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See **Distribution**

Dear Sir / Madam

AS-BUILT PILING RECORDS - STREAMLINE SUBMISSION PROCESS

Objective

This circular is to inform the industry on the implementation of a streamlined submission process for as-built piling records. This streamlined process aims to enable the industry to comply with the Building Control Regulation 23(1)(c). This circular shall supersede the BCA circular of 17 Oct 2000, Guidelines on submission of as-built plans.

Background

2 The Building Control Regulation 23(1)(c) requires the supervising qualified person to submit the as-built piling records within 28 days of completion of the piling works.

We noticed that many as-built piling records cannot meet the stipulated timeframe. Dialogue sessions with ACES & IES and a survey conducted among Qualified Persons revealed that the main reason for the non-compliance is due to the waiting time required to obtain pile eccentricity records.

Streamlined Process

3. In view of the issue encountered, a streamlined process for the submission of the as-built piling records will be implemented with immediate effect. Pile eccentricity need not be included in the as-built piling record. However, as-built pile length and load test reports must be submitted. For projects involving several blocks of structures or linear projects such as drains and viaducts, it is advised that QP to plan ahead the piling schedule with their piling contractors to divide the piling work into a number of sub piling zones. The as-built piling record plan can be submitted separately for each sub piling zone upon completion of the piling works.

4. We would like to remind Qualified Persons that under Section 9(4)(e) of the Building Control Act, QPs must submit the documents required under Regulation 23(1)(c). Failure to do so is an offence as set out in Section 9 of the Building Control Act, as shown below.

9 (10) If —

(b) any qualified person appointed under section 8 or 11 contravenes subsection (4)(c), (d) or (e) or (7),

the qualified person shall be guilty of an offence and shall be liable on conviction —

(i) to a fine not exceeding \$20,000 or to imprisonment for a term not exceeding 12 months or to both; and

(ii) in respect of a continuing contravention, to an additional fine not exceeding \$1,000 for each day or part thereof the qualified person contravenes subsection (1)(b) or (4)(c), (d) or (e), as the case may be,

Piles to be designed for construction tolerances

5. Under Eurocode BS EN 1536 (Execution of special geotechnical works - Bored piles), piles shall be designed to take into account construction tolerances for both positional and verticality tolerances. For piles with eccentricities exceeding the design geometrical tolerances of between 100mm to 150mm depending on the pile diameter, the Qualified Person is to assess if the pile capacity is exceeded, if yes, amendment plans are to be submitted for approval.

6. Project parties are to comply with the requirements under Section 5A(1) of the Building Control Act and Regulation 18. Failure to do so is an offence as set out in Section 20 of the Building Control Act, as shown below.

20 (1) Any person who commences or carries out, or permits or authorises the commencement or carrying out of –

- (a) any building works (including geotechnical building works) the plans of which have not been approved by the Commissioner of Building Control under section 5 or 5A; or*
- (b) any building works (including geotechnical building works) for which there is no permit under section 6 in force,*

shall be guilty of an offence and shall be liable on conviction –

- (i) to a fine not exceeding \$200,000 or to imprisonment for a term not exceeding 2 years or to both; and*
- (ii) in respect of a continuing contravention, to an additional fine not exceeding \$1,000 for each day or part thereof the contravention continues,*

and if the contravention continues after the conviction, the person shall be guilty of a further offence and shall be liable on conviction of this further offence to a further fine not exceeding \$2,000 for every day or part thereof during which the contravention continues after conviction.

7 We would appreciate it if you could disseminate the contents of this letter to your members.

8 For clarification, please submit your enquiry through BCA's Online Feedback Form at <https://www.bca.gov.sg/feedbackform/> or call us at 1800 342 5222.



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