

# Fire Safety Management CED Enforcement Procedures

CENTRAL ENFORCEMENT DEPARTMENT  
ENFORCEMENT AND PROSECUTION BRANCH

Form No. 8118506

FIRE SAFETY ACT 1993  
SECTION 13  
FIRE HAZARD ABATEMENT NOTICE

Our Ref: \_\_\_\_\_  
Date: 10/12/2010  
To: CAPITALAND  
PLAZA SINGAPORE  
40  
Singapore ( )

Central Enforcement Dept  
115 Robinson Road  
Singapore 068977

TAKE NOTICE that the Commissioner of Civil Defence, being satisfied of the existence of a fire hazard, being OBSTRUCTIONS TO MEANS OF ESCAPE (describe the fire hazard)

do hereby, pursuant to section 13 of the Fire Safety Act 1993 require you, within \_\_\_\_\_ from the date of this notice, to abate the fire hazard, and for that purpose to \_\_\_\_\_

(Specify the works to be executed for abating or preventing the recurrence of the fire hazard)

2. TAKE NOTICE that if you fail to comply with any requirement of this notice within \_\_\_\_\_ you will be committing an offence for which, on conviction, you may be liable to a fine of five hundred dollars for each day during which the offence is continued after \_\_\_\_\_

The Commissioner may compound the above offence(s) for a sum not exceeding \_\_\_\_\_ or cause to be carried out in or on the premises such work including the removal of any property causing the fire hazard as appears to him to be necessary to abate the fire hazard and a recurrence thereof and may recover the expenses incurred thereby from \_\_\_\_\_

\_\_\_\_\_ OFFICER  
CIVIL DEFENCE FORCE  
whom the Commissioner has delegated his power

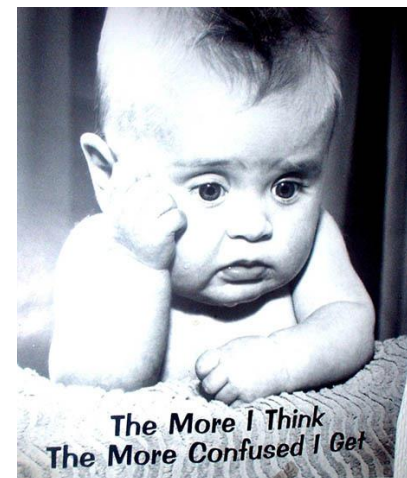
**Section 2 of the Fire Safety Act defines a fire hazard as**

**Any matter or circumstance that materially increases the likelihood of a fire or the danger to life and property that would result from the outbreak of a fire and includes**

- ① Alteration to building works or fire safety works that would render escape in the event of fire more difficult
- ① Overcrowding
- ① Removal of fire safety measure
- ① Non-maintenance of fire safety measure
- ① obstruction of escape routes, passageways, common property
- ① Any other matter or circumstance which would materially hamper the Force in the discharge of its duties in the event of fire

# PROBLEMS WITH AMBIGUOUS FIRE HAZARDS

- ① FSA definition of Fire Hazard is broad
- ① Based on discretion and experience of inspecting officer to determine if fire hazard is present
- ① At times, it is difficult to determine what constitutes a fire hazard and what does not especially in 'not so' clear-cut cases
- ① Enforcement officers may give inconsistent findings
- ① Some feedback providers/ complainants challenge SCDF findings when they do not get their ways

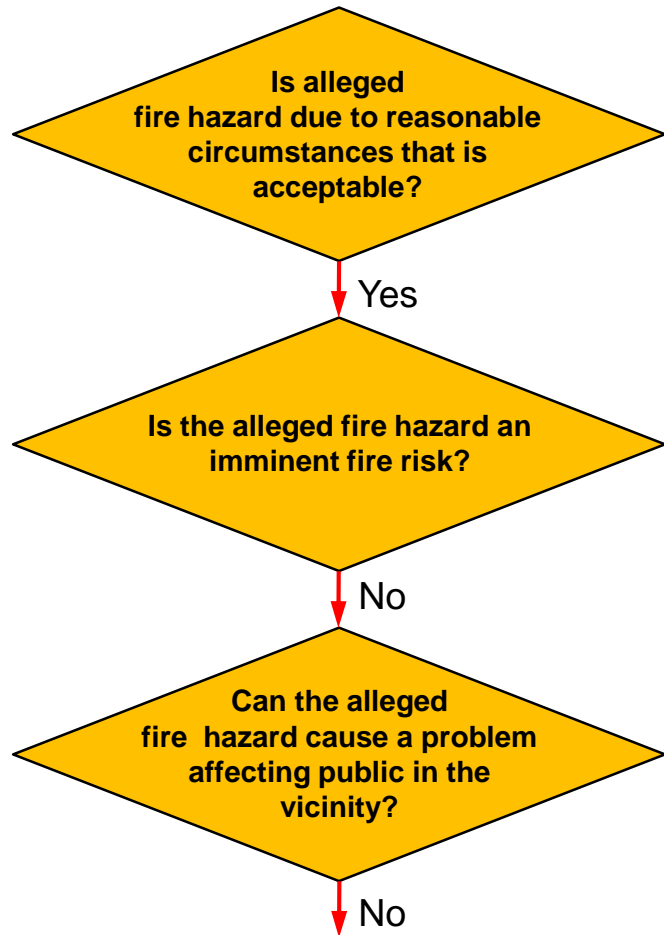


# PROBLEMS WITH AMBIGUOUS FIRE HAZARDS

- ④ Most fire hazards are straightforward
  - Missing or expired fire extinguisher
  - Damaged fire alarm panel
  
- ④ Availability of defined guidelines i.e. HDB common area guideline, HDB ODA guideline
- ④ [http://www.scdf.gov.sg/content/scdf\\_internet/en/community-and-volunteers/community-preparedness/fire\\_safety\\_guidelinesforhdbestates.html](http://www.scdf.gov.sg/content/scdf_internet/en/community-and-volunteers/community-preparedness/fire_safety_guidelinesforhdbestates.html)

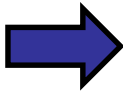
# SYSTEMATIC APPROACH TO IDENTIFYING FIRE HAZARDS

① For ambiguous cases, we propose the following:



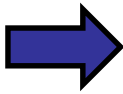
Is the fire hazard due to reasonable circumstances? Is it the best arrangement?

- Shoe racks for residential premises
- Retailer ODA



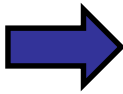
Is the presence of the alleged fire hazard an imminent fire risk?

- Increase risk of fire spread to other premises?



Is the fire hazard significant enough to affect public evacuation/ fire fighting operation in the premises?

- Causes obstruction to evacuation route?
- Significant fire load?
- Impede fire fighting operations?



- ODA allowed in HDB heartland, arises from pro-enterprise spirit
- Shoe racks placed along common passageway of residential units for practical reasons

# EXAMPLES OF 'NOT SO' CLEAR CUT CASES

- ➊ Persistent complainant Mr Oon of 68 Wilkie Road insisting that the wooden shoe rack placed by neighbour in front of her own door constitutes a fire hazard

**Case of  
neighbourly  
dispute**



# WHY CED DETERMINED SHOE RACK IS A FIRE HAZARD?

- ⌚ Insignificant fire risk
- ⌚ Passageway (obstructed by shoe rack) serves not only the unit owner but also visitors to the unit
- ⌚ For practical reasons, SCDF allows shoe racks in residential common areas as long as no obstruction to common escape routes
- ⌚ Not reasonable to be placing shoe rack perpendicular to wall. Shoe rack should be placed horizontally against the wall instead

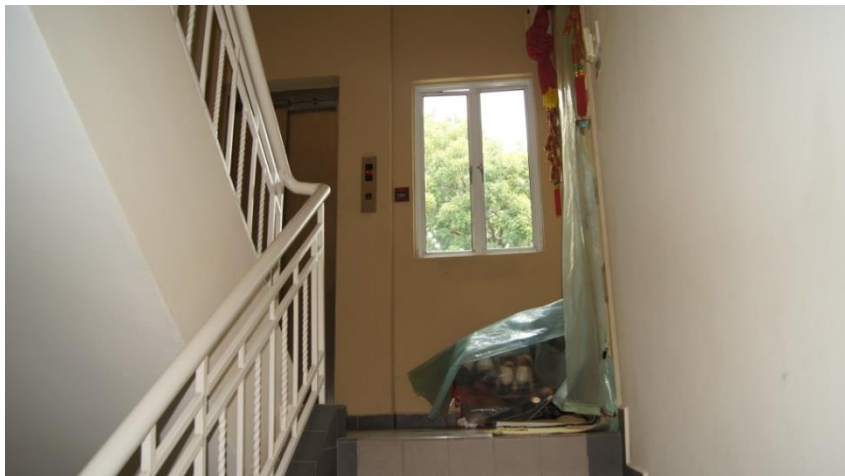


# EXAMPLES OF 'NOT SO' CLEAR CUT CASES

- ⦿ Offender reasoned that he has minimized the placement of shoe rack, such that it will not pose any obstructions.
- ⦿ Before:



- ⦿ After:



Design of the premises is such that the staircase landing also serves as the lift lobby and entrance to the unit. As such, SCDF cannot allow the placement of the shoe rack or potted Plants throughout the estate.



# EXAMPLES OF INTERESTING CASES

- ❶ Lugs for Dry Riser outlets missing for the entire block. Believed to be a case of theft.
- ❷ A Lug is a protrusion of the Dry Riser outlet that locks the fire fighting hose in place. It is made of brass.
- ❸ Brass (scrap metal) can fetch high prices.



# Recommended Fire Safety Checklist

<i>Subject</i>	<i>What to look for?</i>	<i>In Order</i>	<i>Not In Order</i>	<i>Remarks</i>
<b>EXIT /FIRE DOORS</b>	Is the fire rated exit door fitted with a door closer?			
	Is the fire rated exit door in closed position?			
	Are emergency exits clear of obstruction?			
	Is the fire rated exit door locked?			
<b>STAIR CASES</b>	Are the staircases and landings clear of any obstruction and combustible material?			
<b>CORRIDORS/ PASSAGEWAYS</b>	Is the clearance for common corridor at least <b>1.2 m</b> wide?			
	Any storage of combustibles along the common corridors?			
	Are the corridors and the passageways clear of any obstruction?			
<b>FIRE EXTINGUISHERS</b>	Are the fire extinguishers placed appropriately?			
	Are the fire extinguishers obstructed?			
	Are the fire extinguishers serviced annually?			

<i>Subject</i>	<i>What to look for?</i>	<i>In Order</i>	<i>Not In Order</i>	<i>Remarks</i>
<b>HOSEREELS</b>	Are the hosereels working?			
	Is the nozzle and hose in working order?			
	Are there any obstruction?			
	Is the control valve working?			
<b>EXIT SIGNS</b>	Are exit signs visible?			
	Are exit signs illuminated?			
	Are exit directional signs adequate?			
	Are the emergency lights working?			
<b>MANUAL CALL POINTS</b>	Are there any obstruction?			
	Is the alarm maintained?			

<i>Subject</i>	<i>What to look for?</i>	<i>In Order</i>	<i>Not In Order</i>	<i>Remarks</i>
<b>HEAT/SMOKE DETECTOR</b>	Are there any obstruction?			
	Is there a clearance space of <b>500 mm</b> below the detector/sprinkler?			
<b>SPRINKLERS</b>	Is the sprinkler head obstructed?			
<b>HYDRANT</b>	Is the hydrant obstructed?			
	Is the pit cover obstructed?			
<b>FIRE HAZARDS</b>	Are there flammable and combustible substances?			
	Is the fire engine accessway/accessroad obstructed?			
<b>OTHERS</b>	Are there any unauthorised structures/change of use when referenced against approved building plans?			
	Any other remarks:			

**THANK YOU**