

APPOINTMENT OF STRUCTURAL ENGINEER

The Building Control (Periodic Inspection of Buildings and Building Facades) Regulations 2021 [Regulation 5]

Commissioner of Building Control
Building and Construction Authority
52 Jurong Gateway Road
#11-01
Singapore 608550

INSTRUCTION

- Please use **black** ink to complete the form (estimated time required is 10 minutes).
- Where the Structural Engineer has been jointly appointed by multiple owners of the Building, all owners are required to jointly submit a Notice of Appointment.

Notice of Appointment is to be signed by both the Owner and Structural Engineer and submitted digitally by the Structural Engineer to the Commissioner of Building Control through the CORENET system. **Delete where not applicable*

1	Particulars of the Building to be Inspected	
	Building Address : _____ *BP/ST No : _____ *Lot/Plot : _____ *TS/ MK : _____ *Name of Building (if applicable): _____	
2	Confirmation of Appointment by Structural Engineer	
	I, Er. _____, hereby : a) confirm that I have been appointed by the following *owner / management corporation to carry out a *visual inspection / full structural investigation of the above building; b) confirm that I will submit the *visual inspection / full structural investigation report to the Commissioner of Building Control within the period specified in the notice for the structural inspection of the above building; and c) declare that I have no professional or financial interest in the above building as required under Section 29 of The Building Control Act 1989.	
	Stamp & Signature of Structural Engineer Date : _____	Name & Address of Professional Firm Telephone (compulsory): _____ Handphone (compulsory): _____ Email address (compulsory): _____
3	Declaration of Appointment by *Building Owner / Management Corporation (Append Annex A for joint appointment by multiple owners)	
	Notice Reference No: _____	Unit no. (for multiple owners building without MCST) _____
	I, (Mr./Mrs./Ms./Dr.) _____, a) have appointed Er. _____ PE Registration No: _____ as the Structural Engineer to carry out the *visual inspection / full structural investigation of the above building; and b) will cause a copy of the *visual inspection / full structural investigation report to be submitted to the Commissioner of Building Control within the period specified in the notice for the structural inspection of the above building as required under Section 28 of The Building Control Act 1989.	
	Name & Signature of *Building Owner/ Management Corporation Date : _____	Address of * Building Owner/ Management Corporation (To indicate MCST Plan No.) Telephone (compulsory): _____ Handphone (compulsory): _____ Email address (compulsory): _____

ANNEX A: Declaration of Joint Appointment by Building Owner for Multiple Owners Building (Please append addition page where required)	
Declaration of Appointment by Building Owner	
Notice Reference No:	Unit no.
I, (Mr./Mrs./Ms./Dr.) _____,	
c) have appointed Er. _____ PE Registration No: _____ as the Structural Engineer to carry out the *visual inspection / full structural investigation of the above building; and d) will cause a copy of the *visual inspection / full structural investigation report to be submitted to the Commissioner of Building Control within the period specified in the notice for the structural inspection of the above building as required under Section 28 of The Building Control Act 1989.	
Name & Signature of Building Owner	Address of Building Owner
Date :	Telephone (compulsory): Handphone (compulsory): Email address (compulsory):
Declaration of Appointment by Building Owner	
Unit no.	
Notice Reference No:	
I, (Mr./Mrs./Ms./Dr.) _____,	
e) have appointed Er. _____ PE Registration No: _____ as the Structural Engineer to carry out the *visual inspection / full structural investigation of the above building; and f) will cause a copy of the *visual inspection / full structural investigation report to be submitted to the Commissioner of Building Control within the period specified in the notice for the structural inspection of the above building as required under Section 28 of The Building Control Act 1989.	
Name & Signature of Building Owner	Address of Building Owner
Date :	Telephone (compulsory): Handphone (compulsory): Email address (compulsory):
Declaration of Appointment by Building Owner	
Unit no.	
Notice Reference No:	
I, (Mr./Mrs./Ms./Dr.) _____,	
g) have appointed Er. _____ PE Registration No: _____ as the Structural Engineer to carry out the *visual inspection / full structural investigation of the above building; and h) will cause a copy of the *visual inspection / full structural investigation report to be submitted to the Commissioner of Building Control within the period specified in the notice for the structural inspection of the above building as required under Section 28 of The Building Control Act 1989.	
Name & Signature of Building Owner	Address of Building Owner
Date :	Telephone (compulsory): Handphone (compulsory): Email address (compulsory):