

# SINGAPORE CIVIL DEFENCE FORCE



HQ SINGAPORE CIVIL DEFENCE FORCE  
91 Ubi Avenue 4 Singapore 408827  
Website: <http://www.scdf.gov.sg>

Please quote our ref. no. in all future correspondences

Our Ref: CD/FSSD/12/01/04/04/02

DID: 68481407

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23 May 2008

Registrar, Board of Architects (BOA)  
Registrar, Professional Engineers Board (PEB)  
President, Singapore Institute of Architects (SIA)  
President, Institution of Engineers, Singapore (IES)  
President, Association of Consulting Engineers, Singapore (ACES)

Dear Sirs/Madam,

## INVITATION FOR REGISTRATION AS FIRE SAFETY ENGINEERS (FSEs)

SCDF has commenced its 5<sup>th</sup> FSE registration exercise and is pleased to invite applicants for registration as FSEs. The closing date for the application for FSE registration is on 15 July 2008.

2. The registration criteria for application are as follows:
  - (a) Possess at least a degree (Bachelor or Masters) qualifications in the field of fire safety engineering;
  - (b) Have at least 5 continuous years of relevant practical experience in fire safety design;
  - (c) Must have maintained a clean record and must not have been found guilty of an offence under the Fire Safety Act, Professional Engineers Act or Architects Act; and
  - (d) Successful interview with the Fire Safety Engineer Selection Panel. (Interviews for registration will commence in Aug 2008. Applicants will be notified of the interview date and time)



A PROUD MEMBER OF THE HOME TEAM



3. Applicants who wish to register as a Fire Safety Engineer shall submit the following to the Fire Safety Engineer Selection Panel:-

- (a) the application form prescribed by SCDF (downloadable at the following website [http://www.scdf.gov.sg/Building\\_Professionals/downloads.html#RI](http://www.scdf.gov.sg/Building_Professionals/downloads.html#RI) or address, [http://www.scdf.gov.sg/Building\\_Professionals/downloads.html#RI](http://www.scdf.gov.sg/Building_Professionals/downloads.html#RI) or can be obtained at 1<sup>st</sup> storey SCDF HQ reception desk);
- (b) certified true copies of documentary evidence of the applicant's qualifications and practical experience, if any;
- (c) recent testimonials from 2 referees as to his good character; and
- (d) a letter of undertaking by the applicant, stating as at the date of the said letter-
  - (i) whether disciplinary or criminal proceedings are pending or contemplated against the applicant; and
  - (ii) whether the applicant's professional conduct is or has been under investigation; and
  - (iii) whether the applicant has any previous disciplinary or criminal records.

4. 4 sets of the above supporting documents are to be submitted, together with a non-refundable application fee of S\$250 made payable to Commissioner SCDF directly to:

The Secretariat  
Fire Safety Engineers Selection Panel  
c/o Fire Safety Consultation Branch  
Fire Safety & Shelter Department  
HQ SCDF  
91 Ubi Avenue 4  
Singapore 408827

5. Please convey the contents of this circular to members of your Institution/Association/Board.

6. For more information on the FSE registration details or the performance-based regulatory system, you may visit the following website, [http://www.scdf.gov.sg/Building\\_Professionals/Fire\\_Safety\\_Plan\\_Approval/performance/introduction.html](http://www.scdf.gov.sg/Building_Professionals/Fire_Safety_Plan_Approval/performance/introduction.html) or contact Mr Heng Chai Liang at tel. 68481452 or e-mail address: [heng\\_chai\\_liang@scdf.gov.sg](mailto:heng_chai_liang@scdf.gov.sg).

Yours faithfully,

(Transmitted thru' e-mail)

Poon Keng Soon  
Secretary, FSSD Standing Committee  
for Commissioner  
Singapore Civil Defence Force

cc

All members of FSSD Standing Committee

President, REDAS

President, IFE

President, SISV

CEO, BCA

CEO, URA

CEO, HDB

CEO, PSA

CEO, JTC

CE, LTA

CE, PSB – (Attn: Ms Tan Chiew Wan / Mr Lau Keong Ong)

GM, SPRING Singapore – (Attn: Mr Teo Nam Kuan)