CHECKLIST FOR SUBMISSION
Construction Productivity Awards - Advocates 2014

COMPANY NAME: -  

Please check by ticking:

The following list of printed documents is enclosed:

- Nomination Form, duly completed and signed
- Submission write up
- A complete set of productivity improvement calculation worksheets
- A complete set of buildable design score calculation worksheets  
  [For Developer and Consultant category only]
- A complete set of constructability score calculation worksheets  
  [For Builder category only]  
  (not applicable for civil engineering projects)
- A copy of auditor certified VAP computation (VAP Calculator 2 print-out)  
  [For Builder category only]
- A complete set of Manpower Productivity Data Reports generated from the electronic Productivity Submission System (ePSS) of BCA  
  (not applicable for civil engineering projects)

A copy of CD-Rom with the following contents is enclosed:

- Submission write up in Microsoft Word format
- Colour photographs for publicity (in high resolution JPG format)
- Any other supporting documents/materials (e.g. Videos)
Construction Productivity Awards – Advocates 2014

The Awards

Formerly, the BCA Construction Productivity Awards – Best Practices and Innovations was awarded to organisations which have developed or introduced and implemented best practices or innovative ideas (i.e. building products, construction methods, work processes or equipment) in improving construction productivity. The Construction Productivity Awards – Best VAP Builder Award and Best VAP Improvement Builder Award were awarded to builders who took ownership in monitoring their own productivity progress. From year 2013, the 3 awards shall be revamped to The BCA Construction Productivity Awards – Advocates Award. The new award recognises outstanding organisations for going the extra mile to achieve productivity improvements at the company levels. This award aims to:

(i) Recognise all stakeholders (Developers, Architects, M&E Consultants, Civil & Structural Consultants, Quantity Surveyors and Contractors) in the construction value chain in leading the productivity drive in building and construction sector; and

(ii) Recognise stakeholders at company level from across the building and construction value chain, for their consistent contribution and outstanding achievements in driving productivity.

Category of Awards

The Awards will be given out under three categories:

(a) CPA – Advocates (Developer): For Developers
(b) CPA – Advocates (Consultant): Architects, Engineering Consultants and Quantity Surveyors
(c) CPA – Advocates (Builder): Open (for all builders) & Prime (for subcontractors only)

Assessment

Submissions will be assessed based on the following criteria:

(a) Buildable Design Score
(b) Constructability Score
(c) Productivity Performance (Physical Productivity)
(d) Productivity Performance (Value-added Productivity)
(e) Productivity Initiatives
Assessment Methodology

The award evaluation will be conducted by an Assessment Panel appointed by the Building and Construction Authority. The same evaluation committee will look at all the entries and award them according to merit.

The decision of the Assessment Panel shall be final. The discretion of the Assessment Panel to confer or withhold an award is absolute. No correspondence relating to any decisions will be entertained by the Assessment Panel or BCA.

Eligibility

Applicants for the CPA-Advocates Award must meet the following eligibility criteria to be considered for the Awards:

1. The applicant must be a Singapore-registered business enterprise.
2. The applicant must be a stakeholder directly contributing to the construction industry as one of the following:
   a. Developer
   b. Architect
   c. Civil & Structural Consultant
   d. Mechanical & Electrical Consultant
   e. Quantity Surveyor
   f. Main Contractor
   g. Specialist or Subcontractor
3. The evaluating committee will deliberate on the sub category of award given. Individual companies with more than one discipline need not send in multiple applications.
4. The evaluating committee will not judge the applicant based on the size of the company or the number of projects on hand. The evaluating committee will judge the applicant based on the attached assessment criteria.
5. The applicant must show that the productivity initiative, practice or innovation that the applicant submits should already be implemented for a reasonable period of time and there should be sufficient results and evidences to back up the submissions.
6. Shortlisted applicants must allow and facilitate BCA officers access to work areas and company employees during the evaluation period.
Nomination form for CPA - Advocates

7. Applicants MUST NOT have any significant issues arising from their business/activities in the areas of productivity, safety, quality, sustainability and user-friendliness that could lead to adverse publicity or tarnish the Awards’ reputation.

Awards (Plaques and certificates) are given to the respective winning organisations.

Entry

Entries for the awards must be submitted using the prescribed nomination form.
The procedure for entry comprises of 2 stages:

Stage 1:
The materials which must be included in the submission are:

1. Nomination form duly completed and signed.
2. A submission write-up of not more than ten-page length in print and digital format (Microsoft Word format).
3. Colour photographs are to be submitted in digital format (in high resolution JPG). Additional materials or documents in digital format may also be submitted.
4. The Constructability Score Calculation Worksheets (Not applicable for civil engineering projects).
   - The builder could contact Mr James Lu Ming Xuan at Tel: 6325 5091 (email: james_lu@bca.gov.sg) or Ms Kong Chew Kwek at Tel: 6325 5062 (email: kong_chew_kwek@bca.gov.sg) for any clarification on filling up the worksheet.
5. A copy of auditor certified VAP computation (VAP Calculator 2 print-out).
   - The builder could contact Ms Anndriana Yunos at Tel: 6325 5064 (email: Anndriana_yunos@bca.gov.sg) for any clarification on filling up the worksheet.
6. The Manpower Productivity Data Reports generated from the electronic Productivity Submission System (ePSS) of BCA (Not applicable for civil engineering projects).
   a) The builder of the project would have been given access to the ePSS when the project was captured by the system.
   b) The builder must notify BCA under the following circumstances:
      i) The project was not captured by the ePSS and there was no submission of project & manpower data to BCA.
      ii) There were errors or incompleteness in the project & manpower data submitted to BCA (e.g. error in constructed floor area or incomplete monthly manpower data).
   c) Arrangements will be made for the builder to re-enter the correct and complete project & manpower data into the ePSS.
   d) The builder could contact Ms Ng Geok Kuan at Tel: 6325 5068 (email: ng_geok_kuan@bca.gov.sg) for the notification.
7. The productivity improvement calculation worksheets.
The duly completed forms together with all the necessary documents (1 Set required) are to reach The Secretary, BCA Construction Productivity Awards – Advocates Assessment Panel NOT LATER THAN 31 DECEMBER 2013 at the following address:

Building and Construction Authority
Construction and Productivity Centre
5 Maxwell Road #12-02
Tower Block MND Complex, Singapore 069110

Attention:
Ms Valerie Quek
Email: valerie_quek@bca.gov.sg
Tel: 6325 5106
Fax: 6223 6381

Stage 2:

Shortlisted nominations will be notified by email and are required to make a presentation to the Assessment Panel in February / March 2014. The Assessment Panel will interview the company representatives to clarify the best practices and innovations as well as other details and aspects related to the submission. In addition, feedback on the innovative aspect of the best practices/innovations might also be requested from other parties such as the developer/main builder/sub-contractor/consultants/users etc.

The Assessment Panel will have at its discretion the right to reject any entry which has incomplete documentation or which fails to comply with the above requirements at any stage of the competition.
Terms and Conditions

All materials submitted in connection with the entries shall become property of the Building and Construction Authority (the BCA).

Award recipients are required to share information on their successful best practices and innovations with the construction industry. This sharing of information may take the form of presentations, seminars, exhibitions and/or the hosting of company visits.

The BCA reserves the right to use any material submitted in connection with the entries in any way deemed fit, without payment of fees or royalties, and regardless of the results of the Award. This includes, but is not limited to, the publication and/or exhibition of photographs, materials and/or names.

The Assessment Panel reserves the right to defer judgment on any shortlisted submission if at any time during the assessment process, any development or incident arises concerning any party linked to the nominated best practice or innovation, which is likely to result in adverse publicity to the Awards, the BCA and/or the construction industry. The duration of any such deferment shall be at the sole discretion of the Assessment Panel.

The BCA reserves the right to withdraw or withhold any award, if in the opinion of the BCA, the conferment of such award might result in any adverse publicity to the Awards, the BCA and/or the construction industry, because of any development or incident concerning any party linked to the recommended award-winning best practice or innovation. The duration and extent of any such withdrawal or withholding shall be at the sole discretion of the BCA.

Announcement of Results

The Awards will only be conferred to organisations that have made active, consistent, and excellent contribution and achievement in the productivity movement. Winners of the CPA-Advocates Award will be informed and the results will also be released in the press. Winners will receive a specially-designed plaque presented by the Guest–of-Honour at the BCA Awards Night, in May 2014.
## Assessment Criteria

The Assessment Panel judges the submissions based on the key areas shown in the table below:

<table>
<thead>
<tr>
<th>Key Area</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Developer</td>
</tr>
<tr>
<td>A Buildable Design Score</td>
<td>25</td>
</tr>
<tr>
<td>B Constructability Score</td>
<td>N.A.</td>
</tr>
<tr>
<td>C Productivity Performance (Physical Productivity)</td>
<td>15</td>
</tr>
<tr>
<td>D Productivity Performance (Value-added Productivity)</td>
<td>0</td>
</tr>
<tr>
<td>E Productivity Initiatives</td>
<td>60</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

* Not applicable for Prime category subcontractors
The detailed assessment criteria are shown in the following tables:

(A) Buildable Design Score

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Developer</td>
<td>Consultant</td>
</tr>
<tr>
<td>No. of projects designed and/or built in the last 3 years with buildable design score higher than the minimum legislative score in their respective building category:</td>
<td>Up to 25 Points</td>
</tr>
<tr>
<td>• Up to 3 points</td>
<td>2 points per project</td>
</tr>
<tr>
<td>• 3 points to 5 points</td>
<td>3 points per project</td>
</tr>
<tr>
<td>• More than 5 points</td>
<td>5 points per project</td>
</tr>
</tbody>
</table>

(B) Constructability Score

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Developer</td>
<td>Consultant</td>
</tr>
<tr>
<td>No. of projects designed and/or built in the last 3 years with constructability score higher than the minimum legislative score in their respective category:</td>
<td>N.A.</td>
</tr>
<tr>
<td>• Up to 3 points</td>
<td></td>
</tr>
<tr>
<td>• 3 points to 5 points</td>
<td></td>
</tr>
<tr>
<td>• More than 5 points</td>
<td></td>
</tr>
</tbody>
</table>

[Submit one complete set of Constructability Score Calculation Worksheet for each project]
(Not applicable for civil engineering projects)
(C) Productivity Performance (Physical Productivity)

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of projects built in the last 3 years with physical productivity (m²/manday) higher than the industry average in their respective building category:</td>
<td></td>
</tr>
<tr>
<td>• Up to 30%</td>
<td>2 points per project</td>
</tr>
<tr>
<td>• More than 30%</td>
<td>3 points per project</td>
</tr>
</tbody>
</table>

[Submit one Manpower Productivity Data Report generated from the electronic Productivity Submission System (ePSS) of BCA for each project]
(Not applicable for civil engineering projects)

(D) Productivity Performance (Value-added Productivity)

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Average of the year-on-year VAP improvement (%) for the last 2 years.</td>
<td>0 Point</td>
</tr>
<tr>
<td>• Up to 30%</td>
<td></td>
</tr>
<tr>
<td>• More than 30%</td>
<td></td>
</tr>
</tbody>
</table>

[Submit one complete set of VAP Improvement Calculation Worksheet]

(E) Productivity Initiatives

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>The firm’s productivity initiatives could include the following:</td>
<td></td>
</tr>
<tr>
<td>• Key productivity technologies</td>
<td>Up to 60 Points</td>
</tr>
<tr>
<td>• New processes introduced</td>
<td></td>
</tr>
<tr>
<td>• Helping other stakeholders to improve productivity</td>
<td></td>
</tr>
<tr>
<td>• Workforce development (including PMET &amp; Workers)</td>
<td></td>
</tr>
</tbody>
</table>

[Submit one Productivity Improvement Calculation Worksheet for each key productivity technology or new process introduced]
Nomination Form

This form is to be completed by organizations applying for the CPA-Advocates Award 2014.

DECLARATION

We have read and understood the Nomination Form and we wish to apply for the CPA-Advocates Award 2014. We declare that the information provided in the Nomination Form is correct to the best of our knowledge.

Details

<table>
<thead>
<tr>
<th>Name of Organisation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone</th>
<th>Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contact Person **</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contact no. (O)</th>
<th>Contact no. (HP)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

** This person should be involved in the development or introduction of the submission and is familiar with the details in this submission. He/ She shall be the liaison person for this submission.
Buildable Design Score Calculation Worksheets

Please download softcopies of the Buildable Design Score calculation worksheets for computing the project’s score based on

(i) COP 2011 version; and
(ii) COP 2013 version.
Constructability Score Calculation Worksheets

Please download a softcopy of the Constructability Score calculation worksheet for computing the project’s score
VAP Improvement
Calculation Worksheets

(Please photocopy extra copies of the worksheet if necessary)
1) Fill in this table using **BCA’s VAP calculator 2** on BCA’s website to compute your company’s VAP improvement over last 3 consecutive years. This will be based on your last 3 financial statements’ figures for periods ending on or before 30 September 2013.

For example, for CPA Advocates- 2014, the period-end dates of a company's last 3 financial statements should be from 1 October 2010 to 30 September 2013.

<table>
<thead>
<tr>
<th>Financial Year ended</th>
<th>Year (N)</th>
<th>Year (N-1)</th>
<th>Year (N-2)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>(e.g. 2012)</td>
<td>(e.g. 2011)</td>
<td>(e.g. 2010)</td>
</tr>
<tr>
<td>Year-on-year VAP improvement (%)</td>
<td>%</td>
<td>%</td>
<td></td>
</tr>
</tbody>
</table>

2) Please attach 1 copy of the **auditor certified** VAP computation using BCA VAP calculator 2 print out.
Productivity Improvement
Calculation Worksheets

(Please photocopy extra copies of the worksheet if necessary)
<table>
<thead>
<tr>
<th><strong>Conventional Method</strong></th>
<th><strong>New Improved Method</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Description of work:</td>
<td>Description of work:</td>
</tr>
<tr>
<td>Assumptions made:</td>
<td>Assumptions made:</td>
</tr>
<tr>
<td>Manpower required (no. of worker) =</td>
<td>Manpower required (no. of worker) =</td>
</tr>
<tr>
<td>Time required (manhour) =</td>
<td>Time required (manhour) =</td>
</tr>
<tr>
<td>Work done (m, m^2 or m^3) =</td>
<td>Work done (m, m^2 or m^3) =</td>
</tr>
<tr>
<td>Productivity (m, m^2 or m^3 per manhour) =</td>
<td>Productivity (m, m^2 or m^3 per manhour) =</td>
</tr>
<tr>
<td><strong>Saving:</strong></td>
<td></td>
</tr>
<tr>
<td>No of workers =</td>
<td></td>
</tr>
<tr>
<td>Time =</td>
<td></td>
</tr>
<tr>
<td><strong>Productivity improved (%) =</strong></td>
<td></td>
</tr>
<tr>
<td>Material Cost =</td>
<td>Material Cost =</td>
</tr>
<tr>
<td>Labour Cost =</td>
<td>Labour Cost =</td>
</tr>
<tr>
<td>Prelim Cost =</td>
<td>Prelim Cost =</td>
</tr>
<tr>
<td>Total Cost =</td>
<td>Total Cost =</td>
</tr>
<tr>
<td></td>
<td>Cost Difference =</td>
</tr>
<tr>
<td>Description of how new improved method contribute to good finishing quality and higher CONQUAS score:</td>
<td></td>
</tr>
</tbody>
</table>
Example of filling up the Productivity Improvement Calculation Worksheet:

<table>
<thead>
<tr>
<th>Conventional Method</th>
<th>New Improved Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description of work: Constructing plastered brick wall as internal partition wall</td>
<td>Description of work: Constructing drywall as internal partition wall</td>
</tr>
<tr>
<td>Assumptions made:</td>
<td>Assumptions made:</td>
</tr>
<tr>
<td>a) Use of 100mm thick brick wall</td>
<td>a) Use of 19mm thick gypsum board with a panel width of about 1200mm</td>
</tr>
<tr>
<td>b) Floor to floor height ≈ 3.0m</td>
<td>b) Floor to floor height ≈ 3.0m</td>
</tr>
<tr>
<td>c) Work include erection of bricks and plastering</td>
<td>c) Work include setting up of frame, installation of acoustic insulation wool stuffing and gypsum board</td>
</tr>
<tr>
<td>Manpower required (no. of worker) = 3</td>
<td>Manpower required (no. of worker) = 2</td>
</tr>
<tr>
<td>Time required (manhour) = 4.0</td>
<td>Time required (manhour) = 1.7</td>
</tr>
<tr>
<td>Work done (m, m² or m³) = 10.56 m²</td>
<td>Work done (m, m² or m³) = 10.56 m²</td>
</tr>
<tr>
<td>Productivity (m, m² or m³ per manhour)</td>
<td>Productivity (m, m² or m³ per manhour)</td>
</tr>
<tr>
<td>= 10.56 m² / 4.0 manhour</td>
<td>= 10.56 m² / 1.7 manhour</td>
</tr>
<tr>
<td>= 0.88 m² /manhour</td>
<td>= 3.11 m² /manhour</td>
</tr>
</tbody>
</table>

**Saving:**

No of workers = 1

Time = (4.0 – 1.7) = 2.3 manhour

**Productivity improved (%)**

= [(3.11 – 0.88)/ 0.88] X 100%

= 253%
### Conventional Method

<table>
<thead>
<tr>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Material Cost = $A_1$</td>
</tr>
<tr>
<td>Labour Cost = $A_2$</td>
</tr>
<tr>
<td>Prelim Cost = $A_3$</td>
</tr>
<tr>
<td>Total Cost = $A_{Total}$</td>
</tr>
</tbody>
</table>

### New Improved Method

<table>
<thead>
<tr>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Material Cost = $B_1$</td>
</tr>
<tr>
<td>Labour Cost = $B_2$</td>
</tr>
<tr>
<td>Prelim Cost = $B_3$</td>
</tr>
<tr>
<td>Total Cost = $B_{Total}$</td>
</tr>
</tbody>
</table>

Cost Difference (%) = \[
\frac{(B_{Total} - A_{Total})}{A_{Total}} \times 100\%
\]

### Description of how new improved method contribute to good finishing quality and higher CONQUAS score:

The dry wall has better finishing quality. Its smooth and clean surface is ready to receive the final finish and has minimum defects as compared to the brick wall. In general, the drywall results in a higher internal wall score in CONQUAS of about 15 points as compared to brick wall.
List of Key Productivity Technology or New Process Introduced that Required filling up the Productivity Improvement Calculation Worksheet ¹:

<table>
<thead>
<tr>
<th>No.</th>
<th>Conventional Method</th>
<th>New Improved Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Erecting external access using traditional external scaffold</td>
<td>Erecting external access using self-climbing or crane lifted perimeter scaffold</td>
</tr>
<tr>
<td>2</td>
<td>Erecting formwork using traditional timber or metal formwork (for horizontal formwork)</td>
<td>Erecting formwork using system formwork (for horizontal formwork)²</td>
</tr>
<tr>
<td>3</td>
<td>Erecting formwork using traditional timber or metal formwork (for vertical formwork)</td>
<td>Erecting formwork using system formwork (for vertical formwork)³</td>
</tr>
<tr>
<td>4</td>
<td>Concreting using normal concrete (for horizontal components)</td>
<td>Concreting using self compacting concrete (for horizontal components)⁴</td>
</tr>
<tr>
<td>5</td>
<td>Concreting using normal concrete (for vertical components)</td>
<td>Concreting using self compacting concrete (for vertical components)⁵</td>
</tr>
<tr>
<td>6</td>
<td>Concreting using crane and bucket method (for horizontal components)</td>
<td>Concreting using concrete pump [&amp; hydraulic stationary placing boom, if applicable] (for horizontal components)⁴</td>
</tr>
<tr>
<td>7</td>
<td>Concreting using crane and bucket method (for vertical components)</td>
<td>Concreting using concrete pump [&amp; hydraulic stationary placing boom, if applicable] (for vertical components)⁵</td>
</tr>
<tr>
<td>8</td>
<td>Deep basement construction using struts</td>
<td>Strut free deep basement construction</td>
</tr>
<tr>
<td>9</td>
<td>Cast in-situ construction</td>
<td>Full precast construction</td>
</tr>
<tr>
<td>10</td>
<td>Cast in-situ construction</td>
<td>Semi precast construction</td>
</tr>
<tr>
<td>11</td>
<td>Erecting internal wall partition using plastered brick wall</td>
<td>Erecting internal wall partition using drywall</td>
</tr>
<tr>
<td>12</td>
<td>Ceramic wall tiling (or homogeneous wall tiling or marble wall tiling) using cement grout</td>
<td>Ceramic wall tiling (or homogeneous wall tiling or marble wall tiling) using adhesive⁷</td>
</tr>
<tr>
<td>No.</td>
<td>Conventional Method</td>
<td>New Improved Method</td>
</tr>
<tr>
<td>-----</td>
<td>-------------------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>13</td>
<td>Ceramic floor tiling (or homogeneous floor tiling or marble floor tiling) using cement grout</td>
<td>Ceramic floor tiling (or homogeneous floor tiling or marble floor tiling) using adhesive</td>
</tr>
<tr>
<td>14</td>
<td>Painting using roller method</td>
<td>Painting using spray method</td>
</tr>
<tr>
<td>15</td>
<td>Constructing toilets using conventional method</td>
<td>Constructing toilets using Prefabricated Bathroom Unit (PBU)</td>
</tr>
<tr>
<td>16</td>
<td>Erecting air-con ducting using ducts that are formed and insulated on site</td>
<td>Erecting air-con ducting using ducts that are prefab &amp;/or pre-insulated</td>
</tr>
<tr>
<td>17</td>
<td>Use of copper pipes for domestic water system</td>
<td>Use of flexible pipes for domestic water system</td>
</tr>
<tr>
<td>18</td>
<td>Use of traditional scaffold for architectural, mechanical, electrical &amp; plumbing works</td>
<td>Use of scissors/ personnel/ boom lifts for architectural, mechanical, electrical &amp; plumbing works</td>
</tr>
</tbody>
</table>

**Notes:**

1) The list is not exhaustive and applicants may fill in construction trades/ systems not listed in the table.

2) System formwork (for horizontal formwork) could include table formwork, panelled aluminium or plastic moulded formwork. Please specify the supplier (or builder) of the system formwork in the worksheet.

3) System formwork (for vertical formwork) could include steel formwork, panelled aluminium or plastic moulded formwork. Please specify the supplier (or builder) of the system formwork in the worksheet.

4) Please specify the type of horizontal component that was casted in the worksheet e.g. slab.

5) Please specify the type of vertical component that was casted in the worksheet e.g. wall.

6) Semi precast construction refers to partial precast of some components together with cast in-situ construction of other components e.g cast in-situ flat plate system with precast column or wall façade panel. Please specify the type of formwork used for the cast in-situ construction in the worksheet.

7) Please specify the type of wall or floor tiling in the worksheet.
8) Please specify the type of PBU in the worksheet e.g. volumetric bathroom unit (Steel wall panel with concrete slab) or volumetric bathroom unit (Concrete wall and slab).

9) Prefab air-con ducting refers to ducts that are prefabricated into rectangular or circular shape and then delivered to site. Ducts that are prefabricated into L-shape will not be considered as prefab air-con ducting.
Construction Productivity Awards – Advocates 2014
Frequently Asked Questions

GENERAL

1. Does the Construction Productivity Awards (CPA) – Advocates award have a validity period?
The CPA Awards is held on a yearly basis. Winner will be conferred an award CPA – Advocates 2014.

ELIGIBILITY

2. Can a subcontractor apply for the CPA - Advocates?
Subcontractor can submit nomination form under the sub-category of CPA – Advocates (Builder). For Builder category, there is Open category for all builders and a Prime category specially catered to subcontractors only.

3. Is winner of Best Value Added Productivity (VAP) Builder Award 2012 eligible to apply for CPA-Advocates 2014?
Yes. Builder will be eligible to take part in the CPA-Advocate award the CPA has been enhanced to better recognise stakeholders with productivity achievements.

4. As a main contractor, can we submit one nomination each for CPA-Projects and CPA - Advocates?
Yes. For CPA-Projects, it is awarded to project teams towards achieving productivity enhancement in their construction development projects from the design to the end of construction. Each project need only one nomination form which could be submitted by any team member who is directly involved in the project.

For CPA-Advocates, it is awarded to organisations (developers, consultants, main and sub-contractors) that have demonstrated efforts in initiating high productivity solutions in design, construction methods, processes and/ or technologies adopted in their projects. Each submission need only one nomination form which should be submitted by the company representative.
ASSESSMENT

5. What is the assessment criterion?
The applications will be assessed based on the key areas shown in the table below:

<table>
<thead>
<tr>
<th>Key Area</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Developer</td>
</tr>
<tr>
<td>A Buildable Design Score</td>
<td>25</td>
</tr>
<tr>
<td>B Constructability Score</td>
<td>N.A.</td>
</tr>
<tr>
<td>C Productivity Performance</td>
<td>15</td>
</tr>
<tr>
<td>(Physical Productivity)</td>
<td></td>
</tr>
<tr>
<td>D Productivity Performance</td>
<td>0</td>
</tr>
<tr>
<td>(Value-added Productivity)</td>
<td></td>
</tr>
<tr>
<td>E Productivity Initiatives</td>
<td>60</td>
</tr>
<tr>
<td>Total</td>
<td>100</td>
</tr>
</tbody>
</table>

* Not applicable for Prime category subcontractors

6. Under the builder category, builder who undertakes civil engineering projects may not have submitted constructability score and productivity performance (physical productivity). Can this builder still qualify to participate?
Builder that undertakes civil engineering projects will not need to submit electronic Productivity Submission System (ePSS) and constructability score. They will be assessed separately under the group of civil engineering builders, separate from the general builders (building construction projects).

7. For minimum Buildable Design Score requirements, which Code of Practice should I refer to?
8. What is the minimum constructability score requirement for each category of development projects?
   Please refer to question 7.

9. As a subcontractor, I am unable to submit the complete set of constructability score calculation worksheet as I am involved in certain work trades, how do I submit?
   Subcontractors do not need to submit constructability score calculation worksheet. They will be assessed separately from the main contractors.

10. Is on-going projects included under the constructability score?
    Yes. Builder can submit projects designed and/or built in the last 3 years with constructability score higher than minimum legislative score in their respective category.

11. I have a completed project built 2 years ago which do not have the constructability score, so how will my nomination be assessed?
    For projects which do not have the constructability score, the Assessment Panel will assess the nominations separately.

12. Under the productivity performance (physical productivity), number of projects built in the last 3 years with physical productivity (m²/manday) higher than industry average in the respective building category. Is referring to completed projects? What is the industry average?
    Only completed project is considered. Depending on the building category, the project productivity of our local construction industry is as shown below:

<table>
<thead>
<tr>
<th>Year</th>
<th>Public Housing (HDB Projects)</th>
<th>Residential (Landed)</th>
<th>Residential (Non-Landed)</th>
<th>Commercial</th>
<th>Industrial</th>
<th>Institutional</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008</td>
<td>0.450</td>
<td>0.192</td>
<td>0.306</td>
<td>0.331</td>
<td>0.498</td>
<td>0.459</td>
</tr>
<tr>
<td>2009</td>
<td>0.455</td>
<td>0.192</td>
<td>0.317</td>
<td>0.330</td>
<td>0.505</td>
<td>0.455</td>
</tr>
<tr>
<td>2010</td>
<td>0.439</td>
<td>0.190</td>
<td>0.319</td>
<td>0.328</td>
<td>0.495</td>
<td>0.450</td>
</tr>
<tr>
<td>2011</td>
<td>0.441</td>
<td>0.192</td>
<td>0.321</td>
<td>0.330</td>
<td>0.501</td>
<td>0.455</td>
</tr>
<tr>
<td>2012</td>
<td>0.449</td>
<td>0.194</td>
<td>0.326</td>
<td>0.335</td>
<td>0.508</td>
<td>0.456</td>
</tr>
</tbody>
</table>

13. As a subcontractor, we are unable to monitor the manpower usage in the project and submit such data through ePSS, how do I submit?
    Subcontractors do not need to submit ePSS data report. They will be assessed separately from the main contractors according to their good practices in their own trades.

14. For value added productivity, what is the commencing and ending period for a builder to submit company’s last 3 financial statements?
The period-end dates of a company’s last 3 financial statements should be from 1 October 2010 to 30 September 2013.

15. For value added productivity, can builder submit unaudited financial statements for VAP computation? Although it is required for builder to submit an auditor certified VAP calculation. If the builder is able to furnish the financial statement and VAP computation duly certified by its Chief Executive Officer or equivalent, such document is acceptable.

16. Under the productivity initiatives, my company used productive technology such as self compacting concrete in more than one project. Do I need to submit multiple productivity improvement calculation worksheets? No. A company can submit one productivity improvement calculation worksheet for each key productive technology or process introduced.