

APPLICATION FOR AN AMUSEMENT RIDE MODIFICATION PERMIT
[Section 24 of the Amusement Rides Safety Act (Chapter 6A)]

Commissioner of Amusement Rides Safety
 Building & Construction Authority
 52 Jurong Gateway Road, #11-01
 Singapore 608550
 Website: <http://www.bca.gov.sg/>

INSTRUCTIONS

- (1) One copy of this form is to be submitted.
- (2) If an item is not applicable it is to be indicated as "N/A".
- (3) * Delete accordingly.
- (4) Please tick (✓) in the appropriate boxes.

SECTION A (To be completed by applicant)

(1) I/We hereby apply for a modification permit for amusement ride:

Amusement Ride No.	Name of amusement ride	Is this a major amusement ride? * <u>Yes / No</u>
Description of major modification		

(2) Please tick and fill in either (a) or (b):

(a) I/We have appointed _____ (Name, PE Reg. No.) as the sole qualified person in respect of the major modification of the amusement ride. (Appointed person to fill in sections B and C)

(b) I/We have appointed the following different qualified persons to fulfill the functions in respect of the major modification of the amusement ride:

	Name of Qualified Person / PE Reg. No.	Functions
(i)		Review and certify the conformance of the design and specifications and the proposed modification method and programme in respect of the major modification of the amusement ride. (Appointed person to fill in sections B and C)
(ii)		Supervise the modification works of the amusement ride. (Appointed person to fill in section C)
(iii)		Inspect and certify the amusement ride upon completion of its major modification. (Appointed person to fill in section C)

(Each appointed qualified person needs to fill up section C. If there is more than one qualified person, copies of section C should be filled up by each qualified person and submitted with this application.)

(3) The scheduled date of commencement of the major modification of the amusement ride is _____ and the major modification is expected to be completed by _____.

SECTION A (To be completed by applicant) cont'd

(4) I/We declare that the requirements of the relevant Technical Authorities/Departments as mentioned below have been complied with and the respective applications/approvals as listed below are attached.

(a) (a) *Application has been made to / Approval has been obtained from the Commissioner of Civil Defence in accordance to section 36 of the Act for the fire and rescue management system of the amusement ride as proposed to be modified.
SCDF Ref. No.: _____ (Please attach copy of application / approval)

(b) (b) *Application has been made to / Approval has been obtained from the Commissioner of Building Control in accordance with section 5 of the Building Control Act (Cap. 29) for any building related works which form part of the amusement ride, or to which the amusement ride is connected. (Please refer to explanatory note (8))
Project Ref. No.: _____ (Please attach copy of application / approval)

(5) The contact details of a liaison officer is as follows:

Name	Designation	Mobile no.	Office no.
Residential address		Email address	Fax no.

(Please refer to explanatory note (9))

(6) I/We hereby declare that all the particulars as stated in these forms for the application for a modification permit for the amusement ride stated below are correct:

Amusement Ride No.	Name of amusement ride
--------------------	------------------------

Details of *Company / Individual: Name, Address and UEN of Company (where applicable)

Name, Designation & Signature of Applicant#

Office No.:	Email:	NRIC No./ Passport No.:	Date:
Mobile No.:			
Fax No.:			

Payment Details (For Official Use Only)

Received on: _____ Receipt no.: _____ Receipt date: _____

Fee payment of amount S\$ _____ made via the following method:

<input type="checkbox"/> Cheque: Cheque no.: _____ Cheque date: _____ Bank: _____ Cheque to be crossed and made payable to "Building and Construction Authority"	<input type="checkbox"/> Credit card (except AMEX)	<input type="checkbox"/> Nets
--	--	--------------------------------------

Note: Payment by cash is not accepted.

If applicant is a corporate body, a company's resolution stating the name and designation and authorising the signatory to sign on behalf of the company as applicant is to be submitted with this form.

SECTION B (To be completed by qualified person appointed by applicant as indicated in Section A paragraph 2(a) or 2(b)(i))

- (1) I confirm that I have been appointed as the qualified person indicated in Section A paragraph *2(a) / 2(b)(i) of this form, in respect of the major modification of the amusement ride herein described.
- (2) I confirm that I have reviewed the design and specifications, the proposed modification method and programme of the amusement ride herein described, and certify that they conform to:
- (a) the applicable standard(s) or code(s): _____; and
- (b) any other prescribed requirements as stated in the Act and its Regulations.
- (Please attach Certificate of Design and Specifications Conformity)
- (3) The following documents with respect to the amusement ride herein described are attached:

	Documents	Remarks
(a)	Certificate of Design and Specifications Conformity	
(b)	Design review report	
(c)	Specifications of the major modification	
(d)	Design calculations	
(e)	Plans / drawings of the major modification	
(f)	Risk assessment	
(g)	Modification and installation method and programme	
(h)	Non-Destructive Test (NDT) plans	
(i)	Method statement detailing commissioning tests for the amusement ride	
(j)	Other supporting documents (to list in a separate attachment if there is insufficient space)	

(One set of electronic copy and two sets of hardcopies of the documents are to be submitted.)

- (4) I hereby declare that the particulars required for this application and as stated in these forms are correct.

Company, UEN and Address of Qualified Person		Name, Signature and Rubber Stamp of Qualified Person	
Office No.:	Email:	PE Reg. No.:	Date:
Mobile No.:			
Fax No.:			

EXPLANATORY NOTES

- (1) One set of forms is to be completed for the major modification of each amusement ride.
- (2) Applicant is advised to approach BCA early for a consultation session prior to submitting the applications. This would facilitate and minimize any delays in the application process.
- (3) If applicant is a corporate body, a company's resolution stating the name and designation and authorising the signatory to sign on behalf of the company as applicant is to be submitted with this form..
- (4) Submission is to be done via hardcopy submission by hand or by post to:
Address: **Building and Construction Authority**
Building Plan and Management Group
52 Jurong Gateway Road, #11-01
Singapore 608550
Attention to: Electrical and Mechanical Engineering Department
- (5) A major modification, in relation to an amusement ride, means any manner of change to the structure or mechanism of the amusement ride which is prescribed as a major modification in the Amusement Rides Safety Regulations 2011, and consists of a change in any of the following aspects of the amusement ride:
 - (i) Structural and mechanical:
 - (a) Structural components (including material specification changes).
 - (b) Loading (for example, a change in the seating arrangements).
 - (c) Range (for example, the height or distance travelled by the amusement ride).
 - (d) Control mechanisms (for example, brakes, shock absorbers, speed limiters, or position sensors).
 - (e) Drive and brake mechanisms.
 - (f) Speed or operating cycle.
 - (g) Passenger harness, protection system and safety envelope.
 - (h) Any safety-critical component, device or system.
 - (ii) Processes:
 - (a) Fabrication method.
 - (b) Joining method and position (including welding, bolting, riveting and any other method).
 - (c) Testing procedure.
 - (iii) Electrical and software:
 - (a) Generator, AC/DC supply, earthing, transformer, cables and conductors and motors.
 - (b) Software or programmed logic.

Please refer to the Amusement Rides Safety Regulations 2011 for the most updated list, or consult the BCA officer for advice.

- (6) A modification permit is not required for any modification to the amusement ride (including any refurbishment) which is not prescribed as a major modification.
- (7) Applicant shall apply, in accordance with section 36, for the approval of the Commissioner of Civil Defence for the design and plans of the fire and rescue management system of the amusement ride to be modified.
- (8) Section A paragraph 4(b) is to be filled in only if applicable. Where Section A paragraph 4(b) applies, the applicant shall apply, in accordance with section 5 of the Building Control Act (Cap. 29), for the approval of the Commissioner of Building Control for the plans of any building works relating to any building which forms part of the amusement ride to be modified or to which the amusement ride is connected.

- (9) The liaison officer is the first person that BCA would contact in the event of an adverse incident to allow the Commissioner or the enforcement officers to gain access to the ride. He shall be contactable at all times during the validity of the permit if the permit is issued. If there is any change in the contact details of the liaison officer, please notify BCA of the change via email (BCA_AMUSEMENT_RIDES@bca.gov.sg) within 7 days.
- (10) With regard to the conformity assessor, the *curriculum vitae* and brief description of the duties of each person involved in the assessment are to be submitted as attachments to this application.

If the qualified person has appointed a team of persons or companies as the conformity assessor, please indicate on a separate sheet, which is to be attached to this form, the particulars of all the professionals and a brief description of the duties and *curriculum vitae* of each.

- (11) The particulars of each conformity assessor are to be attached on a separate sheet. The particulars to be submitted include the name, designation, company name, UEN, company address and contact details (office number, fax number, mobile number, email address) of the conformity assessor.
- (12) Fees for major modification per application:
- (i) Modification permit fees -
 - (a) major ride: S\$500
 - (b) any other ride: S\$150
 - (ii) Deviations and alterations of permit condition: no application fees charged
- (13) The following guidelines are available on the BCA website:
- (i) Permit Application Guide for Amusement Rides in Singapore
 - (ii) Design Review Guide for Amusement Rides in Singapore