

FAQ ON GREEN MARK ONLINE

Q1: What is Corppass?

Singapore Corporate Access (or **Corppass**) is a **corporate** digital identity for businesses and other entities (such as non-profit organisations and associations) to transact with Government agencies online. For more information on **Corppass**, please visit www.Corppass.gov.sg.

Q2: How do we get Corppass account to access GM Online?

Please read the [user guides](#) available in www.Corppass.gov.sg to register as a Corppass user. Your organisation Corppass Admin will need to assign the user as “MyBCA user” to access all BCA e-services. Specially, it will be “BCA E-ServicesUser (CP_BCA_MyBCA_User)”. There is no limit to the number of Corppass users under a company as long as there is unique NRIC/FIN.

Q3: Why is Corppass required for GM online?

Corppass is required for all entities to transact with the government, including GM Online. From 11 April 2021, you will be required to login to government digital services for businesses (G2B) using Singpass instead of Corppass for GM Online projects and its application.

However, before you proceed to login GM Online using singpass, you need to make sure you have a corppass account with the same IC number as the singpass account as stated in Q2.

Q4: What is UEN number?

UEN stands for Unique Entity Number (UEN). It is a standard identification number for entities to interact with government agencies.

Q5: Can Singpass be used instead of Corppass?

Yes, you can login for businesses using Singpass to make Green Mark application and for uploading documentary evidence for the Green Mark certification of all building types.

Singpass will be used for landed houses application endorsement.

Q6: Can GM ID be still used for old projects?

GM ID has been removed as of Jun 2020. The official login method is only via for businesses (G2B) Singpass.

Q7: How does project make payment for Green Mark project?

There are currently 3 mode of e-payments – Paynow, Bank Transfer and Credit Card. Credit Card payment is only for payment less than S\$5,000. Details of the payment procedure will be given in attached invoice after application is accepted. All payments to BCA should be made through online electronic payment options only with effect from 7 Apr 2020 (please refer to [BCA Circular](#)).

Q8: Can consultant apply Green Mark application on behalf of the owner?

Yes. The system is designed for consultant to apply Green Mark application on behalf of the owner (applicant). However, the consultant cannot submit the application as the owner (applicant) and will need to send to the owner (applicant) for endorsement. Hence, consultant has to make sure that owner (applicant) has Corppass account and can login for businesses using Singpass to do the endorsement.

Q9: Can owner submit Green Mark application on their own?

Yes. Owner (applicant) can submit the GM application in Green Mark Online via Singpass.

Q9: The owner lost the passcode. What can be done?

The person who creates the application can log into Green Mark Online, go to “GM Application Status” and trigger “Resend Passcode” under “Status”. The passcode is only sent to the owner.

When the email on the passcode is generated, another email will be sent to the person who creates the application to inform that the passcode email is sent to the owner. Emails will be auto-generated by bca_greenmark@bca.gov.sg. Please make sure that it is not considered as spam by the email system used.

Q10: What is captured on endorsed application form?

The person who click “submit” application will have his/her NRIC and company’s UEN captured on the endorsed application form. The NRIC and company’s UEN is tied to the Corppass account used.

Q11: Does the consultant need to send the application for owner’s endorsement after application is returned for amendments?

Yes. All amendments must be endorsed by the owner (applicant) as the application is made on behalf of the owner (applicant) and the owner (applicant) will need to comply the terms and conditions under the Green Mark application.

Please refer to attached Annexes for more information.

Annex A: The First Contact’s experience (the person that creates the application)

Annex B: The Owner (applicant)’s experience

Annex C: Payment experience

Annex D: The coordinator’s experience

For more info/clarification, please email to bca_greenmark@bca.gov.sg.

Annex A: The First Contact's experience

Corppass and for Businesses (G2B) using Singpass Login

Includes:

Consultant who acts on behalf of owner to make application.

Owner who makes Green Mark application for their own project.

NOTE:

Before you proceed to login GM Online for Businesses (G2B) using Singpass, you need to make sure you have a Corppass account with the same IC number as the Singpass account.

Please read the user guides available in www.Corppass.gov.sg to register as a Corppass user. Your organisation Corppass Admin will need to assign the user as “MyBCA user” to access all BCA e-services. Specially, it will be “BCA E-ServicesUser (CP_BCA_MyBCA_User)”. There is no limit to the number of Corppass users under a company as long as there is unique NRIC/FIN.

1) Log in to GMonline <https://www.bca.gov.sg/GreenMarkOnline/> with your Singpass to create the application.

- For all GM scheme, pls login under for business user.
- Only for landed house scheme, owner to login via for individual users.



Go Green by Going Paperless
for a better tomorrow

Useful Links

Login with
Singpass



(Click below for Green Mark Projects) [FAQ](#)

For Business
Users

Log in with singpass

For Individual
Users

Log in with singpass

Please note that from 11 April 2021, you will be required to login to government digital services for businesses (G2B) using Singpass instead of

One stop platform for application and documentary evidence submission for Green Mark Certification (GM Online)

Application for Green Mark Certification and documentary evidence submission for various GM criteria will be done through CorpPass only, with exception of property owners of landed houses who can endorse applications via SingPass. All payments to BCA should be made through online electronic payment options only with effect from 7 Apr 2020 (please refer to [BCA Circular](#)).

The login account for project co-ordinator will be issued by Green Mark Assessors. With the account, project co-ordinators will be able to access the system to upload the documents required for project submission and review at their convenience.

The BCA Green Mark Scheme was launched in January 2005 as an initiative to drive Singapore's construction industry towards more environment-friendly buildings. It is intended to promote sustainability in the built environment and raise environmental awareness among developers, designers and builders when they start project conceptualisation and design, as well as during construction.

This online portal is designed to facilitate your application submission and certification process.

For more info/clarification, please email to bca_greenmark@bca.gov.sg.

2) If you encounter the below message during login, it meant you are not authorised to access GM Online service. Please contact your company corppass administrator to grant access to BCA e-service.

corppass



A A  Contact Us | Feedback

Select UEN/Entity ID

180299366K
CORPPASS TEST AND REGRESSION E...

T08GB0005B
Building and Construction Auth...
(Unauthorised)

Note:

You cannot select Corppass accounts that are suspended, or unauthorised. Please contact your Corppass administrator.

3) If it is your first login, you will be asked to create account. If you are existing user, but if it is your first login via Singpass, you will be asked to confirm details. Else, you will be able to skip this step.

Building and Construction Authority

BCA Green Mark Online

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Back to Main Page

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Within BCA Website

Update CorpPass UEN in GMAOnline database

* User Name

Title

* First Name

* Last Name

* NRIC / Fin No

Designation

UEN No.

* Company Name

* Company Address

* Postal Code

* Email

* Contact No

Term of Use

☐ Yes, I have read and agree to abide by the [Terms of Use](#).

Create Account Clear

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4) You will see the page as follows once you log in with Singpass.

5) Please proceed to make application. For project coordinator, you may include project reference to login.

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Logout

Singapore Government

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Website

BCA Green Mark Online

Please choose one of the options

Application

For endorsing Application Form

(Please enter the unique key that you received in the email)

OR

Proceed to make application

Project

(Please enter the GM Project Reference number in GMXXXXXX format)

6) Choose the application that you want to make

The screenshot displays the BCA Green Mark Online website. At the top left, the logo for the Building and Construction Authority (BCA) is shown, featuring a red stylized 'B' and 'A' with the text 'Building and Construction Authority' and 'BCA Green Mark Online' below it. The main header area features a collage of various green buildings with the text 'BCA Green Mark' overlaid in large white letters. A navigation menu on the left side includes links for Home, GM Certification Application (with a note '(CorpPass eSign)'), GM Application Status, About GM Certification, Resources, User Guide, Useful Links, Update Profile, and Logout. A dropdown menu is open under 'GM Certification Application', listing various building types: New Buildings, Landed Houses, Existing Buildings, Existing Schools, Existing Residential Buildings, Healthier Workplaces, Restaurants, Supermarkets, Districts, Retail, Existing Data Centres, New Data Centres, Infrastructure, and Laboratories. The main content area is divided into several sections: 'GM Certification Application (CorpPass eSign)' with a description of the scheme and a 'Read More' button; 'Certification' with a description of the process and a 'Read More' button; 'Incentive Schemes' with a link to the 'List of BCA Green Mark Incentive Schemes'; and 'Tools' with a small image of a green building.

Building and Construction Authority

BCA Green Mark Online

Home

GM Certification Application (CorpPass eSign)

GM Application Status

About GM Certification

Resources

User Guide

Useful Links

Update Profile

Logout

New Buildings

Landed Houses

Existing Buildings

Existing Schools

Existing Residential Buildings

Healthier Workplaces

Restaurants

Supermarkets

Districts

Retail

Existing Data Centres

New Data Centres

Infrastructure

Laboratories

GM Certification Application (CorpPass eSign)

relevant Green Mark Scheme

with CorpPass is allowed to

HEALTHIER WORKPLACES

Certification

To know more about various Green Mark criteria and certification process.


Read More


Incentive Schemes

List of BCA Green Mark Incentive Schemes

Tools

- 7) Pls make sure that the details of the project's owner is filled in correctly as the password for endorsement will be sent to this email (red box). Your details are captured as the person who creates the application.


Building and Construction Authority


BCA Green Mark
Online

[Home](#)
[GM Certification Application](#)
(CorpPass eSign)
[GM Application Status](#)
[About GM Certification](#)
[Resources](#)
[User Guide](#)
[Useful Links](#)
[Update Profile](#)
[Logout](#)

BCA Green Mark Application for New Buildings

[Project Info](#)[Developer/Owner Info](#)[Project Team Info](#)[Key Contact Person](#)[Attachments](#)

Key Contact Person
Applicant
(whose company or himself/herself is the owner of project)
*Name :
*Company :
*Designation :
*HP No. :
*Email :

Architect
Name :
Company :
Designation :
DID/HP No. :
Email :

Project Manager
Name :
Company :
Designation :
DID/HP No. :
Email :

Contact Person for Assessment/Application
(who creates the application)
*Name :
*Company :
*Designation :
*DID/HP No. :
*Email :

2nd Contact Person for Assessment
*Name :
*Company :
*Designation :
*DID/HP No. :
*Email :

8) After you complete the application, you can “Preview & Submit” directly if you are the owner of the project. Use “Preview & Send for Endorsement” if you need the owner to endorse.

Pls make sure the owner, who you are sending for endorsement, has CorpPass account. An email consisting of the password will be sent to owner only.

As consultant, if you attempt to submit as owner, your NRIC will be captured.

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BCA Green Mark Online

Home
GM Certification Application (CorpPass eSign)
GM Application Status
About GM Certification
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BCA Green Mark Application for New Buildings

Project Info | Developer/Owner Info | Project Team Info | Key Contact Person | Attachments

Attachments

Summary of green features and highlights for the project [Browse...](#)

Estimated annual savings [Browse...](#)

Brochure [Browse...](#)

* Documentary evidence for Gross Floor Area (GFA), Net Lettable Area (NLA) and hotel star rating (e.g. letter from URA, lease agreement, hotel star rating) [Browse...](#)

No. 1. 2. 3. Y

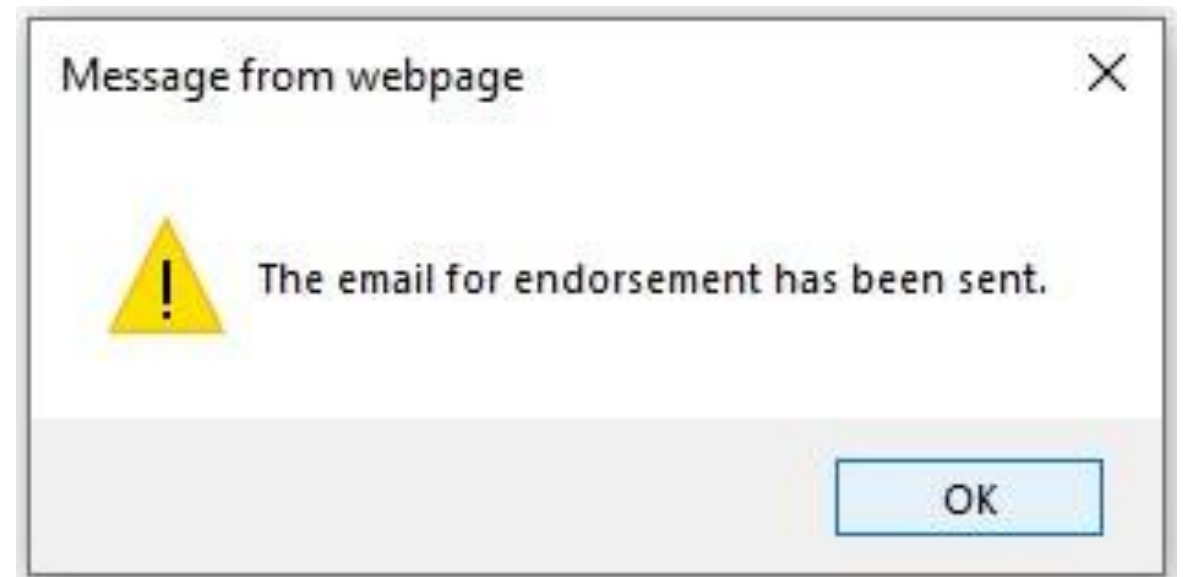
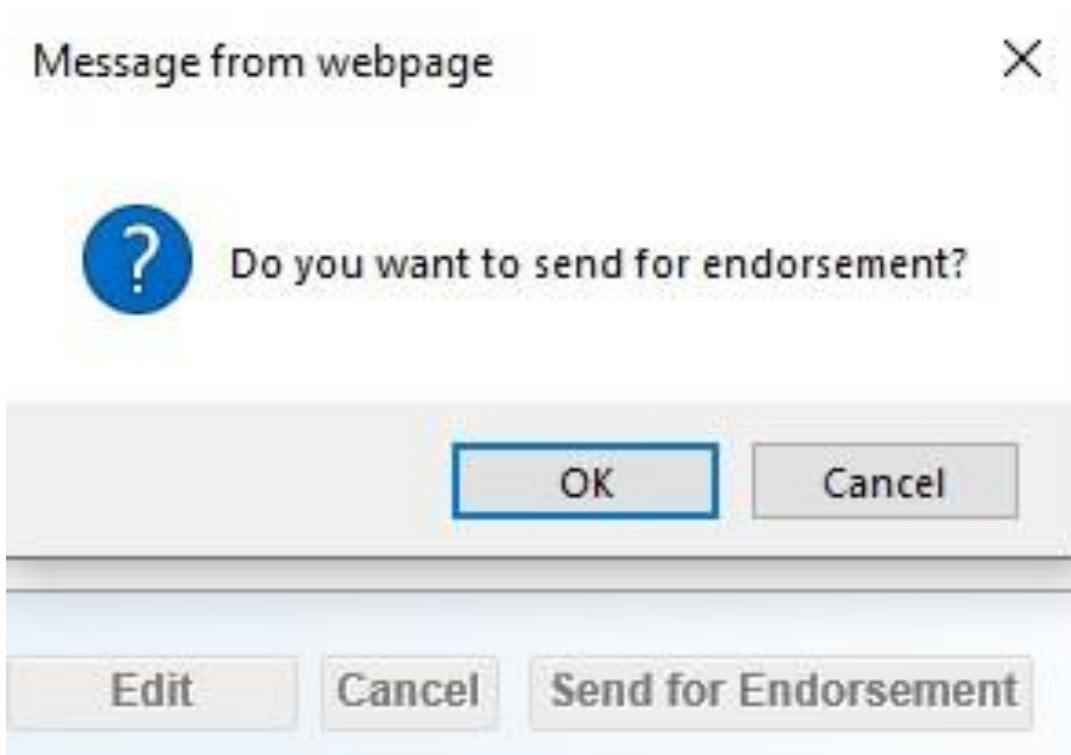
Attach File

[Previous](#) [Save](#) [Preview & Submit](#) [Preview & Send for Endorsement](#)

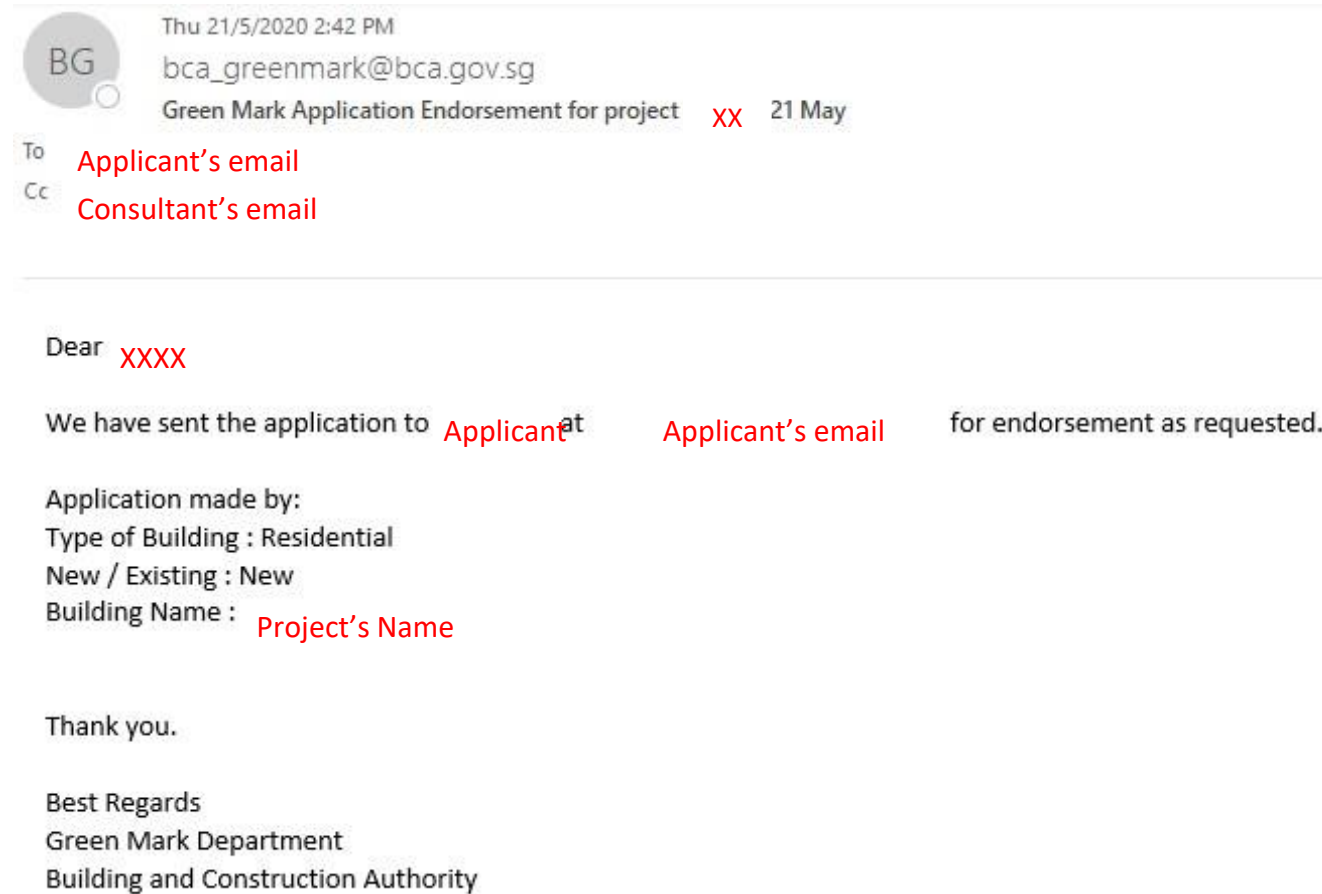
Applicant must click on "Preview & Submit" and "Submit" in order to submit the application.
Applicant must click on "Return for Ammendments" in order to return the application to consultant for re-review.
Note: Applicant is the owner of the project. Consultant, who is engaged by owner to do applicant on his/her behalf, is not the applicant.
Other than applicant, please click on "Preview & Send for Endorsement" and "Send for Endorsement" to send application to owner for eSign. Client (applicant) must have CorpPass account to eSign.

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9) You will be asked to confirm when you want to send for endorsement.
Press ok to proceed and you will receive a confirmation that the email has been sent.



10) You will also receive the following email once it is sent out.



11) The applicant may return the application for your amendments. If so, you will receive the following email. Please repeat from step 1 again.



Dear XXXX

The above-mentioned application has been returned for changes.

Please go to "Green Mark Application Portal" and click hyperlink under "Application Status" to make the amendments.

Please contact the applicant for the details of the changes.

Thank you.

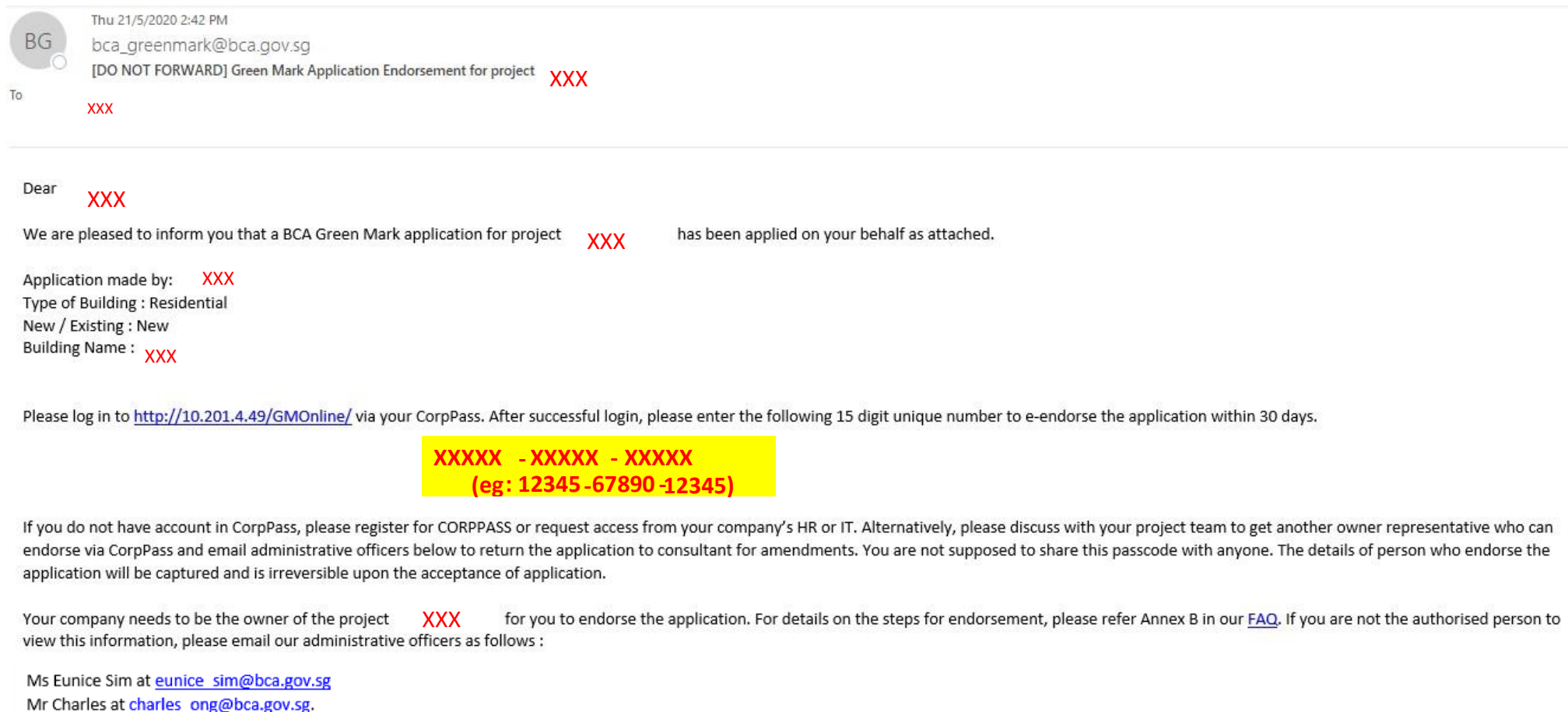
Best Regards
Green Mark Department
Building and Construction Authority

Annex B: The Owner (applicant)'s experience

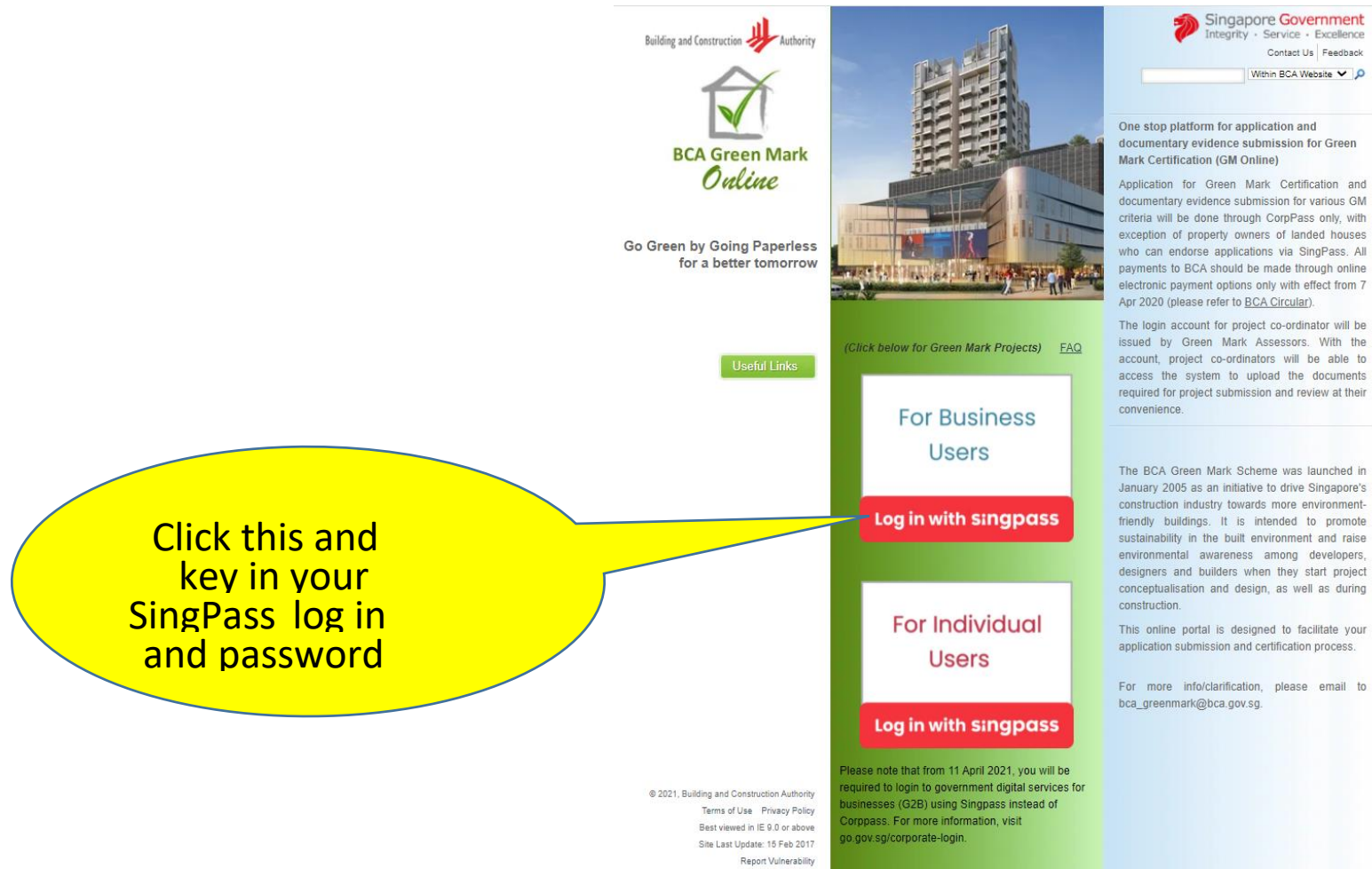
Corppass and login for businesses using Singpass for E-endorsement

Building owners to login for businesses using
Singpass to e-endorse the application.

1)As the owner of a project, you will receive an email as shown below when your consultant submits Green Mark application. **DO NOT FORWARD** this email to anyone else.



2) Log in to GMonline <https://www.bca.gov.sg/GreenMarkOnline/> for businesses using your Singpass to e-endorse the application.



The screenshot displays the BCA Green Mark Online portal. On the left, the BCA Green Mark Online logo is shown with the tagline 'Go Green by Going Paperless for a better tomorrow'. A yellow callout bubble with a blue border points to the 'Log in with singpass' button under the 'For Business Users' section. The main content area features a large image of a modern building and text explaining the platform's purpose for application and evidence submission. The right sidebar contains additional information about the scheme and contact details. The footer includes copyright information and a report vulnerability link.

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BCA Green Mark Online

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Useful Links

(Click below for Green Mark Projects) [FAQ](#)

For Business Users

Log in with singpass

For Individual Users

Log in with singpass

Please note that from 11 April 2021, you will be required to login to government digital services for businesses (G2B) using Singpass instead of Corppass. For more information, visit go.gov.sg/corporate-login.

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Best viewed in IE 9.0 or above
Site Last Update: 15 Feb 2017
Report Vulnerability

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Within BCA Website

One stop platform for application and documentary evidence submission for Green Mark Certification (GM Online)

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This online portal is designed to facilitate your application submission and certification process.

For more info/clarification, please email to bca_greenmark@bca.gov.sg.

- 3) If it is your first login, you will be asked to create account.
If you are existing user, but if it is your first login, you will be asked to confirm details.
Else, you will be able to skip this step.

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BCA Green Mark
Online

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Within BCA Website

Update CorpPass UEN in GMAOnline database

* User Name	<input type="text"/>
Title	Mr <input type="button" value="v"/>
* First Name	<input type="text"/>
* Last Name	<input type="text"/>
* NRIC / Fin No	SXXXXXXXXE
Designation	<input type="text"/>
UEN No.	YYYYYYYYY
* Company Name	<input type="text"/>
* Company Address	<div><input type="text"/> <input type="button" value="v"/> <input type="button" value="v"/></div>
* Postal Code	<input type="text"/>
* Email	<input type="text"/>
* Contact No	<input type="text"/>

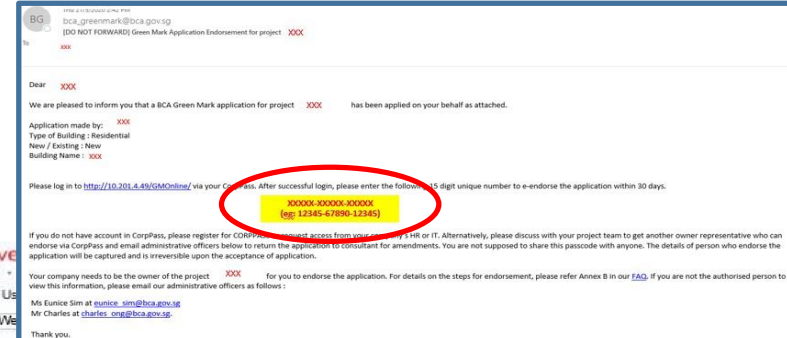
Term of Use

☐ Yes, I have read and agree to abide by the [Terms of Use](#).

Create Account Clear

Create
account

- 4) You will see the page as follows once you log in.
- 5) Please key in the passcode in the email (refer to page 2)



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BCA Green Mark Online

Please choose one of the options

Application

For endorsing Application Form

(Please enter the unique key that you received in the email)

OR

For Green Mark Application

Project

(Please enter the GM Project Reference number in GM/XXXX/XX/XXXX format)

Logout

key in the passcode shown in the email

6) After key in the passcode, it will land on the application form which submitted by consultant (7)

7) “EDIT” the info and click save if any change

OR

Click “RETURN FOR AMMENDMENTS” to consultant to edit the info

8) Once no more changes, click “Preview and Submit” and a message will appear to remind you that you should only proceed if you are the owner.

Message from webpage

?

You are submitting as owner. If you are not the owner, please click 'Cancel' and 'Send for endorsement' instead.

OK

Cancel

BCA Green Mark Application for New Buildings

Project Info

Developer/Owner Info

Project Team Info

Key Contact Person

Attachments

Project Information

* Private / Public :

☒Private☐Public

* Building Category :

Residential

Project Reference No. :

(BP Submission no)

(Please provide BP submission no. if readily available))

* Project Name (Short) :

XXXX

* Project Description :

XXXX

* Project Address :

XXXX

Postal Code :

* District Code :

* TS/Mukim No :

Expected Construction Start Date :

* Total No. of Units / Room :

Number of Blocks :

* Gross Floor Area (GFA)(m²) :

* Lot No :

1

Expected TOP Date :

Number of Storeys :

* Net Lettable Area (ft²) :

Save

Preview & Submit

Return for Ammendments

Next

Applicant must click on "Preview & Submit" and "Submit" in order to submit the application.

Applicant must click on "Return for Ammendments" in order to return the application to consultant for re-review.

Note: Applicant is the owner of the project. Consultant, who is engaged by owner to do applicant on his/her behalf, is not the applicant.

9) Please read all the declaration and tick the checkbox and click “SUBMIT” to submit the application. Again, the system will prompt you the details that will be submitted as endorsement of the application form. Click “OK” to proceed.

BCA Green Mark Application for New Buildings

Project Info

Developer/Owner Info

Project Team Info

Key Contact Person

Attachments

Project Information

* Private / Public :

Private

* Building Category :

RESI

Project Reference No. :

(BP Submission no)

(Please provide BP submission no. if readily available}}

* Project Name (Short) :

XX

* Project Description :

XXXX

* Project Address :

XXXX

Postal Code :

* District Code :

XX

* TS/Mukim No :

X

* Lot No :

X

Expected Construction Start Date :

Expected TOP Date :

X

* Total No. of Units / Room :

XX

Number of Storeys :

XX

* Gross Floor Area (GFA)(m²) :

X

* Net Lettable Area (m²) :

Declaration

☐

declare that all information furnished in this application are true and accurate. I understand that the authority reserves all rights to reject or disqualify the application if the submission is incomplete or if the applicant does not meet any of the Authority's registration requirements.

☐

understand that the Authority reserves the rights to request the applicant to produce the original copies of any documents for verification when required. I understand that the Authority reserves the rights to reject, cancel or disqualify the application or registration if any information furnished are found to be false or inaccurate.

☐

agree to allow BCA to disclose to other government agencies and/or the Government any information relating to me in connection with, arising from or relating to this application, including but not limited to application particulars.

☐

declare that I am the authorised person (owner), to signoff for this application and bear full responsibility in doing so.

Edit

Cancel

Submit

Return for Ammendments

Next

Applicant must click on "Preview & Submit" and "Submit" in order to submit the application.

Applicant must click on "Return for Ammendments" in order to return the application to consultant for re-review.

Note: Applicant is the owner of the project. Consultant, who is engaged by owner to do applicant on his/her behalf, is not the applicant.

Message from webpage

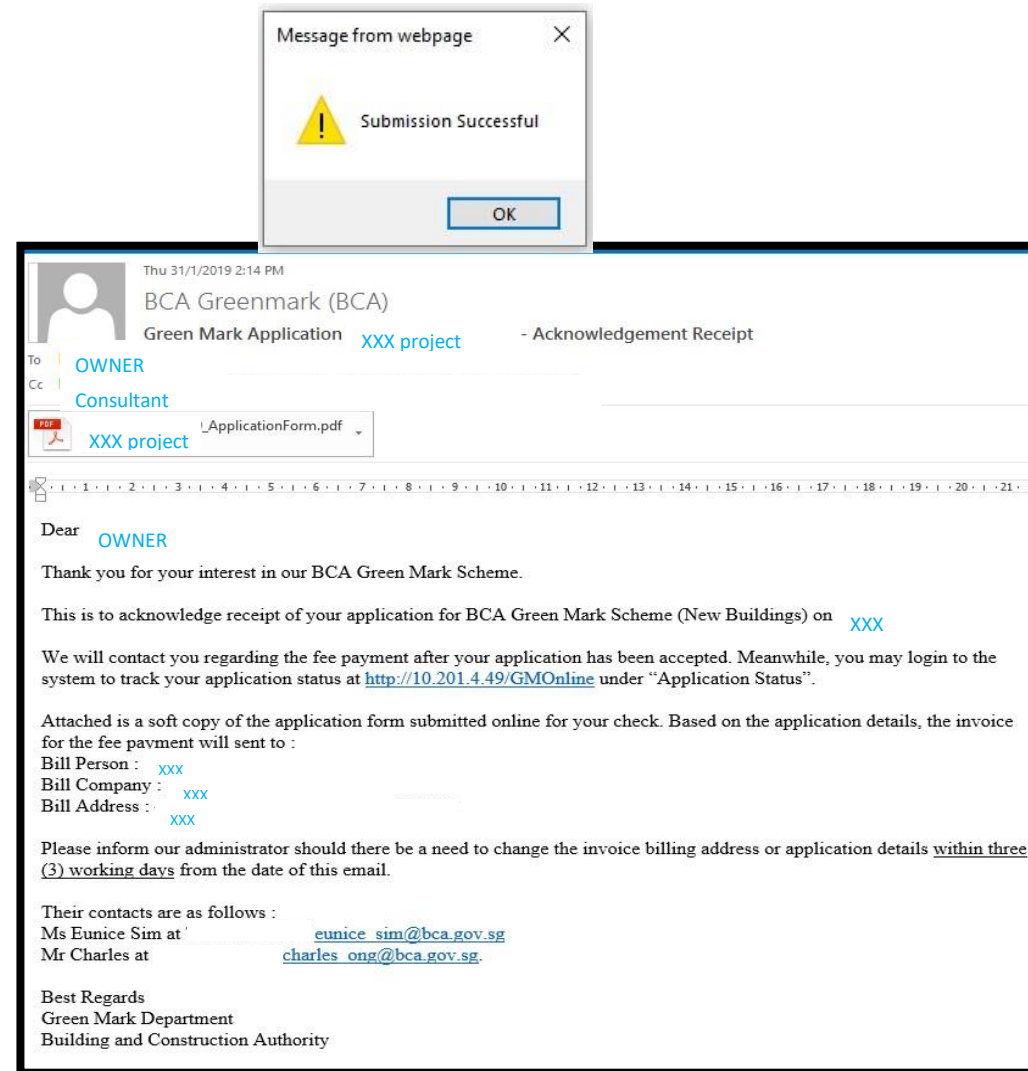
?

Do you want to submit the application?
Please confirm your details.
Applicant Name: As per application
Applicant NRIC: NRIC associated with CorpPass
Applicant UEN: UEN associated with CorpPass
Applicant Company: As per application

OK

Cancel

10) Screen will show “submission successful” and you will receive an email as shown.



Annex C: Payment Experience

Includes:

1. PayNow (done outside the system)
2. Bank Transfer (done outside the system)
3. Credit Card Payment (by person who creates the application)
via Corppass Login

There are currently 3 modes of e-payments* in GM Online.

- 1) PayNow
- 2) Bank Transfer
- 3) Credit Card (only for payment less than \$5000)

* Payment Type :

(All payments come with e-invoice)

☒ PayNow ☐ Bank Transfer ☐ Credit Card

(< S\$5K)

Please refer to [BCA Circular](#) that all payments to BCA should be made through online electronic payment options only with effect from 7 Apr 2020.

*Please refer to [BCA Circular](#) that all payments to BCA should be made through online electronic payment options only with effect from 7 Apr 2020.

If the payment company is a public agency, please fill up the details for the Department Code (DC) and Sub-Business Unit (SBU). You may check the correct list of DC and SBU [here](#).

For E-Invoice Info for bank transfer

* Company Name :	<input type="text"/>	* Contact Person :	<input type="text"/>
* Payment Company :	<input type="radio"/> Private <input checked="" type="radio"/> Public	* Tel No :	<input type="text"/>
* Department Code :	<input type="text"/> (Example: BCA02)	* Email :	<input type="text"/>
* Sub-Business Unit :	<input type="text"/> (Example: BCA02)		
<p>Note that there will be submission of einvoice to vendor@Gov</p>			
* Company Address :	<div><div></div><div>^</div><div>v</div></div>	Billing Address :	<div><div></div><div>^</div><div>v</div></div>
		<input type="checkbox"/> Same as company address	

Information will be stated in accompanying invoice to facilitate e-payment

PayNow

Please make payment through PayNow via BCA's Unique Entity Number (UEN) or simply scan the QR Code provided on the right. Indicate invoice number : under "UEN/Bill Reference No." when making PayNow payment.

Details to be given
in actual invoice

QR Code

Bank Transfer

Please perform an inter-bank transfer to BCA Bank Account. Details as follow :

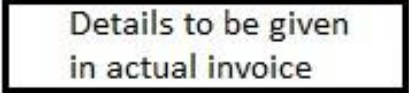
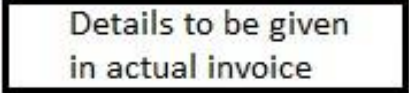
Account Name:

Account Type :

Account Number:

DBS Swift Code:

Details will be given
in actual invoice

Once payment is successfully remitted to BCA Bank Account, submit the payment details through BCA's Payment Notification via  or QR Code provided on the right. Indicate invoice number :  under reference number.

QR Code

For credit card, the person who creates the application can login to make the credit card payment

The person who creates the application can login to [GMOOnline](#) via CorpPass for payment.

1. Select "Proceed with Green Mark Application" and then "GM Application Status".
2. Select "Payment" under "Status" for Credit Card Payment.

1) Upon receiving the invoice via auto generated email, log in to GMonline
<https://www.bca.gov.sg/GreenMarkOnline>
to make payment using credit card.

Click this and key in
your Singpass log in
and password

The screenshot displays the BCA Green Mark Online portal. At the top left is the Building and Construction Authority logo. The main header features the 'BCA Green Mark Online' logo and the tagline 'Go Green by Going Paperless for a better tomorrow'. A 'Useful Links' button is visible. The central content area has a green background with a building image and two login sections: 'For Business Users' and 'For Individual Users', each with a 'Log in with singpass' button. A note at the bottom states that from 11 April 2021, users must log in via Singpass. The right sidebar, under the Singapore Government logo, describes the platform as a one-stop application and evidence submission system, mentions SingPass integration, and provides contact information.

Building and Construction Authority

BCA Green Mark Online

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Useful Links

(Click below for Green Mark Projects) [FAQ](#)

For Business Users

Log in with singpass

For Individual Users

Log in with singpass

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Contact Us | Feedback

Within BCA Website

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Application for Green Mark Certification and documentary evidence submission for various GM criteria will be done through CorpPass only, with exception of property owners of landed houses who can endorse applications via SingPass. All payments to BCA should be made through online electronic payment options only with effect from 7 Apr 2020 (please refer to [BCA Circular](#)).

The login account for project co-ordinator will be issued by Green Mark Assessors. With the account, project co-ordinators will be able to access the system to upload the documents required for project submission and review at their convenience.

The BCA Green Mark Scheme was launched in January 2005 as an initiative to drive Singapore's construction industry towards more environment-friendly buildings. It is intended to promote sustainability in the built environment and raise environmental awareness among developers, designers and builders when they start project conceptualisation and design, as well as during construction.


This online portal is designed to facilitate your application submission and certification process.

For more info/clarification, please email to bca_greenmark@bca.gov.sg.

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Best viewed in IE 9.0 or above
Site Last Update: 15 Feb 2017
Report Vulnerability

- 2) Proceed with Green Mark Application
- 3) Select “GM Application Status”

Building and Construction Authority


BCA Green Mark Online

Go Green by Going Paperless
for a better tomorrow

Logout

BCA Green Mark Online

Please choose one of the options

Application

For endorsing Application Form

OR


(Please enter the unique key that you received in the email)

Project

(Please enter the GM Project Reference number in GMXXXXXX/XXXX format)

Proceed to application page

Building and Construction Authority


BCA Green Mark Online

GM Certification Application (CorpPass eSign)
GM Application Status
About GM Certification
Resources
User Guide
Useful Links
Update Profile
Logout

Green Mark

New Application (CorpPass eSign)

This will direct the user to the relevant Green Mark Scheme application module. Only login with CorpPass is allowed to make application.

NEW BUILDINGS **EXISTING BUILDINGS** **HEALTHIER WORKPLACES**

Certification

To know more about various Green Mark criteria and certification process.

[Read More](#)


Incentive Schemes

List of BCA Green Mark Incentive Schemes

- Green Mark Gross Floor Area (GFA) Incentive Scheme
- Enhanced Green Mark Incentive Scheme (GMIS-NB)
- Green Mark Incentive Scheme for Existing Buildings (GMIS-EB)

[Go Apply](#)

Tools

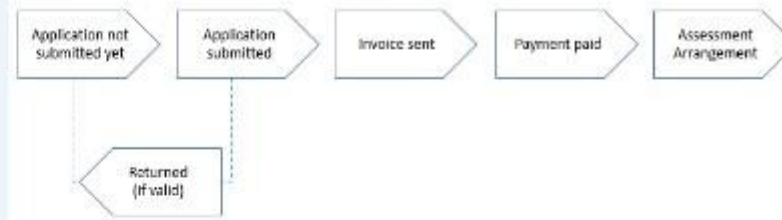

New Buildings Score Calculator

Select “GM Application Status”

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Welcome, Mr. XXX

My Application Listing



Project Name	Application Type	Creation Date	Status	Submission No	Signed Application Form	Remarks
XXX	Healthier Workplaces	09 Jan 2020	ENDORISING Resend Passcode		Upload	
YYY	New Buildings	06 Jan 2020	PAYMENT	NB0001/1/2020	Upload	Ongoing Assessment

4) Search for the project and click “Payment” to make Credit Card Payment



Application Fee Details

Application Type :	New Buildings
Submission No :	NB0001/1/2020
Project Name (Short) :	YYY
Project Description :	Project NB Description
Assesment Fee:	SGD \$
Payment Mode:	Credit Card

[Back](#)

[Next](#)

5) Confirm details as stated on the invoice and press “Next” to proceed with payment.

Annex D: The Assessment Coordinator's experience

Businesses using Singpass Login

Project documentary evidence and information
template submission

- 1) Upon liaising with the lead assessor, the lead assessor will issue the assessment coordinator an account to submit the documentary evidence and accompanying information for the project's assessment.

To <Coordinator's email>

Cc <Assessor(s)' email>

Dear Mr. XXX

We refer to your project YYY , please informed that the project account has been assigned to you as GM project co-ordinator.

Please submit all the documents using the following account login via <GM Online Link> .

Please login via CorpPass to access your project with the following GM Reference Number.

GM Reference Number: GMXXXX/M/YYYY

(Available at the bottom of the login after successful login with CorpPass)



For more information about green mark document submission process, please go to <User Guide Link> to download the user guide.

For assessment related matters, please contact Mr. <Assessor> at (or email: <Email>)

Best Regards
Green Mark Department
Building and Construction Authority


2) Go to GMonline <https://www.bca.gov.sg/GreenMarkOnline/> to login to the project.

3) Please proceed to enter the GM Ref given earlier.



BCA Green Mark Online

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for a better tomorrow

Logout

**Singapore Government**
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Within BCA Website

BCA Green Mark Online

Please choose one of the options

Application

For endorsing Application Form

OR

Project

(Please enter the GM Project Reference number in GMXXXXXX/XXXX format)

To: <Coordinator's email>
Cc: <Assessor(s) email>

Dear Mr. XXX

We refer to your project YYY, please informed that the project account has been assigned to you as GM project co-ordinator.

Please submit all the documents using the following account login via [<GM Online Link>](#)

Please login via CorpPass to access your project with the following GM Reference Number.

GM Reference Number: **GMXXXX/M/YYYY**
(Available at the bottom of the login after successful login with CorpPass)

For more information about green mark document submission process, please go to [<User Guide Link>](#) to download the user guide.

For assessment related matters, please contact Mr. <Assessor> at (or email: <Email>)

Best Regards
Green Mark Department
Building and Construction Authority

GM Reference Number: **GMXXXX/M/YYYY**
(Available at the bottom of the login after successful login with CorpPass)

4) Submit documents required to assessor for review. Both “Documentary Evidence” and “Info Template” must have “Submitted” status for submission.



- [Project Info](#)
- [Assessment](#)
- [User Guide](#)
- [Update Profile](#)
- [Logout](#)

Project Info

Reference No : GMXXXX/M/YYYY
Project Name : YYY
Project Description : XXX
Target Rating : Platinum
Green Mark Scheme : Existing Non-Residential Buildings (ENRB: 2017)

List of Document Required :

Name	Status
Documentary Evidence	Submitted
Info Template	Submitted

Additional Supporting Document (if any) :

For eg. Preliminary GM scoring sheet, OSE Report, Commitment Letter not stated here but requested by Assessor.

Description

Board Presentation Slides :

Final Assessment Presentation Slides :

OSE report :

Commitment letter :

Submit Additional
Supporting Document