

BCA

ES Online Portal

(Previously known as Green Mark e-filing portal)

User Guide (Public)
Version 1.0

SUMMARY OF DOCUMENTATION CHANGES

Version No	Date Revised	Summary of Changes
1.0	14 th July 2022	Enhancement to ES Submission Worksheet - applicable for the Code for Environmental Sustainability for Buildings (4 th Edition)

Accessing 4th Edition public forms

Resources and Tools

Information and useful tools to aid in your plan and research



ES Submission Worksheet (only for Code 4th Editions)

Score Calculator (Only for Code 1st to 3rd Editions)

Project Embodied Carbon Report

Aircon System Design Template

Quick Links

[Building Control \(Environmental Sustainability\) Regulations 2008](#)

[Building Control \(Environmental Sustainability\) \(Amendment\) Regulations 2021 - Singapore Statutes Online \(sgc.gov.sg\)](#)

[Regulatory Requirements for New Buildings and Existing Buildings Undergoing Major Additions and Alterations \(A&A\)](#)

[Mandatory Higher Green Mark Standard for GLS Sites](#)

Latest Updates

01 Sept 2021

[CIRCULAR](#)

[Amendments to the Building Control \(Environmental Sustainability\) Regulations 2008 and Adoption of the Code for Environmental Sustainability of Buildings \(4th Edition\)](#)



Notes:

- Upon clicking the ***“ES Submission Worksheet (only for Code 4th Editions)”***, it brings to the following page.

ES Online Portal
Your Guide on Environmental Sustainability Requirements

ES Submission Worksheet (Public)

Choose Your Preferred Method to Continue

This Submission Worksheet is for planning purpose and not meant for submission for BP / TOP Approval. QP is to log in to ES Online Portal to generate ES forms for submission in compliance to BC (Environmental Sustainability) Regulations 2008.

RESIDENTIAL SUBMISSION WORKSHEET OR **NON-RESIDENTIAL SUBMISSION WORKSHEET**


e-File Residential **e-File Non-Residential**


**Notes:**

- User can select '**e-File Residential**' to access Residential public form.
- User can select '**e-File Non-Residential**' to access Non-Residential public form.

Residential Public Form

Information

 Developments with building GFA above 2000m² will be considered as Mixed developments and will require both Residential and Non-Residential forms.

Project Reference Number * C3332-34907-2022	Planning Permission ID Applied (PI) * 
Project Description *	
Project Grouping Category * Residential	Project Grouping Sub-Category * ▼
Building Name	Building Usage Type * ▼
Residential GFA * m ²	

[Next](#)



Notes:

- For Residential public form, the above page will be shown.
- Users can input some basic information of the project before proceeding to the following page.

Residential Building Form

Form Submission

Choose Your Preferred Method to Continue

Create New Form

This option is for you to create a new form or to continue earlier project.

[New](#)

OR

Upload Existing Form

This option is for you to upload an earlier created form for the purpose of editing or upload for submission.

[Upload](#)



Notes:

- For Residential public form, the above page will be shown.
- Users can select '**New**' to create new form or select '**Upload**' to upload a saved file.

- If user select '**Upload**', the following page will be shown.

Residential Building Form

Form Submission

Upload Existing Form

This option is for you to upload an earlier created form for the purpose of editing or upload for submission.

Drag and drop
or [browse](#) your files



Notes:

- For Residential public form, the above page will be shown.
- Users can drag and drop or browse files to upload.

ES Online Portal
Your Guide to Environmental Sustainability Requirements

1 Project Details (STEP 01) 2 Main Form (STEP 02) 3 Summary (STEP 03)

Residential Form

Residential 4th Edition

(I) Base Requirements

Project Reference Number 08/04-75145-2022	Site Area (m ²) 10,000	Project Title ASB
Description of Building Volume	Description of Location	

RB 01 Envelope and Roof Thermal Transfer

Export Check Overall Summary Page



Notes:

- This is the main public form for Residential.
- User can click on '**Export**' to save the form as a file.
- User can click on '**Check Overall**' to check on the overall compliance status.
- User can click on '**Summary Page**' to proceed to the summary page.

Non-Residential Public Form



Notes:

- For Non-Residential public form, the above page will be shown.
- Users can input some basic information of the project before proceeding to the following page.



Notes:

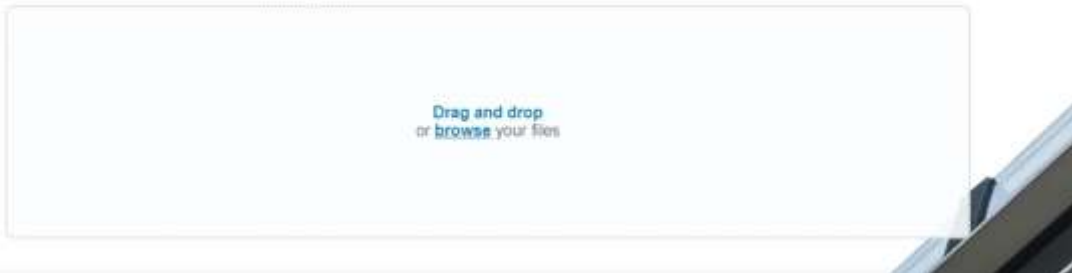
- For Non-Residential public form, the above page will be shown.
- Users can select **'New'** to create new form or select **'Upload'** to upload a saved file.
- If user select **'Upload'**, the following page will be shown.

Non-Residential Building Form

Form Submission

Upload Existing Form

This option is for you to upload an earlier created form for the purpose of editing or upload for submission.



Notes:

- For Non-Residential public form, the above page will be shown.
- Users can drag and drop or browse files to upload.

Information

Project Reference Number *	104111-10506-21022	104111-10506-21022	Non-Residential GFA *	0.000	m ²
Project Title					
Description of Building Works					
Description of Location					
Total Unconditioned and Non-Air-Conditioned Spaces *					m ²
Air-Conditioned Spaces (m ²) *	m ²	Air-Conditioned Spaces (%) *			
Non-Air-Conditioned Spaces *	m ²	Non-Air-Conditioned Spaces (%) *			

**Notes:**

- This is the page before reaching main public form for Non-Residential.
- Users will be required to fill in the Air-conditioned Spaces and Non Air-conditioned Spaces before proceeding to the main Non-Residential public form.

The screenshot displays the 'ES Online Portal' interface for the 'Non-Residential Form'. At the top, a green banner contains the portal name and the tagline 'Your Guide on Environmental Sustainability Requirements'. Below this is a progress bar with three steps: '1 Project Details (STEP 01)', '2 Main Form (STEP 02)', and '3 Summary (STEP 03)'. The 'Main Form' step is currently active. The form title is 'Non-Residential Form' with a red note 'Non-Residential 4th Edition'. The section '(I) Base Requirements' is expanded, showing a 'Show more information' link. The form fields include: 'Project Reference Number' (R4311-79590-1022), 'DBB Ref No.' (empty), 'Non-Residential FGA' (5,000 m²), 'Project Title' (empty), and 'Description of Building Works' (empty). At the bottom, there are three buttons: 'Export', 'Check Overall', and 'Summary Page'.

**Notes:**

- This is the main public form for Non-Residential.
- User can click on '**Export**' to save the form as a file.
- User can click on '**Check Overall**' to check on the overall compliance status.
- User can click on '**Summary Page**' to proceed to the summary page.