



## BCA-NEA-MOH Guidance Note

28 May 2021

Dear Members,

### **BCA-NEA-MOH Guidance Note on Improving Ventilation And IAQ In Buildings Amid The COVID-19 Situation**

The guidance note provides building owners and facilities managers with updated recommended measures to enhance ventilation and air quality in indoor spaces, ensure ventilation systems are in good working condition, aircon systems are constantly maintain, maximise fresh air intake, reduce indoor air recirculation, perform air purging and toilet exhaust fan running.

The guidance also applies to non-residential premises where you can used aircon intermittently or continuously. Homes may improve home ventilation by opening doors and windows. When necessary, turn on fans to promote air circulation. To check on water seals in the sanitary system, cracks in pipes and ducts, and wall gaps as well.

More details are in the attached copy of circular. For further clarification on the guidance note, please contact the following:

Further clarification on the guidance note, please contact the following:

- Dr. Lee Jang Young at [Lee\\_Jang\\_Young@bca.gov.sg](mailto:Lee_Jang_Young@bca.gov.sg)
- Dr. Sim Shuzhen at [sim\\_Shuzhen@nea.gov.sg](mailto:sim_Shuzhen@nea.gov.sg)
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Thank you

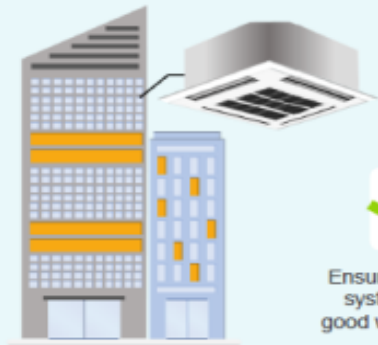
With best regards,

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# Guidance on improving ventilation and indoor air quality in buildings amid the COVID-19 situation



For air-conditioned spaces with mechanical ventilation provision (e.g. office buildings, shopping malls)



Ensure ventilation systems are in good working order



Maximise fresh air intake



Purge indoor air daily before occupancy



Reduce indoor air recirculation



Keep toilet exhaust fan running



For enclosed air-conditioned spaces without mechanical ventilation provision (e.g. retail shops with split-unit air-conditioners)



Open doors/windows frequently



Consider window-mounted fan systems



Keep toilet exhaust fan running



Ensure intact water seal in sanitary system



For naturally ventilated premises (e.g. coffee shops, markets, dormitories)



Keep windows and/or doors open



Install outward-facing fans at windows to increase ventilation



Keep toilet exhaust fans running; consider window-mounted fans



Ensure intact water seal in sanitary system