



URA Circular – Latest Update to Safe Management Measures for show galleries

25 February 2022

Dear Members,

Latest update to Safe Management Measures for show galleries

In view of the latest update from Multi-Ministry Taskforce on 24 Feb 2022 that the streamlining of Safe Management Measures (SMM) announced earlier on 16 February will be consolidated and implemented at a later date that is, the current SMM rules will stay for now, URA informed that developers will have to comply with the SMM for show galleries as set out in URA's advisories dated 22 Nov 2021 and 7 Jan 2022, i.e. safe-distancing will continue to be a requirement for masked individuals, group size of maximum 5 persons and the maximum capacity of the show galleries based on 10 sqm per person.

Developers who have already submitted the SMM checklist as attached in the advisory on 22 Nov 2021 do not have to submit the checklist to URA again. For new show galleries, developers are required to submit the updated SMM checklist, in the attached format, to URA at least **2 working days** before opening the show gallery.

For further enquiries, please email to ura_coh_registry@ura.gov.sg. Thank you.

With best regards
Noelle Oh

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From: "URA COH REGISTRY (URA)" <URA_COH_REGISTRY@ura.gov.sg>

Date: 25 February 2022 at 9:00:37 AM SGT

Subject: Update to Safe Management Measures for show galleries

Message Classification: Restricted

25 February 2022

Update to Safe Management Measures for show galleries

1. As announced by the Multi-Ministry Taskforce on 24 Feb 2022, the streamlining of Safe Management Measures (SMM) announced earlier on 16 Feb 2022 will be consolidated and implemented at a later date. The revised implementation date will be announced when ready.
2. In the meantime, developers will have to comply with the SMM for show galleries as set out in our Advisories dated 22 Nov 2021 and 7 Jan 2022, i.e. safe-distancing will continue to be a requirement for masked individuals, group size of maximum 5 persons and the maximum capacity of the show galleries based on 10 sqm per person, will continue to apply.
3. Developers who have already submitted the SMM checklist as attached in the advisory on 22 Nov 2021 do not have to submit the checklist to the Controller again. For new show galleries, developers are required to submit the updated SMM checklist, in the attached format, to the Controller at least 2 working days before opening the show gallery.
4. As the situation is evolving, please continue to keep abreast of the latest announcements and take immediate steps to comply with the new requirements. The Controller may conduct audit checks, and developers may be required to close the show gallery if the safe management measures are not in place based on the prevailing guidelines. We seek your understanding and cooperation to reduce the risk of transmission of COVID-19.
5. If you need to contact us, please email to ura_coh_registry@ura.gov.sg.

Thank you.

Yours faithfully

BERNARD NG
for CONTROLLER OF HOUSING
URBAN REDEVELOPMENT AUTHORITY

CHECKLIST ON SAFE MANAGEMENT MEASURES IN SHOW GALLERY

(Effective from 24 Feb 2022)

This checklist serves as a guide for developers to ensure that your show gallery complies with the safe management measures to minimise the transmission of COVID-19 and is not meant to be exhaustive. As the situation is evolving, developers should keep abreast of the latest developments and take immediate steps to comply with any new requirements. Please refer to MOH's website (<https://www.moh.gov.sg/covid-19>) for full and latest information.

Please submit this checklist to COH via email to ura_coh_registry@ura.gov.sg **at least 2 working days before** re-opening/opening your show gallery. For existing show galleries, please submit the updated checklist to COH **no later than 2 working days** after the adoption of the revised SMM.

Details of project

Name of developer	
Project	
Location of show gallery	
Date of launch	
Date of opening of show gallery	
Date of implementing Revised SMM*	
Developer's contact person Name Mobile number	

* For existing show galleries opened prior to 22 Nov 2021.

Safe Management Measures Implemented In Show Gallery

No.	Items	Developer to fill in the details and attach the relevant photographs
	Maximum capacity	
1	Maximum capacity of show gallery (based on 10 sqm per person, rounded down to nearest whole number) The maximum capacity in show gallery must be complied with at all times.	Total usable floor area of show gallery: ___ sqm Maximum capacity: ___ Attach photograph(s) to show that the maximum capacity is stated in a notice, displayed prominently at the entrance of the show gallery.
2	Maximum capacity of show unit The maximum capacity in show unit must be complied with at all times.	Total no. of show units: ___ For each show unit , provide the following information:

No.	Items	Developer to fill in the details and attach the relevant photographs
		<p>Show unit type: ____ Area of show unit: ____ Maximum capacity: ____ (apply 10 sqm/person, round down to the nearest whole number)</p> <p>Attach photograph(s) to show that the maximum capacity is stated in a notice, displayed prominently at the entrance of the show unit.</p>
Viewing Arrangements		
3	<p>Viewing is to be done by appointment only.</p> <p>For each viewing appointment, not more than 5 persons, including salespersons, per group is allowed. No intermingling between groups.</p> <p>In scheduling the appointments, developers should cater for sufficient buffer time for each appointment to ensure that the overall capacity at the show gallery is not exceeded at any one time. There should not be any crowding at the entrance of the show gallery.</p>	<p>Set out details of how viewings are arranged, e.g. hourly time slots and the number of groups for each time slot.</p>
Pre-entry screening		
4	<p>Registration of all staff, salespersons and visitors, the time of entry and exit, using TraceTogether SafeEntry for contact tracing.</p>	<p>State whether TraceTogether Token check-in is implemented: Yes / No</p>
5	<p>Allow entry only to persons who:</p> <ul style="list-style-type: none"> i. are fully vaccinated; or ii. have recovered from COVID-19 within the last 180 days; or iii. are medically ineligible for all COVID-19 vaccines under the National Vaccination Programme; or iv. are children aged 12 years and below. 	<p>Attach photograph(s) to show that this requirement is stated in a notice, displayed prominently at the entrance of the show gallery.</p>

No.	Items	Developer to fill in the details and attach the relevant photographs
	<p>Visitors should be refused entry if the person:</p> <ul style="list-style-type: none"> v. is not wearing a mask; or vi. refuses to register; or vii. is currently under a quarantine order or stay-home notice. <p>Face shields can only be worn for the following groups of persons:</p> <ul style="list-style-type: none"> i. children 12 years and below who have difficulty wearing masks for prolonged periods of time ii. people with health conditions that may have breathing / medical difficulties when wearing mask for prolonged periods of time 	
Safe-Distancing		
6	<p>Space markers to ensure that there is at least 1m distance between groups (of not more than 5 persons each) must be placed at areas where visitors may need to wait in queue e.g. entrances, reception counter, outside show unit.</p>	<p>Attach photograph(s) showing the queue line and markers for each of the following areas:</p> <ul style="list-style-type: none"> a Entrance to show gallery b Reception counter c Entrance to each show unit
7	<p>Space markers to ensure that there is at least 1m distance between groups (of not more than 5 persons each) must be placed at areas of congregation, such as building model, location and site plans.</p>	<p>Attach photograph(s) showing the space markers for each of the following:</p> <ul style="list-style-type: none"> a Building model b Unit model c Location plan d Site plan <p>Please state if not applicable, e.g. no unit model displayed.</p>
8	<p>Discussion tables and chairs must be placed in a manner such that groups of not more than 5 persons each are seated at least 1m from each other.</p>	<p>Attach photograph(s) showing the arrangement of tables and chairs in the discussion area.</p>

No.	Items	Developer to fill in the details and attach the relevant photographs
	Keep any movable table(s) or chair(s) that are not meant to be used.	
Hygiene		
9	<p>Ensure that adequate cleaning and sanitising measures for the show gallery and show units are put in place. More frequent cleaning and sanitising should be carried out for high-touch areas e.g. doors, reception counter, discussion tables and chairs.</p> <p>Sanitisers are provided prominently in show gallery e.g. entrance, table top.</p>	<p>State the cleaning and sanitising measures put in place, e.g. frequency of cleaning and sanitising of the show gallery, including high-touch areas.</p> <p>Attach relevant photograph(s), e.g. hand sanitisers have been placed in prominent locations.</p>
10	Provide a “contactless” visiting experience for visitors, where possible.	<p>Outline the plan on how to reduce the frequency of contacts by visitors from entering to leaving the show gallery. Some examples are as follows:</p> <ul style="list-style-type: none"> i. Scan QR code for SafeEntry using own mobile devices ii. Advise visitors after pre-entry screening to minimise contact with surfaces in show gallery, including show units.
11	Consumption of food and drinks is <u>not allowed</u> .	Please attach photograph(s) to show that this prohibition is stated in a notice displayed in the show gallery.

Particulars of Person Filling Up This Checklist

Name	
Designation	
Company	
Contact Number	
Email Address	