PUBLIC UTILITIES BOARD · SINGAPORE
111 SOMERSET ROAD PUB BUILDING SINGAPORE 0923 REPUBLIC OF SINGAPORE
TEL: 2358888 CABLE ADDRESS: PIYUBI TELEX: PUB RS 34793

Our Ref:

Your Ref:

Circular No : ED/03/94
Date : 1 Feb 94

To: All Licensed Electrical Workers & Contractors

Dear Sirs

UPDATING OF CONTRACTOR IMPROVEMENT POINTS SYSTEM (CIPS) AND APPLICATION OF CIPS TO LICENSED ELECTRICAL WORKERS

1 Since the implementation of the Contractor Improvement Points System (CIPS) from the beginning in 1984, the Department has found it necessary to expand the list to include violations of current Regulations and the Singapore Code of Practice (CP5) frequently detected by our Testers.

2 Please note that the guidelines originally adopted for the operation of the CIPS remain unchanged. They are reproduced below for your information:-

(a) The list of common violations by licensed electrical contractors is grouped into three categories as shown in the Appendix. Five demerit points are awarded for each violation in Category A, 3 demerit points in Category B and 1 demerit point in Category C.

(b) Demerit points will be awarded for each type of violation detected at every inspection in an installation. For the purpose of this system, each installation may comprise several premises inspected on the same occasion.

(c) If more than one type of violation is detected at each inspection, the demerit points incurred will be cumulative.

(d) Demerit points thus incurred will remain against the contractor's record for one full year.

(e) A contractor who has accumulated 25 points will have his licence suspended for a minimum period of three months. A second suspension incurred within two years of the commencement of the first suspension will be for a further period of six months.

(f) During the suspension period, the contractor will not be allowed to apply for new jobs but he may continue to work with projects already approved by PUB.

(g) Contractors who are awarded demerit points will be informed in writing. If he wishes to appeal, he may write to PUB within two weeks giving the reasons for reconsideration.

(h) It should be clearly noted that the above system of awarding demerit points is in addition to any action or penalty which have to be taken or imposed in relation to any offence.

3 The updated list of violations as given in the Appendix will be implemented with effect from 1st July 1994. From the same date, i.e. 1st July 1994, CIPS shall also apply to Electrical Workers who are in charge of electrical work for which violations are detected during inspection/testing carried out by this Department's officers. Licensed Electrical Contractors and Workers are advised to take note and avoid committing such common mistakes so that we may further improve on the standard of electrical safety and provide a high standard of professional service to our mutual customers.

Yours faithfully

CHOY HON TIM
DIRECTOR
ELECTRICITY DEPARTMENT

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APPENDIX

Category A (5 demerit points)

(1) Violations that pose immediate safety hazards or are of a serious nature

1.01 Exposed live conductors.
1.02 General purpose SSO/switches installed inside bathroom.
1.03 Wrong polarity.
1.04 Tampering with Board's property.
1.05 Using unacceptable or deceptive methods for earthing system.
1.06 Work not carried out or supervised by licensed electrical worker.
1.07 Attempting to submit application when licence is under suspension.

Category B (3 demerit points)

(2) Violations that may pose safety hazards or involve wrong choice of equipment/apparatus

2.01 Exposed conductive parts not earthed.
2.02 CPC not provided/sharing of CPC in final circuits.
2.03 Independent earth not provided/earth loop impedance high.
2.04 Using metallic pipe, conduit, trunking or metal structure as CPC.
2.05 No RCCB of 30mA sensitivity for underwater pool lighting circuits.
2.06 No RCCB of 30mA sensitivity for temporary supply.
2.07 No RCCB of 30mA sensitivity for domestic SSO/lighting circuits.
2.08 No RCCB for SSO in non-domestic premises.
2.09 No RCCB of 30mA sensitivity for market/food stall.
2.10 Electrical connections/joints not properly made.
2.11 Non-compliance with ring circuit requirements.
2.12 Main/sub-mains undersized.
2.13 Final circuits undersized.
2.14 CPC/earthing conductor/bonding conductor undersized.
2.15 Main switch/isolator/MCB way underrated.
2.16 Ceiling rose/junction box underrated.
2.17 RCCB underrated.
2.18 MCB overrated.
2.19 Wrong colour coding for earth/neutral.
2.20 Use of non-approved prescribed articles.
2.21 Non-weather proof SSO/switches exposed to water splashing.
2.22 Metallic water pipes not bonded to installation earth.

Category C (1 demerit point)

(3) Violations involving poor workmanship or non-compliance with good practices

3.01 Insulation value below 1 M-ohm.
3.02 Wiring below 1.5m without mechanical protection.
3.03 Cables laid underground without armour or metallic sheathed/non-metallic sheathed cables installed underground without pipes.
3.04 Wiring in factory/workshop without mechanical protection.

3.05 Single PVC-insulated cable embedded in cement-plastered wall without conduit.
3.06 PVC/PVC cable embedded in cement-plastered wall without RCCB of 30mA sensitivity protection.
3.07 SSO fed from different phases in same room in domestic premises.
3.08 SSO fed from different phases are less than 2m apart.
3.09 SSO installed at less than 150mm above working surface or floor level.
3.10 SSO for general purposes installed above 1.8m.
3.11 More than one final circuit in 1 MCB way.
3.12 More than 3 SSO (15/20A MCB, 2.5 sq mm) serving area including kitchen.
3.13 More than 6 SSO (20A MCB, 2.5 sq mm cable) serving a room which is not a kitchen.
3.14 More than 6 SSO (30A MCB, 4 sq mm cable) serving area including kitchen.
3.15 More than 10 SSO (30A MCB, 2.5 sq mm cable) in ring circuit.
3.16 More than 10 lighting/fan points in 1 final circuit in domestic premises.
3.17 Cable for stationary cooker less than 6 sq mm.
3.18 Additional point(s) sharing air-con or water heater final circuit.
3.19 Improper installation.
3.20 Failure to provide 2P or SPN CB at incoming.
3.21 MCCB/MCB before meter not of acceptable type.
3.22 Meter board not complying with PUB's requirements.
3.23 DB, switch or SSO directly below water/sewerage pipe joint.
3.24 Wrong sequence of control at meter board.
3.25 Failure to obtain approval for shifting of meter/DB.
3.26 Installed loads more than approved loads.
3.27 Switch or SSO in enclosed space susceptible to risk of fire or explosion.
3.28 No means of isolation at separate buildings.
3.29 Wiring above false ceiling not properly installed.
3.30 Cable in same conduit/trunking/duct with other services.
3.31 Wiring encroaching into other premises.
3.32 No earth inspection chamber.
3.33 Motors exceeding 2.2kW without proper starting arrangement.
3.34 Main switch not easily accessible.
3.35 Failure to provide correct information on service source in the application for electricity service.

ABBREVIATIONS

SSO - Switched Socket-Outlet
CPC - Circuit Protective Conductor
RCCB - Residual Current Circuit Breaker
mA - Milliampere
MCB - Miniature Circuit Breaker
M-ohm - 1,000,000 ohm
DB - Distribution Board
PVC - Poly-vinyl chloride
SPN - Single pole and switched neutral
MCCB - Moulded Case Circuit Breaker