



**GREEN MARK 'HEALTH CHECK' INCENTIVE  
SCHEME FOR EXISTING BUILDINGS**

**APPLICATION GUIDELINES**

# **GUIDELINES FOR APPLICATION OF GREEN MARK 'HEALTH CHECK' INCENTIVE SCHEME FOR EXISTING BUILDINGS**

## **1.0 OBJECTIVE**

- 1.1 The Green Mark 'Health Check' Incentive Scheme for Existing Buildings aims to help building owners understand the central air conditioning plant efficiency of their buildings.
- 1.2 Through this scheme, BCA seeks to allow building owners to conduct 'Health Checks' audits on their buildings at subsidized costs. The requirements for such 'Health Check' audits are detailed in the ['Health Check Audit Guideline' \(marked 'Annex A'\)](#).

## **2.0 ELIGIBILITY CRITERIA**

- 2.1 Subject to paragraph 2.2 below, building owners will be eligible to apply for participation in this Scheme if the following conditions are met:
  - a. the building for which the 'Health Check' is sought is an existing building (as opposed to a building under construction) with a Gross Floor Area<sup>1</sup> of at least 2,000 square meters and has a central air conditioning plant;
  - b. no similar incentives have been given by any other government agencies to the building owner in respect of the building for which the 'Health Check' is sought within the 1 year preceding this application.
- 2.2 BCA shall be entitled to reject any application at its discretion without assigning any reason.

If BCA accepts the building owner's application, BCA will issue a formal letter of offer incorporating the terms herein and setting out further terms, and by which BCA offers the building owner participation in the Scheme. If the building owner wishes to accept the offer, the building owner should sign and return the letter of acceptance appended thereto.

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<sup>1</sup> Gross Floor Area (GFA) means the Gross Floor Area which has been permitted Section 14 of the Planning Act (Cap 232) to be developed.

### **3.0 EFFECTIVE DATE**

The Scheme is applicable with effect from 29 April 2009 and will expire 5 years later on 28 April 2014 or when the fund for GMIS-EB (as described on BCA's website) is fully committed, whichever is earlier. Participation in the Scheme will be on a first-come-first-served basis, subject to availability of the fund.

### **4.0 DETAILS AND CONDITIONS OF HEALTH CHECK INCENTIVE SCHEME**

- 4.1 The building owner who participates in this Scheme may choose to either use BCA's appointed term contractor to carry out the 'Health Check' at a subsidized rate, or engage on his own an ESCO or M&E Professional Engineer to carry out the 'Health Check' and thereafter claim a subsidy amount from BCA.

If the building owner chooses to use BCA's appointed term contractor to carry out the 'Health Check', the building owner shall pay upfront to BCA the subsidized rate, as determined by reference to Table 1 below, at the time of application. For the avoidance of doubt, if the building owner chooses this option of using BCA's appointed term contractor, no monies will be disbursed by BCA to the building owner.

If the building owner chooses to engage on his own an ESCO or M&E Professional Engineer to carry out the 'Health Check', the building owner may claim the subsidy amount, as determined by reference to Table 1 below, after the 'Health Check' is completed and the report as required under the ['Health Check Audit Guideline'](#) has been submitted to and approved by BCA.

The subsidized rate to be paid by the building owner, or the subsidy amount claimable from the building owner, shall be based on the number of chillers in operation (including those by rotation basis) during the period in which the 'Health Check' is / was carried out as reflected in Table 1 below.

**Table 1-** Subsidized Rate and Subsidy Amount

Number of Chillers in Operation	Subsidized Rate / Subsidy Amount (SGD)
One (1)	\$ 3,750
Two (2)	\$ 4,000
Three (3)	\$ 5,000
Four (4)	\$ 6,000
Five (5)	\$ 7,000
Six (6)	\$ 7,500
Seven (7)	\$ 7,750
Eight and Above	Please check with BCA officer at 6325-5198

4.2 If the building owner engages on his own an ESCO or M&E Professional Engineer, the builder owner shall ensure that the ESCO or M&E Professional Engineer:-

- (a) carries out the 'Health Check'; and
- (b) submits the required report

all in accordance with the ['Health Check Audit Guideline'](#). In particular, measurements in the report must comply with ASHRAE Guideline 22.

4.3 If the building owner uses BCA's appointed term contractor to carry out the 'Health Check', the builder owner shall do all things necessary to allow BCA's appointed term contractor to carry out the 'Health Check' in accordance with the ['Health Check Audit Guideline'](#).

BCA will make available to the building owner the report after the completion of the 'Health Check'.

4.4 Flowchart Figure A-1 illustrates the process which participation in the Scheme entails.

## **5.0 SUBMISSION PROCEDURES**

5.1 All applications should be made in the prescribed format found in Annex B and sent to:

**Deputy Director  
Green Building Policy Department  
Green Mark Health Check (GMIS-EB) Scheme  
c/o: 5 Maxwell Road, #17-00 Tower Block MND Complex  
Building and Construction Authority  
Singapore 069110**

5.2 Applications should be submitted with the following documents:

- a. documentary evidence of building ownership

Where the building owner wishes to engage an ESCO or M&E Professional Engineer who is not the appointed term contractor from BCA to conduct the 'Health Check', he shall submit the following documents at the time of application in addition to items a. above:-

- b. a copy of contract / purchase order and / or such other document(s) setting out his contractual relationship with the ESCO or M&E Professional Engineer and the costs which will be charged to the building owner by the ESCO or M&E Professional Engineer;
- c. personal and professional details and curriculum vitae of ESCO & M&E Professional Engineer who will be carrying out the 'Health Check'; and
- d. a schedule stating when the 'Health Check' will be carried out.

In the event that the building owner accepts BCA's offer to participate in the Scheme, the building owner shall ensure and procure that the ESCO or M&E Professional Engineer adheres the schedule mentioned above.

## **6.0    DISCLAIMER**

To the fullest extent permitted by law, BCA's liability and / or responsibility for any death, personal injury or damage to property howsoever arising from or in connection with the conduct of the 'Health Check' is excluded.

**FIGURE A-1: FLOW CHART FOR GREEN MARK ‘HEALTH CHECK’ INCENTIVE SCHEME PROCEDURE**

