



\* Applications to be submitted by post.

<b>CERTIFIED GREEN MARK MANAGER / PROFESSIONAL CERTIFIED GREEN MARK FACILITIES MANAGER APPLICATION FORM</b>		<i>Affix a recent passport size colour photograph here</i>
<b>To:</b> The Director Technology Development Division Building and Construction Authority 5 Maxwell Road #17-00 Tower Block, MND Complex Singapore 069110	<b>Please tick:</b> <input type="checkbox"/> <b>Certified Green Mark Manager</b> <input type="checkbox"/> <b>Certified Green Mark Professional</b> <input type="checkbox"/> <b>Certified Green Mark Facilities Manager</b>	
<b>A</b>	<b>Personal Particulars</b>	
1	Full Name (in BLOCK letters): *Mr/Mrs/Miss/Mdm: _____ Chinese characters: _____ (Underline surname) (if applicable)	
2	Identification No: _____ Nationality: _____ Race: _____ *(NRIC/Malaysian IC/Passport)	
3	Date of Birth: ____ / ____ / ____ State & Country of Birth: _____ Sex: *M / F Day Month Year	
4	Telephone No: _____ (Home) _____ (Office) _____ (Mobile) Email: _____	
5	Address in Singapore: _____ _____	
<b>B</b>	<b>Educational/Professional Qualifications Attained and Industrial Training Completed (ie. Green Mark Manager Course, Green Mark Professional Course, Green Mark Facilities Manager Course, sustainable/energy-related short courses, conference, workshop &amp; seminars, Professional awards or papers presented and published related to sustainable/energy engineering/management and/ or conducted approved relevant courses.) – [Please complete APPENDIX 1]</b>	
<b>C</b>	<b>Details of Current and Past Green Mark Experiences [Please complete APPENDIX 2]</b>	
<b>D</b>	<b>Details of CV listing of company, working experience, work scope and experience in engineering or building industry</b>	
<b>E</b>	<b>Letter of endorsement/ testimonial from <u>Client's</u> Project Manager on details of your involvement/role in the Green Mark projects, including your contribution that led to the project attaining the Green mark Award</b>	
<b>F</b>	<b>Current Employment</b>	
1	Name of Current Employer : _____	
2	Office Address: _____	
3	Appointment/Designation: _____ Date Joined Company: _____ (MM/YYYY)	



<b>G</b>	<p><b>Declaration</b></p> <p>a) I hereby declare that all the particulars and information given in this form and the appendices attached are true and accurate.</p> <p>b) I meet ALL criteria listed for the application.</p> <p>c) I attach <b>my CV listing my working experience</b> in the engineering or a building related industry.</p> <p>d) I attach a list of Green Mark projects that I have actively undertaken and copies of <b>endorsement from the respective projects Client as proof of contribution.</b></p> <p>e) I understand that the application will be rejected if any information given is found to be untrue.</p> <p>f) I agree that BCA reserves the right to accept or reject the application for whatever reason.</p> <p>g) I give my consent for BCA to obtain and verify information from or with any source as BCA deem appropriate for the assessment of this application.</p> <p>h) For Certified GMP applicants, I understand that if my application is approved, the Certification is valid for 3 years and I would submit my renewal application at least 2 months prior to expiry of the Certificate.</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Signature of Applicant</p> <p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>
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**For official use**

<input type="checkbox"/> <b>New Application [ Certified GMM / GMP / GMFM ]</b>	
Pre-requisite entry requirements:	Degree: Diploma: Years of experience:
Green Mark certification course attended and passed:	
No. of Green Mark Projects completed:	
Any others qualifications/ experience:	
<input type="checkbox"/> <b>Renewal [ Certified GMP only ]</b>	
No. of Green Mark Gold <sup>PLUS</sup> Projects Completed:	
No. of hours of green-related training (please furnish certificate of attendance showing dates/no. of hours of courses and brief course content):	

Supported / Not supported

Approved / Not approved

\_\_\_\_\_

DD(GMD)

\_\_\_\_\_

DD(GMD) / D(TD)



### 1. Criteria for GMFM/GMM/GMP Registration

The criteria for registration of a Green Mark Manager (GMM), Green Mark Professional (GMP) and Green Mark Facilities Manager (GMFM) are shown below:

Criteria	GMM and GMFM	GMP
Entry requirements	Applicants should possess an engineering or a building related degree with at least 3 years of relevant experience or 5 years for diploma holders.	Applicants should possess an engineering or a building related degree with at least 5 years of relevant experience.
Attended and passed the course	Certification Course for Green mark Manager (4½ days) #  Certification Course for Green Mark Facilities Manager (6 days)	Certification Course for Green Mark Professional (about 25½ days) #
Complete Green Mark project(s) assessment at point of application*	<b>GMM:</b> ONE Green Mark Gold project for buildings <u>or</u> TWO Green Mark Gold project for non-buildings (e.g. office interior and parks)  <b>GMFM:</b> Provide evidence of involvement in sustainable practices related to Operation & Maintenance and/or GM(EB) projects for at least ONE project	ONE Green Mark Gold <sup>PLUS</sup> for buildings <u>or</u> TWO Green Mark Gold <sup>PLUS</sup> projects for non-buildings (e.g. office interior and parks)

# For more details on the courses, please refer to [www.bca.gov.sg/academy](http://www.bca.gov.sg/academy).

\*The Green Mark Projects Assessment should be completed within 2 years from point of GMFM/GMM/GMP application.

### 2. Recognition of GMM / GMP / GMFM

To encourage recognition and involvement, projects with one principal member that is either a Certified GMM/ GMFM can earn one point towards the Green Mark scoring for the project. Those projects with one principal member that is a Certified GMP can look forward to earning two points. Please note that this is the current requirement under Green Mark for New Buildings (Version 3.0). Under Green Mark for New Buildings (Version 4.0), the points awarded have been adjusted to 0.5 points for Certified GMM/ GMFM and 1 point for Certified GMP. Please refer to the respective Green Mark criteria for the scoring methodology.

### 3. Maintaining Certification

With effect from 1 Dec 2010, all Certified GMM / GMFM will be granted lifetime validity.

However, to maintain high standards of professional competency, the validity period of Certified GMP will still be granted on a 3-yearly basis. For GMP Certification renewal, the applicant is required to complete (within 3 years) at the point of renewal of application:

1. Two Green Mark Gold <sup>PLUS</sup> projects or
2. One Green Mark Gold <sup>PLUS</sup> project + 30 hours of green-related training

Attendance at green-related trainings are to be backed up by certificate of attendance showing dates/ no. of hours of courses and brief course content. You are required to submit a fresh application for GMP Certification renewal. The same application form for new applications is to be used.

The above serves as guidelines for attaining credits during the 3-year validity of the GMP certification. Applicants will be evaluated and assessed by a panel and the decision in the award and renewal of the GMP certification is final. BCA is not obliged or bound to give any reason whatsoever for not awarding or renewing the certification.



<b>Educational/Professional Qualifications Attained and Industrial Training Completed (ie. Green Mark Facilities Manager Course, Green Mark Manager Course, Green Mark Professional Course, sustainable/energy-related short courses, conference, workshop &amp; seminars, professional awards or papers presented and published related to sustainable/energy engineering/management and/ or conducted approved relevant courses.)</b>			
#Academic / Professional Qualifications and Industrial Training as detailed in Certificates <i>(If space is insufficient, please use extra sheets of paper)</i>	Name of Institution	Duration of Course (DD/MM/YYYY)	
		From	To

\* Delete accordingly

# Copies of academic qualifications and course certificates must be submitted with the application.



**DETAILS OF CURRENT AND PAST GREEN MARK PROJECTS UNDERTAKEN**

Date (From & To)	Title of position held in the project and describe your contribution towards achieving the Green Mark rating <i>(If space below is insufficient, please make additional copies of this appendix)</i>	Name of Project and Client	Green Mark Rating	Remarks