

Expansion of the Foreign Employee Dormitories Act (FEDA)
Frequency Asked Questions (FAQ)

A. FEDA Licence Framework

S/No.	Question	Reply
A1	What type of migrant worker housing premises are required to apply and obtain a FEDA licence? Are there housing premises that are exempted?	<p>Operators of housing premises with occupancy load of 7 or more are required to apply and obtain a FEDA licence from MOM, including but not limited to Purpose-Built Dormitories (PBD), Factory-Converted Dormitories (FCD), Construction Temporary Quarters (CTQ), Temporary Occupation Licence Quarters (TOLQ), Workers Quarters at Farms (WQF), Other Converted Dormitories (OCD), Other Converted Living Quarters (OCLQ).</p> <p>Migrant worker housing premises and dormitories with occupancy load of less than 7 are not required to apply and obtain a FEDA licence (provisional or full). The following migrant worker housing premises are also exempted from requiring a FEDA licence (provisional or full), regardless of the occupancy load:</p> <ul style="list-style-type: none"> • Embassy shelters • Places of worship • Nursing & social residential homes • Commercial premises (e.g. hotels, hostels, serviced apartments) • Vessels • Private residential premises • HDB flats
A2	What are the FEDA licence classes?	<p>The following are the FEDA licence classes:</p> <p>Class 1: Occupancy load of 7 to 99 Class 2: Occupancy load of 100 to 299 Class 3: Occupancy load of 300 to 999 Class 4: Occupancy load of 1,000 or more</p>

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		There are different sets of FEDA licence conditions for each licence class. Class 1 licence conditions cover basic living requirements, while Class 2, 3 and 4 licence conditions cover additional requirements to strengthen dormitory management and safeguard the health, security and well-being of migrant worker residents.
A3	What is the occupancy load (OL) of my dormitory?	<p>The occupancy load (OL) is the maximum number of residents that may be accommodated in the dormitory and should comply with all prevailing living space and building requirements.</p> <p>The OL of your dormitory may be stated in the URA Written Permission (WP) or SCDF Fire Safety Certificate (FSC). Should the OL on the WP and FSC differ, the dormitory operator should declare the lower OL of the dormitory in the application for a FEDA licence (provisional or full) to MOM.</p> <p>If the OL is not stated on the WP/FSC or there is no WP/FSC for the dormitory, the dormitory operator should engage a Qualified Person (QP) to calculate and certify the OL.</p>
A4	If the occupancy load (OL) of my dormitory is stated in the URA Written Permission (WP) or SCDF Fire Safety Certificate (FSC), does MOM still require the dormitory operator to engage a Qualified Person (QP) to calculate and certify the OL?	No, the dormitory operator can declare the OL stated in the URA Written Permission (WP) or SCDF Fire Safety Certificate (FSC) in the application for a FEDA licence (provisional or full) to MOM. The lower OL that complies with all prevailing living space and building requirements will be used for the FEDA licence.
A5	With the living space requirement increase to at least 4.2 sqm per resident, the occupancy load (OL) of my dormitory will be reduced, unless the gross floor area (GFA) of my FCD increases. However, URA capped the GFA at maximum 40% of the premises for dormitory usage for factory-converted dormitories (FCD). Will URA increase the GFA cap for dormitory usage?	URA has reviewed the GFA cap for dormitory usage and will increase the GFA cap from 40% to 49% for dormitory usage for FCDs.

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A6	The occupancy load (OL) for my dormitory stated in the URA Written Permission (WP) is 300. However my dormitory is only able to house 250 residents. Do I declare the OL of 300 stated in the WP or an OL of 250 in the provisional licence application to MOM?	<p>The FEDA licence class is determined by the occupancy load, which is the maximum number of residents that may be accommodated in the dormitory. It is not determined by the actual number of residents or beds.</p> <p>In this scenario, if you wish to officially lower the occupancy load (OL) of your dormitory, you should engage a Qualified Person (QP) to certify the lower OL, before declaring the OL in your provisional licence application to MOM. You should also inform or seek approvals from other government agencies (e.g. URA, SCDF) if necessary.</p>
A7	If the occupancy load (OL) of my Construction Temporary Quarters (CTQ) was calculated by a Qualified Person many years ago, will the OL still be valid?	If there were no changes to the CTQ and the OL continues to comply with prevailing living space and building requirements, it will still be valid.

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A8	What is the difference between a provisional licence and full licence?	<p>To ensure that existing dormitories are licensed and can continue operating from 1 Apr 2023, dormitory operators that started operations before 1 Apr 2023 are required to apply for a provisional licence via FormSG between 16 Jan 2023 to 28 Feb 2023. No fees are required and a provisional licence will be issued, valid from 1 Apr 2023 for between 6 months to 2 years. Dormitory operators will be required to apply to convert to a full licence via the GoBusiness licensing portal, at least 3 months before the expiry of the provisional licence. Application and licence fees will be charged. The full licence will be valid for up to 3 years.</p> <p>Dormitory operators starting operations on or after 1 Apr 2023 are required to apply for a full licence from the onset, via the GoBusiness licensing portal. Application and licence fees will be charged. The full licence will be valid for up to 3 years.</p> <p>Dormitory operators issued with a provisional licence or full licence will be subjected to the same FEDA licence conditions, based on the licence class.</p>
A9	What is the validity period of my provisional licence?	The provisional licence will be valid from 1 Apr 2023 for between 6 months to 2 years. If your dormitory has a URA Written Permission, the expiry date of the provisional licence will be aligned to the expiry date of the URA Written Permission, subject to a validity period of between 6 months to 2 years.
A10	If my URA Written Permission is expiring before 1 Apr 2023 and still pending renewal during the provisional licence application window period between 16 Jan 2023 to 28 Feb 2023, will I still be able to apply and obtain a provisional licence?	Yes, you can still apply and obtain a provisional licence which will be valid from 1 Apr 2023 for between 6 months to 2 years. For such cases, MOM will determine the validity period and indicate the expiry date on the provisional licence. Dormitory operators must nevertheless still ensure that the URA Written Permission is eventually renewed.

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A11	Can the validity period of my provisional licence be extended?	No, unless there are valid reasons to request for an extension. To continue operating after the expiry of the provisional licence, dormitory operators will need to apply to convert to a full FEDA licence, at least 3 months before the expiry of the provisional licence.
A12	Is the FEDA licence (provisional or full) issued to the dormitory operator or dormitory owner/lessee?	<p>The FEDA licence is issued to the dormitory operator i.e. the business entity that is managing and maintaining the operations of the dormitory directly. If the dormitory operator is operating multiple dormitories, a different FEDA licence is required for each dormitory.</p> <p>As the FEDA licensee, the dormitory operator will be responsible for complying with the FEDA licence conditions. Punitive actions may be taken against the dormitory operator for contravention of the licence conditions.</p>
A13	We currently are leasing a factory-converted dormitory (FCD) from another company that owns the FCD to house our workers. The URA Written Permission (WP) was applied by the other company. In this case, who should apply for the FEDA licence (provisional or full)?	<p>The FEDA licence (provisional or full) is issued to the dormitory operator i.e. the business entity that is managing and maintaining the operations of the dormitory directly.</p> <p>In this case, as you are the dormitory operator managing and maintaining the FCD to house your workers, you should be applying for the FEDA licence (provisional or full), even though the URA Written Permission (WP) was not applied by you.</p>

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A14	If there is a dispute between the dormitory owner and dormitory operator (FEDA licensee), can the dormitory owner unilaterally request MOM to terminate the FEDA licence or change the FEDA licensee?	<p>The dormitory owner cannot unilaterally request to terminate the FEDA licence or request for a change of FEDA licensee, as the dormitory operator is the FEDA licensee.</p> <p>The dormitory owner and dormitory operator should work towards resolving their disputes amicably. If they are unable to do so and the dormitory owner terminates the private contract with the dormitory operator, the dormitory operator will need to seek approval from MOM to terminate the FEDA licence and ensure that residents are properly relocated, if the dormitory is ceasing operations.</p> <p>If another dormitory operator is taking over as the FEDA licensee such that the dormitory continues operations, the incoming dormitory operator can apply for a new FEDA licence via a change of FEDA licensee, with consent from the outgoing dormitory operator.</p>
A15	What is the processing time for provisional or full licence applications?	<p>For provisional licence applications submitted via FormSG, a provisional licence, valid from 1 Apr 2023, will be issued via email within 2 weeks if possible, depending on the number of applications we receive each day.</p> <p>For full licence applications submitted via the GoBusiness licensing portal, the processing time can be up to 3 months, as processing of the application to ensure that the requirements are met might take some time, including time needed to inspect the dormitory.</p>
A16	Who has the final authority to approve my FEDA licence application? Are other government agencies involved in assessing the FEDA licence application?	MOM will approve and issue the FEDA licences. As some of the licence conditions involve other government agencies, MOM may seek their inputs for assessment before approving and issuing the FEDA licences.

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A17	If my FEDA licence and URA Written Permission expires on the same date, which should I renew first?	<p>Dormitory operators should apply to URA and renew the URA Written Permission first, before applying to MOM for renewal of the FEDA licence, as MOM would require the submission of the renewed URA Written Permission. If the URA Written Permission is still pending renewal, the dormitory operator can indicate in the FEDA licence renewal application to MOM that the URA Written Permission renewal is still pending. MOM may require the dormitory operator to subsequently provide the renewed URA Written Permission, before approving the renewal of the FEDA licence.</p>

B. FEDA Licence Conditions/Requirements

S/No.	Question	Reply
B1	There are FEDA licence conditions that require dormitory operators to notify or report to MOM for incidents and in other scenarios. How do we notify or report to MOM?	<p>(i) If there is a serious incident affecting the safety, security or well-being of residents, dormitory operators of all licence classes must first manage the incident and if necessary, alert emergency response authorities. The dormitory operator must also notify MOM as soon as reasonably practicable and submit an incident report within 24 hours from the discovery of the incident.</p> <p>(ii) Dormitory operators of all licence classes must notify the Police, promptly if a civil disturbance, inter-ethnic group clash or potential law and order situation is imminent. The dormitory operator must also notify MOM and the land agent as soon as reasonably practicable.</p> <p>(iii) Dormitory operators of all licence classes must notify MOM no less than 21 days prior to evicting residents from the dormitory, regardless the reason for evicting the residents (e.g. rental arrears, breach of house rules/tenancy agreement).</p> <p>(iv) Dormitory operators of all licence classes must notify MOM if a financial penalty had been imposed on residents for the breach of house rules.</p> <p>(v) Dormitory operators of licence class 2, 3 & 4 must submit management reports that are accurate and complete to MOM.</p> <p>As the form, manner and frequency of notifying or reporting to MOM may be subject to changes, latest updates will be made available on the MOM website or via other channels that will be made known to dormitory operators.</p>
B2	Can waiver of Wi-Fi provision be considered given that pre-paid data cards are readily available at affordable prices? It might be	It is currently a requirement for Wi-Fi to be provided in dormitories such as PBDs, FCDs, CTQs and TOLQs. If Wi-Fi cannot be provided, dormitory operators

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	costly for dormitory operators to install Wi-Fi infrastructure in the dormitory and subscribe to commercial Wi-Fi plans.	can seek waiver, if there are valid reasons and viable alternatives. MOM will assess if waiver can be granted.
B3	Are turnstile gantries in the dormitory a requirement as part of the security system? Are security personnel required to manage the security of the dormitory? And do the security personnel need to be licensed?	Dormitories of licence class 2, 3 & 4 are required to implement access control measures (e.g. security guards, computerised access system) at all times. The access control measures are not prescribed but must be effective. If there are security personnel in the dormitory, relevant MHA/SPF and industry requirements and guidelines should be met.
B4	Which dormitories are required to conduct fire drills? Must fire drills in dormitories be conducted by a Fire Safety Manager (FSM)? How to conduct fire drills?	<p>Dormitory operators of licence class 2, 3 & 4 must establish a fire safety Emergency Response Plan (including an in-place protection plan) and conduct fire drills (including communication exercises with neighbours) at least twice a year. The Emergency Response Plan and records of fire drills conducted are to be kept onsite at the dormitory.</p> <p>A Fire Safety Manager (FSM) is required for licence class 4 dormitories under Fire Safety Act regulations. For licence class 2 and 3, if it is not required under Fire Safety Act regulations, the fire drills do not need to be conducted by an FSM.</p> <p>Dormitory operators may wish to contact SCDF for more information on the conducting of fire drills.</p>
B5	Previously due to COVID, physical barriers were set up to segregate workers as part of the Safe Living Measures. Can we remove the barriers to improve ventilation?	Physical barriers are no longer required, given that we have lifted COVID restrictions in the dormitories. There are updated measures within the FEDA licence conditions to strengthen the resilience of dormitories against future pandemics.
B6	Are dormitories still required to provide isolation facilities?	Yes. Please refer to the licence conditions for details on the requirements for isolation facilities.

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B7	The room units in my dormitory used to have 16 beds that are double-decker. Due to COVID, this was reduced to 8 single beds. Can we reinstate to 16 beds that are double-decker per room unit?	Yes, dormitory operators can reinstate the beds, as well as use double-decker beds, if the living space requirements are met and there is adequate separation of space between the beds.
B8	On the traffic marshal requirement, it stated that it is required if directed LTA. What does this mean?	If directed by LTA, dormitory operators of all licence classes must provide traffic marshals to manage the passenger pick-up and drop-off activities such that the activities do not impede traffic flow along public roads. This means that the dormitory operator does not need to provide traffic marshals, unless LTA requires the dormitory operator to do so. Nevertheless, dormitory operators must still ensure that passenger pick-up and drop-off activities do not impede traffic flow along public roads.
B9	Are recreational and commercial amenities required and what are considered as recreational and commercial amenities? If dormitory operators are unable to provide the recreational and commercial amenities (e.g. due to lack of physical space), can they be waived?	<p>Under URA amenity provision guidelines and FEDA licence conditions, dormitories with occupancy load of 50 or more are required to provide recreational amenities, while dormitories with occupancy load of 301 or more are required to provide commercial amenities. Please refer to the URA amenity provision guidelines and FEDA licence conditions for more details.</p> <p>Dormitory operators that are unable to provide the recreational and commercial amenities can seek waiver, if there are valid reasons and viable alternatives. MOM/URA will assess if waiver can be granted. For example, we may grant waiver if the dormitory is located near migrant worker recreation centres that have the recreational and commercial amenities.</p>
B10	For the vector/pest control requirement, does the vector/pest control operator need to be licensed?	<p>While it is encouraged, MOM does not prescribe the need to engage a licensed vector/pest control operator, as long as there are vector/pest control measures that are effective and the dormitory is free from vectors and pests.</p> <p>Dormitory operators may wish to contact NEA for more information on vector/pest control measures.</p>

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B11	If employers cater food for their workers, will the dormitory operator be held liable if there is an outbreak of food poisoning?	<p>If catered food is delivered to the dormitory (whether arranged for by the dormitory operator, employers or by the residents themselves), the dormitory operator must take reasonable measures to ensure the food delivered is protected from contamination until it is collected by the residents. The dormitory operator must also take reasonable measures to ensure that the food is collected and consumed before it turns stale. Dormitory operators will not be held liable if reasonable measures had been taken.</p> <p>Dormitory operators may wish to contact SFA for more information on food catering requirements.</p>

C. Improved Standards for Migrant Worker Dormitories

S/No.	Question	Reply
C1	Which dormitories are required to meet the improved standards for new migrant worker dormitories (e.g. en-suite toilets, more living space per resident)?	<p>Dormitories that applied for approval to develop on or after 18 Sep 2021 are required to meet the improved standards for new migrant worker dormitories that were earlier announced by MOM. For more information, please refer to the MOM website for the press release: Improved Standards For New Migrant Worker Dormitories To Strengthen Public Health Resilience And Enhance Liveability (mom.gov.sg)</p> <p>Existing dormitories that applied for approval to develop before 18 Sep 2021 can continue to meet the prevailing requirements that were imposed during their initial approval. MOM is currently engaging employers and dormitory operators on the plan to transition existing dormitories to the improved standards, to ensure that there is adequate supply of bed spaces and the transition is feasible within the infrastructural constraints of the existing dormitories. More details will be announced later.</p>
C2	After I am issued with a provisional licence valid from 1 Apr 2023, does my dormitory need to meet the improved standards (e.g. en-suite toilets, more living space of at least 4.2 sqm per resident)?	The timeline to obtain a FEDA licence is separate from the timeline to meet the improved standards. While all dormitory operators of all licence classes are required to obtain a FEDA licence (provisional or full) from 1 Apr 2023, the timeline to meet the improved standards is outlined in C1 above.
C3	While my existing dormitory that applied for approval to develop before 18 Sep 2021 is not yet required to meet the improved standards, will it be advisable to start renovating my dormitory in advance to meet the improved standards? Will MOM provide funding support to subsidise the cost of renovations?	MOM is assessing the possibility of providing dormitory operators with funding support to transit to the improved standards. We advise dormitory operators to wait for further details, before proceeding with renovation plans. Nevertheless, dormitory operators can choose to renovate their own dormitories in advance, if they wish to do so.