

BCA BC BMSC/CIR/2020/17

Building Plan & Management Group

4 September 2020

Management Corporation
Chairperson/ Secretary/ Council Members

Dear Sir/Madam

Re-opening of Sports and Recreation Facilities in Condominiums

The Multi-Ministry Taskforce had earlier announced that Phase Two of re-opening (“Safe Transition”) would start after 18 June 2020, 2359 hours. Since the commencement of Phase Two, the following sports and recreation facilities in condominiums can be re-opened:

- a. Playgrounds;
- b. Fitness corners;
- c. Roof gardens/terraces;
- d. Rest areas, pavilions, and other seating facilities;
- e. Hard courts;
- f. Gyms and fitness studios;
- g. Swimming pools, other water-based facilities (e.g. Jacuzzis, spa pools), and associated facilities (e.g. saunas); and
- h. Function rooms.

2 During Phase Two, our goal is to sustain the efforts taken during the circuit breaker period and Phase One of re-opening to keep COVID-19 at bay. By implementing safe management measures (SMM), management corporations (MCSTs) can make these facilities safe for use.

Safe Management Measures

3 Section 29(1) of the Building Maintenance and Strata Management Act requires MCSTs to control, manage and administer the common property for the benefit of

residents in the development. Under prescribed by-law 18(2) in the Second Schedule to the Building Maintenance (Strata Management) Regulations, subsidiary proprietors and occupiers must not do anything that will likely create a hazard to others. Acts that will increase the risk of local transmission of COVID-19 are considered hazards to public health. Consistent with these provisions, MCSTs should put in place measures that are in line with MOH's safe distancing principles and Sport Singapore's (SportSG's) recommendations for sports and physical activities within common property:

- a. Individuals to maintain safe distancing of at least 1 metre at all times;
- b. Where the 1 metre safe distancing between individuals is not feasible or practical, it can be applied between groups, with each group made up of not more than 5 persons, and with no mixing or interaction between groups.
- c. If the activities involve exercising or playing of sports, then a longer safe distance of 2~3 metres should be maintained. MCSTs can also refer to SportSG's advisory for further recommendations on SMMs for sports facilities and activities at <https://www.sportsingapore.gov.sg/Newsroom/Media-Releases/2020/Advisory-For-Resumption-Of-Sport-And-Physical-Exercise-and-Activity-For-Phase-Two-Safe-Transition>.

4 MCSTs should therefore adopt the following SMMs to mitigate the risk of transmission between facility users:

- a. **All facilities and shared areas** should be frequently cleaned and disinfected. Equipment should be thoroughly wiped down and cleaned. Indoor spaces should be kept well-ventilated. For non-air-conditioned spaces, windows should be kept open and additional fans should be put in place where possible. MCSTs should ensure that the safe distancing principles at paragraph 3 are observed, in order to limit close contact among individuals.
- b. **Sports facilities** (e.g. hard courts, gyms/fitness studios, swimming pools) should have capacity limits to avoid crowdedness and minimise the risk of large clusters forming:
 - (i) For any such facility that is larger than 50 square metres, the maximum capacity should be limited to 1 person per 10 square metres of usable area or 50 persons, whichever is lower;
 - (ii) For facilities smaller than 50 square metres, the maximum capacity should be limited to 5 persons;

(iii) Beyond the overall capacity limits for facilities, greater attention should also be paid in controlling the usage of shared areas like common bathrooms and changing rooms to prevent crowding.

c. **Function rooms and event facilities (e.g. multi-purpose halls)** can be used for the following activities, subject to the safe distancing principles at paragraph 3 as well as the relevant SMMs:

(i) For marriage solemnisations, wedding receptions and wakes/funerals, MCSTs should refer to the Multi-Ministry Taskforce's press release at <https://www.moh.gov.sg/news-highlights/details/easing-restrictions-on-key-life-events> for details.

As venue operators/owners, **MCSTs may determine whether to allow marriage solemnisations, wedding receptions and wakes/funerals to be held in common facilities**, and may set additional conditions for the use of these facilities, such as a lower limit for attendance based on their capacity or ability to ensure that SMMs are implemented;

o For marriage solemnisations and wedding receptions, **organisers¹ will be responsible** for ensuring that the necessary SMMs are put in place, and that attendees observe the SMMs. The full list of SMMs can be found under "Marriage Solemnisations and Receptions" at <https://covid.gobusiness.gov.sg/safemanagement/sector>.

o For wakes/funerals, **responsible persons** (which could include venue operators/owners, such as **MCSTs**, or the funeral director engaged to organise the event) **will be responsible** for ensuring that the necessary SMMs are put in place, and that attendees observe the SMMs. MCSTs can refer to the COVID-19 (Temporary Measures) (Control Order) Regulations 2020 for the full list of SMMs applicable.

(ii) For post-funeral religious rites. As venue operators/owners, **MCSTs may determine whether to allow post-funeral religious rites to be held in common facilities**, and may set additional conditions for the use of these facilities, such as a lower limit for attendance based on their capacity or ability to ensure that SMMs are implemented.

¹ Organisers refer to persons responsible for supplying or procuring the premises and any goods and services related to the event (whether or not for reward and whether jointly or otherwise). This can include venue operators/owners (such as **MCSTs**), wedding planners, and the wedding couple or relatives/friends.

MCSTs may only permit such activities if they are conducted by religious organisations with a good track record of implementing SMMs or by religious workers endorsed by these religious organisations. **Organisers** (which could include venue operators/owners, such as **MCSTs**, and religious workers conducting the event) **will be responsible** for ensuring that the necessary SMMs are put in place, and that attendees observe the SMMs. MCSTs can refer to the COVID-19 (Temporary Measures) (Control Order) Regulations 2020 for the full list of SMMs applicable.

- (iii) For individuals who wish to book function rooms for other purposes, the gathering must not exceed 5 persons.

5 Examples of how MCSTs can implement the SMMs include using a booking system to manage the number of individuals using a facility at any one time, or using CCTV surveillance or patrolling security (where available) to monitor the use of common facilities.

Rules that Individuals Must Comply With

6 MCSTs should also remind residents that only small-group social gatherings of up to any 5 persons are allowed, and that households may only receive up to 5 visitors at any one time.

7 Residents must continue to wear a mask when outside of their homes, including when using facilities within the condominium premises. Masks can be taken off when undertaking strenuous activities, such as running, jogging, brisk walking, cycling and other similar activities. Residents must put their masks back on after completing the strenuous exercise.

8 Phase Two is a significant step in moving towards a new COVID-safe normal. We seek MCSTs' cooperation to help residents adjust expectations, lifestyles and norms. Let us continue to stay disciplined and vigilant, and not let all our previous efforts to achieve a COVID-safe Singapore go to waste.

9 For more information on the SMMs, MCSTs can also refer to the Frequently Asked Questions (FAQs) on the BCA website at <https://www1.bca.gov.sg/covid-19/advisories-for-mcsts>.

Commissioner of Buildings
Building and Construction Authority

FAQs on Re-opening of Sports and Recreation Facilities in Condominiums

Q1 What are the facilities that are allowed to open?

A1 Examples of facilities that can be opened are in the table below.

S/N	Facilities
1	Playgrounds
2	Fitness corners
3	Roof gardens/terraces
4	Rest areas, pavilions, and other seating facilities
5	Hard courts e.g. tennis, badminton, basketball courts
6	Gyms
7	Fitness studios e.g. yoga studio
8	Swimming pools, including children's pool and waterplay features
9	Other water-based facilities (e.g. jacuzzis, spa pools) and associated features (e.g. saunas)
10	Function rooms and event facilities (e.g. multi-purpose halls)
11	TV, reading and board game rooms
12	Football and table-tennis tables, etc.

Q2 How should the MCST compute the maximum number of persons who can use a sports facility at any one time?

A2 Sports facilities (e.g. hard courts, gyms/fitness studios, swimming pools) should have capacity limits to avoid crowdedness and minimise the risk of large clusters forming. Refer to table below.

Usable Area of the Facility	Maximum Capacity
More than 50 square metres	Should be limited to 1 person per 10 square metres of usable area or 50 persons, whichever is lower.
Smaller than 50 square metres	Should be limited to 5 persons.

Q3 The development has 3 separate swimming pools. Can the MCST aggregate or add up the areas of the 3 swimming pools to compute the maximum number of persons who can use the swimming pools?

A3 No. The maximum number of persons who can use each swimming pool shall be computed from the usable area of each individual swimming pool.

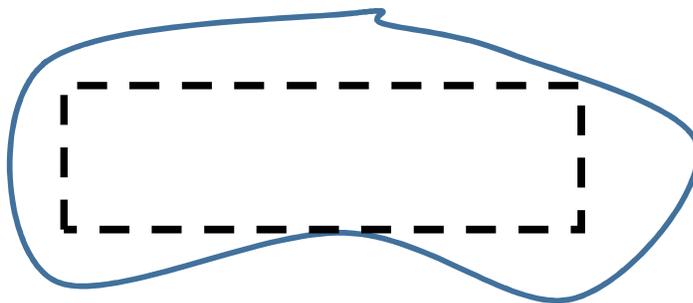
Q4 How is the usable area defined for a) swimming pool, b) other water-based facilities, c) other associated features (e.g. sauna), d) gyms and fitness studios and e) hard courts?

A4 For a) swimming pool and b) other water-based facilities, the usable area of the facility refers to its Plan Area and cut-off at the edge of the drain/edge of the wall of the facility, whichever is smaller. For c) other associated features and d) gyms and fitness studios, the usable area refers to the Plan Area of the facility, excluding shower/washing facilities like changing/shower room. For e) hard courts, the usable area of the facility refers to its Plan Area and cuts off at the fence/wall of the facility.

Q5 The swimming pool is not of regular shape. How does the MCST determine the area?

A5 The MCST can refer to the building plan of the development for the Plan Area of the swimming pool. Alternatively, the MCST can draw the best possible approximation of a regular shape within the outline of the pool to facilitate calculation. In the example below, the dotted rectangle can be used to calculate the area of the pool (indicated in blue outline).

Example



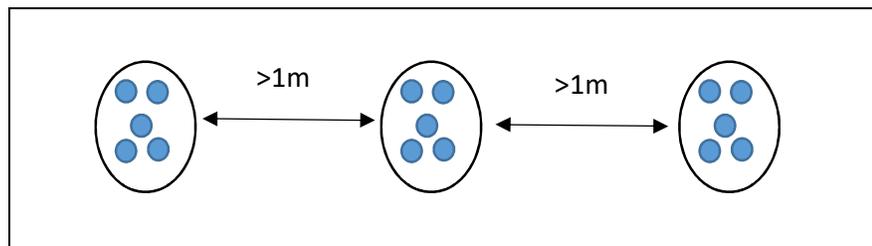
Q6 The common swimming pool is linked or connected to the private pool of each housing unit (e.g. for units on the ground floor). When the MCST computes the maximum number of persons who can use the common swimming pool, should the area of the private pools be included?

A6 No. The MCST should not include the area of the private pools as part of the area of the common pool to compute the maximum number of persons who can use the common swimming pool.

Q7 Can individuals from different households use a facility together?

A7 Individuals from different households can use a facility together. In general, the individuals should maintain a safe distance of at least 1 metre when using any facility. If a 1 metre safe distancing between individuals is not feasible or practical, it can be applied between groups of up to 5 persons, but there should be no mixing or interaction between groups which are using the same facility. Please see the illustration below.

If the activities involve exercising or playing of sports, then a longer safe distance of 2~3 metres should be maintained. MCSTs can also refer to SportSG's advisory for further recommendations on SMMs for sports facilities and activities at <https://www.sportsingapore.gov.sg/Newsroom/Media-Releases/2020/Advisory-For-Resumption-Of-Sport-And-Physical-Exercise-and-Activity-For-Phase-Two-Safe-Transition>.



Q8 Can the MCST allow swimming, gym or other sports and fitness classes in the estate?

A8 The MCST can allow these classes to resume in the common facilities that are allowed to re-open in Phase 2. Individuals from different households can attend a class together. For guidance, MCSTs should refer to SportSG's advisory for further recommendations on SMMs for sports facilities and activities at <https://www.sportsingapore.gov.sg/Newsroom/Media-Releases/2020/Advisory-For-Resumption-Of-Sport-And-Physical-Exercise-and-Activity-For-Phase-Two-Safe-Transition>.

Q9 What are the common facilities that should remain closed? When can these facilities be open for use?

A9 Activities or settings where large numbers of people are likely to come into close contact, often in enclosed spaces, and for prolonged periods of time, should remain closed for now. These include but are not limited to barbeque pits and karaoke rooms. BCA will inform MCSTs when these common facilities can be open for use.

Q10 If the development has a large function room or event facility, can the MCST allow more than 5 persons to use the room/facility?

A10 Any gathering conducted in the function rooms or event facilities, except for the holding of solemnisations, receptions, wakes/funerals, and post-funeral religious rites, shall be kept to a maximum of 5 persons, regardless of the size of the room. Please

refer to Q11 – 12 on the use of function rooms or event facilities for other permitted activities.

Q11 What are the requirements for holding solemnisations, receptions, and wakes/funerals in the common property within condominiums? [Updated on 3 Oct 2020]

A11 MCSTs may refer to the press release by the Multi-Ministry Taskforce on ‘Easing Restrictions on Key Life Events’ at <https://www.moh.gov.sg/news-highlights/details/easing-restrictions-on-key-life-events> for details regarding the holding of marriage solemnisations, wedding receptions, as well as wakes/funerals in condominiums.

- For marriage solemnisations and wedding receptions, up to 100 persons (excluding the solemniser and vendors) will be allowed for the entire event, split across multiple zones of up to 50 persons each. MCSTs can refer to the full list of SMMs under “Marriage Solemnisations and Receptions” at <https://covid.gobusiness.gov.sg/safemanagement/sector>, and FAQs at <https://covid.gobusiness.gov.sg/faq/sectorspecific/marriage> for further information.
- For wakes and funerals, up to 30 persons (excluding funeral workers and vendors) will be allowed at any one time. MCSTs can refer to the COVID-19 (Temporary Measures) (Control Order) Regulations 2020 for the full list of SMMs applicable.

The number of attendees for the events is subject to the individual venue’s capacity limit based on safe management principles. MCSTs may also set additional conditions for the use of their facilities, such as a lower limit for attendance based on their capacity or ability to ensure that SMMs are implemented.

Q12 What are the requirements for holding post-funeral religious rites in the common property within condominiums?

A12 The number of attendees at the event should generally be kept to 30 persons or fewer at any time. This excludes any religious workers, which should be kept to a minimum. No buffet set-up or reception with food and drinks is allowed. There should be no live band, live music, processions, singing groups, musical performers, auctions, or games during the event. There should also be no screening of any live programming, including but not limited to television, radio or other livestreams. MCSTs can refer to the COVID-19 (Temporary Measures) (Control Order) Regulations 2020 for the full list of SMMs applicable.

Q13 Can MCSTs choose not to allow the holding of solemnisations, receptions, wakes/funerals or post-funeral religious rites in the common property within condominiums?

A13 MCSTs have a duty to control, manage and administer the common property for the benefit of all subsidiary proprietors in the development, in accordance with the

applicable by-laws (including prescribed by-law 18(2) in the Second Schedule to the Building Maintenance (Strata Management) Regulations). Therefore, MCSTs should assess and determine their capacity and ability to put in place the necessary SMMs for the respective event/activity, and may set additional conditions for the use of their premises. Otherwise, MCSTs can choose to disallow these events/activities within the development. As a good practice, MCSTs are encouraged to inform residents, for instance, through a circular or notice, should MCSTs decide to disallow these events/activities.