**PROGRESSIVE WAGE MODEL (PWM) APPLICATION FORM**

**FOR LIFT AND ESCALATOR FIRMS**

Important Note: Please read through the Terms and Conditions carefully before filling up the application form. **The PWM report is to be submitted together with this application form.**

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| --- |
| **Company Details** |

|  |  |
| --- | --- |
| Company Name  |  |
| Company UEN |  |
| Company CPF Account Number (under Service sector) |  |
| Name of Contact Person |  |
| Designation |  |
| Contact Number |  |
| Email Address  |  |
| Mailing Address |  |

|  |
| --- |
| **Declaration of Undertaking by Company** |

I, [Name of Person making declaration], in my authorized official capacity, as

[Designation, e.g Director/Partner/Sole Proprietor\*]of the Company,

1. Have read and understood the Terms and Conditions of this application and agree to be bounded by them.
2. Declare that all the information provided in this application and the PWM report is true and correct.

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 Signature of Applicant Date

\*Delete whichever applicable

**TERMS & CONDITIONS**

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1. **Definitions**
2. “BCA” refers to the Building and Construction Authority, a statutory board under the Ministry of National Development.
3. “L&E STC” refers to the Lift and Escalator Sectoral Tripartite Committee1.
4. “PWM” refers to the Progressive Wage Model developed by the L&E STC for the lift and escalator industry.
5. “CRS” refers to BCA’s Contractors Registration System.
6. “ME09” refers to the Mechanical & Electrical Workheads under CRS which covers the installation, commissioning and maintenance of lifts, escalators and travellators.
7. “CPF” refers to the Central Provident Fund.
8. “ACRA” refers to the Accounting and Corporate Regulatory Authority
9. **Listing as a PWM firm**
10. To qualify as a PWM firm under CRS-ME09, the following information must be submitted together with the PWM Report to the BCA:

|  |  |
| --- | --- |
|  | Details |
| (A) Company Profile | * Company’s Name, UEN, Address, Contact details
 |
| (B) Operating Capacity | * Number of lifts currently being maintained by the company
* Ratio of the number of lifts per specialist/technician
 |
| (C) Manpower Profile | * Number of Singapore resident (i.e. Singaporeans/Singapore PRs) and foreign lift maintenance personnel
 |
| (D) Adoption of PWM | * Number of Singapore resident employees on each PWM level
* Number of Singapore resident employees on each PWM level who are paid PWM wages
* Details of wages of Singapore resident employees on PWM (to be provided in Annex A)
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1. **Obligations and Responsibilities of Applicant**
2. The Applicant shall commit to implement a Progressive Wage Model (PWM) based on the recommendations by the Lift & Escalator Sectoral Tripartite Committee[[1]](#footnote-1) (STC) supported by the Singapore Government.
3. It is the Applicant’s responsibility to ensure completeness and authenticity of all information provided in the application and PWM report. Incomplete submission may be disregarded.
4. It is the Applicant’s responsibility to submit the latest version of application form and PWM Report.
5. The Applicant is required to submit the following supporting documents to validate the employment and wages of locals under the Progressive Wage Model upon request by the BCA.
6. Copy of letter of employment;
7. Salary slip;
8. CPF statement; and
9. Any other documents as required
10. The Applicant must promptly notify BCA of any change in particulars or information.
11. **Failure to comply to requirements, submission of false or withholding of information**
12. BCA reserves the right to reject any application if: -
	1. The Applicant fails to comply with the terms and conditions

* 1. The information is found to be false, or if any relevant information has been withheld
1. **General Terms and Conditions**
2. BCA reserves the right to reject any application at its discretion.
3. BCA is not bounded to accept this PWM Report notwithstanding that the information in the report is complete at the time of submission.
4. The Applicant agrees to and has no objections to BCA using and/or publishing any information/data comprised in this PWM Report and/or submitted as part of this application for purposes of tender evaluation of public sector and Town Council projects and/or as part of any research or study into the capability of lift and escalator firms. Provided that BCA will not publish the personal data of any employees of the lift and escalator firms.
5. For the purposes of data authentication, data analysis, evaluation and policy formulation, the Applicant unequivocally consents to BCA collecting additional information and/or making additional queries with other entities including but not limited Government departments and public agencies (e.g CPF board) pertaining to the application and/or the information submitted by the applicant.
6. **List of Document to be enclosed**
7. PWM report
8. Latest ACRA business profile
9. **Submission of completed application form and PWM Report**
10. Completed application form and PWM report in pdf format can be emailed to: bca\_lescheme@bca.gov.sg
11. For enquiries and assistance on the application of the listing under ME09, Please send your enquiry or feedback using our online feedback form at <https://www.bca.gov.sg/feedbackform/>.

1. *The Lift and Escalator Sectoral Tripartite Committee,**comprising prominent leaders from public and private sectors, industry association and trade unions, is formed to support the development and implementation of initiatives to attract locals to the sector.* [↑](#footnote-ref-1)