

BCA BC BMSC/CIR/2021/9

Building Plan & Management Group

22 May 2021

Management Corporation
Chairperson/ Secretary/ Council Members

Dear Sir/Madam

RESPONSIBILITY OF MANAGEMENT CORPORATIONS ON ENSURING COMPLIANCE WITH SAFE MANAGEMENT MEASURES

We refer to our [circular dated 15 May 2021](#) on the list of tightened safe management measures (SMMs) which management corporations (MCSTs) should note and put in place measures to ensure their residents comply with the SMMs.

2 Under the COVID-19 (Temporary Measures) Act 2020 (“COTMA”) and regulations, MCSTs must, amongst others, take steps to regularly assess and identify the risks of transmission of COVID-19 that may arise in relation to all activities carried out in the development. MCSTs must also establish and apply appropriate internal policies, procedures and controls to mitigate the risk from the activities identified as presenting a higher risk of the transmission of COVID-19. These include issuing reminders and taking steps to ensure SMMs are complied with within the estate. Further, the MCSTs may deploy staff or security officers, if any, to step up patrolling and remind residents to observe SMMs. If necessary, the MCSTs may take down the particulars of the residents who are un-cooperative, keep records (e.g. photos or videos) of such incident and report to BCA for follow up.

3 Failure to do so may render MCST liable to enforcement actions under the COTMA.

Commissioner of Buildings
Building and Construction Authority