

**APPLICATION FOR PUB DRAINAGE CLEARANCE OF
TEMPORARY OCCUPATION PERMIT (TOP)**

This form may take you 15 minutes to fill in. You will need the following information to fill in the form:-

- Particulars of Project
- Particulars of Qualified Person
- Supporting completion and inspection certificates.

Date:

To:

Instructions

1. This form is to be digitally signed by the Qualified Person responsible for the project(s).
2. All fields in this form are mandatory and QP is to fill up / tick / insert a "N.A" reply.
3. This form is to be accompanied by the relevant attachments including the DC and all DP clearance certificates.

Particulars of Project

Project Reference Number	<input type="text"/>
Project Title	<input type="text"/>
Location Description [Include Lot/Plot, MK/TS, House No, Building Address and Road information]	<input type="text"/>
Drainage Catchment No.	<input type="text" value="Please Select"/> <small>Please refer to catchment maps here</small>
Plan Type	<input type="text" value="Please Select"/> <input type="text" value="001"/>
<input type="button" value="Add"/> <input type="button" value="Delete"/>	

Particulars of Application

Date of PUB DC Clearance	<input type="text" value="20/09/2019"/>
Application for Temporary Occupation Permit	<p>Simplified Submission <input type="checkbox"/></p> <p>1. A&A works to an existing building involving only the construction of additional floors without reconstructing the first storey and where there are no linkages to special underground facilities.</p> <p>2. External structures that are:</p> <ul style="list-style-type: none"> - not affecting public drain (i.e. at least 300mm away from drain wall) or; - not within DR or; - not affected by common drain <p>Works Affecting Minor Drainage <input type="checkbox"/></p> <ul style="list-style-type: none"> - Internal drains <input type="checkbox"/> <p>Works Affecting Other Drainage <input type="checkbox"/></p> <ul style="list-style-type: none"> - Structural detention and retention features a) Gravity discharge <input type="checkbox"/> b) Pumped discharge <input type="checkbox"/> - ABC Waters design features <input type="checkbox"/> - Flood protection measures (e.g. flood barriers/flood gates) <input type="checkbox"/> - Pumped drainage system for development with <ul style="list-style-type: none"> a) Linkages to underground special facilities <input type="checkbox"/> b) No linkages to underground special facilities <input type="checkbox"/> - Common drain <input type="checkbox"/> - Roadside drains <input type="checkbox"/> - Entrance culverts <input type="checkbox"/> - Drainage reserve <input type="checkbox"/>

	NA	File Ref. No. / Case ID	Date of Clearance
Clearance Certificate for Detailed Plan on Drainage Works	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>

Particulars of Qualified Person	
Name	<input type="text" value="Please Select"/>
Role In Project	<input type="text"/>
Registration No	<input type="text"/>
Firm Name	<input type="text"/>
Firm Address	<input type="text"/>
Telephone No.	<input type="text"/>
Extension No	<input type="text"/>
Email Address	<input type="text"/>
Declaration by Qualified Person	
<p>PUB reserves the right to report any false declaration of information to the relevant Professional Bodies for action in accordance to the Act/ethics governing all the Qualified Professional.</p> <p>I confirm that:</p>	
I am the Qualified Person appointed under Section 6(3) or 9(2)(b) of the Building Control Act (Cap. 29) in respect for Drainage works (including platform, crest and flood protection levels); and my qualification is appropriate to the nature of these works;	<input type="checkbox"/>
The particulars of Project, Application and Submission Checklists given in this form are correct;	<input type="checkbox"/>
The works have been carried out and completed.	<input type="checkbox"/>
The crest levels, platform levels, flood protection levels are in compliance with COP on Surface Water Drainage and constructed according to approved plans.	<input type="checkbox"/>
The maximum stormwater discharge from the development is in compliance with the maximum allowable peak runoff stipulated in the COP and constructed according to approved plans.	<input type="checkbox"/>
I have liaised with the Developer/ Owner to ensure that a Maintenance/Managing Agent has been established to undertake the SOP of the maintenance, operation and monitoring of the detention tank system.	<input type="checkbox"/>
If there are deviations from any of the above, please indicate in detail, attachments and PUB approval if applicable	<input type="checkbox"/>
<input type="text"/>	
Attachments	
	Dated
As built survey plans indicating crest levels, platform levels, flood protection levels based on approved flood protection measures	<input type="checkbox"/> <input type="text"/>
As-built drawings and calculations (if there are approved deviations) for drains, pumped drainage system (basement/detention tank), structural detention and retention features and/or ABC Waters design features.	<input type="checkbox"/> <input type="text"/>
Standard Operating Procedure for pumped drainage system (basement/detention tank)/detention drain system	<input type="checkbox"/> <input type="text"/>
PE endorsed inspection and testing & commissioning certificates of the detention tank and pumps and written declaration that the maximum stormwater discharge from the development is in compliance with the maximum allowable peak runoff stipulated in the COP and constructed according to approved plans.	<input type="checkbox"/> <input type="text"/>
Letter of Undertaking from the Developer/Owner/MCST/MA/Town Council of premises with detention tank systems to submit the Certificate of Inspection on the pumped drainage system (for basement/detention tank) endorsed by the PE(Mech/Elect).	<input type="checkbox"/> <input type="text"/>
PE written confirmation that he has liaised with the Developer/Owner to ensure that a Maintenance/Managing Agent has been established to undertake the SOP of the maintenance, operation and monitoring of the detention tank system and/or ABC Waters design features.	<input type="checkbox"/> <input type="text"/>
PE Written confirmation that he has informed the Developer/Owner/MCST/MA/Town Council to conduct and maintain proper records of regular tests and inspection of the detention tank system, including regular preventive maintenance of the system which includes but not limited to pumps, valves and cleansing of tank and to submit documents when requested by PUB.	<input type="checkbox"/> <input type="text"/>
Standard Operating Procedure for flood barrier	<input type="checkbox"/> <input type="text"/>
Declaration form for Inspection of ABC Waters Design Features (only applicable for design features used to meet COP Clause 7.1.5 on maximum allowable peak runoff)	<input type="checkbox"/> <input type="text"/>
Developer/Owner declaration on the following - I shall retain the following documents and declare as required annually upon obtaining the TOP and submit as and when required by PUB:- - Certificate of inspection on flood barriers on site, including leak test certificate. - Amendments to SOP for flood barrier. - Certificate of inspection on pumped drainage system (basement/detention tank). - Certificate of inspection on ABC Waters design features. Click here to download Declaration form for ABC Waters design features	<input type="checkbox"/> <input type="text"/>