



# Your project falls under the category of LANDED HOUSING PROJECTS

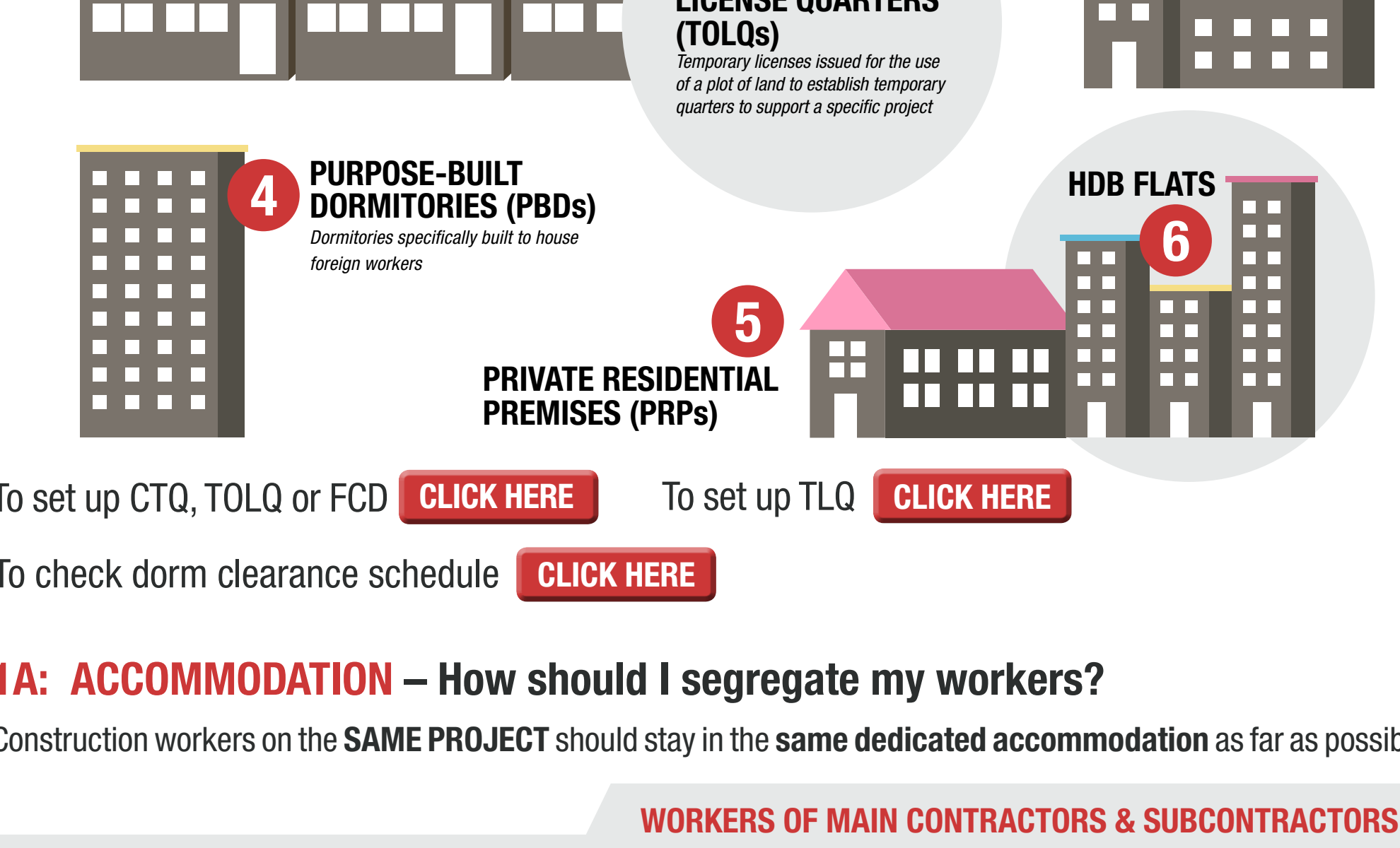
I am the owner / main contractor / builder of a Landed Housing Project that requires building plan submission.

(as of 1 August 2020)

## STEP 1 CHECK THAT YOUR PROJECT MEETS COVID-SAFE RESTART CRITERIA

### 1A: ACCOMMODATION – Where should workers be staying?

All workers deployed on site should stay in dedicated accommodation cleared of COVID-19. These include cleared:



To set up CTQ, TOLQ or FCD [CLICK HERE](#)

To set up TLQ [CLICK HERE](#)

To check dorm clearance schedule [CLICK HERE](#)

### 1A: ACCOMMODATION – How should I segregate my workers?

Construction workers on the **SAME PROJECT** should stay in the **same dedicated accommodation** as far as possible.

#### WORKERS OF MAIN CONTRACTORS & SUBCONTRACTORS



#### WORKERS WORKING PART-TIME ON SITE

For workers who work on a project site for a **SHORT PERIOD OF TIME (less than 6 weeks at the project site within a 3-month window)**, they should:

- Stay in HDB/PRP, where the entire unit is occupied by workers of the **SAME EMPLOYER**
- Stay in PBD/FCD where the whole room is occupied by workers of the **SAME EMPLOYER**

Workers working on non-construction sites and construction sites should not stay together.

### 1B: TRANSPORTATION – How should my workers go to work?

Provide point-to-point transportation for your construction workers who are Work Permit or S Pass holders, with staggered pick up/drop off.

Workers Accommodation Type	Workplace	Require Dedicated Transport	Allowed to take Public Transport (MRT, Bus)	Allowed to take Private Hire Vehicles (PHVs) & Taxis	Allowed to commute by personal motorcycles or cars
HDB/PRP	Non-Construction site	✗	✓	✓ 	✓
	Construction site (incl. site office)	✓	✗		
PBD/FCD/CTQ/TLQ/TOLQ/GSFs <sup>(1)</sup>	Regardless of place of work	✓	✗	✓ Employers must: <ul style="list-style-type: none"><li>Work with dormitory operators to plan and coordinate pick-up times;</li><li>Pre-arrange and pre-pay for taxis/PHVs;</li><li>Comply with relevant SMMs</li></ul>	✗

<sup>(1)</sup> GSFs are Government Source Facilities set by government for workers who have recovered from COVID-19 or decanted from dormitories.

### 1C: WORKSITE – How do I plan Safe Management Measures (SMM) for the site?

Appoint full-time Safe Management Officers (SMO) and Safe Distancing Officers (SDO) according to the ratio of workers as stipulated in Covid-Safe Worksite Criteria. SMO/SDO can play dual roles as e.g. WSHO, Safety Coordinator, Foreman, Supervisor.

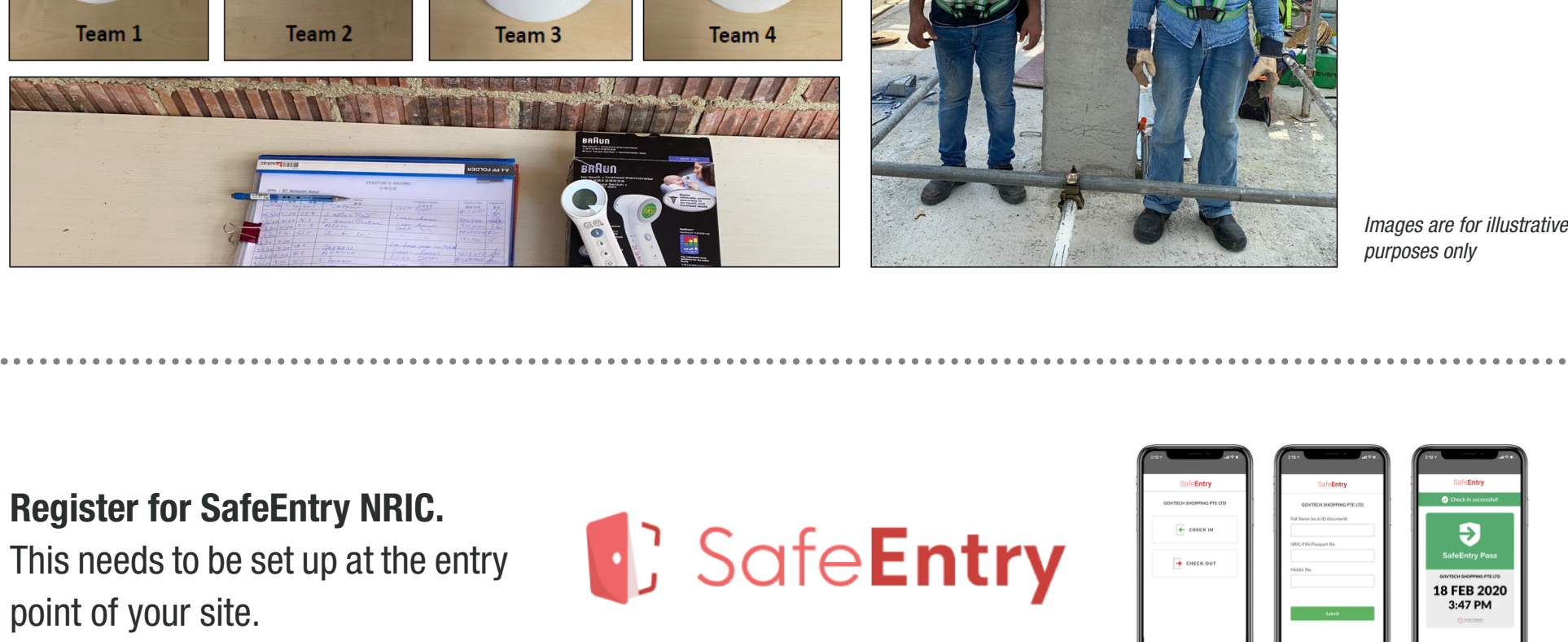


Total no. of workers\* ≤ 10 – 1 SMO

Total no. of workers > 10 but ≤ 50 – 1 SMO and 1 SDO

\* Includes Main Contractor and Subcontractors' workers on site, and workers working as office assistants.

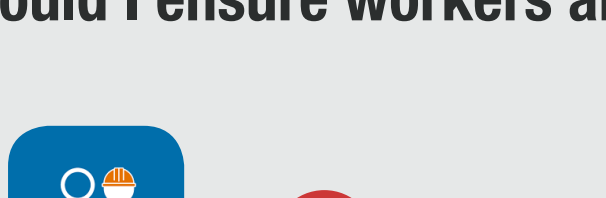
#### Examples of visual identification for team demarcation



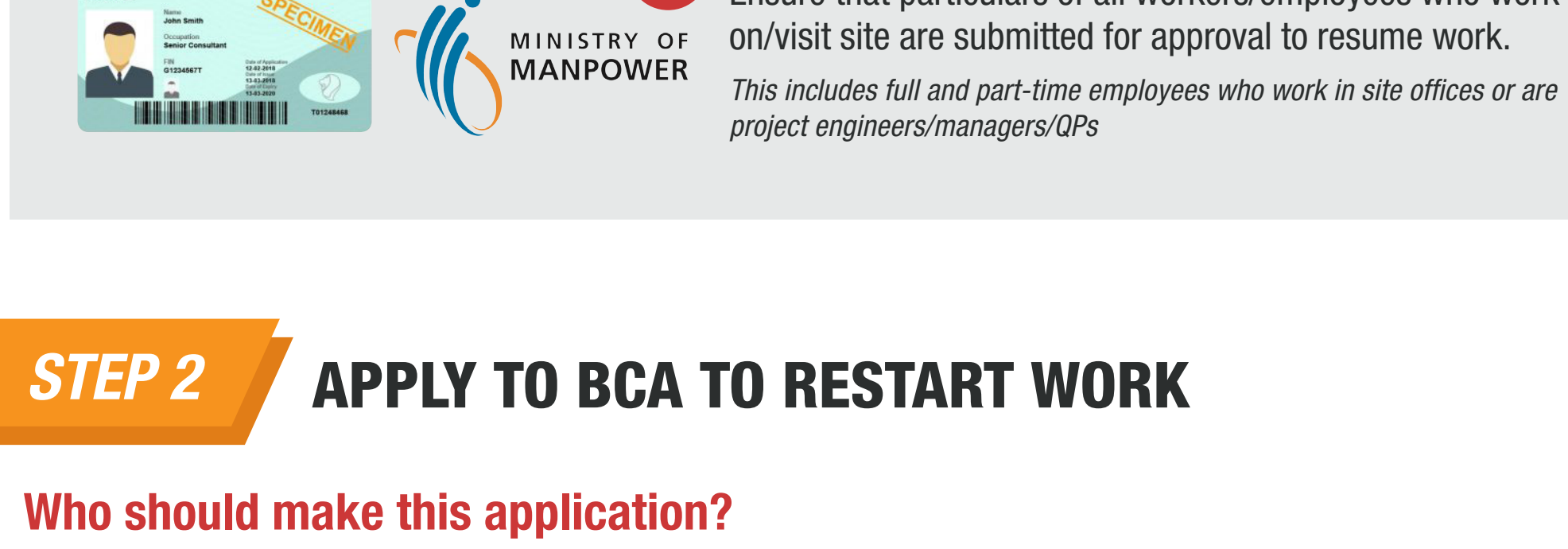
Images are for illustrative purposes only

#### Register for SafeEntry NRIC.

This needs to be set up at the entry point of your site.



### 1D: WORKERS – How should I ensure workers are ready to start work?



PERSONALISED EMPLOYMENT PASS

MINISTRY of MANPOWER

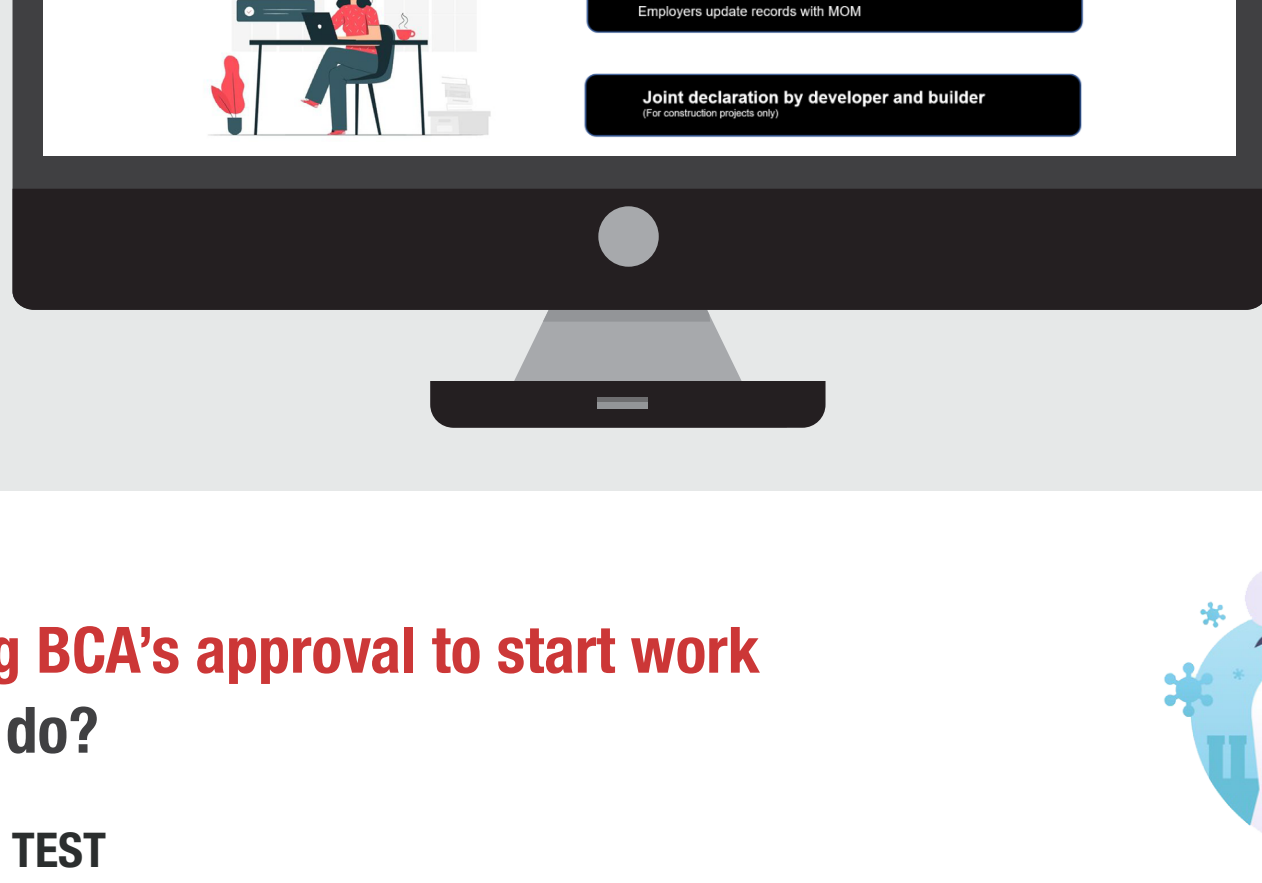
## STEP 2 APPLY TO BCA TO RESTART WORK

### Who should make this application?

#### LANDED HOUSING PROJECTS:

Main Contractors/ Builders to consolidate information from Sub-Contractors, and submit an application jointly with Homeowners.

To access **INTERACTIVE GUIDE ON APPLICATION OF PROJECT RESTART** [CLICK HERE](#)



### After obtaining BCA's approval to start work

#### What should I do?

#### BOOKING OF SWAB TEST

- You should not make private swab test arrangement(s) for your local and foreign employee(s). From 1 August 2020, employers are to book the swab test appointments for your employee(s) on the Swab Registration System (SRS) via <https://swab.hpb.gov.sg/ext/login.aspx> (Please refer to <https://go.gov.sg/bca-circular-srs> for more information).
- Employees may start work while waiting for their swab tests, unless they are staying in dormitories that have not been cleared.
- Employees are required to go for periodic routine swab test.
- Work pass holders must ensure their **AccessCode** is **'GREEN'** to start work.

If you have obtained BCA's approval for your workers but are still encountering problems, please email to [BCA\\_SafeWorkforce@bca.gov.sg](mailto:BCA_SafeWorkforce@bca.gov.sg)



Update BCA on the 3-monthly schedule of the work for the Project

[CLICK HERE](#)



Notify BCA if any person on the Project Site is diagnosed with COVID-19

[CLICK HERE](#)



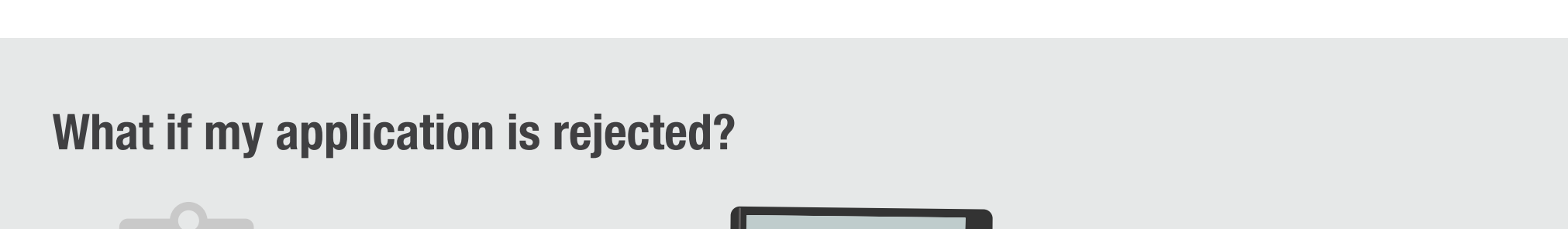
PM to submit a daily report to BCA

[CLICK HERE](#)

### After obtaining BCA's approval to start work

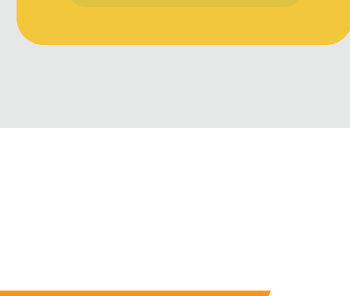
#### How to submit modification?

- For changes to manpower deployment/places of accommodation of workers permitted to work at the Project Site



- For changes due to typo errors (e.g. in project address/project title), contact [BCA\\_Covid19@bca.gov.sg](mailto:BCA_Covid19@bca.gov.sg)

#### What if my application is rejected?



Review application, taking note of the reasons for rejection

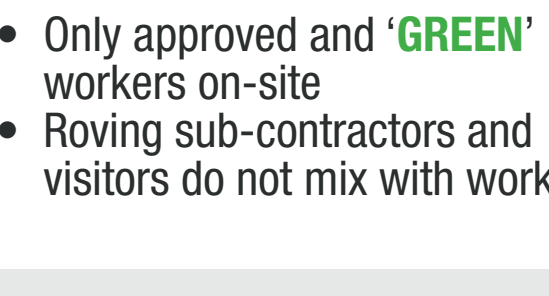


Utilise the Self-Assessment Checklist (<https://go.gov.sg/bca-project-readiness>) to self-assess whether the COVID-Safe restart criteria are met.

## STEP 3 IMPLEMENT SAFE MANAGEMENT MEASURES (AFTER RESUMING WORK)

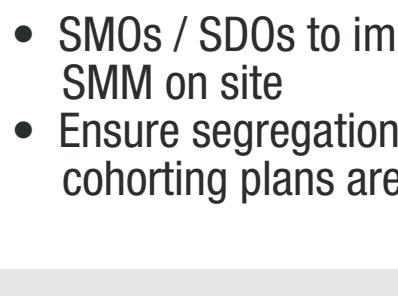
### Regular In-house Site Audit and Inspection

#### Key Things to Look Out for



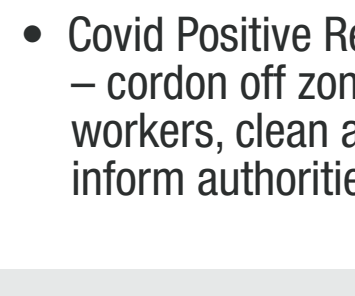
#### SAFE ACCESS

- Only approved and **'GREEN'** workers on-site
- Roving sub-contractors and visitors do not mix with workers



#### SAFE DISTANCING

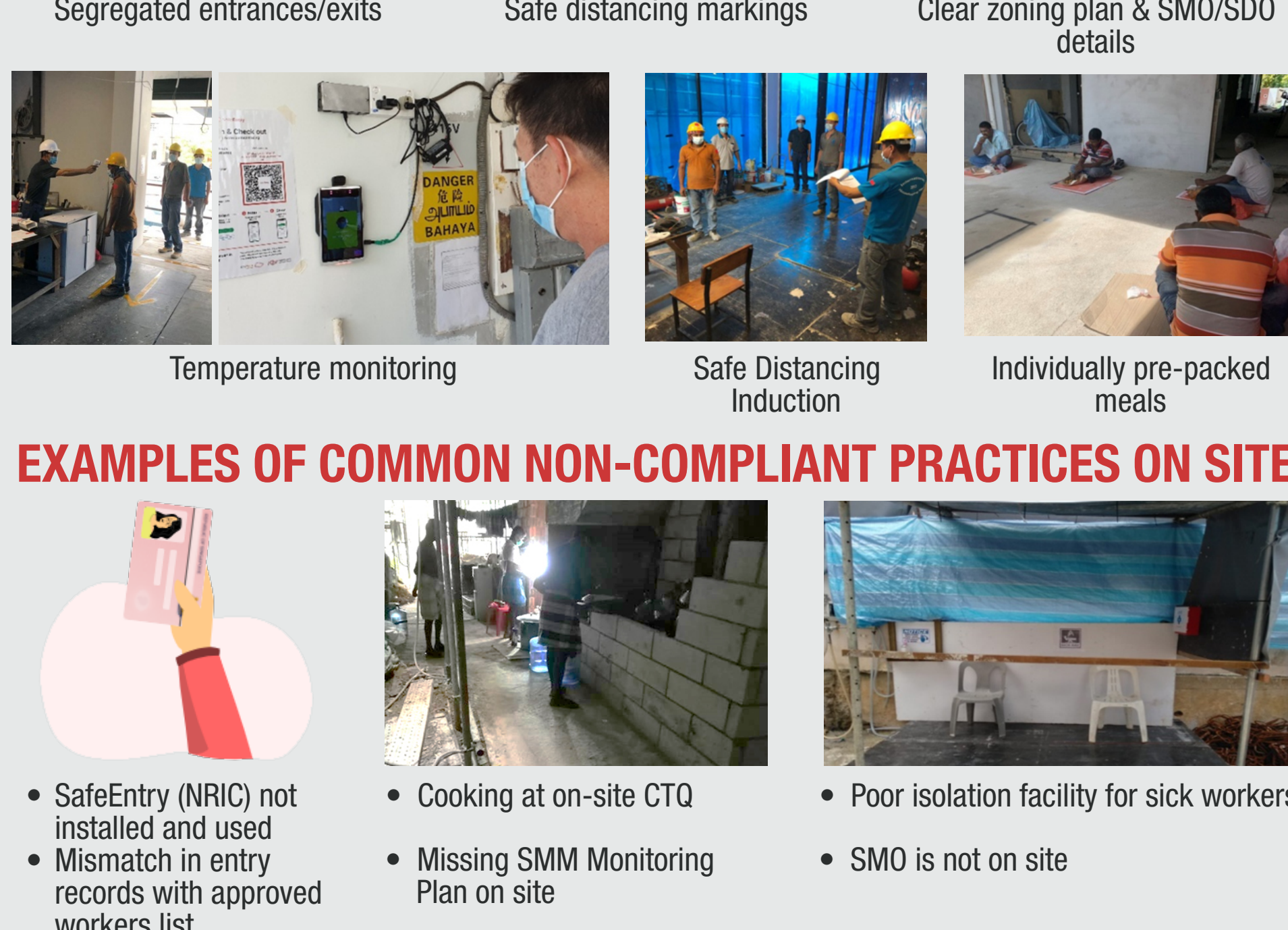
- SMMs / SDOs to implement SMOs on site
- Ensure segregation, zoning and cohorting plans are followed.



#### CONTAINMENT

- Covid Positive Response Plan – cordon off zones, isolate workers, clean and disinfect, inform authorities

### EXAMPLES OF GOOD PRACTICES OBSERVED ON SITE



### EXAMPLES OF COMMON NON-COMPLIANT PRACTICES ON SITE



For work to restart smoothly and be sustained in a safe manner, enforcement actions could be taken against worksites which are found to be non-compliant. This is to help contractors safeguard their workforce and projects.

Images are for illustrative purposes only

## PLEASE CLICK BELOW FOR OTHER GUIDES

CONSTRUCTION PROJECTS/ SUPPLY WORK

RENOVATION PROJECTS

CONSTRUCTION ACCOUNT WORKS



Contact BCA at [bca.gov.sg/feedbackform/](mailto:bca.gov.sg/feedbackform/)



Visit BCA's website at [www1.bca.gov.sg/COVID-19](http://www1.bca.gov.sg/COVID-19)



Subscribe to BCA's Telegram channel at [www.t.me/BCASingapore](https://t.me/BCASingapore)

BuildSG

Building and Construction Authority