

# **FIRE SAFETY DESIGN EXCELLENCE AWARDS 2011**

The **FIRE SAFETY DESIGN EXCELLENCE AWARDS 2011** accord recognition to the individuals, organizations and the project teams for ingenious design processes and solutions in overcoming project challenges to achieve high standard in fire safety design of building projects in Singapore.

**The Awards** aim to:-

- a) Inculcate a strong fire safety culture among building professionals in developing our built environment;
- b) give recognition to professionals, developers, building owners and project teams for fire safety engineering achievements;
- c) provide an avenue through which competition for design excellence can be enhanced.

## **CATEGORY OF AWARDS**

The Awards will be given out for the following categories:

- **Buildings with total construction costs less than S\$100 million;**
- **Buildings with total construction costs S\$100 million or more.**

## **ELIGIBILITY**

The Awards is open to professionals, developers, building owners and project teams in creating an excellent fire safe building environment for the occupants and the fire fighters. The nominated projects must meet the following eligibility criteria:

- Building projects must have been completed and have obtained **TOP or CSC between 1<sup>st</sup> January 2006 and 31<sup>st</sup> December 2010,**
- Each eligible building project can only be nominated by one (1) Applicant.
- Projects that had been submitted for this nomination will not be eligible for subsequent nomination.

## ASSESSMENT CRITERIA

The assessment criteria for nomination under all categories are shown in the table below.

Nomination will be judged by an Assessment Committee which comprises representatives from both public and private sectors and regulatory authorities of the building industry.

<b>A</b>	<b>Fire Safety Design</b>	<b>80%</b>
	<p>1) <u>Design processes and solutions that emphasize fire safety</u>            Ingenious design processes and solutions to meet challenges posed by the unique nature of the project:</p> <ul style="list-style-type: none"> <li>i) Design solutions and choice of special features, advanced fire safety systems, including robust design concept, or materials to address the challenges and risks;</li> <li>ii) Synergistic collaboration / integration of design between fire safety engineer, architect, professional engineers, other design professionals and builder resulting in a better solution;</li> <li>iii) Judicious use of peer review, specialists input and verification tests;</li> <li>iv) Comprehensive fire safety design analysis and checks.</li> </ul>	<p>20%</p> <p>10%</p> <p>5%</p> <p>5%</p>
	<p>2) <u>Special design for safe inspection, maintenance, fire fighting and rescue operations</u></p> <ul style="list-style-type: none"> <li>i) Provisions for safe inspection / maintenance of fire safety elements after completion;</li> <li>ii) Provisions specially designed to enhance occupants' fire safety and fire fighters' fire fighting and rescue operations.</li> </ul>	<p>10%</p> <p>10%</p>
	<p>3) <u>Innovation and Enhancement</u></p> <ul style="list-style-type: none"> <li>i) Provision of other new or innovative fire safety design for the flexibility to allow for future expansions or modifications;</li> </ul>	<p>20%</p>

<b>B</b>	<b>Documentation</b>	<b>20%</b>
	1) <u>Quality documentation</u>  i) High standard and comprehensive documentation of Testing and Commissioning Records, As-built Fire Safety Systems Drawings, Operation and Maintenance Manuals.	10%
	2) <u>Easy reference of documents for fire fighting operations</u>  i) Special provision for easy reference of fire safety design documents to enhance fire fighting operations.	10%

## **PRESENTATION TO ASSESSMENT COMMITTEE**

Only shortlisted nominees will be required to put up a presentation to the Assessment Committee on their nominated projects. The presentation will likely be held in **2<sup>nd</sup> week of July 2011** and it can be in Microsoft PowerPoint, multi-media and / or video presentation highlighting the distinctive features of the project and addressing the evaluation criteria. The presentation shall not be more than 15 minutes and will be followed by a question and answer session.

## **ANNOUNCEMENT OF AWARDS**

The Awards will only be conferred to Applicants of building projects that have achieved the highest standards of fire safety design excellence. Merit award may be presented to Applicants of building projects which have achieved a high degree of commendation but not sufficient to win the Fire Safety Design Excellence Award.

Winners of the Fire Safety Design Excellence Award will receive a specially-designed plaque and a Certificate of Citation. In addition, the project members who had contributed to ensuring excellence in fire safety design of the award winning project will be presented with a Certificate each. The winning projects will receive the Award from the Guest-of-Honour at the Fire Safety Asia Conference 2011 Awards Night. NFEC will notify all nominees of the results which will also be released to the press.

## **TERMS AND CONDITIONS**

Nominees shall agree to abide by the following terms and conditions governing the Awards:

1. Award recipients may be invited to present the winning projects at the Fire Safety Asia Conference 2011, to exhibit the winning projects and to host visits of winning projects.
2. Nominees shall fully indemnify the NFEC and hold it harmless, against all claim, liability, responsibilities or damages which may result from the NFEC use of the materials submitted by entrants in connection with their entries.
3. The Assessment Committee reserves the right to defer the judgement on any shortlisted project if at any time during the assessment process, any development or incident arose concerning any party linked to the project, which is likely to result in adverse publicity to the Awards, the NFEC and/or the building industry. The duration of any such deferment shall be at the sole discretion of the Assessment Committee.
4. The NFEC reserves the right to withdraw or withhold any award, if in the opinion of the NFEC, the conferment of such award might result in any adverse publicity to the Awards, the NFEC and/or the building industry, because of any development or incident concerning any party linked to the recommended award winning project. The duration and extent of any such withdrawal or withholding shall be at the sole discretion of NFEC.

## **INTELLECTUAL PROPERTY RIGHTS**

1. National Fire and Civil Emergency Preparedness Council (NFEC) shall have the rights to make editorial changes, publish, display, reproduce or otherwise publicize or communicate all entries submitted in any form during the assessment, exhibition and for promotional, educational or record purposes. Such rights shall be exercisable by NFEC without any payment, charge or fee whatsoever to any person.
2. All materials submitted in connection with the entries including the winning entries shall become the property of NFEC, and NFEC reserves the right to retain for display and or dispose of any entries after the award winners have been announced. No entries will be returned to participants.

## REQUIREMENTS OF ENTRY

### SUBMISSION DEADLINE

1. Nominations must be made on the Entry Form which should be submitted by 1700Hrs, 10 June 2011 to:

Fire Safety Design Excellence Award 2011  
National Fire and Civil Emergency Preparedness Council  
Central Fire Station  
62 Hill Street  
Singapore 179367

2. No new or additional information will be accepted by NFEC or considered by the Assessment Committee after the deadline.
3. Any non-compliant submission will not be accepted.
4. Any queries on the awards submission should be emailed to [awards@fisac.com.sg](mailto:awards@fisac.com.sg).

### PROJECT REPORT

**Fourteen** (14) copies of the Project Report must be submitted to the Secretary together with the Entry Form. The Project Report should include photographs and drawings where appropriate.

The Project Report shall be type-written in Time New Roman. Font 12 and single spaced in **A3 format**. As far as possible, all materials should be bound into the submission in **A3 format** and shall include the following sections:

#### **A. Title Page (Max. 1 page)**

- Project name
- Role and names of Applicant / Architect / FSE / PE / Peer Reviewer / other members of project team

## **B. Report proper (Max. 10 pages)**

The report proper shall include the following headings to address each of the assessment criteria:

- 1) Fact sheet** – (Annex A)
- 2) Synopsis** – a brief project description (200 words)
- 3) Design processes and solutions that emphasize fire safety** – Should describe the ingenious design processes and solutions to meet challenges posed by the unique nature of the project. Relevant extract of drawings, design, specifications shall be enclosed as appendix.
- 4) Special design for safe operation, maintenance, fire fighting and rescue operations** – Should describe the provisions for safe inspections / maintenance of fire safety elements after completion, and specially designed to enhance occupants' fire safety and fire fighters' fire fighting and rescue operations.
- 5) Innovation and Enhancement** – Should describe the provision of other new or innovative fire safety design for the flexibility to allow for future expansions or modifications, and efforts of refurbished building owners in overcoming the challenges of existing constraints.
- 6) Quality documentation** – Should describe the high standard and comprehensive documentation of fire safety systems.
- 7) Easy reference of documents for fire fighting operation** – Should describe the special provision for easy reference of fire safety design documents to enhance fire fighting operations.

## **C. Photographs, sketches and diagrams (Max. 5 pages)**

Photographs, sketches or diagrams may be used to illustrate and describe the achievement. Colour photographs may also be used.

## **D. Verification of documentation for the building project.**

### **ADDITIONAL MATERIALS REQUIRED FROM SHORLISTED NOMINEES**

The shortlisted nominees will be required to submit in Microsoft PowerPoint which can be used for the audio-visual presentation during Awards presentation and for other publicity activities. A soft copy of the presentation and photographs with clear sharp digital images at 300 dpi resolution stored in CD-R / DVD-R shall be submitted.

### **COMMITTEE'S DECISION**

The decision of the Assessment Committee shall be final and the Committee has absolute discretion to award or not to. The committee may also re-categorise any entry, which in their opinion, has been entered in the wrong category.

### **MEDIA RELEASE**

The synopsis, approved by the project team and included in the submission, may be used by the NFEC in preparing a media release and script for the Awards presentation should the submission is successful.

## FIRE SAFETY DESIGN EXCELLENCE AWARDS 2011

### ENTRY FORM (FACT SHEET)

Nominees are required to list down the salient points of the project making reference to the assessment criteria. The number of words per heading shall be limited to 100. Information is to be provided for all sections.

**General:** Describe the challenges and the ingenious design process and solutions posed by the unique nature of the project.

**A1: Design processes and solutions that emphasize safety.** Should describe the ingenious design processes and solutions to meet challenges posed by the unique nature of the project.

**A2: Special design for safe inspection, maintenance, fire fighting and rescue operation.** Should describe the provisions for safe inspection, maintenance of fire safety elements and provisions specially designed to enhance occupants' fire safety and fire fighters' fire fighting and rescue operations,

**A3: Innovation and Enhancement.** Should describe the provisions for other new or innovative fire safety design for the flexibility to allow for future expansions or modifications.

**B1: Quality documentation.** Should describe the high standard and comprehensive documentation of Testing and Commissioning Records, As-built Fire Safety Systems Drawings, Operation and Maintenance Manuals.

**B2 Easy reference of documents for fire fighting operations.** Should describe the special provision for easy reference of fire safety design documents to enhance fire fighting operations.

## FIRE SAFETY DESIGN EXCELLENCE AWARDS 2011

### ENTRY FORM (NOMINATION & DECLARATION OF APPLICANT)

I declare that I am authorized by the developer/building owner/company\* to submit entries for Fire Safety Design Excellence Awards 2011. I have read and accepted the eligibility, guidelines, instructions, terms and conditions. I hereby agree to abide by these criteria, guidelines, instructions, terms and conditions and certify that all information that I have submitted is correct and true. I understand NFEC reserves the right to defer judgement on the project if the project has pending court cases on fire safety related matters.

NOMINATION & DECLARATION MADE BY QUALIFIED PERSON FOR FIRE SAFETY WORKS / FIRE SAFETY ENGINEER / PROFESSIONAL ENGINEER / QP'S OR FSE'S OR PE'S FIRM / DEVELOPER / BUILDING OWNER\*

Name of Applicant : (QP for Fire Safety Works / FSE / PE/Developer/Building Owner*)	
Signature:	
E-mail address:	
Name, Address, Tel & Fax of Firm:	
Name & Designation of Firm's Principal/Chief Executive:	
Signature:	
E-mail address:	

\*delete accordingly

Fire Safety Plans Numbers:	
Project Title:	
Category of Nomination:	
TOP or CSC Date:	
Actual Construction Cost:	
Actual Construction Period:	
Gross Floor Area of Building:	
Project Photos	

## AGREEMENT OF DEVELOPER / BUILDING OWNER

I support the above nomination and declare that the project is currently not involved in any legal dispute pertaining to any compliant on fire safety issues in the project. I agree to abide by eligibility, guidelines, instructions, terms and conditions for nomination for awards. I understand the NFEC reserves the right to defer judgement on the project should any legal dispute arise during the assessment process.

Name, Address, Tel & Fax of Developer/Building Owner:	
Name & Designation of Principal/Chief Executive of Developer/Building Owner:	
Company Stamp & Signature:	
E-mail address:	

**INFORMATION ON PROJECT AND OTHER PROJECT MEMBERS**

Name of Project:	
Name of QP (Building Plans):	
Name, Address, Tel & Fax of Firm:	
E-mail address:	
Name of FSE: (where applicable)	
Name, Address, Tel & Fax of Firm:	
E-mail address:	
Name of PE: (where applicable)	
Name, Address, Tel & Fax of Firm:	
E-mail address:	

Name of Peer Reviewer: (where applicable):	
Name, Address, Tel & Fax of Firm:	
E-mail address:	
Name of Project Manager: (where applicable):	
Name, Address, Tel & Fax of Firm:	
E-mail address:	
Name of Builder: (where applicable):	
Name, Address, Tel & Fax of Firm:	
E-mail address:	