

An MND Statutory Board

In Collaboration With



Our Ref: APPBCA-2024-27

20 December 2024

For enquiries, please contact
Building Engineering Group (#12-00)

Tel: 1800 3425 222 (1800-DIAL-BCA)
or use our online Feedback Form at:
<https://www.bca.gov.sg/feedbackform/>

Dear Sir/Madam,

JOINT BCA / REDAS / ACES / IES / SCAL CIRCULAR 2024

CLARIFICATION ON APPOINTMENT OF (A) ONE QUALIFIED PERSON (DESIGN) FOR MAIN STRUCTURAL AND OTHER SIMPLE ELEMENTS, AND (B) ONE QUALIFIED PERSON (SUPERVISION) FOR ALL PROJECTS

Objective

This is a joint circular to the industry by the Building and Construction Authority (BCA), Real Estate Developers' Association of Singapore (REDAS), Association of Consulting Engineers (ACES), Institution of Engineers Singapore (IES) and Singapore Contractors Association Limited (SCAL). This circular will provide clarification to the joint circular that was issued on 23 October 2023.

Background

2 On 23 October 2023, a joint circular titled "Appointment of (A) One Qualified Person (Design) for Main Structural and Other Simple Elements, and (B) One Qualified Person (Supervision) and One Site Supervision Team for All Projects" was issued to the industry. Since the issuance of the circular, BCA has engaged widely with industry stakeholders on how the intent of the circular can be achieved and has worked with several project parties to achieve it.

3 BCA would like to re-iterate that projects with multiple Qualified Persons (QPs) appointed for structural works could lead to safety gaps when the scope of each individual QP's work responsibilities is not demarcated and coordinated clearly. There may also be possible delays in applications for Temporary Occupation Permits and Certificates of Statutory Completion if any QP fails to submit documents in a timely manner. The appointment of multiple QPs also results in multiple applications for permits to commence work and separate teams of full-time site supervisors on-site, resulting in an inefficient allocation of resources and unnecessary increase in project costs.

Clarification

4 In consultation with the industry, BCA, together with REDAS, ACES, IES and SCAL would like to clarify the expected QP arrangement in projects, broadly described below with details laid out in Annex A:

- a) Appointment of One QP(D) for Main Structural and Other Simple Elements: A **single Qualified Person (Design) (QP(D))** should be appointed for the design of structural works for residential (landed). For all other projects, a separate QP(D) can be appointed for the following works only:
- GBW ERSS that are independent¹ from the permanent structure
 - Cladding/Façade works²;
 - Other specialised works³ based on the required expertise; or
 - Advance works such as site formation to form project platform level at ground surface or full demolition.

Even for projects with such works, the project parties should work towards minimising the number of appointed QP(D)s in a project. The main QP(D) appointed is to advise the Developer to appoint the appropriate QP(D)s based on the required expertise in accordance with this circular and ensure that the design and construction of such works are properly coordinated.

- b) Appointment of One QP(S): Developers should only appoint **one Qualified Person (Supervision) (QP(S) and where applicable, QP(S)(Geo) for GBW for the supervision of the entire project**. The site supervision team appointed shall consist of an adequate number of accredited site supervisors to ensure works is supervised sufficiently.

¹ Definition of independent and dependent ERSS can be found in Annex B. For Build-only contracts, a separate QP can be appointed for non-GBW ERSS works that are independent, but the QP for design of the main structure works shall discuss with the Builder of the project to undertake these works in the first instance.

² A separate QP can be appointed for the design of cladding/façade works if the main QP for design of the main superstructure works is unfamiliar with the structural system employed for the cladding/façade i.e. has not undertaken cladding/façade with similar systems in any previous or ongoing project(s).

³ Examples of specialised designs include unconventional/complex designs such as segmental bridge, unconventional structural form, cable net structures, structures susceptible to dynamic response etc.

5 The appointed QP(D) can also be appointed as the QP(S) for the same project.

Applicable Projects

6 BCA requires longer processing time for projects with multiple QPs as effort is required to ensure that there are no safety gaps and each individual QP's work responsibilities are demarcated clearly.

7 From the date of the issuance of this circular, BCA will expect all landed property developments and non-AC projects⁴ to meet the QP arrangements specified in this circular immediately.

8 All other projects where the first structural plan is submitted to the Commissioner of Building Control (CBC) under Section 5(1) of the Building Control Act on or after 20 December 2025 will also be expected to meet the QP arrangements specified in this circular. For projects submitted before 20 December 2025, project parties are still encouraged to work together to meet the intent of the circular.

9 Some Government Procuring Entities ("GPE") have already implemented the appointment of appropriate QP(D)s for design and a single QP(S) for supervision for their projects, in line with the intent of the circular. Moving forward, GPEs will be supporting this circular.

Enquiry

10 Should you require any further clarifications on this matter, please submit your enquiry through BCA's Online Feedback Form at <https://www.bca.gov.sg/feedbackform/> or call us at 1800 342 5222.

⁴ An advisory was issued on 1 April 2017 on the appointment of a single QP for landed property developments and non-AC projects.

An MND Statutory Board

11 We would appreciate if you could convey the contents of this circular to the members of your organisation. REDAS, ACES, IES and SCAL will also be sending this circular to all members of our respective Associations.

Yours faithfully



ER. KWA CHIN SOON
DIRECTOR
CONSTRUCTION AND STRUCTURAL INVESTIGATION DEPARTMENT
BUILDING AND CONSTRUCTION AUTHORITY
For COMMISSIONER OF BUILDING CONTROL



TAN SWEE YIOW
PRESIDENT
REAL ESTATE DEVELOPER'S
ASSOCIATION OF SINGAPORE (REDAS)



LEE KAY CHAI
PRESIDENT
SINGAPORE CONTRACTORS
ASSOCIATION LIMITED (SCAL)



ER. CHUCK KHO
PRESIDENT
ASSOCIATION OF CONSULTING
ENGINEERS SINGAPORE (ACES)



ER. CHAN EWE JIN
PRESIDENT
INSTITUTION OF ENGINEERS
SINGAPORE (IES)

Annex A – Expected Arrangement on Appointment of QPs

ST Elements – Residential (Landed) Projects	QP (Design)	QP (Supervision)
All Works	Single QP(D)	Single QP(S)

ST Elements – Other Projects	QP (Design)	QP (Supervision)
Foundation	Single QP(D)	Single QP(S)
Substructure		
Superstructure		
Barrier		
Ancillary / External Works		
Cladding/Façade Works ⁵		
All other ERSS ⁶		
GBW ERSS that are independent ⁷	Separate QP(D) allowed	
Advance Works (Full Demolition, Site Formation etc.)	Separate QP(D) allowed	Separate QP(S) allowed

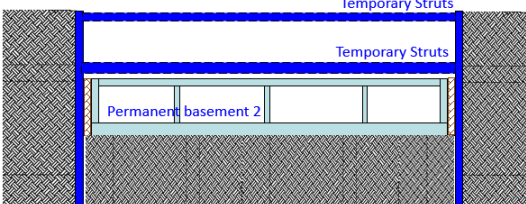
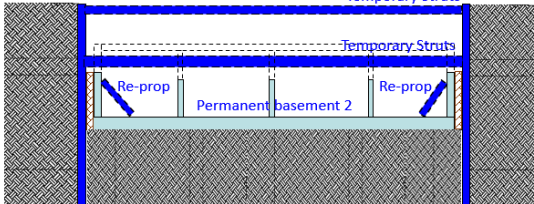
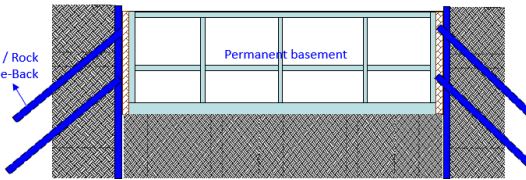
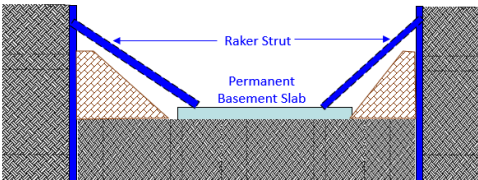
⁵ A separate QP can be appointed for the design of cladding/façade works if the main QP for design of the main superstructure works is unfamiliar with the structural system employed for the cladding/façade i.e. has not undertaken cladding/façade with similar systems in any previous or ongoing project(s).

⁶ For Build-only contracts, a separate QP can be appointed for non-GBW ERSS works that are independent, but the QP for design of the main structure works shall discuss to undertake these works with the Builder of the project in the first instance.

⁷ Definition of independent and dependent ERSS can be found in Annex B.

Annex B – Definition and Examples of Independent / Dependent ERSS and Integrated ERSS

Definition of Independent ERSS from Permanent Structure	
Permanent Structure	ERSS
<ul style="list-style-type: none"> • Can be designed independently for in situ stresses. • Not affected by construction sequence 	<ul style="list-style-type: none"> • Can be designed independently. • Not affecting the design of permanent basement structure.

Independent ERSS	Dependent ERSS
 <ul style="list-style-type: none"> • Basement 2 box structure is cast before removal of 2nd layer struts. • Permanent basement structures can be designed independently to account for in-situ stresses. 	 <ul style="list-style-type: none"> • After the removal of the 2nd layer struts, the Basement 2 wall is cantilevered. • Permanent basement structures should be designed to withstand temporary stage forces, and re-propping should be provided when necessary.
 <ul style="list-style-type: none"> • Strut free excavation. • Permanent basement structures can be designed independently to account for in-situ stresses. 	 <ul style="list-style-type: none"> • The temporary raker struts are propped against the permanent basement slab during the temporary stage. • The permanent basement slab should be designed to withstand the forces exerted by the raker struts during the temporary stage.

