Dear Sir/Mdm

APPOINTMENT OF COMPETENT PERSONS (CPs) FOR SUPER HIGH-RISE RESIDENTIAL BUILDINGS

A fire occurred in a super high-rise residential building at Marina Bay Suites on 13 Jan 2014 had resulted in loss of lives and damages to property. This incident highlighted the need of having personnel with relevant fire safety knowledge to handle fire emergencies in such premises.

2. In consultation with Fire Safety Managers’ Association Singapore, Qualified Persons and Registered Inspectors, a review was conducted by SCDF. On 4 Feb 2015, the proposal on the appointment of trained Competent Persons (CPs) to undertake fire-safety related duties in super high-rise residential buildings was accepted and incorporated in the Fire Code 2013. This requirement applies to both existing and new building owners/MCSTs. Details of the changes are shown in Chapter 9, Appendix 8 of Annex A as enclosed.

3. Appointed CPs by building owners/MCSTs shall be trained to formulate fire evacuation procedures, carry out basic fire fighting, conduct daily fire safety checks, and all other duties as spelt out in Chapter 9 of the Fire Code.

4. Please convey the contents of this circular to members of your Institution/Association/Board. The circular is made available in CORENET-e-Info: http://www.corenet.gov.sg/einfo.
5. For any enquiry or clarification, please contact MAJ Lim Lam Kwang at 68481471 or email him at lim_lam_kwang@scdf.gov.sg.

Yours faithfully,

(transmitted via e-mail)

MAJ Tan Chung Yee
Fire Safety & Shelter Department
for Commissioner
Singapore Civil Defence Force

cc

CEO, BCA
CEO, URA
CEO, HDB
CEO, JTC
CE, LTA
CE, SPRING Singapore
President, REDAS
President, IFE
President, SISV
President, FSMAS
President, SCAL
Honorary Secretary, SPM
SCDF Fire Safety Standing Committee
CHAPTER 9

FIRE SAFETY REPORT

Changes made and inserted under chapter 9:-

9.1 PURPOSE

Fire safety report is to document the provision of fire protection, life safety features and fire safety management in the building and/or plants/installations. This report would serve as a useful reference to fire safety managers, building owners, registered inspectors, the Relevant Authority and to qualified persons appointed to carry out any subsequent additions and alteration works. Where the nature of the additions and alteration works would require the updating of the fire safety report, the qualified person shall be responsible to submit revised and updated report to the building owner/s and the Relevant Authority.

9.2 SUBMISSION OF REPORT ON FIRE PROTECTION & FIRE SAFETY FEATURES

9.2.1 Qualified Person should submit a report on fire protection and life safety features when making Building Plan submission for projects such as:-

(a) high-rise (over 60m in building height) commercial buildings;
(b) large commercial buildings (gross floor area greater than 5000 m² or having a total occupant load exceeding 1000 persons);
(c) large industrial buildings (gross floor area greater than 5000m²); and
(d) petroleum/chemical plants and installations;
(e) buildings exceeding 24m in habitable height where fire rated drywalls are used for the construction of protected shafts for staircases and/or lifts; and
(f) buildings exceeding one story using fire rated board protection or intumescent paints for structural steel.
(g) Super high-rise private residential buildings (more than 40 storeys/levels) as in Appendix 8
9.4 BRIEF EXPLANATORY NOTES FOR OUTLINE REPORT ON FIRE PROTECTION AND LIFE SAFETY FEATURES

O Fire Scenario

Under this subject, the qualified person would have to assume the outbreak of a fire in one of the critical floors or areas and describe the sequence of operation of the fire protection and life safety design features.

P Fire Safety Management

(1) This would include a brief description of the general management of the fire protection and life safety features of the building as prescribed in the Fire Safety (Building and Pipeline Fire Safety) Regulations. For building, defined as super high-rise private residential building in Appendix 8, this would also include describing the role of the building owner or MCST in undertaking the following responsibilities:

(i) coordinate and supervise the evacuation of residents;
(ii) train staff to ensure effective emergency response actions in the event of fire;
(iii) formulate the fire evacuation procedures;
(iv) supervise the maintenance of fire safety works in the premises;
(v) conduct daily fire safety checks;
(vi) remove fire hazards in the common areas of the premises;
(vii) prepare fire safety circulars or guidebooks for residents; and
(viii) maintain good fire safety standard within the premises

(2) Private residential building refers to a building or part of a building that is used or intended to be used for residential purposes but does not include public housing.
Appendix (8)

ADDITIONAL FIRE SAFETY REQUIREMENTS FOR SUPER HIGH-RISE RESIDENTIAL BUILDING

New sub-clause to be inserted under Appendix (8):

C. PROVISION OF FIRE LIFT

1. The fire lift car shall have a clear area/space of not less than 1.7m (depth) x 1.5m (width).
2. The clear area/space (unobstructed by door swings) of fire-fighting lobby shall not be less than 6m².
3. Two-way voice communication system shall be provided at the fire-fighting lift lobby serving the refuge floor.
4. At least 2 numbers of fire lifts shall be provided for super high-rise residential building.

D. FIRE SAFETY MANAGEMENT FOR SUPER HIGH-RISE RESIDENTIAL BUILDING (applicable only to private residential)

1. A competent person shall be appointed by the building owner/management or management corporation (MCST) and this competent person shall be trained in the formulation of fire evacuation procedures, basic fire fighting, conduct daily fire safety checks and all other duties as stipulated in chapter 9.