



SCDF
The Life Saving Force
... for a safer Singapore

SINGAPORE CIVIL DEFENCE FORCE



Date : 20 January 2026

Registrar, Board of Architects
Registrar, Professional Engineers Board
President, Singapore Institute of Architects
President, Institution of Engineers, Singapore
President, Association of Consulting Engineers, Singapore

Dear Sir/Mdm,

CONSULTATION SERVICES TO FACILITATE FIRE SAFETY UPGRADES IN EXISTING BUILDINGS WITH A&A WORKS

SCDF issued a circular on 5 Feb 2010 ("Extent of Responsibility of Qualified Persons in A&A Works") that outlined the responsibilities of Qualified Persons (QPs) in relation to the scale of fire safety upgrades in existing buildings based on different types of addition/alteration (A&A) works being carried out. This aims to reduce the disparity in fire safety provisions in existing buildings by gradually upgrading the buildings over time.

2. SCDF has received industry feedback that highlights constraints in upgrading fire safety provisions in existing buildings with A&A works, such as Asset Enhancement Initiatives (AEI) and change of use to Serviced Apartments II (SA2). The challenges include meeting requirements for exit staircases, persons with disability (PWD) holding points, fire engine accessways/access roads, fire access openings, fire lift lobbies and Fire Command Centres, especially when faced with existing site limitations and the need to operate within a live building environment.

3. SCDF will assign a dedicated team of officers to support the QPs/building owners to explore alternative fire safety solutions to address the specific challenges and constraints that they face during major fire safety upgrading works. Thereafter, the QPs/building owners will need to assess and decide on the alternative fire safety solutions that meet both the fire safety objectives and their operational needs and



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submit a waiver application to SCDF. This initiative aims to foster closer collaboration with the building industry to facilitate major fire safety upgrading works.

4. Please convey the contents of this circular to members of your Board/Institution/Association. This circular is also available in CORENET-e-Info: <https://info.corenet.gov.sg/resources/circulars>.

5. For general enquiries about this Circular, please email SCDF_Extg_Bldg_Upgrade@scdf.gov.sg.

6. QPs/building owners who face challenges during major fire safety upgrading works may write to SCDF with information on their projects and include relevant documents (such as building plans, plans of the proposed works, etc) through the following link <https://www.scdf.gov.sg/home/feedback> using the following selections:

- a. Quick Selection: Choose "None of the above (Proceed to submit other feedback)"
- b. Subject: Choose "Fire Safety Matters"
- c. Category: Choose "Major Fire Safety Upgrades in Buildings"

7. The case officer will contact the applicant directly to arrange for the consultation.

Yours faithfully,

(transmitted via e-mail)

LTC Tan Chung Yee
for Commissioner
Singapore Civil Defence Force

Distribution list

CEO, BCA
CEO, URA
CEO, HDB
CEO, JTC



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