining the qualifications in the second column.
2. Class 2 general builder's licence	A course leading to a diploma in a construction-related field, or a Bachelor's degree or post-graduate degree in a construction-related field.	At least 5 years (in aggregate) of practical experience in the execution of construction projects (whether in Singapore or elsewhere) after attaining the qualifications in the second column.
3. Specialist builder's licence for a class of specialist building works	A course leading to a Bachelor's degree or post-graduate degree in the field of civil or structural engineering from a recognised institution.	At least 5 years (in aggregate) of practical experience in the execution of specialist building works of that class (whether in Singapore or elsewhere) after attaining the qualifications in the second column.

Note: In this Schedule, unless the context otherwise requires —

“construction-related field” means the field of architecture, civil or structural engineering, mechanical or electrical engineering, construction or project management, quantity surveying or building science, facilities or estate management;

“recognised institution” means —

- (a) the National University of Singapore;
- (b) the Nanyang Technological University; or
- (c) any other university that is specified by the Commissioner in the Authority's Internet website <http://www.bca.gov.sg>.

THIRD SCHEDULE

Regulations 19, 19A and 20

CLASSES OF WORK

PART I

1. Reinforced concrete works.
2. Structural steel works.

PART II

1. Cladding and curtain wall installation.
2. Doors and windows installation.
3. Drywall installation.
4. Glazing works.
5. Joinery works.
6. Suspended ceiling installation.
7. Tiling, stone laying and floor finishing works.
8. Waterproofing works.

[S 115/2013 wef 01/04/2013]

PART III

1. Air-conditioning ducting installation.
2. Electrical works.
3. Fire protection works.
4. Gas pipefitting works.
5. Lift installation.
6. Plumbing and piping works.

Part IV

[Deleted by S 786/2014 wef 01/01/2015]

PART V

1. Structural works.

[S 115/2013 wef 01/04/2013]

PART VI

1. Architectural works.

THIRD SCHEDULE — *continued*

2. Mechanical and electrical works.

[S 200/2011 wef 15/10/2011]

[S 115/2013 wef 01/04/2013]

[S 786/2014 wef 01/01/2015]

Made this 5th day of December 2008.

TAN TEE HOW
*Permanent Secretary,
Ministry of National Development,
Singapore.*

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