Our Ref: PUB (CW) 100/14/009

E-mail Add: Tan_Nguan_Sen@pub.gov.sg

6 Sept 2012

Tel: 67313210

(Please see distribution list)

Dear Sir/Madam

CHECKLIST FOR SUBMISSION OF DEVELOPMENT CONTROL PLANS TO PUB CATCHMENT & WATERWAYS DEPARTMENT

In order to enhance the completeness in Development Control (DC) plan submission by Qualified Person (QP) to PUB, we will be publishing a new checklist to guide the QP to comply with PUB drainage requirements.

2 For each DC application, the QP for the project is required to submit a signed copy of the completed checklist, together with the relevant plan for submission. A copy of the checklist is attached in this letter (refer to Annex A) and will be made available in the official website of PUB and NEA. PUB will commence the implementation of this checklist from 1 Oct 2012. Any DC submission made after 1 Nov 2012 without this checklist will be rejected.

3 We will be organising a sharing session on the 6th edition of Code of Practice on Surface Water Drainage and the submission requirements on 24 Sept 2012. Please register with Miss Ng Zhi Ying (email: Ng_Zhi_Ying@pub.gov.sg) by 19 Sept 2012. All QPs are encouraged to attend this sharing session. More details of the sharing session could be found in Annex B.
4 We would appreciate it if you could convey the contents of this circular to relevant members of your organization. If you have any queries concerning this circular, please do not hesitate to contact Mr Chow Siew Hung (Tel: 67313921) or Miss Ng Zhi Ying (Tel: 67313481). The circular is also available from our website.

Yours faithfully,

TAN NGUAN SEN
DIRECTOR (CATCHMENT & WATERWAYS)
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The President
Society of Project Management (SPM)
MacPherson Road P.O. Box 1083
Singapore 913412
# Public Utilities Board
## Catchment & Waterways Department
### Checklist for DC Plans

**Proposal:**

**Name of Qualified Person:**

<table>
<thead>
<tr>
<th><strong>GENERAL</strong></th>
<th><strong>YES</strong></th>
<th><strong>NOT APPLICABLE</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Applied and obtained Drainage Interpretation Plan (DIP)</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>2. Site boundary lines indicated</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>3. Proposed internal drains are able to discharge into roadside/outlet drain as shown on plan</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>4. Proposed discharge point of internal drains are highlighted on plan</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>5. If the proposed development site area exceeds 0.4 ha, hydraulic calculations for the proposed internal drainage facilities, including sub-catchment plan of the proposed development site endorsed by a Professional Engineer (Civil) to be submitted for Public Utilities Board (PUB) record at Detailed Plan submission stage</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>6. All addition and alteration works highlighted</td>
<td>□</td>
<td>□</td>
</tr>
<tr>
<td>7. For JTC, HDB, URA developments, the overall drainage masterplan of the development site shall be attached together with the submission</td>
<td>□</td>
<td>□</td>
</tr>
</tbody>
</table>

**Drainage Reserve**

| 8. Drainage Reserve lines and lot boundaries indicated, dimensioned and highlighted | □       | □                  |

**Common Drain**

| 9. Alignment, size and flow of existing common drain within the development lot indicated | □       | □                  |
| 10. If there is common drain within the development site, the following shall be endorsed on the plan: "Surface runoff from the site and all neighbouring lots shall continue to be allowed to discharge through the common drain within the site." | □       | □                  |
| 11. There is no permanent structure erected above and over the common drain | □       | □                  |
| 12. If the proposal involves the reconstruction of common drain, the proposed common drain shall be at least 450mm wide as stipulated in Section 4.5 of Code of Practice on Surface Water Drainage or any other sizes as directed by PUB | □       | □                  |
| 13. Details of the proposed common drain to be submitted by Professional Engineer (Civil) separately to PUB for approval. This is to be annotated on the plan | □       | □                  |
| 14. The position of the existing/proposed boundary wall/fence clearly indicated | □       | □                  |
**MINIMUM PLATFORM LEVEL (MPL)**
(MPL of development)

15

<table>
<thead>
<tr>
<th></th>
<th>YES</th>
<th>NOT APPLICABLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>16</td>
<td>All proposed/existing platform levels shall be clearly indicated on plan</td>
<td></td>
</tr>
<tr>
<td>17</td>
<td>The proposed platform levels and road/ground levels adjacent to the internal drain outlet discharge point clearly indicated</td>
<td></td>
</tr>
<tr>
<td>18</td>
<td>For addition and alteration works submission, the existing platform levels indicated</td>
<td></td>
</tr>
<tr>
<td>19</td>
<td>Linkage (direct/indirect)* to special underground facilities and basements indicated and complied with the latest Code of Practice on Surface Water Drainage (*Delete appropriately)</td>
<td></td>
</tr>
</tbody>
</table>

**OPENING LEADING TO BASEMENT LEVEL**

20 Crest level of access ways and openings leading into the basement indicated and complied with the latest Code of Practice on Surface Water Drainage

21 Cut off drain indicated

**PUMPED DRAINAGE SYSTEM**

22 Pumped drainage system complied with the latest Code of Practice on Surface Water Drainage. Details of pumped drainage system and design computations duly endorsed by PE shall be submitted separately to PUB for record

23 Source catchment area with surface runoff leading into the pumped drainage system clearly indicated

24 The location, size, inlet and outlet connections of the rainwater pump sump for the proposed pumped drainage system clearly indicated

**PROPOSED DRAINAGE WORKS**

25 Proposed/ existing drains and drains to be deleted clearly indicated using different colour

26 Alignment, summit point, flow direction, type & size and outlet discharge points of the proposed/existing internal drains clearly indicated

27 Connection point to existing drain indicated

28 Sump size indicated

29 Vertical grating at internal drain outlet discharge point provided

30 External drainage works (including culvert details) to be submitted separately. This shall be clearly annotated on plan

Annex A (Page 2 of 3)
RETAINING WALL

31 If a retaining wall is erected to raise the ground level of the development site above adjacent premises, adequate internal drainage system provided to effectively intercept and drain away runoff including the sub-soil flow from the development site

32 If a retaining wall is erected to lower the ground level of the development site, adequate internal drainage system provided to effectively intercept and drain away existing sub-soil and overland flows discharging through the development site from the adjacent premises

DRAINAGE AFFECTING OTHER PREMISES

33 Minimum 600mm high solid boundary wall around development site is erected to prevent surface runoff from overflowing into adjacent premises on lower ground

I hereby confirm that the above items have been complied with and endorsed on the plans.

I hereby also certify that (the standard endorsement below will also be certified on the plans):

(a) The planning, design, construction activities and procedures for plan submission shall comply fully with the requirements as stipulated in the latest edition of the Code of Practice on Surface Water Drainage and The Sewerage and Drainage (Surface Water Drainage) Regulations 1999.
(b) The capacity of internal drains shall be sufficient to intercept and discharge all runoff from the development site.
(c) The runoff within, upstream of and adjacent to the development lot can be effectively drained away without causing flooding within the lot or in areas outside the lot.

__________________________________________________________

Name & Signature of Qualified Person

PE Registration No: ________________________________

Date

*Public Utilities Board (PUB) reserves the right to report any false declaration of information to the relevant professional bodies for action in accordance to the Act/ethnis governing all the Qualified Professional.*
ANNEX B

Sharing Session on the 6th Edition of Code of Practice on Surface Water Drainage & Submission Requirements

Date: 24 Sept 2012 (Monday)

Time: Session 1 (8:45am to 12 noon) Session 2 (1:15pm to 5:00pm)
*QP is only required to attend one session. Detailed programme could be found at Page 2 of Annex B*

Venue: Auditorium, Waterhub
80 Toh Guan Road East
Singapore 608575

Registration Deadline: 19 Sept 2012

Please register with Miss Ng Zhi Ying (email: Ng_Zhi_Ying@pub.gov.sg) / Tel: 67313481 with your full name, IC number, profession if you wish to attend the sharing session.
**Sharing Session on the 6th Edition of Code of Practice on Surface Water Drainage & Submission Requirements**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
</table>
| Session 1: 0845  
Session 2: 1345 | Registration                                                                                                                           |
| Session 1: 0915  
Session 2: 1415 | Opening Address by Director of Catchment & Waterways, Mr Tan Nguan Sen / Chief Engineer (Drainage Planning), Mr Rizuan Ismail    |
| Session 1: 0930  
Session 2: 1430 | Sharing Session on the 6th Edition of Code of Practice on Surface Water Drainage                                                        |
| Session 1: 1030  
Session 2: 1530 | Tea Break                                                                                                                               |
| Session 1: 1045  
Session 2: 1545 | Sharing Session on the Implementation of PUB Drainage Checklist for Development Control (DC) Plans                                       |
| Session 1: 1100  
Session 2: 1600 | Sharing Session by Water Reclamation (Network) Department                                                                             |
| Session 1: 1145  
Session 2: 1645 | Q&A Session                                                                                                                             |
| Session 1: 1200  
Session 2: 1700 | End                                                                                                                                     |