

4 May 2020

Managing Agent Firms

Dear Sir/Madam

### **ADVISORY FOR MANAGING AGENTS**

1. Under the COVID-19 (Temporary Measures) Act 2020 (“**COVID-19 Act**”) and the COVID-19 (Temporary Measures) (Control Order) Regulations 2020 (“**Control Order**”), all non-essential services at non-residential premises must be suspended during the original circuit breaker period from 7 April 2020 to 4 May 2020 (“**Original Circuit Breaker Period**”) to reduce the risk of further local transmission of COVID-19. Only companies which provide essential services and their related supply chains are exempted from this suspension.

2. With the extension of the Original Circuit Breaker Period until 1 June 2020, 2359 hours (inclusive), businesses which had earlier received approvals from the MTI to operate during the Original Circuit Breaker Period can continue doing so until 1 June 2020, 2359 hours (inclusive) (collectively the “**Extended Circuit Breaker Period**”) unless MTI terminates such approvals. MTI will notify those businesses whose approvals have been terminated.

3. In line with the above, firms providing managing agent services to the management corporations (MCSTs) are able to continue providing services to ensure that developments continue to be well- managed and maintained during this period. The condominium or building manager deployed on site will also help to ensure that residents comply with the safe distancing measures issued by MOH.

4. During the Extended Circuit Breaker Period, employees who report for work on site must be kept to a minimum. Safe distancing practices must be in place, for

employees who must work on site. For work that can be done off site, such as backend operations, employees should telecommute.

5. Please note that non-compliance with the COVID-19 Act and/or the Control Order is an offence under the COVID-19 Act. Penalties for non-compliance include a fine of up to S\$10,000 or imprisonment of up to six months or both.

### **Clarification**

6. For further queries or clarifications, please contact BCA at <http://www.bca.gov.sg/feedbackform> or 1800-3425222.

Yours faithfully

ER. CLEMENT TSENG GROUP DIRECTOR  
BUILDING PLAN & MANAGEMENT GROUP  
for COMMISSIONER OF BUILDING