
First published in the Government *Gazette*, Electronic Edition, on 31st March 2014 at 5:30 pm.

No. S 240

ENVIRONMENTAL PUBLIC HEALTH ACT (CHAPTER 95)

ENVIRONMENTAL PUBLIC HEALTH (GENERAL CLEANING INDUSTRY) REGULATIONS 2014

ARRANGEMENT OF REGULATIONS

Regulation

1. Citation and commencement
 2. Definitions
 - 2A. Components of “progressive wage model bonus”
 3. Fees
 4. Prescribed requirements for application for cleaning business licence
 5. Requirements of progressive wage plan
 6. Conditions of cleaning business licence
 7. *[Deleted]*
 8. *[Deleted]*
 9. *[Deleted]*
- The Schedules
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In exercise of the powers conferred by section 111 of the Environmental Public Health Act, the National Environment Agency, with the approval of the Minister for the Environment and Water Resources, hereby makes the following Regulations:

Citation and commencement

1. These Regulations may be cited as the Environmental Public Health (General Cleaning Industry) Regulations 2014 and shall come into operation on 1st April 2014.

Definitions

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

“identification number” means —

- (a) in the case of an individual who is a citizen or permanent resident of Singapore and who has been issued with an identity card under the National Registration Act 1965, his or her Singapore identity card number (including the letters that form the prefix and suffix to the identity card number); or
- (b) in the case of any other individual, the country that issued his or her passport followed by his or her passport number and (if applicable) work permit number;

[S 459/2023 wef 01/07/2023]

“licensee” means the holder of a cleaning business licence;

“resident cleaner” means a cleaner who is a citizen or permanent resident of Singapore;

[S 459/2023 wef 01/07/2023]

“salary period” has the same meaning as in section 20 of the Employment Act 1968;

[S 459/2023 wef 31/12/2021]

[S 459/2023 wef 01/07/2023]

“section 80H(2) Order” means an order made by the Commissioner of Labour under section 80H(2) of the Act in respect of cleaners.

[S 459/2023 wef 01/07/2023]

Components of “progressive wage model bonus”

2A. For the purposes of paragraph (b) of the definition of “progressive wage model bonus” (as defined in section 2 of the Act), a progressive wage model bonus in relation to a cleaner includes any additional payment by a licensee to the cleaner by way of bonus payments or annual wage supplements.

[S 459/2023 wef 01/07/2023]

Fees

3.—(1) The fees specified in the second column of the First Schedule shall be payable to the Agency in respect of the matters specified opposite in the first column.

[S 1023/2022 wef 31/12/2022]

(2) The fees specified in the First Schedule are not inclusive of any goods and services tax chargeable under the Goods and Services Tax Act 1993.

[S 459/2023 wef 31/12/2021]

[S 1023/2022 wef 31/12/2022]

Prescribed requirements for application for cleaning business licence

4.—(1) For the purposes of section 80G(4)(e) of the Act, the prescribed requirement for an application for a cleaning business licence is that as at the date of the application, the applicant has at least one officer or employee who —

- (a) has at least 2 years of practical experience in supervising cleaning work; or
- (b) has been certified by the SkillsFuture Singapore Agency for having attended —
 - (i) at least one training module under the Singapore Workforce Skills Qualifications (WSQ) System that is specified in Part 1 of the Second Schedule; and
 - (ii) at least one training module under the Singapore Workforce Skills Qualifications (WSQ) System that is specified in Part 2 of the Second Schedule.

(2) For the purposes of section 80I(2) (read with section 80G(4)(e)) of the Act, the prescribed requirements for an application for the renewal of a cleaning business licence are —

- (a) during the period of 12 months immediately before the date of the application, the applicant must have performed or started performing at least one cleaning contract under a valid cleaning business licence; or

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- (b) in the case where the applicant does not satisfy the requirement in sub-paragraph (a), as at the date of the application, the applicant has at least one officer or employee who —
- (i) has at least 2 years of practical experience in supervising cleaning work; or
 - (ii) has been certified by the SkillsFuture Singapore Agency for having attended —
 - (A) at least one training module under the Singapore Workforce Skills Qualifications (WSQ) System that is specified in Part 1 of the Second Schedule; and
 - (B) at least one training module under the Singapore Workforce Skills Qualifications (WSQ) System that is specified in Part 2 of the Second Schedule.

(3) In this regulation —

“officer” has the meaning given by section 80G(8) of the Act;

“SkillsFuture Singapore Agency” means the body that is established by section 3 of the SkillsFuture Singapore Agency Act 2016.

[S 459/2023 wef 01/07/2023]

Requirements of progressive wage plan

5. For the purposes of section 80G(4)(c) of the Act, the progressive wage plan of an applicant for the grant or renewal of a cleaning business licence must —

- (a) relate to every citizen or permanent resident of Singapore the licensee or applicant employs or proposes to employ as a cleaner in its cleaning business;
- (b) specify the basic wage payable to every cleaner in paragraph (a) that is on an increasing scale depending on seniority, responsibilities, cleaning work experience and training received;

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- (c) specify an amount as the basic wage for each class of cleaners in paragraph (a) that is not less than the amount specified under section 80H(2)(a) of the Act for that class; and
 - (d) specify that where the cleaner belongs to a class of cleaners specified as eligible for a progressive wage model bonus under section 80H(2)(b) of the Act, the cleaner will be paid a progressive wage model bonus.

[S 459/2023 wef 01/07/2023]

Conditions of cleaning business licence

6.—(1) For the purposes of section 80H(1) of the Act, the following conditions are imposed on every licensee:

- (a) in the case where the licensee was required to satisfy the requirement in regulation 4(1) or (2)(b) in respect of the grant or renewal of the cleaning business licence, the licensee must ensure that at all times at least one of the licensee's officers or employees has the practical experience or qualification mentioned in regulation 4(1) or (2)(b), as the case may be;
- (b) the licensee must enter into a contract of service in writing with each cleaner employed by the licensee;
- (c) every contract of service entered into between the licensee and every resident cleaner must provide for the payment of a basic wage and a progressive wage model bonus to the resident cleaner, that —
 - (i) is not less than the minimum amount of basic wage and minimum amount of progressive wage model bonus, respectively; and
 - (ii) in the case of a progressive wage model bonus, is at the frequency,
specified by the section 80H(2) Order for the class of cleaners to which the resident cleaner belongs;
- (d) the licensee must ensure that every cleaner employed by the licensee satisfies the training requirements as may be

specified by the Director-General for the class of cleaners to which the cleaner belongs;

- (e) the licensee must not deploy any individual who is not employed by the licensee to carry out any cleaning work, unless the individual is a cleaner employed by another licensee;
- (f) the licensee must keep the records, accounts or documents specified in paragraph (2) for the period of retention specified in paragraph (3).

(2) For the purposes of paragraph (1)(f), the records, accounts or documents are —

- (a) a copy of every cleaning contract entered into by the licensee —
 - (i) in respect of which performance under that cleaning contract has not started or has started but not completed as at the date of the licensee's application for a cleaning business licence; or
 - (ii) in respect of which performance under that cleaning contract has been completed during the 12 months immediately preceding the date of the licensee's application for a cleaning business licence;
- (b) the accounts of the licensee's cleaning business;
- (c) a copy of the contract of service between the licensee and every cleaner —
 - (i) who is in the licensee's employ as at the date of the licensee's application for the grant or renewal of the licensee's cleaning business licence; or
 - (ii) who is employed by the licensee after that date, including any amendment, variation or addition to the contract of service; and
- (d) training records in respect of each cleaner the licensee employs containing all of the following particulars in respect of each cleaner:

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- (i) the cleaner's full name;
 - (ii) the cleaner's date of birth;
 - (iii) the cleaner's identification number;
 - (iv) the courses and training modules (including the name and course code thereof) that the cleaner has attended, whether before or during the cleaner's employment with the licensee;
 - (v) the name of the training provider of each course and training module mentioned in sub-paragraph (iv);
 - (vi) the date and results of any assessment that the cleaner has taken, whether before or during the cleaner's employment with the licensee.
- (3) The period of retention mentioned in paragraph (1)(f) is —
- (a) in the case of the records specified in paragraph (2)(a) — 4 years after the expiry of the cleaning contract concerned;
 - (b) in the case of the accounts specified in paragraph (2)(b) — 4 years after the end of the period to which the accounts relate;
 - (c) in the case of the records specified in paragraph (2)(c) — 4 years after the end of the employment of the cleaner to whom those records relate; and
 - (d) in the case of the training records specified in paragraph (2)(d) — for as long as the cleaner concerned is employed by the licensee.

[S 459/2023 wef 01/07/2023]

- 7. *[Deleted by S 459/2023 wef 01/07/2023]*
- 8. *[Deleted by S 459/2023 wef 01/07/2023]*
- 9. *[Deleted by S 459/2023 wef 01/07/2023]*

FIRST SCHEDULE

Regulation 3

FEES

<i>First column</i>	<i>Second column</i>
1. For the grant or a renewal of a cleaning business licence	\$130
2. For a copy of a cleaning business licence	\$8.

*[S 1023/2022 wef 31/12/2022]***SECOND SCHEDULE**

Regulation 4(1) and (2)

**TRAINING MODULES UNDER SINGAPORE WORKFORCE
SKILLS QUALIFICATIONS (WSQ) SYSTEM****PART 1**

<i>Technical skills and competency title</i>	<i>Competency code</i>
1. Supervising service operations	CLG-SS-301C-1
2. Customer management	EVS-PDV-3005-1.1

PART 2

<i>Technical skills and competency title</i>	<i>Competency code</i>
1. Demonstrate and apply understanding of cleaning methods and processes	CLG-SS-304C-1
2. Effectiveness management	EVS-PDV-3002-1.1

[S 459/2023 wef 01/07/2023]

Made this 31st day of March 2014.

CHEW GEK KHIM
Chairman,
National Environment Agency,
Singapore.

[MEWR/C030/01/101 Vol. 13; NEA/LD/42 Vol. 1; AG/LLRD/SL/
95/2010/14 Vol. 1]

(To be presented to Parliament under section 111(4) of the
Environmental Public Health Act).