

SELF-DECLARATION FORM 01 FOR PLAN CONSENT

This form may take you about 15 minutes to fill in.

You will need the following to fill the form:

- Letter of Offer / Agreement for New Allocation / Lease Renewal
- Plan Submission Fact Sheet

We will notify you on the outcome of your application approximately within 10 working days from your submission provided that full details and information are provided.

This form is required for the following developments:

1. JTC Corporation - flatted factory, multi-tenanted building, eating house and amenity centre
2. JTC Corporation - ramp up flatted factory (15 Woodlands Loop & 22 Woodlands Link)

Please refer to Annex C for important notes regarding the submission of proposals and submit the completed application form together with proposal plans and a covering letter.

If you require any assistance, please contact:

JTC Corporation
Land Planning Division
The JTC Summit
8 Jurong Town Hall Road
Singapore 609434

Foo See Keong (Mr)
DID: 68833073
Email: seekeong.foo@jtc.gov.sg
Ng Teo Chun (M/s)
DID: 68833133
Email: teochun.ng@jtc.gov.sg

Note:

Please note that JTC collects personal information in the course of processing your application. We may share necessary data with other Government agencies (or non-Government entities which have been authorised to carry out specific Government services) to process any application you have made or to render you a service, so as to serve you in a most efficient and effective way, unless such sharing is prohibited by legislation.

PARTICULARS OF LESSEE/TENANT					
Name of Company / Business (as in Accounting and Corporate Regulatory Authority)					
Registered Address 71 AYER RAJAH CRESCENT, #03-07, SINGAPORE (139951)					
Company / Business Registration Number: 201607084E					
Telephone		Handphone		Facsimile	
Email: leongwoon@ifsc.sg					
Project Title : Minor A&A works @ 71 Ayer Rajah					
Allocation No:01941206G			Lot No: 2649PT Mukim No:3		
Block & Unit No: 71 #03-06/07/08/09			Road Name: <u>Ayer Rajah Crescent</u>		

3

SELF-DECLARATION FORM 01 – PLAN CONSENT

- ☒ **JTC CORPORATION - FLATTED FACTORY, MULTI-TENANTED BUILDING, EATING HOUSE AND AMENITY CENTRE.**
- ☐ **JTC CORPORATION – RAMP UP FLATTED FACTORY (15 WOODLANDS LOOP & 22 WOODLANDS LINK)**

(A) TYPE OF SUBMISSION :

☐
☒

BUILDING PLANS (for A & A Works)

AMENDMENT PLANS

(B) WORKS AFFECTING EXTERNAL PART OF PREMISES AND BUILDING FACADE

- 1 All trunking, piping and air conditioning installation shall be 2.3 metres above the floor level. (However, if the factory premises are at 22 Woodlands Link, then the installations should be at the same level as the existing cable tray)
- 2 Grilles shall NOT be installed on the outside of the windows and doors.
- 3 Is there any exhaust ducting/outlet installed outside the window?

☐ Yes (Elevations and sections drawings are to be submitted)

☒ No

4 Is there any roller shutter installed externally?

☐ Yes (Location/s to be shown on drawings)

☒ No

5 Concrete ramp shall NOT be constructed to the front of the roller shutter door.

(Applicable to 15 Woodlands Loop and 22 Woodlands Link)

6 The Lessee/Tenant/QP shall ensure that the warranties of the building (such as roof, cladding, damp proof course, water proofing membrane etc) shall not be affected by the alteration and addition works.

(C) WORKS WITHIN THE PREMISES

7 No concealment of pipes in floor slabs, ceiling slabs and walls shall be allowed.

8 No removal of concrete topping shall be done to the existing floor.

9 Waste water from sinks/basins shall be discharged into floor waste/traps internally. Condensate water from air conditioning units shall discharged into condenser pipes (where applicable)

10 An adequate exhaust system shall be installed for the cooking equipment. Exhaust ducting shall be connected to individual/existing flue duct within the premises. Extraction fan for this purpose shall be provided at the roof outlet.

(Applicable to 15 Woodlands Loop)

11 Food waste storage enclosure shall not be removed or used for any other purpose.

(Applicable to 15 Woodlands Loop)

12 Mezzanine floor shall not be added. Perforated metal catwalk or platform cannot be more than 1 metre in width.

(Applicable to 15 Woodlands Loop and & 22 Woodlands Link)

13 There shall not be any work done to the existing mechanical ventilation system.

(Applicable to 15 Woodlands Loop and 22 Woodlands Link)

14 For cold room installation (if any), insulation against condensation shall be provided. All cold room / freezer compartment installation shall maintain an air gap of 150mm away from the floor slab and adjoining wall. The Lessee/Tenant/QP shall ensure that the walls, floor, ceiling of food preparation rooms are insulated against condensation affecting the adjacent premises. **(Applicable to 15 Woodlands Loop)**

- 15 Air condensing unit shall be installed ONLY on air con ledge provided by JTC Corporation.
(Applicable to 15 Woodlands Loop, 20 & 22 Woodlands Link)
- 16 All opening and hacking of JTC partition wall shall require the endorsement of a QP. No coring of floor or ceiling shall be allowed.
- 17 The Lessee/Tenant/QP shall ensure that no works or amendment to approved works are constructed on the premises without the prior written consent of JTC Corporation.
- 18 Is there a wash area/room within the premises?
- ☐ Yes [Waterproofing to the floor and tiling to external/dividing walls of the wash area / rooms must be carried out]
- ☒ No
- 19 Are there any water and drain pipes installed?
- ☐ Yes [An account shall be opened with Water Dept., PUB, for installation of water sub-meter and running of water supply to the premises]
- ☒ No
- 20 Boiler room installation (if any) shall comply fully with the NEA Code of Practice on Pollution Control.
- 21 Is there any removal of dividing wall shared with the adjacent unit?
- ☒ Yes [Floor plans indicating the openings shall be submitted]
- ☐ No

(D) ALTERATION/DEMOLITION WORKS

- 22 Are the existing windows, doors and walls altered/removed?
- ☒ Yes
- ☐ No
- 23 Are you removing any parts of the load-bearing walls, reinforced concrete structures parapet wall or curtain wall ?
- ☐ Yes [PE/QP certification that the works shall not affect the structural integrity of the existing building is to be submitted]
- ☒ No

(E) MACHINERY INSTALLATION WORKS

- 24 Is there machinery installation in the premises?
- ☐ Yes
- ☒ No **[Please ignore 25 to 28 below]**
- 25 Please complete **Annex A** for the details about the machinery installation.
- 26 Are you installing any machines which will cause vibrations and excessive noise?
- ☐ Yes [Preventive measures shall be taken to ensure that the noise and vibrations generated by the machines are reduced considerably and shall not affect the operation and environment of neighbouring premises]
- ☒ No
- 27 PE shall provide endorsement that the building is able to take all additional loadings or resulting forces due to the machinery installations (if applicable).
- 28 Are you installing machinery which causes electromagnetic interference (EMI) (e.g. high frequency plastic welding machine, electronic packaging machine)?
- ☐ Yes [Preventive measures shall be required to ensure that the EMI is isolated within your premises and shall not affect the operation of equipment in the neighbouring premises]
- ☐ No

(F) AIR-CONDITIONING INSTALLATION WORKS

- 29 Are there new installation of new air conditioning works or alteration to existing works?
- ☐ Yes
- ☒ No **[Please ignore 30 to 37 below]**
- 30 Please complete **Annex B** for the details on air-conditioning works.
- 31 All air-conditioning refrigerant pipes in the corridor shall be fully insulated.
- 32 All external pipeworks shall be painted to blend in with the existing wall colour.
- 33 Pipes installed at the roof top shall have a minimum clearance of 300mm from the finished roof level.
- 34 Fixing details of condensing unit shall be indicated on the plans submitted.
- 35 Refrigerant pipes from condensing unit to fan coil units and drainpipes to the existing floor trap located within the Lessee/Tenant's premises shall be indicated on the plans submitted.

- 36 No installation shall be allowed on the rear and side corridor ceilings of blocks 47, 51, 55 Ayer Rajah Crescent.
- 37 The Lessee/Tenant/QP shall ensure that all 24 hours air-conditioning with low temperature (which is lower than 23 degrees celsius) are provided with adequate insulation to the floor, ceiling and walls against condensation affecting the adjacent premises. The Lessee/Tenant/QP shall not assume that the adjacent premises are air-conditioned. In the event of future condensation to the adjacent premises, the Lessee/Tenant/QP shall make good any condensation damage and take adequate measures to prevent condensation from recurring. This shall include the floor above and below the premises.

For the factory units at 15 Woodlands Loop, processing rooms must be fully insulated if the temperature has to be set lower than 23 degrees celsius to comply with the relevant governmental and statutory authorities' rules and regulations for food industry.

(G) SPRINKLER INSTALLATION WORKS & FIRE ALARM INSTALLATION WORKS

- 38 Is the existing sprinkler installation and/or fire alarm installation works affected by the new works?

- ☐ Yes (Sprinkler and /or fire protection plans shall be submitted separately for approval to the relevant governmental and statutory authorities at building plan submission stage)
- ☒ No

(H) PARTITIONING WORKS

- 39 Does the works involve partitioning works?

- ☒ Yes
- ☐ No **[Please ignore 40 to 43 below]**

- 40 Type of material used for partitioning works indicated on the plans submitted are:

Gypsum board

[Please state the proposed materials]

- 41 'EXIT' and 'EXIT directional signs' shall be shown on the plans submitted.
- 42 Fire extinguishers shall be provided and shown on the plans submitted.
[Type, weight, ratings shall be indicated]
(E.g.: 2.5kg ABC Dry Chemical Fire Extinguisher 8A/21 rating)
- 43 The Lessee/Tenant shall undertake to reinstate the premises at its own costs upon termination or expiry of the lease/tenancy as required by JTC Corporation.
[Only applicable to the Lessee/Tenant]

(I) ENVIRONMENT, HEALTH & SAFETY (“EHS”) MANAGEMENT

44 Compliance with EHS

The Lessee/Tenant shall ensure that all contractors ensure strict compliance with the Workplace Safety & Health Act 2006, Workplace Safety & Health (Construction) Regulations 2007, other relevant subsidiary legislation and Codes of Practices pertaining to environment, health and safety at all time.

According to the Workplace Safety & Health (Risk Management) Regulation 2006, before any work is carried out within the premises, the Risk Assessment report must be submitted to JTC Corporation.

45 Dumping of Material/Debris

No building material or debris shall be dumped within the common area boundary.

46 Storage of hazardous substances/combustible materials

No storage of hazardous substances, eg. flammables/toxic materials or combustible material/waste shall be allowed in the building.

47 Noise control measures

Sufficient control measures shall be taken to ensure that any noise pollution arising from the construction/installation work is kept to a minimum and shall comply with Environmental Pollution Control (Control of Noise at Construction Sites) Regulations (1999) and Environmental Pollution Control (Boundary Noise Limit for Factory Premises) Regulations (1999).

48 Workplace Safety and Health Act

Lessee/Tenant and their contractors shall comply with the Workplace Safety Health (Risk Management) Regulations for all work activities they carry out within the premises. The Lessee/Tenant shall be responsible for all work activities within their premises. For work activities in the common areas, the Lessee/Tenant shall apply for a permit to work from JTC Corporation and ensure that the contractor prepares and submits the safe work procedures and risk assessment reports to the JTC Corporation before commencement of works. The risk assessment report shall bear the signature of a Qualified Person.

DECLARATION, UNDERTAKING AND AGREEMENT :

In consideration of JTC Corporation granting consent to the plans submitted, the Lessee/Tenant and the Qualified Person (if applicable) hereby jointly and severally:-

- (a) declare that all the information and particulars provided in this Form are true, correct and complete, and I have not withheld any information or particulars required in the Form;
- (b) undertake to:
 - (i) notify JTC Corporation immediately in writing of any changes in the information and particulars furnished in this Form; and
 - (ii) fully indemnify and keep JTC Corporation indemnified from and against all proceedings, costs and expenses, claims, losses, damages, penalties and liabilities which arise out of or in relation to or by reason of any falsehood, inaccuracy or otherwise of any information provided in this Form;
- (c) acknowledge and agree that:
 - (i) the granting of consent by JTC Corporation on the plans submitted shall not in any way prejudice, nor be deemed to be or construed as a waiver of any of JTC Corporation 's rights or remedies whatsoever;
 - (ii) JTC Corporation is under no obligation to verify the truth or accuracy of the information and particulars provided in this Form, by checking its records or otherwise and is entitled to grant consent on the plans submitted plan based on the information provided without further query; and
 - (iii) If any of the above statements have been falsely declared, then any consent granted by JTC Corporation on the plans submitted shall be null and void.

THE LESSEE / TENANT

Signature  _____

Date 9 June 2021

Signed By :

Name : _Aloysius Chong

Designation _Director

Name of Company : IFSC Pte Ltd

THE QUALIFIED PERSON (if applicable)

Signature _____

Date _____

Signed By :

Name of Qualified Person : _____

Registration No : _____
(Registered Architect /Professional
Engineer)

Name of Company : _____

DETAILS OF MACHINERY INSTALLATIONS

Please indicate NA if there are no such installation)

S/n	Item/Description	Dimensions (L x B x H) (mm or m)	Weight (kg)
	N.A		

DETAILS OF AIR- CONDITIONING INSTALLATION WORKS

Dimensions, cooling capacity and weight of air-conditioning units are indicated below:
(Please indicated NA if there are no such installation)

S/n	Item	Dimension (L x B x H) (mm or m)	Cooling Capacity(BTU/ Hr or KW)	Weight (kg)
	N.A			

Important Notes (To be detached from self declaration form)

Lessee/Tenant/Qualified Person to note :

1. Submit 1 set of proposal plans and 1 set of area calculation plans (if applicable).
(Minimum A3 size for manual submission)
2. Colour the proposal in accordance to URA's guideline. Provide legend where necessary.
3. The Lessee/Tenant and the QP (if applicable) to sign on the proposal plans.
4. Attach a cover letter with the proposal.
5. Ensure that all the requirements imposed by URA and the other relevant governmental and statutory authorities are met.
6. Forward a set of URA's approved (photocopies) plans and Written Permission (WP) for JTC Corporation record upon receipt of approval from URA.
7. The Lessee/Tenant /QP must stamp and sign on all pasted portions (for manual submission).