

FACTSHEET ON LIFELONG LICENSING SCHEME

From 1 April 2012, Approved Scaffold Contractors (ASCs), Approved Crane Contractors (ACCs) and Authorised Examiners (AEs) will benefit from a new lifelong licensing scheme. This is part of the Ministry of Manpower's (MOM) move to be more pro-business, while maintaining strong oversight on their workplace safety and health (WSH) capabilities.

Current Licensing Scheme

2 Currently, the ASCs, ACCs and AEs are required to renew their licenses every two years. They have to submit renewal documents, along with the payment of a licensing fee ranging from \$150 to \$250.

Lifelong Licensing Scheme

3 In the lifelong scheme, these are the key requirements:

- i) The current ASCs, ACCs and AEs will be automatically converted to the lifelong licensing scheme, upon the expiry of their current licences. They will no longer be required to send renewal applications and payment to MOM every two years. However, to ensure oversight on their WSH capabilities:

- a. ASCs and ACCs will be required to maintain a valid bizSAFE Level 3 or above certification that is renewable every three years⁵. This will include an audit by Approved Auditors for their Risk Assessment (RA) processes⁶.
 - b. Similar to current process, AEs will be required to maintain a valid Professional Engineer Practising Certificate issued by the Professional Engineers Board Singapore.
- ii) To ensure the competency of the workers to perform work safely, existing training requirements will remain in place for ASCs and ACCs. However, with the revision of the lifelong licensing scheme, the training requirements are made clearer and listed out in detailed with specific courses to be fulfilled.
- c. ASC – Work at Height (WAH) training for supervisors (who possess at least two years' experience), as well as training requirements for scaffold erectors and supervisors.
 - d. ACC - Approved Crane Erectors are required to attend training by manufacturers of the equipments used and/ or manufacturers for crane erection, alteration and dismantling. Approved Crane Erectors of Tower Crane ACCs are required to attend and pass the Approved Crane Erectors Course for Tower Crane for erection, alteration and dismantling.

5 ASCs, ACCs and AEs have been consulted on the requirements and will receive letter from MOM on the steps to take. To see the details of the lifelong licensing process, please refer to the following **Annex A (i)**. Stakeholders can also contact MOM at mom_oshd@mom.gov.sg for further queries.

⁵ For the conversion to lifelong scheme, ASCs and ACCs will have to do a one-time submission of documents on the iOSH system.

⁶ For example, the audit will look at the risk assessment and control measures taken by the ASCs and ACCs in work such as scaffolding or crane erection, alteration and dismantling works.

ANNEX A (i): DETAILS OF THE LIFELONG LICENSING PROCESS

Requirements	ASC	ACC	AE
1) Organisational Requirements	bizSAFE Level 3 or above certification – RA of scaffold erection and dismantling to be audited.	<p>a) bizSAFE Level 3 or above certification⁷</p> <p>b) Company's programme for training/instructions for their crane erectors</p> <p>c) Letter of Declaration that the company have the manufacturer's manual.</p> <p><u>Additional requirement if ACC offers repair services</u>⁸:</p> <p>d) Letter of authorisation from crane manufacturers that the company is competent to repair cranes; or</p> <p>e) For organisations that are unable to produce the authorisation letter, they could submit other documentary evidence and the work methodology to establish that they are competent to perform the repair work.</p>	Not Applicable
2) Personnel Competency	WAH training for supervisors – new	a) Approved Crane Erectors to have attended brand specific training by manufacturer or approved by	<p>a) Copy of NRIC/Work Pass</p> <p>b) Copy of Professional Engineer</p>

⁷ All ACCs must attain at least bizSAFE Level 3 certification.

⁸ Only ACCs who meet the additional requirements are allowed to repair mobile and/ or tower cranes.

Requirements	ASC	ACC	AE
Requirements	<p>additional requirement to enhance WAH competency</p> <p>Company testimony for minimum 2 scaffold supervisor with at least 2years experience and corresponding training certificate.</p> <p>Training certificate for minimum 5 scaffold erectors.</p> <p>Employment letter/ Work permit for foreign workers.</p>	<p>manufacturer for installation, alteration and dismantling of cranes⁹</p> <p>b) Approved Crane Erectors to have attended and passed a course on Approved Crane Erectors Course on tower cranes erection, alteration and dismantling¹⁰</p> <p>c) Supporting documents for at least two crane erectors Medical Report Form (For applicant 60 years old and above or if so required by the Commissioner for Workplace Safety and Health)</p>	<p>Registration Certificate and <u>valid</u> Professional Engineer Practising Certificate issued by the Professional Engineers Board Singapore</p> <p>c) Copy of Mechanical Engineering Degree</p> <p>d) Technical write-up on relevant experience in Lifting Equipment and Employer testimonials</p> <p>e) Medical Report Form certified fit for the approved scope by a Singapore Registered Medical Practitioner at least once every two years. (For applicants 60 years old and above or if so required by the Commissioner for Workplace Safety and Health)</p>
3) Validity of	Linked to bizSAFE	Linked to bizSAFE certification validity of 3 years	Linked to validity of Professional

⁹ All Approved Crane Erectors must have attended the brand-specific training conducted or approved by their crane manufacturers.

¹⁰ All Approved Crane Erectors for tower cranes employed by the ACC will be required to attend and pass a generic course on tower crane erection, alteration and dismantling before they can be granted registration/renewal of their licenses by the Ministry.

Requirements	ASC	ACC	AE
License	certification validity (3yrs)		Engineer Practising Certificate which is valid for 1 year issued by the Professional Engineers Board Singapore