

16 April 2020

**Management Corporation  
Chairperson/ Secretary/ Council Members**

Dear Sir/Madam

**MCSTs to Step Up Visitors Registration and Surveillance Measures**

1. The Government implemented a series of enhanced circuit breaker measures on 8 April 2020 to reduce the risk of local transmission of the COVID-19. As part of the enhanced measures, Management Corporations (MCSTs) should ensure that any visitors should only be permitted entry into the developments if such visitors are visiting for permitted purpose allowed under the COVID-19 (Temporary Measures) (Control Order) Regulations 2020. Please refer to the Annex for a list of the permitted purposes.
2. MCSTs should direct the Managing Agents/ Security Guards to register visitors and screen access of entry by visitors into the developments. MCSTs should ensure all visitors declare the purpose of their visits before allowing entry into the developments.
3. For larger developments, MCSTs should deploy their Managing Agents / security guards to step up patrolling of the common property and utilise their CCTV surveillance systems to closely monitor movement within the developments to ensure the safe distancing measures are complied with.
4. MCSTs should implement strict entry and control measures and regulate visitors' entry accordingly.

Commissioner of Buildings  
Building and Construction Authority  
16 April 2020

**Annex**

Permitted purposes include:

- (a) To enable an essential service provider to supply goods or services;
- (b) For any purpose connected with:
  - (1) if any of the following circumstances exist, to bring the individual's child daily to and from the individual's place of residence to the place of residence of any of the child's grandparents, for the care of the child:
    - (i) the individual and the other parent or guardian of the child each works for or with an essential service provider, a specified school or an early childhood development centre;
    - (ii) the individual or the individual's spouse (if the spouse ordinarily resides in the same place of residence) is a healthcare worker;
    - (iii) the individual or the individual's spouse works for or with a person an essential service provider, a specified school or an early childhood development centre and the child is below 3 years of age;
  - (2) if any of the following circumstances exist, to go to the place of residence of the individual's grandchild to care for the child:
    - (i) the child's parents or guardian each works for or with an essential service provider, a specified school or an early childhood development centre;
    - (ii) one of the child's parents or the child's guardian is a healthcare worker;
    - (iii) one of the child's parents or the child's guardian works for or with an essential service provider, a specified school or an early childhood development centre;
  - (3) to bring the individual's child to another place of residence where the child is to be cared for, or to move to the child's place of residence to care for the child;

An MND Statutory Board

- (4) to transfer temporary custody or care of a child pursuant to any agreement regarding the access rights of a parent of the child, or in discharge of a legal obligation;
  
- (5) to comply with an order of a court or a direction given in exercise of a power under any written law;
  
- (6) to move from the individual's ordinary place of residence to stay in another accommodation in substitution of the first mentioned place of residence as the individual's ordinary place of residence;
  
- (c) For a person to receive any assistance in activities of daily living where no alternative care arrangements are available, and the person is a person with disability or who is 60 years of age and above;
  
- (d) To receive help in an emergency.