



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 10-June 2021)

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:

1 CONSTRUCTION TEMPORARY QUARTERS (CTQs)
Temporary quarters for housing employees within a construction site or within parts of buildings still under construction

2 TEMPORARY OCCUPATION LICENSE QUARTERS (TOLQs)
Temporary licenses issued for the use of a plot of land to establish temporary quarters to support a specific project

3 FACTORY-CONVERTED DORMITORIES (FCDs)
Industrial or warehouse developments partially converted to dormitories

4 PURPOSE-BUILT DORMITORIES (PBDs)
Dormitories specifically built to house foreign workers

5 PRIVATE RESIDENTIAL PREMISES (PRPs)

6 HDB FLATS

To set up CTQ, TOLQ or FCD [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

Each CTQ/TOLQ should house workers for the SAME PROJECT only

If it is not possible to house all workers in the same CTQ/TOLQ, they can be housed in:

- HDB/PRP, where the entire unit is occupied by workers of the SAME PROJECT
- PBD/FCD:
 - Minimally cohorted according to employer by room
 - 1 employer per room
 - Employers with multiple rooms to co-locate these rooms on the same floor

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
- PBD/FCD:
 - Cohorted according to employer by room
 - Max of 2 employers per room
 - Employers with multiple rooms to co-locate these rooms on the same floor

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 and ensure your workers comply with relevant Safe Management Measures (SMMs).

Workers Accommodation Type	Work Pass (includes all Foreign Employees holding Work Permits or S Passes)	Workplace	Require Dedicated Transport	Allowed to take Public Transport (MRT, Bus)	Allowed to take Private Hire Vehicles (PHVs), Taxis, Walk/Cycle	Allowed to commute by personal motorcycles or cars
HDB/PRP	S Pass holder	Non-Construction site / Construction site	No Restriction			
	Work Permit	Non-Construction site	✗	✓	✓	✓
		Construction site (incl. site office)	✓ ^[2]	✗	✓	✓
PBD/FCD/CTQ/TLO/GSFs ^[1]	S Pass holder & Work Permit	Regardless of place of work	✓ ^[2]	✗	✓ ^[3]	✗

^[1] GSFs are Government Source Facilities set by government for workers who have recovered from COVID-19 or decanted from dormitories.
^[2] Workers residing in the same accommodation can travel in the same vehicle to / from multiple sites in a single trip.
^[3] Employers must work with dormitory operators to plan and coordinate pick-up times, pre-arrange and pre-pay for taxis/ PHVs and comply with relevant SMMs.

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.

1-10 workers → 1 SMO

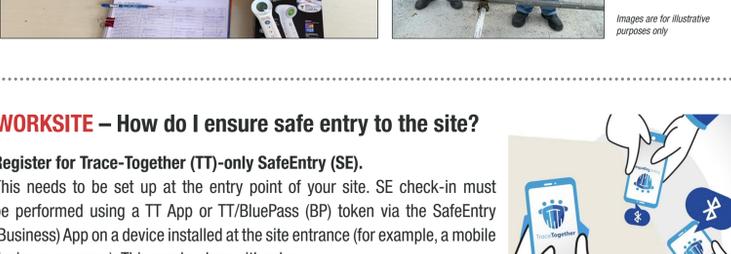
Total no. of workers* ≤ 10 – 1 SMO

1-50 workers → 1 SMO + 1 SDO

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.

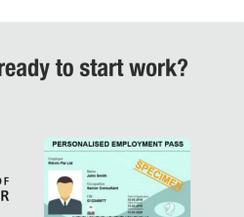
Examples of visual identification for team demarcation (including roving sub-contractors and visitors)



WORKSITE – How do I ensure safe entry to the site?

Register for Trace-Together (TT)-only SafeEntry (SE). This needs to be set up at the entry point of your site. SE check-in must be performed using a TT App or TT/BluePass (BP) token via the SafeEntry (Business) App on a device installed at the site entrance (for example, a mobile device or scanner). This can be done either by:

- Scanning your TT/BP token's QR code; or
- Tapping your TT app or TT/BP token against the device installed at the site



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

1

Ensure your workers install TraceTogether, SGWorkPass and FWMOMCare App

2

Update workers' accommodation with MOM. Ensure that particulars of all workers/employees who work on/visit site are submitted for approval to resume work.
This includes full and part-time employees who work in site offices or are project engineers/managers/QPs

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 via <https://go.gov.sg/bca-construction-supply>

After obtaining BCA's approval to start work What should I do?

- BOOKING OF SWAB TEST**
- 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 are required to go for periodic routine swab test.
 - Work pass holders must ensure their AccessCode is **GREEN** to start work.

Staggered Rest Day

- MOM will inform the main contractor on rest day assigned to project
- Employers should
 - Check with main contractor on rest day assigned to project (if company works under a Main Contractor)
 - Log in to MOM's Safe@Work system to update or verify
 - Inform workers of their designated rest day
 - Make necessary arrangements to help your workers adjust to the designated rest day

For details: www.mom.gov.sg/eservices/services/safe-work and www.mom.gov.sg/covid-19/frequently-asked-questions

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

[CLICK HERE](#)

Main builder to submit daily worksite entry records

[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



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 personnel who has undergone at least one swab test and tested negative for COVID-19 in the last 14 days can enter site, unless they are recovered workers within 270 days from date of infection.
- Use TT-only SE to check-in
- Only approved and **GREEN** workers on-site.
- Roving sub-contractors and visitors do not mix with workers.
- Temperature taking before entry into site

ROVING WORKERS/VISITORS (e.g. sub-contractors, deliverers, service providers)

- SMO/SDO to escort and supervise personnel who perform works at multiple sites.
- Roving personnel shall wear unique visual identifier throughout their stay on site and only work in their designated zones.
- Roving sub-contractors performing construction work should be at least 2m from other segregated teams of workers on site.

SAFE DISTANCING

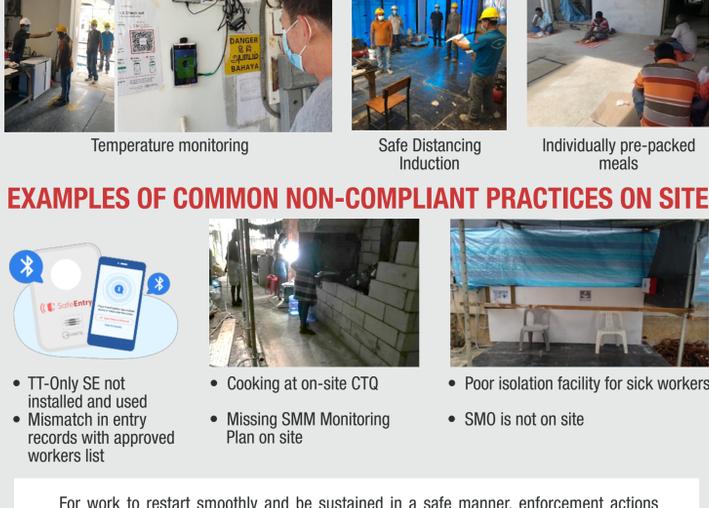
- SMOs / SDOs to implement SMM on site
- Ensure segregation, zoning and cohorting plans are followed
- Staggering of work hours and break time

CONTAINMENT

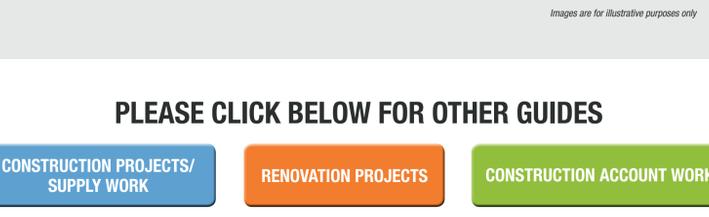
- Covid Positive Response Plan – cordon off zones, isolate workers, clean and disinfect, inform authorities

WEARING OF MASK AT ALL TIMES

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 would 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/
 Visit BCA's website at www1.bca.gov.sg/COVID-19
 Subscribe to BCA's Telegram channel at [www.t.me/BCASingapore](https://t.me/BCASingapore)