

BCA Ref No.: BCA-ID-LOGR-XXX

## **GRANT FOR LOW-GWP REFRIGERANT CHILLERS (LOGR)**

### **DISBURSEMENT APPLICATION FORM**

1. All necessary supporting documents must be submitted together with your application.
2. Where terms or phrases are not defined herein, applicants should refer to the website of the Building and Construction Authority (“BCA”) or write to BCA for interpretive guidance. Such interpretive guidance shall be conclusive.

This application form is to be submitted (with the Project information sheets duly completed) within 3 months from the date of completion of the Chiller Retrofit Works with documents required under paragraph 5.2 of the Guidelines and all required documents listed in the checklist to:

**Director  
Green Building Policy Department  
Green Mark Incentive Scheme for Existing Buildings and Premises (LOGR)  
c/o: 52 Jurong Gateway Road, #11-01  
Building and Construction Authority  
Singapore 608550**

For Official Use Only:

Incentive Entitlement

**PARTICULARS & DECLARATION BY APPLICANTS**

- 1) The Applicant declares that it:
  - a. is governed by the Companies Act (Cap. 50) where (i) at least 30% of the company's ordinary shares are held directly or indirectly by Singaporean/Singapore PR(s), determined by the ultimate individual ownership;
  - b. has not commenced any part of the retrofitting works prior to this application;
  - c. has not made any form of payment to any supplier/service provider engaged for this retrofitting works prior to this Application;
  - d. is free from any litigation;
  - e. has not gone into compulsory or voluntary liquidation;
  - f. is not in the course of being wound up or dissolved; and
  - g. has not applied, obtained or will be obtaining any other tax/financial incentives for the proposed retrofitting works from any other government agencies.
- 2) The Applicant also declares that there are no related party transactions submitted in any parts of this claim form. (A related party transaction is a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged. A related party is a person or entity that is related to the reporting entity as defined under the Financial Reporting Standard 24 (FRS24) published by the Accounting Standards Council.)".
- 3) The Applicant hereby certify that the statement and the accompanying supporting documents are correct and according to the terms and conditions of the grant, and that they have been verified to their original source documents.
- 4) The Applicant declares that the facts stated in this application and the accompanying information are true and correct to the best of our knowledge and that we have not withheld any material fact.
- 5) The Applicant also certify that we have not sought, and will not seek, reimbursement for the same item of expenditure under any other form of financial assistance, grants, incentives or sponsorship from the Government or any Government agencies.
- 6) The Applicant understands that if it makes or provides any false or misleading statements or information, or by withholding any material fact, BCA may terminate our participation and / or recover immediately from the Applicant any amount of the incentive that may have been disbursed in accordance with paragraph 7.2 of the Guidelines.
- 7) The Applicant has read and understood, and agree to the contents of the Guidelines.

Category of Building Owner^	<input type="checkbox"/> Private Building Owner <input type="checkbox"/> MCST <input type="checkbox"/> NGO <input type="checkbox"/> VWO		
Registered Company Name			
Unique Entity Number (UEN)#			
Correspondence Address		Contact Phone No.	
Contact Person & Designation *		Building Owner's Stamp	
Contact Person Email			
Signature		Date:	

^ Please submit Accounting & Corporate regulatory Authority (ACRA) and Financial statements for both categories.

# Please ensure that the UEN is the same as registered on Vendors@Gov

\* Only the sole proprietor, partner or company director, as registered with Accounting & Corporate regulatory Authority (ACRA) or professional bodies, may sign this declaration.

**PARTICULARS & DECLARATION BY APPLICANTS**

For Energy Performance Contracting Joint Application - To be filled in by Consultant/ESCO

Registered Company Name			
Unique Entity Number (UEN)#			
Address		Tel No. / Fax No.	
Contact Person (Email Address)		Building Owner's Stamp	
Name & Designation *			
Signature		Date:	

# Please ensure that the UEN is the same as registered on Vendors@Gov

\* Only the sole proprietor, partner or company director, as registered with Accounting & Corporate regulatory Authority (ACRA) or professional bodies, may sign this declaration.

**PROJECT DETAILS**

BCA LoGR Grant Ref No.	BCA-ID-LOGR-
Name of Building	
Building Category	<input type="checkbox"/> Office <input type="checkbox"/> Retail <input type="checkbox"/> Hotel <input type="checkbox"/> Mixed Development/Others: _____
Building Address	
BCA Registered Energy Auditor/ M&E Professional Engineer	Contact Person & Designation: Contact Person Email: Contact No: Company Address:
Existing GFA (m <sup>2</sup> )	
Actual date of completion of energy improvement works. (DD/MM/YYYY)	
Estimated Disbursement Amount <sup>1</sup>	

---

<sup>1</sup> Please note that all disbursement requests for grants exceeding \$100,000 must be audited by an external Certified Public Accountant appointed by the Applicant. All costs incurred for engaging the Certified Public Accountant shall be borne by the Applicant.

Previous chiller(s)

Brand and Model	Rated capacity (RT)	HFC Refrigerant	100-year GWP-Value [A]	Refrigerant Charge (tonnes) [B]	Age (years)	Purpose of chillers (i.e. space cooling only OR space cooling and process cooling)	Estimated Carbon Emissions [C] = [A] * [B]

Final Installed chiller(s)

Brand and Model	Rated capacity (RT)	Low-GWP Refrigerant	100-year GWP-Value [D]	Refrigerant Charge (tonnes) [E]	Estimated Lifespan (years)	Purpose of chillers (i.e. space cooling only OR space cooling and process cooling)	Estimated Carbon Emissions [F] = [D] * [E]

Total CO<sub>2</sub> equivalent abatement [C] – [F] : \_\_\_\_\_ tonnes

## CHECKLIST OF DOCUMENTS TO BE ENCLOSED WITH APPLICATION

---

The following list of documents and written information must be submitted:

- a) Details on Qualifying Costs Items

Cost of Approved Equipment, Cost of Installation of such Approved Equipment and Professional Services

S/N	Description	Qualifying Cost (S\$)
1		
2		
3		

- b) Applicant to provide certified true copy of the Tender Documents, Tender Letter of Award, original tax invoices and receipts of payments issued by the third party vendor for the fees paid for the Professional Services and chiller retrofitting works, and such other documents showing the details and actual costs of each of the chiller retrofitting works including the cost of supply and installation of the approved equipment with respect to the chiller retrofitting works to be submitted to BCA for verification; and
- c) Applicant to submit an Operating System Efficiency (OSE) report verifying the Aircon System Efficiency and the format of such report shall be in accordance with the template in Annex B – Energy Audit Report<sup>2</sup> under the Regulatory Requirements for Existing Buildings<sup>3</sup>. This shall be approved and endorsed by a BCA Registered Energy Auditor or Professional Mechanical Engineer (Mechanical) (PE(Mech)).

The following list of additional documents and written information are required for applications under Energy Performance Contracting:

- a) Applicant to provide certified true copy of the original tax invoices and receipts of payments issued by the EPC Contractor for the fees paid for chiller retrofitting works.

---

<sup>2</sup> [https://www1.bca.gov.sg/docs/default-source/docs-corp-buildsg/sustainability/annexb\\_energy\\_audit\\_report.doc](https://www1.bca.gov.sg/docs/default-source/docs-corp-buildsg/sustainability/annexb_energy_audit_report.doc)

<sup>3</sup> <https://www1.bca.gov.sg/regulatory-info/legislation-on-environmental-sustainability-for-buildings/regulatory-requirements-for-existing-buildings>