

13 December 2024

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Dear Sir/Madam

IMPLEMENTATION OF BUILDING CONTROL (FIXED INSTALLATIONS) REGULATIONS 2025, BUILDING CONTROL (REPORTABLE MATTERS) REGULATIONS 2025 AND BUILDING CONTROL (EXEMPT FIXED INSTALLATIONS AND FIXED INSTALLATION WORKS) ORDER 2025

Objectives

This circular is to inform the industry about the upcoming implementation of the following:

- (a) The Building Control (Fixed Installations) Regulations 2025 (the “BC (FI) Regs”);
- (b) The Building Control (Reportable Matters) Regulations 2025 (the “BC (RM) Regs”);
- (c) The Building Control (Exempt Fixed Installations and Fixed Installation Works) Order 2025 (the “BC (Exempt FI) Order”);
- (d) The repeal of the Building Maintenance and Strata Management (Lift, Escalator and Building Maintenance) Regulations 2016 (the “LEBM Regs”).

Background

- 2 The current LEBM Regs regulate the maintenance and operation of lifts and escalators. To enhance the regulation and improve downstream operation and safety of lifts, escalators and mechanised car parking systems (“MCPS”) (collectively known as “fixed installations” or “FIs”), the following key requirements are included in the BC (FI) Regs, BC (RM) Regs and BC (Exempt FI) Order:
- (a) Submission of FI works plans, including type-testing certificates for lift models and relevant lift components (specified in SS550:2020¹) for FI works plans relating to lifts, to the Commissioner of Building Control (“CBC”) for approval prior to the installation or major alteration/replacement (“A/R”) works of FIs;
 - (b) Registration of installation contractors for FI works and the service contractors for maintenance of FIs, as well as progressive wage model (PWM) for lift and escalator maintenance technicians. These came into effect on 9 December 2022³;
 - (c) Reporting of incidents and potential safety defects in building products;
 - (d) The specified FIs and FI works which the BC Act and regulations do not apply.

¹ Code of practice for installation, operation and maintenance of electric passenger and goods lifts.

² Please refer to First Schedule of the BC (FI) Regs for the scope of major A/R works.

³ Please refer to circular at ([https://www1.bca.gov.sg/docs/default-source/docs-corp-news-and-publications/circulars/commencement-of-part-5b-of-the-building-control-act-1989-\(the-act-\)-and-the-building-control-\(regulating-fixed-installation-contractors\)-regulations-2022.pdf?sfvrsn=6e90fcce_2](https://www1.bca.gov.sg/docs/default-source/docs-corp-news-and-publications/circulars/commencement-of-part-5b-of-the-building-control-act-1989-(the-act-)-and-the-building-control-(regulating-fixed-installation-contractors)-regulations-2022.pdf?sfvrsn=6e90fcce_2)).

- 3 The final versions of the BC (FI) Regs, BC (RM) Regs and BC (Exempt FI) Order are published on BCA's website at <https://www1.bca.gov.sg/regulatory-info/lifts-escalators/lifts-and-escalators-legislation/fixed-installation-regulations>. Please refer to the published regulations for full details and requirements in the BC (FI) Regs, BC (RM) Regs and BC (Exempt FI) Order, which we expect the industry to know. Please also refer to infographics in **Annexes A and B** for a summary on the key duties of relevant stakeholders under the BC (FI) Regs.

Key Duties of Relevant Stakeholders under the BC (FI) Regs

(A) Developers/Owners/Builders

- 4 For installation of new FIs and major A/R of existing FIs, the key duties of developers/owners/builders are:
- a) Appoint a plan submission qualified person ("QP(Plans)") to prepare FI works plans;
 - b) Appoint an FI works contractor to carry out FI works;
 - c) Appoint a supervisor qualified person ("QP(Sup)") to supervise FI works contractors' examination, inspection, testing and commissioning ("EITC") of FIs; and
 - d) Apply and obtain a permit to operate ("PTO") for the FI, including having a maintenance control plan ("MCP")⁴ for FIs relating to new lifts, before the application for the Temporary Occupation Permit /Certificate of Statutory Completion for the other building works (if any).
- 5 For operations and maintenance of FIs, the key duties of owners are:
- a) Appoint an FI service contractor to maintain the FI;
 - b) Appoint a Specialist Professional Engineer ("SPE") for the application to renew an existing PTO; and
 - c) Ensure that the FI is kept in good working condition and not operated if it is unsafe.

(B) Qualified Persons/Specialist Profession Engineer

- 6 Key duties of QP(Plans) appointed for the FI works are:
- a) Prepare FI works plans in accordance with the BC (FI) Regs; and
 - b) Ensure that the FI works are designed in accordance with the requirements in the BC (FI) Regs.
- 7 Key duties of an appointed QP(Sup) are:
- a) Ensure that the FI works are carried out in accordance with the plans approved by the CBC; and
 - b) Be physically present to supervise the conduct of EITC of FIs.
- 8 For the renewal of an existing PTO, the key duty of an appointed SPE is to supervise the conduct of the examination, inspection and testing ("EIT") of an FI. The SPE may appoint one or more accredited FI inspectors to assist him. SPEs and FI inspectors must be physically present to conduct the EIT of an FI.

⁴ In Oct 2023, BCA published a Guide on Implementing Maintenance Control Plan for Lifts ("MCP Guide") which can be accessed at ([https://www1.bca.gov.sg/regulatory-info/lifts-escalators/maintenance-control-plan-\(mcp\)](https://www1.bca.gov.sg/regulatory-info/lifts-escalators/maintenance-control-plan-(mcp))).

(C) FI Works Contractors/FI Service Contractors

- 9 Key duties of an FI works contractor performing installation and major A/R works of FIs are:
- a) Ensure that the FI works are carried out in accordance with the relevant plans approved by the CBC;
 - b) Conduct EITC of the FI in the presence of a QP(Sup) appointed by the developer/owner/builder; and
 - c) Prepare and hand over an MCP for FIs relating to new lifts to the owner, prior to application for the first PTO.
- 10 For FI service contractors, their key duties are:
- a) Conduct periodic maintenance of FI in accordance with the BC (FI) Regs; and
 - b) Conduct EIT of the FI under supervision of an SPE for the renewal of an existing PTO.

Duties of Relevant Stakeholders under BC (RM) Regs

- 11 Relevant stakeholders (mentioned in paragraphs 4 to 10) have duties to notify CBC of any safety risk (e.g. systemic defects) in building products and safety incidents⁵ within a stipulated time period prescribed in the BC (RM) Regs.
- 12 Additionally, in relation to exterior feature of a building, the building owner, person responsible, façade contractor/consultant, person to retrofit and competent person must notify CBC of any safety incident involving fallen exterior feature within the stipulated time period prescribed.

Implementation Dates

- 13 The BC (FI) Regs, BC (RM) Regs and BC (Exempt FI) Order will come into force on **1 July 2025**. This means that if the first set of plans for a project is submitted to CBC for approval on or after **1 July 2025**, the project will have to comply with the new requirements in the BC (FI) Regs. Major A/R works of existing FIs commencing on or after **1 July 2025** will also have to comply with the new requirements in the BC (FI) Regs.
- 14 Existing MCPS will be given 3 years (or such longer period as CBC may specify) to comply with the operation and maintenance requirements prescribed in the BC (FI) Regs. Owners are encouraged to engage SPEs to review the adequacy of their MCPS and retrofit them where necessary in the meantime.
- 15 Upon the commencement of the BC (FI) Regs, BC (RM) Regs and BC (Exempt FI) Order, the LEBM Regs will be repealed.

⁵ The First Schedule in the BC (RM) Regs prescribes the building products of the respective FIs while reportable safety incidents that involve an FI or an exterior feature of a building are described in the Second Schedule of the BC (RM) Regs.

Industry Engagement and Materials

- 16 To prepare the industry for the upcoming regulatory changes, BCA will be issuing materials on submission of FI works plans for CBC's approval. BCA will also conduct briefing sessions to the various stakeholders, followed by training workshops for more detailed guidance to the stakeholders during this transition period. Please refer to **Annex C** for the schedule and details of the briefing sessions.
- 17 BCA will also be conducting our annual Lifts and Escalators Safety Seminar 2025 on 14 Jan 2025, where we will provide an overview of the upcoming regulatory changes. Please register at the following link to attend the seminar <https://go.gov.sg/lifts-and-escalators-seminar-jan-2025>.

For Clarification

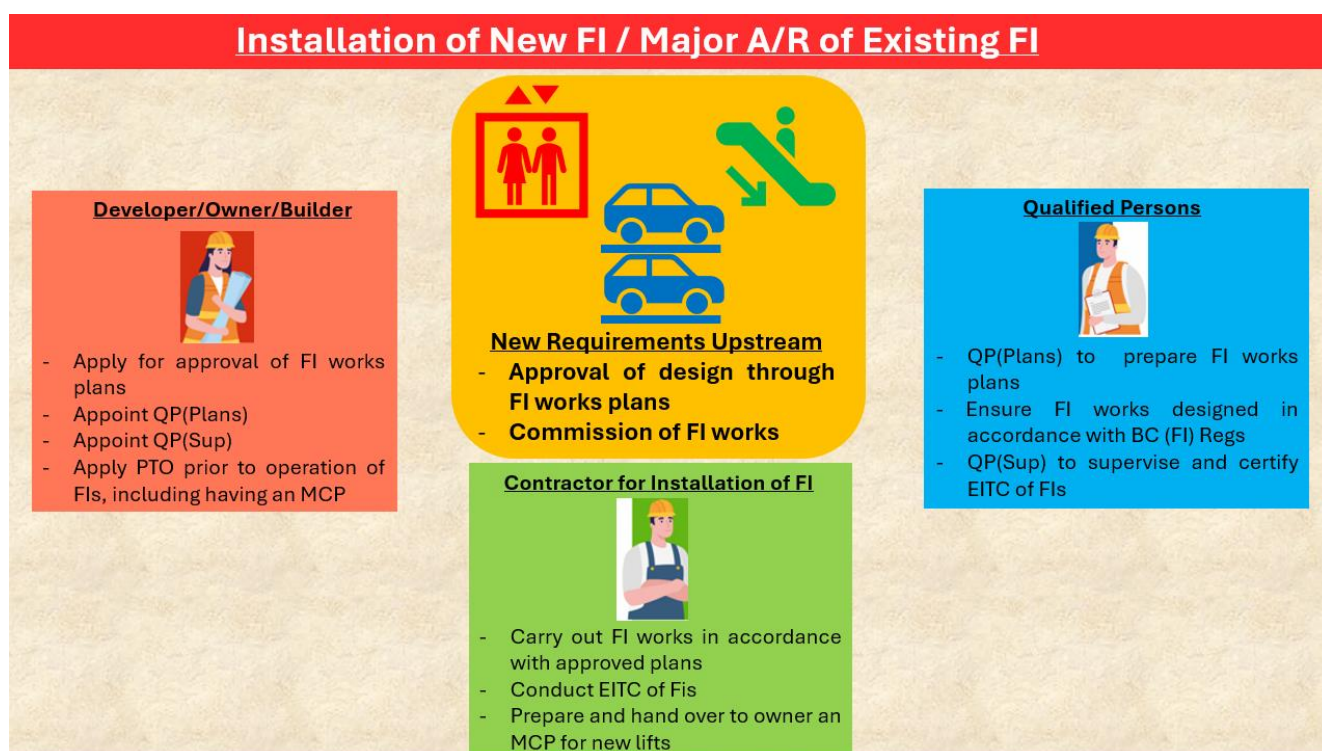
- 18 We would appreciate it if you could convey the contents of this circular to the members of your organisation. For clarification, please submit your enquiry through BCA's Online Feedback Form at <https://www.bca.gov.sg/feedbackform/> or call us at 1800 342 5222.

Yours faithfully

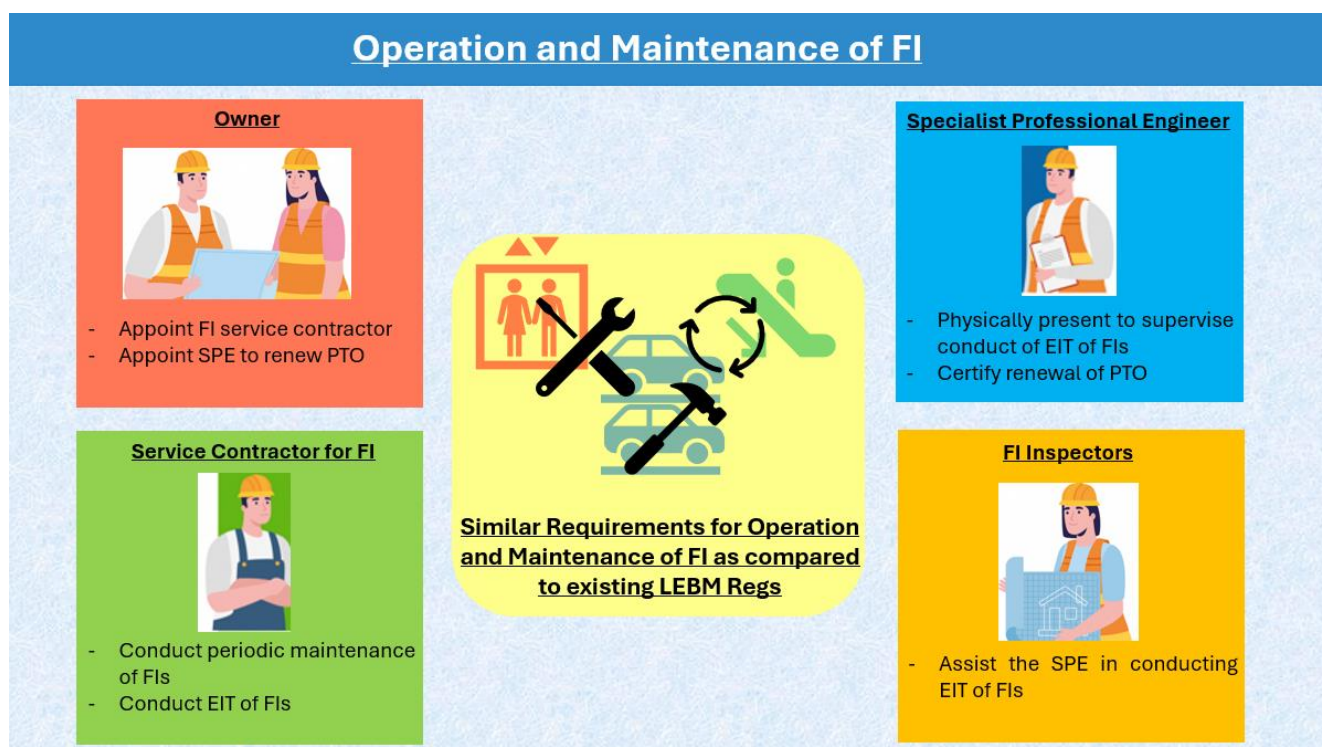


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ANNEX A – Key Duties of Relevant Stakeholders for Installation and Major A/R of FIs



ANNEX B – Key Duties of Relevant Stakeholders for Operation and Maintenance of FIs



ANNEX C – Industry engagement schedule – briefing sessions

	Date and Time	Stakeholders	Registration and Briefing Details
Session 1	7 Jan 2025 9.30 am – 12.30 pm	Developers/owners, builders and QPs	<ul style="list-style-type: none"> - Invitation through email & Telegram broadcast - Registration Via FormSG - Briefing to be conducted online via Zoom platform - Session Link will be provided after registration
Session 2	20 Jan 2025 9.30 am – 12.30 pm	SPEs and FI Contractors	
Session 3	4 Feb 2025 9.30 am – 12.30 pm	Town Councils	
Session 4	6 Feb 2025 9.30 am – 12.30 pm	Stakeholders who missed Sessions 1 & 3	
Session 5	13 Feb 2025 9.30 am – 12.30 pm	Stakeholders who missed Sessions 2	

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