INTRODUCTION AND SCOPE

This Handbook on Gas Supply has been prepared by City Gas Pte Ltd (as Trustee) to assist the developers, consultants, Professional Engineers, Licensed Gas Service Workers, owners, gas retail customers and other responsible persons in the application of gas connection / supply.

The procedures and requirements as stated in this Handbook are applicable to the application of gas supply for both town gas and natural gas.

All gas service work must comply with the Gas Act (Cap 116A), Gas (Supply) Regulations, Gas Supply Code, Singapore Standard, SS 608, Code of Practice for Gas Installation, City Gas Handbook on Gas Supply and all other relevant acts, regulations and requirements.

FOR ASSISTANCE/CLARIFICATIONS ON THIS HANDBOOK

If you have any enquiry on any aspect of this handbook, please contact our Sales Team for assistance/clarification.

WHERE TO OBTAIN THE HANDBOOK

To view a copy of the Handbook, please visit City Gas’ website at:
https://www.citygas.com.sg

CONTACT NOS OF SALES OFFICERS:

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<td>Commercial &amp; Industrial Sales Division</td>
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<td>Manager (Commercial)</td>
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A  GENERAL INFORMATION ON GAS SUPPLY

1  GENERAL

City Gas Trust was constituted as a private trust on 5 January 2007. City Gas Trust is a wholly owned subsidiary of Keppel Infrastructure Trust (KIT). City Gas Trust is managed by City Gas Pte Ltd (as Trustee), also known as City Gas. Prior to its restructuring, the business was 100% owned by Temasek Holdings.

The core business of City Gas is the production and retail of town gas. Town gas is retailed island-wide to most residential households. City Gas also supplies town gas and natural gas to commercial and industrial customers.

With a long heritage history of more than 150 years, we have been supplying town gas to almost 90% of the households living in new Housing Development Board estates, condominiums and private houses as well as many commercial and industrial premises such as hawker centres, food courts, restaurants, hotels, hospitals, laundries, electronics and printing plants etc. City Gas is committed to deliver excellent customer service and is an ISO 9001 certified company. In an independent survey, nine of ten customers polled expressed above average satisfaction with our services. We provide safe and reliable gas supply, 24-hour customer service, day and night maintenance, gas appliance servicing, regular safety inspections, installation of internal gas pipes and consultancy services.

Our one-stop shop, City Gas Gallery which is located at 8 Cross Street, Manulife Tower features a wide selection of gas appliances for residential and commercial customers, provides live demonstration of gas appliances and handles all enquiries with regards to town gas installations.

City Gas' Main Office and town gas production facilities are located at Senoko Gasworks, 26 Senoko Avenue, Singapore 758312. Both natural gas and naphtha can be used as a feedstock for the town gas production.

More details may be obtained from City Gas' website:- https://www.citygas.com.sg

2  GAS SUPPLY SYSTEM

This handbook serves as a general guide for connection, supply of gas and replacement, addition and alteration of gas installation. It shall be read in conjunction with the Gas Act, Gas (Supply) Regulations, Gas Supply Code and all other relevant Regulations, Codes and Standards.

City Gas supplies piped town gas and natural gas which are delivered to its customers through the underground gas transmission and distribution networks of the gas transporter, PowerGas Ltd (PowerGas). Customers whose premises are located within these networks may request for the supply of town gas or natural gas subject to the availability of gas and technical/financial viability. The supply pressure for low pressure retail consumers is normally about 10mbars to 20mbars for town gas and 17mbars to 23mbars for natural gas at the gas service isolation valve. Higher gas supply pressure, depending on its availability and feasibility, can be arranged subject to agreement among the transporter, the gas retailer and the consumer concerned.

Typical gas specifications for natural gas and town gas are shown in Appendixes A and B respectively.
3 PROFESSIONAL ENGINEER (PE) AND LICENSED GAS SERVICE WORKER (LGSW)

Gas service work shall be carried out by a professional engineer (PE) who has a valid practicing certificate in the mechanical engineering discipline or a Licensed Gas Service Worker (LGSW) who holds a valid gas service worker licence.

The PE/LGSW shall be responsible to ensure all gas service work is in full compliance with the Gas Act, the relevant Regulations and Codes. If a PE is engaged for the gas service work, the work shall be performed by or under the supervision of the PE.

Submission of plans for gas installation pipework and addition and alteration work shall be carried out by a PE/LGSW.

A LGSW may submit plans for works on all retail consumers’ internal pipes and meters. Where any of the abovementioned works is meant for operating pressure above 30 mbars, plans for the gas service works shall be submitted by a PE.

The PE/LGSW must endorse on his plans to confirm/certify that the submission complies with the Gas Act, relevant Regulations, Codes and Standards.

A list of registered LGSWs can be obtained from EMA’s website at https://www.ema.gov.sg.

4 CODE OF PRACTICE AND REGULATORY REQUIREMENTS

A PE/LGSW applying on behalf of customer for the supply of gas shall ensure the design of the gas installation or part and the gas service work carried out on the gas installation comply with the requirements of the latest revision of the following:-

(i) The Gas Act (Cap 116A);
(ii) The Gas (Supply) Regulations;
(iii) The Gas Supply Code;
(iv) Singapore Standard, SS 608, Code of Practice for Gas Installation;
(v) City Gas Handbook on Gas Supply; and
(vi) Any other relevant rules, regulations and Codes of Practice.
5 TARIFFS

There are three categories of tariffs, applicable to town gas supply, namely:-

1. **General Tariff**: Applicable to all customers.

2. **Bulk Tariff A**: Applicable to customers whose monthly gas consumption is not less than 1,000 kWh and have entered into a separate tariff agreement with City Gas.

3. **Bulk Tariff B**: Applicable to customers whose monthly gas consumption is not less than 50,000 kWh and have entered into a separate tariff agreement with City Gas.

In addition, special and negotiable tariffs are available to customers with large gas consumption.

In the case of Bulk Tariff A and B, a minimum charge based on a minimum consumption shall be paid by a customer if the consumption in a month falls below such minimum consumption.

Further details on the tariffs including the prevailing tariff rates may be obtained by contacting our Customer Service Hotline (General Enquiries) at Tel No. 1800-5551661, or visiting our website at https://www.citygas.com.sg.

6 CONTACT US

We welcome all applications and enquires pertaining to the application of gas supply:-

Customer Service Hotline (General Enquiries)
Tel: 1800-5551661

Commercial Servicing Hotline
Tel: 1800-5557878

Emergency Hotline (24-hr)
Tel: 1800-7521800

City Gas Galleries

8 Cross Street #02-01 to 03, Manulife Tower
Singapore 048424
Tel: 67326910 Fax: 67326920
Operating Hours:
Mon to Fri: 9 am - 6 pm. Sat: 9 am - 1 pm
Closed on Sundays and Public Holidays
Email: gallery@citygas.com.sg
Enquiries for SP Services Utilities Account
Tel: 1800-2222333

For non-domestic customers, please write / fax / email your enquiries to us:

Sales & Marketing
City Gas Pte Ltd (as Trustee)
26 Senoko Avenue
Singapore 758312
Fax: 65787819
Email: mktg@citygas.com.sg

Please indicate the following clearly in all correspondence:
- Company Name / Name of Development (if applicable)
- Contact Person / Contact Number
- Premises address where City Gas supply is required

Domestic customers can also apply for gas supply through authorised agents’ outlets located at all major housing estates, a list of the approved agents can be obtained from our website at https://www.citygas.com.sg.
B GENERAL PROCEDURES/REQUIREMENT FOR OBTAINING GAS SUPPLIES

1 PREMISES WITH EXISTING GAS CONNECTION

1.1 RESIDENTIAL PREMISES

For residential premises, such as HDB apartments and condominium apartments, which have already been provided with the gas service, a customer who has an utility account can proceed to arrange for the installation of the gas appliance and the turn-on of the gas supply. A flowchart on the application procedures is attached in Appendix C-1.

Opening of Utility Account

A customer can open an utility account at the following locations:-

a) SP Services Ltd
(SP Services Ltd, a member of Singapore Power Group, is an agent appointed by City Gas to manage gas accounts)

• Customer Service Centre (Central)
  Manulife Tower
  8 Cross Street #02-01 to 03
  Singapore 048424
  Opening hours:
  Mon to Fri: 8.30 am – 6 pm. Sat: 8.30 am – 1 pm
  Closed on Sundays and Public Holidays

• Customer Service Centre (HDB Hub)
  480 Lorong 6 Toa Payoh
  #02-08 HDB Hub
  Singapore 310486
  Opening hours:
  Mon to Fri: 8.30 am – 5 pm. Sat: 8.30 am – 1 pm
  Closed on Sundays and Public Holidays

b) The online utilities account application is available on SP Group website at https://www.spgroup.com.sg.

Enquiries for SP Services Billing and Utilities Account: 1800 - 2222333

Appliance Installation

For residential premises with gas supply, you may arrange directly with City Gas for the fixing of the gas pipe and the gas appliance. For more information, please contact City Gas Customer Service Centre at Tel Nos.: 1800-5551661 or 1800-CITYGAS or visit our website at https://www.citygas.com.sg.

Alternatively, a customer may engage a Licensed Gas Service Worker (LGSW) to carry out the gas installation work. In this case, application for the supply of gas, together with plans showing the proposed gas pipe layout, has to be submitted to City Gas prior to carrying out the gas service work.
1.2 COMMERCIAL AND INDUSTRIAL PREMISES

In the case of Commercial and Industrial premises, the customer can engage a LGSW or a Professional Engineer (Mechanical), as the case may be, to submit the gas supply application and, request for the turn-on of the gas supply.

2 PREMISES WITHOUT EXISTING GAS CONNECTION

Where a premise is not connected with gas supply, an application for connection for the supply of gas shall be made in compliance with Regulation 5 of the Gas (Supply) Regulations; further details are provided in Section D, APPLICATION FOR THE CONNECTION AND ADMITTANCE OF GAS. A flowchart on the application procedures is attached in Appendix C-2.

PowerGas has appointed City Gas as its agent to manage the process of connecting a premise to its gas main network (town gas) from pre-submission consultation, application for connection to admittance of gas. Natural Gas consumers who wish to appoint City Gas as their Retailer shall also follow the same procedure.

2.1 Enquiry on the Availability of the Gas Supply

All enquiries on connection of gas installation for town gas supply to any premises can be made to Sales Team, City Gas Pte Ltd (as Trustee), 26 Senoko Avenue, Singapore 758312.

A proposed building plan and site plan would be needed for the discussion. City Gas would also need to know the number of units to be built, phasing of the development, the targeted date for completion and the anticipated load for the project.

Enquiries on connection of gas installation for natural gas supply may also be made to City Gas if a consumer wishes to engage City Gas as the Retailer.

Our officers from the Sales Team will inform you of the availability of the gas supply.

2.2 Pre-submission Consultation

If the gas supply to a development is feasible, the developer’s PE/LGSW may request for a pre-submission consultation with the officers from the Sales Team to discuss the gas connection application procedures and requirements, pipe routing, meter positions, load requirements, safety requirements, targeted date of completion, etc.

2.3 Quotation and Payment

City Gas will provide a quotation for the extension and connection of gas main/service to the development. Payment can be made by sending a cheque, payable to “City Gas Pte Ltd (as Trustee)”, to City Gas Main Office at 26 Senoko Avenue, Singapore 758312.
DESIGNATED REPRESENTATIVE AND PROJECT COORDINATOR

The owner/developer shall appoint a Designated Representative (DR) who will liaise directly with City Gas project coordinator (PC) on all matters relating to the gas installation. The DR shall be a PE or a LGSW in accordance with the requirements of the Gas (Supply) Regulations and Gas Supply Code.

The DR shall ensure that the gas installation is designed, constructed, tested and commissioned in accordance to the requirements of the Gas Act, and all relevant Regulations, Codes and Standards. The DR shall endorse all drawings, documents, applications and submissions in relation to the gas installations.
C APPLICATION FOR THE GAS SUPPLY

1 SUBMISSION OF GAS SUPPLY APPLICATION

An application for a supply of gas shall be made to the gas retailer in compliance with Regulation 3 of the Gas (Supply) Regulations. The submission shall be accompanied by two sets of site plan and floor plan with the proposed gas pipe route with dimensions highlighted in red (one set of the plans will be returned to the applicant upon approval). The estimated load for the proposed gas outlet shall be clearly indicated in the plan.

Declaration of compliance with relevant Acts, Regulations and Codes by the PE/LGSW shall be made using Form DR 03 as well as on all plans submitted.

Submission of application may also be made through the CORENET e-submission System managed by the Building and Construction Authority (BCA).

If the applicant is not the owner of the gas installation through which gas is to be supplied, a written consent of the responsible person for such gas installation shall be obtained and submitted together with the application.

2 PROCESS OF APPLICATION

All applications submitted using the prescribed forms (Form DR 01, DR 02 and DR 03) accompanied with the proposed gas installation drawings/plan duly endorsed by the PE/LGSW shall be submitted to City Gas for approval. This approval does not cover the checking on the compliances and engineering design and the PE/LGSW has to check, ensure and confirm/certify that the submission and all gas service work are in compliance with the Gas Act, the Gas (Supply) Regulations, the Gas Supply Code, the Singapore Standard, SS 608, Code of Practice for Gas Installation, City Gas Handbook on Gas Supply and all other relevant acts, regulations and rules. However, City Gas may request the submission be amended, updated and resubmitted (via Form GR/1X).

After the submission has been processed, the applicant will be informed of the outcome (via Form GR/1, GR/1A).

3 SITE MEETING BEFORE COMMENCEMENT OF GAS SERVICE WORK

Before commencement of the gas service work, the DR shall arrange with City Gas PC for a site meeting. During the site meeting, the DR shall inform the PC of the date of commencement of work.

4 PIPEWORK

The gas installation shall be carried out in accordance with the plans submitted to City Gas. If a PE is engaged for the gas service work, the work shall be performed or supervised by the PE. A re-submission of plans will not be necessary for any deviation from the submitted plan except where the routing of the consumer internal pipe needs to be extended beyond the confines of an eating house, a canteen, a food court, a residential unit, a school facility or the kitchen area of a commercial installation.

The PE/LGSW shall ensure that the deviations comply with the Gas Act, the Gas (Supply) Regulations, the Gas Supply Code, the Singapore Standard, SS 608, Code of Practice for Gas Installation, City Gas Handbook on Gas Supply and all other relevant acts, regulations and rules, and the deviations shall be reflected in the as-built plan (with amendment) for submission to City Gas when notifying City Gas for the final pressure test.
If welded API pipes are used, the DR must ensure the welding work and appropriate radiographic tests are carried out by competent persons for all welded joints and, the installation with these joints are safe for pressure tests and the intended operations.

Gas appliances installed must be suitable to operate with the gas supplied. It shall be carried out in compliance with Regulations 20 and 21 of the (Gas Supply) Regulations. To enable the appliances to be moved to a limited extent for convenience of use or to facilitate cleaning, a flexible connection may be used. The flexible connection shall be of heavy duty tubing complying with BS 669: Part 1: 1989. The following are the essential requirements:

a) Both ends of the tubing shall be tapered thread connection to BS EN 10226-1.
b) It shall be located in an easily accessible position for inspection and replacement.
c) It shall be suitable for the type of gas supply and supply pressure to which it will be connected.
d) It shall not be more than one meter in length for domestic appliance connection.
e) It shall not be subjected to any undue excessive forces either in normal use or whilst being connected or disconnected.
f) It shall not be subjected to excessive heat by direct exposure or by contact with hot surfaces.
g) It shall be fixed so that it hangs freely in a curved position without strain in accordance with the manufacturer installation manual.
h) It shall be installed in a manner that there is no mechanical damage, i.e. abrasion from furniture drawers or doors in kitchen work stations.

5 NOTIFICATION OF FINAL PRESSURE TEST

The DR must ensure that the installation complies with all relevant acts, regulations, codes and rules and free from leak before arranging for the final pressure test (Form DR 04), when the work is completed.

The notification for final pressure test must be accompanied by the as-built drawings (inclusive of a line/isometric drawing) showing actual location of the completed gas installation pipework with dimensions and duly endorsed by the DR. Moreover, for all projects, a Letter of Conformity (Form DR 09) shall be submitted confirming that the gas appliances are installed in accordance with the requirements of Regulation 20 of the Gas (Supply) Regulations and that the appliances can be used without constituting a danger to any person or property. The proposed date for the final pressure test shall be clearly indicated (Form DR 04). In the case of residential developments, Form CG_DR 12 shall be submitted by DR to certify that the gas installation is constructed in compliance with the code requirements and free from leak prior to final pressure test.

The final pressure test and turn-on / re-commissioning of gas supply may be carried out in one operation to consumer’s internal pipes, replacement, minor addition or alteration of gas service works. In such a case, the DR shall submit Form CG_DR 06A, together with Form DR 04.

Once the date is finalised, City Gas will inform DR in writing (via Form GR/2), the DR is required to notify all relevant parties of the agreed date of the final pressure test.
6 **FINAL PRESSURE TEST**

The DR, relevant parties and City Gas’ PC shall be present at the final pressure test. The DR shall ensure that all the necessary equipment is ready at the time of the test.

Final pressure test shall be carried out on the gas appliance and the consumer’s internal pipe including the meter installation. The test is to be carried out or supervised by the DR and witnessed by City Gas’ PC. When the installation has passed the pressure test, Form DR 05 shall be certified by the DR and countersigned by City Gas’ PC as a witness to the test.

In the event that the installation has failed the final pressure test, the DR shall rectify the fault prior to carrying out the test again. A resubmission of a fresh notification for final pressure test is required if the final pressure test could not be carried out on the same occasion.

After the gas installation has been tested and passed, the DR shall affix all plugs, caps and other ends of the installation with warning labels that read ‘Gas Pipe Tested. Do Not Tamper’.

No person is allowed to carry out any further work without prior written consent from City Gas after the gas installation has passed its final pressure test. Any further work on the installation will render the final pressure test null and void. If any further work has to be carried out, a new application for the work shall be made together with the proposed plans and submitted to City Gas.

7 **FORMAL REQUEST FOR TURN-ON OF GAS SUPPLY**

After the gas installation has passed the final pressure test, the DR must formally notify City Gas in writing that the site is ready to receive gas and submit a formal request for the turn-on of gas supply (Form DR 06).

The consent of the owner and main contractor (if applicable) shall be obtained before submitting the request for turn-on.

City Gas will notify the DR in writing (Form GR/3) the date of turn-on. Upon receipt of such notification, it shall be the duty of the DR to notify all relevant parties to witness the turn-on.

8 **TURN-ON OF GAS SUPPLY**

The DR, the relevant parties who have been notified by the DR and City Gas’ PC shall be present to witness the turn-on. The DR shall arrange for a proof test and set up all necessary equipment, fittings and vent points for purging and ensure that all necessary safety precautions are taken. After the installation has been confirmed to be sound with the proof test, Form DR 07 shall be certified by the DR and submitted to City Gas; the installation shall then be purged and turned-on with gas. Turn on of the gas supply via the meter control valve shall only be carried out by City Gas’ PC or City Gas’ agent. After the turn-on of the gas supply, the DR shall affix the ‘Live Gas. Do Not Tamper’ labels to all plugs, caps and other end points of the gas installation.
Turning on of gas can be carried out immediately after the installation has passed the final pressure test and; for all cases, turning on of gas can only be done after the installation is confirmed sound by a proof test.

When turn-on of gas is completed, a statement of turn-on of gas (Form GR/4) shall be signed by the PC and issued to the applicant or a person authorized by the applicant (DR). The applicant or the person authorized by the applicant shall countersign the turn-on of gas (Form GR/4) and submit the “Acknowledgment of Turn-on/ Re-commissioning of Gas Supply” (Form DR 08) to PC. In the case of addition or alteration of gas installation, a statement of re-commissioning of gas supply (Form GR/5) shall be issued.

The DR shall proceed and be responsible to commission the gas installation and gas appliances upon the turn-on of gas. After confirming the gas installation and the gas appliances are safe to be used, the DR shall issue a written statement Letter of Commissioning (Form DR 10) certifying the appliances are safe for use, in accordance with Regulation 21 of the Gas (Supply) Regulations, for the type of gas supplied.

The DR shall inform all relevant parties, including but not limited to, the responsible person, owner/developer, architect, engineer, main contractor, sub-contractors, suppliers and vendors etc., gas has been turned on to the gas installation and not to tamper with the gas installation.

The DR shall submit one set of endorsed as-built drawings to the owner after successful completion of the turn-on of gas.
D  APPLICATION FOR GAS CONNECTION AND ADMITTANCE OF GAS

All applications for gas distribution connection and admittance of gas shall be carried out in compliance with the Gas (Supply) Regulations and Gas Supply Code.

PowerGas has appointed City Gas as its agent to manage the process of connecting a premise to its gas main network (town gas) from pre-submission consultation, application for connection to admittance of gas. Natural Gas consumers who wish to appoint City Gas as their Retailer shall also follow the same procedure.

For town gas retail consumers, application for connection of a gas installation or gas fitting to the gas main network for the supply of town gas shall be submitted to City Gas.

For natural gas retail consumers, application for connection of a gas installation or gas fitting to the gas main network for the supply of natural gas shall be submitted to City Gas where City Gas is appointed as the Retailer.

For further details on the application for gas distribution connection and admittance of gas, please refer to the Transporter’s Standard Operating Procedures for Gas Connection.

1  APPLICATION FOR GAS DISTRIBUTION CONNECTION

To connect a premise for gas supply, the applicant shall appoint a DR for the project. Where necessary, the DR may carry out pre-submission consultation with City Gas to discuss on the availability of gas supply; connection point(s); load requirements etc.

The applicant shall complete and submit Forms GDP1, “Application for Gas Distribution Connection”, GDP102, “Consumer Project Data Sheet” and DR 03, “Declaration Form”, together with drawings of the proposed gas installation endorsed by the DR.

The drawings of the proposed gas installation shall include, but not limited, to the following information,
- Location of the site
- Proposed location(s) of connection
- Declaration of compliance with Act / Regulations
- The Code / Standard that the gas installation is designed to
- Design and operating pressure
- Total load and maximum flow rate
- Other relevant information

2  APPROVAL FOR CONNECTION

City Gas shall review the submission and approved the application for connection based on the information provided without checking for detail engineering design and compliance with Statutory and Codes / Standards requirements (using Form GR/1B).

City Gas shall submit a quotation for connection and extension of mains, when applicable, to the Applicant. Upon agreement of the Terms and Conditions of supply where applicable, and receipt of payment, PowerGas will then proceed to lay the gas mains and service pipes.

For connection to town gas network, after payment is received by PowerGas, a lead time of 10 weeks is required to obtain authorities’ approval to excavate the road for gas main construction works.
For connection to medium pressure natural gas distribution network, typically a lead time of 18 to 20 weeks is required to fabricate, deliver, install and commission the MPRS (Metering and Pressure Reduction Skid).

3 CONSTRUCTION

Upon confirmation of the project, the DR shall arrange with the PC for a site meeting before commencement work. The DR shall liaise closely with the PC for the construction of the gas installation.

The DR shall ensure that the gas installation is constructed in accordance with the plan approved for construction and in full compliance with the Statutory and specified Codes / Standards requirements. Prior written consent shall be sought from City Gas for deviation from the plan approved for construction.

If the project involves mains (underground pipe) laying, a checklist indicating the type of pipe material used shall be submitted. The DR shall ensure that the pipes are installed by a competent person.

For large commercial and industrial projects (including institutional projects), progress and final inspections shall be conducted by the DR in the presence of the City Gas Project Coordinator, the main contractor and the owner representative.

If welded API pipes are used, the DR must ensure the welding work and appropriate radiographic tests are carried out by competent persons for all welded joints and, the installation with these joints are safe for pressure tests and the intended operation.

4 FINAL PRESSURE TEST

Upon completion of the gas installation, the DR shall arrange for the final pressure test to be carried out.

The DR shall submit Forms GDP106, “Certificate of Completion”, and Form DR 04, together with 2 sets of endorsed as-built drawings, including isometric line diagrams, of the gas installation to City Gas. Upon approval, DR shall arrange with the PC at least 3 days in advance to witness the conduct of the final pressure test. The DR shall also notify all other relevant parties of the conduct of the final pressure test. The DR shall be responsible for the preparation of the site, including but not limited to, final inspection, setting up of warning signs, safety devices etc. to ensure the safe conduct of the final pressure test.

Upon successful conduct of the final pressure test, the DR shall complete and endorse Form GDP107, “Certificate of Final Pressure Test”.

The DR shall ensure that no person is allowed to carry out any further work without prior written consent from City Gas after the gas installation has passed its final pressure test. Any further work on the installation will render the final pressure test null and void. If any further work has to be carried out, a new application for the work shall be made together with the proposed plans and submitted to City Gas.
ADMITTANCE OF GAS

When the site is ready to receive gas, the DR shall submit to the PC Form GDP105, “Application for Admittance of Gas”, together with Form GDP107, “Certificate of Final Pressure Test”. The PC shall thereafter liaise and arrange with PowerGas for the final connection and admittance of gas.

Immediately prior to the final connection, the DR shall conduct a proof test in compliance with the requirements stipulated in SS 608 witness by the PC. For gas installation with operating pressure exceeding 50 KPa, the proof test pressure shall be 100KPa or the operating pressure whichever is lower for a duration of 30 mins. Upon successful conduct of the proof test, the DR shall issue Form GDP108, “Certificate of Proof Test”, to the PC. PowerGas will then be notified by the DR through the PC to proceed with the connection work.

Upon completion of the connection and notification by PowerGas, the DR shall prepare the gas installation for purging and commissioning and request, using Form GDP108, for interim admittance of gas when ready. Form GDP109 “Statement of Interim Admittance of Gas” shall be issued by PowerGas to the DR. The DR shall proceed to purge and commission the gas installation upon interim admittance of gas.

The DR shall ensure that all end points are affixed with “Live Gas. Do Not Tamper” labels.

Upon certification by the DR of the successful completion of purging and commissioning of the gas installation, using Form GDP109, PowerGas shall issue Form GDP110, “Statement of Admittance of Gas (without MPRS)” or, Form GDP110A “Statement of Admittance of Gas (with MPRS)”, as applicable, to the Applicant.

If the DR does not complete purging and commissioning of the gas installation within the agreed time period, or for whatever reasons gas is not admitted into the installation or has to be isolated from the installation, PowerGas shall shut the Gas Service Isolation Valve and disconnect the installation.

The applicant shall ensure that no gas is taken from the gas supply system until he has received a statement of admittance of gas issued by the gas transporter.

POST ADMITTANCE OF GAS

The DR shall also notify all relevant parties, including but not limited to, the responsible person, owner/developer, main contractor, sub-contractors, architect, engineer, suppliers and vendors etc. that gas has been admitted into the gas installation and ensure that the gas installation is not tampered with and hot works in the vicinity of the gas installation are carried out with all necessary safety precautions.

The DR shall submit one set of endorsed as-built drawings to the owner after successful completion of the admittance of gas.
PROCEDURES FOR THE REPLACEMENT, ADDITION OR ALTERATION OF GAS INSTALLATION AND THE REPLACEMENT OF GAS APPLIANCES/ KITCHEN RANGE

1. REPLACEMENT, ADDITION OR ALTERATION OF GAS INSTALLATION

Application for replacement, addition or alteration of gas installation shall be made in accordance with Regulation 14 of the Gas (Supply) Regulations.

1.1 Replacement, Addition or Alteration of gas installation from the GSIV to and including the meter

An application for the approval of replacement, addition or alteration of gas installation shall be made City Gas.

PowerGas has appointed City Gas as its agent to manage the process of replacement, addition or alteration to existing Town Gas installations. Natural Gas customers who appoint City Gas as the Retailer shall also apply to City Gas for replacement, addition or alteration to the natural gas installation.

1.2 Replacement, Addition or Alteration of Consumer’s Internal Pipe

No application for the approval of replacement of consumer’s internal pipe is required. However, an application for the addition or alteration of consumer’s internal pipe shall be made to City Gas.

1.3 Relocation of Gas Meter in HDB’s apartment

For relocation of gas meter in HDB’s apartment, owner shall engage a Mechanical PE (DR) to make an application to City Gas for the alteration works. The DR must ensure that the alteration works are in compliance with SCDF’s requirements. For more information on SCDF’s requirements, please visit Corenet e-info system website at https://www.corenet.gov.sg/einfo/Uploads/Circular/CSCDF110608.pdf.

1.4 Submission of Application

A DR, a PE or LGSW as the case may be, shall submit Form DR 01, DR 02 & DR 03 together with endorsed drawings of the proposed replacement, addition or alteration works. The DR has to check, ensure and confirm/certify that the submission and all gas service work are in compliance with the Gas Act, the Gas (Supply) Regulations, the Gas Supply Code, the Singapore Standard, SS 608, Code of Practice for Gas Installation, City Gas Handbook on Gas Supply and all other relevant acts, regulations and rules.

City Gas shall review the submission and approved the application for replacement, addition or alteration to the gas installation based on the information provided without checking for detail engineering design and compliance with Statutory and Codes / Standards requirements.
1.5 Site Meeting and Commencement of Work

The DR shall arrange for a site meeting with the PC of City Gas before commencement of the gas service work. The DR shall liaise closely with the PC in the carrying out of the work, including but not limited to, construction of new pipes, interruption of gas supply, isolation, purging, decommissioning, connection and subsequent commissioning and re-admittance of gas of the gas installation.

Where work on a live-gas pipe is required, the work shall not commence without the presence of the PC.

If a PE is engaged for the gas service work, the gas service shall be performed or be supervised by the PE.

The DR shall arrange with the gas transporter through the PC to turn off the gas service isolation valve or temporary disconnect the gas installation from the gas networks should the need arises.

Where gas supply has to be temporary isolated (capped-off) for building renovation works or whatever other reasons, DR shall ensure that purging is carried out on the existing gas installation and completely free of gas. After completion of purging process, DR shall inform all relevant parties using Form CG_DR11.

1.6 Re-admitting Gas on Completion of Work

For replacement, addition or alteration of existing gas installation and the replacement of gas appliances, turning-on/re-admittance of gas may be allowed immediately after successful completion of the work and all required tests and commissioning.

The DR shall ensure that the work is carried out in compliance with the Gas Act, the Gas (Supply) Regulations, the Gas Supply Code, the Singapore Standard, SS 608, Code of Practice for Gas Installation, City Gas Handbook on Gas Supply and all other relevant acts, regulations and rules. After confirming the gas installation and the gas appliances are safe to be used, the DR shall issue a Letter of Commissioning (Form DR 10) certifying the appliances are safe for use, in accordance with Regulation 21 of the Gas (Supply) Regulations, for the type of gas supplied.

1.7 Charges

City Gas may levy a fee to recover its overhead and expenses for attending to site inspections and operations in connection with addition and alteration works.

2 REPLACEMENT OF GAS APPLIANCES

The work shall be carried out in compliance with Regulations 20 and 21 of the (Gas Supply) Regulations. The LGSW shall test the gas appliance and its connection to the gas installation and all affected joints to ensure that the gas installation and the gas appliance are safe to be used. The LGSW shall issue a Letter of Commissioning (Form DR 10) certifying the appliance is safe for use. If the gas appliance could not be certified safe for use for safety reason, the LGSW shall advise the customer that it is an offence to operate the gas appliance if it is not certified safe for use and the appropriate action to be taken.
1.1 Disconnection of Gas Supply at Gas Service Isolation Valve (GSIV)

According to the clause 3 of Gas Supply Code, an application to disconnect the gas installation or gas fitting from the gas pipeline network shall be made by the responsible person to the gas transporter in the following instances:

- The gas supply to the premises has been discontinued; or
- The supply of gas is no longer required; or
- The premises are undergoing renovation or demolition and gas supply has to be disconnected for safety reasons.

The application shall be made to the Transporter’s email address at gasenquiry@spgroup.com.sg.

Upon completion of the disconnection process, DR must ensure that purging is carried out on the existing gas installation and completely free of gas before dismantling it.

Any application for the re-connection of the gas supply shall be made in accordance to Section D of this handbook.

1.2 Discontinuation of Gas Supply at Meter Installation

An application for termination of gas utility account shall be made to SP Services if retail consumer wishes to discontinue the gas supply. Upon termination of the gas utility account, City Gas will arrange to remove the meter installation on site and discontinue the gas supply.
APPENDIX A : SINGAPORE NATURAL GAS SPECIFICATIONS

Natural Gas Specification

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wobbe Index (WI)</td>
<td>45.2 – 52.0 MJ/m³</td>
</tr>
<tr>
<td>Gross heating value</td>
<td>35.3 – 50.3 MJ/m³</td>
</tr>
<tr>
<td>Hydrocarbon dew point</td>
<td>12.8 °C @ 50 bar</td>
</tr>
<tr>
<td>Water dew point</td>
<td>9.4 °C @ 50 bar</td>
</tr>
<tr>
<td>Free liquids</td>
<td>zero (0)</td>
</tr>
<tr>
<td>Methane (min)</td>
<td>80 % by volume of total reactants</td>
</tr>
<tr>
<td>Oxygen (max)</td>
<td>0.1 % by volume</td>
</tr>
<tr>
<td>Carbon dioxide (max)</td>
<td>5 % by volume</td>
</tr>
<tr>
<td>Nitrogen (max)</td>
<td>5 % by volume</td>
</tr>
<tr>
<td>Total inerts (max)</td>
<td>10 % by volume</td>
</tr>
<tr>
<td>Hydrogen sulphide (max)</td>
<td>8 ppm by volume</td>
</tr>
<tr>
<td>Total sulphur (max)</td>
<td>30 ppm by volume</td>
</tr>
<tr>
<td>Particulate size (max)</td>
<td>10 micron</td>
</tr>
<tr>
<td>Particulate quantity (max)</td>
<td>3 ppm by weight</td>
</tr>
<tr>
<td>Potassium and Sodium (max)</td>
<td>0.5 ppm by weight</td>
</tr>
<tr>
<td>Lead (max)</td>
<td>1 ppm by weight</td>
</tr>
<tr>
<td>Magnesium (max)</td>
<td>2 ppm by weight</td>
</tr>
</tbody>
</table>

Range of low pressure supply

Gas supply pressure: Between 17 mbars and 23 mbars (inclusive of both pressures) measured at the outlet of the gas service isolation valve.

Conversion factors

1 kwh of natural gas = 0.094 m³ gas @ 38.30 MJ/m³
1 BTU/cu ft = 37,260 J/m³ = 8.91 kCal/m³
APPENDIX B: TOWN GAS SPECIFICATIONS

Gas properties

(a) Specific Gravity : 0.50 – 0.59  
(b) Gross Calorific Value : 18.63 MJ/m$^3$, Saturated @ 288.75 K & 101 kPa  
(c) Wobbe Index : 23.15 – 26.35 MJ/m$^3$  
(d) Weaver Flame Speed : 32 – 42  
(e) Stoichiometric Combustion Air : 4.4 vol / vol of gas  
(f) Limits of flammability : 3.0 – 55 % of gas in air  
(g) Ignition Temperature : > 400 °C  
(h) Theoretical Flame Temperature : ~ 2000 °C

Typical Town Gas Composition:

Below table lists the individual components of town gas. During normal operations, the expected variations are given as a low and a high range. This list is intended to be a guide where specific technical information is required.

<table>
<thead>
<tr>
<th>Component</th>
<th>Volume %</th>
<th>Low Range</th>
<th>Typical</th>
<th>High Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hydrogen</td>
<td>41.0</td>
<td>49.5</td>
<td></td>
<td>65.0</td>
</tr>
<tr>
<td>Methane</td>
<td>4.0</td>
<td>26.7</td>
<td></td>
<td>33.0</td>
</tr>
<tr>
<td>Ethane</td>
<td>0.0</td>
<td>1.3</td>
<td></td>
<td>2.6</td>
</tr>
<tr>
<td>Propane</td>
<td>0.0</td>
<td>0.1</td>
<td></td>
<td>1.3</td>
</tr>
<tr>
<td>Butane</td>
<td>0.0</td>
<td>0.2</td>
<td></td>
<td>1.7</td>
</tr>
<tr>
<td>Pentane</td>
<td>0.0</td>
<td>0.4</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td>Carbon Monoxide</td>
<td>2.0</td>
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<td></td>
<td>6.0</td>
</tr>
<tr>
<td>Carbon Dioxide</td>
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<td>13.2</td>
<td></td>
<td>20.0</td>
</tr>
<tr>
<td>Nitrogen</td>
<td>2.0</td>
<td>4.5</td>
<td></td>
<td>10.0</td>
</tr>
<tr>
<td>Oxygen</td>
<td>0.5</td>
<td>0.9</td>
<td></td>
<td>2.5</td>
</tr>
</tbody>
</table>

Range of low pressure supply

Gas supply pressure: Between 10 mbars and 20 mbars (inclusive of both pressures) measured at the outlet of the gas service isolation valve.

Conversion factors

1 unit of town gas = 1 kWh  
= 3,412 BTU  
= 3,600 kJ  
= 6.824 cu ft gas @ 500 BTU/cu ft  
= 0.193 m$^3$ gas @ 18.63 MJ/m$^3$  

1 BTU/cu ft = 37,260 J/m$^3$  
= 8.91 kCal/m$^3$
FLOWCHART FOR APPLICATION OF GAS SUPPLY
(PREMISES WITH EXISTING GAS CONNECTION)

Start

Application for gas supply
(Premises with existing Gas Connection)

Residential

Arrange for installation appointment

Purchase of gas appliance and arrange delivery to premises

Installation at Premises

Soundness Test

Turn-on of gas supply

Non-Residential

Refer to Application for Gas Supply in Appendix C-2
### APPENDIX C-2  FLOWCHART FOR APPLICATION OF GAS CONNECTION / GAS SUPPLY/ DISCONNECTION/ DISCONTINUATION

**Start**

Application for gas connection/gas supply/ disconnection/ discontinuation

**Form DR 01: Application for Gas Supply/Disconnection/ Discontinuation**

Gas Supply
New turn-on/ A&A

Gas Connection

**Submission of gas installation plan and specification for approval**

**Form DR 02: Submission of plan and specification**

**Form DR 03: Declaration Form**

**GDP 101: Application for Gas Connection**

**GDP 102: Customer Project Data**

Approved (RR – Form GR/1: Approval of gas installation)

First Site meeting/Commencement of work

Construction of pipeline/GSIV/MPRS/Internal pipeline

**Notification of Final Pressure Test**

**Form DR 04: Notification of Final Pressure Test**

**Form DR 09: Certificate of Conformity**

**Form CG_DR 12: Pre-Final Pressure Test of Consumers’ Internal Pipes (For residential only)**

**RR – Form GR/2: Approval of Final Pressure Test**

**Conducting of Final Pressure Test**

**Form DR 05: Certificate of Final Pressure Test**

**Application for Gas Admittance**

**GDP 105: Application for Admittance of Gas**

**Commissioning of gas installation**

(Consumer’s service pipe / consumer’s internal pipe)

- **Proof Test**

  **Form DR 07: Certificate of Proof Test**

  - Purge the gas installation
  - Turn-on /re-commissioning of gas supply

**Commissioning of gas installation**

(GSIV to meter)

- **Proof Test**

  **GDP 108: Certificate of Proof Test**

  - **GDP 109: Statement of Interim Admittance**

  - Purge the gas installation
  - Admit gas to premises

Gas transporter issue Statement of Admittance to customer

**GDP 110: Statement of Admittance of Gas**

End

Disconnection
Owner/Responsible Person shall inform gas transporter to disconnect the gas supply as stipulated in Gas Supply Code clause 3.1

Gas Transporter notify Owner / Responsible Person for the application of disconnection

Gas Transporter disconnect the gas supply

**Notification of Isolation of Gas Supply (Cap-off)**

**Form CG_DR11: Statement of Completion of Purging of Gas Installation**

Retailer issues Statement of Turn-on /Re-commissioning to customer

**RR – Form GR/4: Statement of Turn-on of Gas Supply or/and Form GR/5: Statement of Re-commissioning of Gas Supply**

**Form DR 08: Acknowledgment of Turn-on/ Re-commissioning of Gas Supply**

Equipment Commissioning

**Form DR 10: Statement of Safe For Use**

End

**Legends**

RR – Retailer reply to DR
APPENDIX D

FORMS / LETTERS APPLICABLE FOR THE APPLICATION FOR GAS SUPPLY, REPLACEMENT, ADDITION OR ALTERATION OF GAS INSTALLATION (A&A WORK) AND THE TURN-ON / RE-COMMISSIONING OF GAS SUPPLY

(This page is intentionally left blank)
Application for Gas Supply / Disconnection / Discontinuation

Date: _______________________

To : City Gas Pte Ltd (as Trustee) __________________________

________________________________________

Gas supply to:

(Project Name)

(Address of Premises / Development)

*I / I, on behalf of the owner, wish to apply for the following:-

☐ new turn-on of gas supply;
  ☐ Premises with existing gas connection
  ☐ Premises without existing gas connection

☐ gas installation addition and alteration (A&A Work)
  ☐ consumer’s service pipe
  ☐ consumer’s internal pipe

☐ gas supply disconnection/discontinuation

(Please tick the appropriate box)

I hereby submit the following documents:

☐ Owner written consent (if the applicant is not the owner of the internal pipe)

☐ Location / site plan showing the proposed connection/disconnection/discontinuation point(s) and the gas appliance(s) location

(Please tick the appropriate box)

The expected date of gas *turn-on / disconnection / discontinuation: _______________________

Applicant Name: ________________________________________________

Address: _______________________________________________________

Contact No.: ___________________________________________________

Signature/ Date: ________________________________________________

*: delete where not applicable
Submission of Plan & Specification

Date: ________________

To: City Gas Pte Ltd (as Trustee)

__________________________
__________________________

Gas supply to:

(Project Name)

(Address of Premises / Development)

This submission is to seek approval from the retailer for the following:-

☐ new gas supply; or
☐ gas installation addition and alteration (A&A Work)

(Please tick the appropriate box)

I hereby submit the following endorsed documents:

☐ Gas installation plan and specification
☐ Owner written consent (if the applicant is not the owner of the internal pipe)
☐ Declaration form (Form DR 03)
☐ Proposed pipe layout plan of the gas installation from MPRS / gas meter to gas appliances

(Please tick the appropriate box)

Designated Representative for the project

Name: ____________________________

Contact No.: ______________________

*PE / LGSW No. : __________________

c/o Address: ________________________

*Owner / Developer of the project

Name : ____________________________

Address : _________________________

*PE / Architect

Name: ____________________________

Address: __________________________

Applicant Name: _________________________

Address: ____________________________

Contact No: _________________________

Signature / Date: _______________

*: delete where not applicable
**Designated Representative Declaration Form**

<table>
<thead>
<tr>
<th>To</th>
<th>City Gas Pte Ltd (as Trustee)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Gas supply to:**

<table>
<thead>
<tr>
<th>(Project Name)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>(Address of Premises / Development)</th>
</tr>
</thead>
</table>

I, the designated representative of the above project, holding a valid *practicing certificate / gas service worker licence*, certify that the gas installation is designed to and all gas service works are carried out in compliance to the requirements and provisions of the latest revision of the following:

a) Gas Act (Cap 116A);

b) Gas (Supply) Regulations;

c) Gas Supply Code;

d) Singapore Standard, SS 608, Code of Practice for Gas Installation;

e) Other relevant code / international standard(s): __________________________; and (please specify for installation with operating pressure higher than 50 kPa)

f) All statutory requirements in government laws and relevant regulations of Government departments.

The gas installation is designed to operate at __________ kPa / Bar.

<table>
<thead>
<tr>
<th>Signature and Stamp of *PE / LGSW</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name : __________________________</th>
<th>*PE / LGSW No : ____________________</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Company : _________________________</th>
<th>Contact No : _______________________</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Address : _________________________</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>E-mail Address : ____________________</th>
</tr>
</thead>
</table>

*: delete where not applicable
Declaration to be shown in the submission plans

(Name of Project)

(Address of Premise / Development)

I, the designated representative of the above project, holding a valid *practicing certificate / gas service worker licence, certify that the gas installation is designed to and all gas service works are carried out in compliance to the requirements and provisions of the latest revision of the following:

a) Gas Act (Cap 116A);
b) Gas (Supply) Regulations;
c) Gas Supply Code;
d) Singapore Standard, SS 608, Code of Practice for Gas Installation;
e) Other relevant code / international standard(s) : _________________ ; and
   (please specify for installation with operating pressure higher than 50 KPa)
f) All statutory requirements in government laws and relevant regulations of Government departments.

The gas installation is designed to operate at ________ kPa/Barg.

SIGNATURE & STAMP OF DATE
PROFESSIONAL ENGINEER / LGSW

*: delete whichever is not applicable
Notification of Final Pressure Test

Date: ______________________
Retailer Reference Number: _______________________

To: City Gas Pte Ltd (as Trustee)  

Attn: (Project Coordinator)

Final pressure test of gas installation at:

(Project Name)
(Address of Premises / Development)

I certify that the gas installation for the above project is completed and ready for final pressure test. The proposed date for the test is ____________.

The gas installation is from;
- consumer’s service pipe and/or
- consumer’s internal pipe

(Please tick the appropriate box)

The gas installation is constructed in compliance with;
(a) Approved plan for construction;
(b) All statutory and relevant codes which are applicable to the gas installation;
(c) Singapore Standard, SS 608, Code of Practice for Gas Installation;
(d) Others standards: ______________________________ (please specify);
(e) Retailer Handbook on Gas Supply; and
(f) All statutory requirements in government laws and relevant regulations of Government departments.

I submit the following documents duly endorsed:
- As-built drawings (inclusive of line drawing indicating all the end points);  
  (As-built drawing no: ____________________________
- Other relevant documents ______________________________ (please specify).  
  (Please tick the appropriate box)

The operating pressure of the Gas Installation is ____________ kPa/Bar. The final pressure test for the gas installation are:

First Test: ____________ kPa/Bar  
Second Test: ____________ kPa/Bar

I will attend the Final Pressure Test and will copy a set of the As-built drawings to the owner.

The expected date of gas turn-on: ______________________________

Signature and Stamp of Designated Representative  
Date ______________________________

Name of *PE/ LGSW: ______________________________
*PE / LGSW No: ______________________________

*: delete where not applicable
Certificate of Final Pressure Test

Date: ______________________

Retailer Reference Number: ______________________

To: City Gas Pte Ltd (as Trustee)

Gas supply to:

(Project Name)

(Address of Premises / Development)

(As-Built Drawing Nos)

I certify that the gas installation has passed the final pressure test on _______________ conducted in accordance with the * Singapore Standard, SS 608, Code of Practice for Gas Installation or .

(Please specify other relevant code / standard, if applicable)

<table>
<thead>
<tr>
<th>Test Pressure</th>
<th>Maximum Allowable Operating Pressure</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Test: _______________</td>
<td>Duration: _______________ MAOP: ________ bar</td>
</tr>
<tr>
<td>Second Test: _______________</td>
<td>Duration: _______________</td>
</tr>
<tr>
<td>Other additional test (please specify):</td>
<td></td>
</tr>
</tbody>
</table>

No person shall be allowed to carry out any further work on this installation without prior written consent from the respective gas retailer.

Certified by: ______________________

(Signature & Stamp of Designated Representative)

Date: ______________________

Name: ______________________

*PE / LGSW No: ______________________

Witnessed by: ______________________

(Signature of Retailer’s Project Coordinator)

Date: ______________________

Name: ______________________

Copy given to: ______________________

(Please tick appropriate box)

☐ Owner

☐ MCST

☐ Main Contractor

☐ Consultant

☐ Others

*: delete where not applicable
Request for Turn-on / Re-commissioning of gas supply

Date: ____________________

Retailer Reference Number: __________________________

To: City Gas Pte Ltd (as Trustee)

Gas supply to:

(Project Name)

(Address of Premises / Development)

I certify that the gas installation is safe and ready to receive gas. I request that gas be *Turned-on / Re-commissioned to the gas installation on _____________________________.

The gas installation has passed the final pressure test and that no further work has been carried out on the gas installation after the final pressure test and that the gas installation is safe for the turn-on/re-commissioning of gas.

I confirmed that all end points have been properly capped/plugged. The number of end-points in the gas pipe installation is ________________.

The proof test will be carried out during the turn-on/re-commissioning process and the Certificate of Proof Test will be issued. The gas installation will be depressurized to atmospheric pressure before I proceed with the turn-on/re-commissioning request.

After the turn-on/re-commissioning of the gas supply to the premises, I will inform all relevant parties accordingly not to tamper with the gas installation. In addition, I will undertake to affix warning labels at all end-points of the gas pipe installation.

A copy of the floor plans and line/isometric drawing has been given to the owner for reference and safe keep.

Designated Representative’s Signature/ Date

*PE/ LGSW No:

Name: ___________________________ Tel No: ___________________________

Address: _____________________________________________________________

*: delete where not applicable
CONSENT BY PROFESSIONAL ENGINEER / MAIN CONTRACTOR / OWNER (where applicable)

We consent to the above application for the turn-on/re-commissioning of gas supply.

Name of Professional Engineer: ___________________________ Date: _______________

Signature: ________________________________ PE No: _______________

Name of Main Contractor: _______________________________________________________________________

Signature: ____________________________________________ (authorized main contractor’s representative) 

_________________________________________ (company stamp) Date: _______________

Name of Owner / Developer: _______________________________________________________________________

Signature: ________________________________ Date: _______________

Note: *delete where not applicable
Request for Turn-On /Re-commissioning of Gas Supply (**)

Date: ______________

Retailer Reference Number: ______________

To : City Gas Pte Ltd (as Trustee)

Attn: _____________________________
       (Project Coordinator)

Gas Supply to:

   (Project Name)

   (Address of Premises / Development)

I hereby request that the turn-on / re-commissioning of gas supply to above installation be carried out immediately upon successful completion of the final pressure test.

The proof test will be carried out during the turn-on / re-commissioning process and the Certificate of Proof Test will be issued. The gas installation will be depressurized to atmospheric pressure before I proceed with the turn-on / re-commissioning request.

After the turn-on / re-commissioning of the gas supply to the premises, I will inform all relevant parties accordingly not to tamper with the gas installation. In addition, I will undertake to affix warning labels at all end-points of the gas pipe installation.

A copy of the line / isometric drawing has been given to the owner for reference and safe keep.

Signature & Stamp of Designated Representative Date

Name of *PE/ LGSW: _____________________________ *PE / LGSW No: ______________

___________________________

CONSENT BY PROFESSIONAL ENGINEER / MAIN CONTRACTOR / OWNER (where applicable)

We consent to the above application for the turn-on / re-commissioning of gas supply.

Name of Professional Engineer : _____________________________ Signature : ______________
     Date : ______________       PE No : ______________

Name of Main Contractor : _____________________________ Signature : __________________
      (authorized main contractor’s representative) (company stamp)
     Date : ______________

Name of Owner / Developer : _____________________________ Signature : ______________
       Date : ______________

*: delete where not applicable
IMPORTANT NOTES

This form allows the turn-on / re-commissioning of gas supply be carried out immediately upon successful completion of final pressure test. It shall be submitted together with FORM DR 04.

It is applicable only for turn-on to consumer’s internal pipes and minor addition or alteration works for the following gas service works;

(i) addition or alteration of consumer’s internal pipes (including meter installation).
(ii) tee-off, termination/cap-off of consumer’s service pipes.
(iii) replacement of consumer’s service pipe (such as corroded / leaking gas pipe, faulty gas valves)

Designated Representative shall conduct the proof test to certify the gas installation is leak free before proceeding with the turn-on / re-commissioning of gas supply.
Certificate of Proof Test

Date:__________________________

Retailer Reference Number:

To: City Gas Pte Ltd (as Trustee)

Gas supply to:

(Project Name)

(Address of Premises/Development)

(As Built Drawing Nos)

I certify that the *consumer's service pipe / consumer's internal pipe has passed the proof test on ______________ (Date) conducted in accordance with the Singapore Standard, SS 608, Code of Practice for Gas Installation or _____________________.

(Please specify other relevant code / standard, if applicable)

Test Pressure

Proof Test:__________________________ Duration:__________________________

Other additional test (please specify):__________________________

I request that gas be *Turned-On / Re-commissioned to the gas installation.

Certified by: __________________________ Date:__________________________

(Signature & Stamp of Designated Representative)

Name: ____________________________ *PE / LGSW No: ______________________

Witnessed by: __________________________ Date:__________________________

(Signature of Retailer’s Project Coordinator)

Name: ____________________________

Copy given to: __________________________

□ Owner
□ MCST
□ Main Contractor
□ Consultant
□ Others

Name/Company/Signature __________________________

*: delete where not applicable
Acknowledgement of Turn-on / Re-commissioning of Gas Supply

Date: __________________________

Retailer Reference Number: __________________________

To: City Gas Pte Ltd (as Trustee) __________________________

Gas supply to:

(Project Name) __________________________
(Address of Premises / Development) __________________________

Dear Sir

I acknowledge that gas supply has been *Turned-On / Re-commissioned to the abovementioned gas installation.

Date: __________________________
Time: __________________________ hr.
Type of gas: *Natural Gas / Town Gas __________________________
Nominal pressure: __________________________ kPa / Bar* gauge

I have informed all relevant parties that gas has been turned-on/re-commissioned to the gas installation and that the gas installation is pressurized with gas and should not be tampered with.

(Signature of Designated Representative)

(Name) __________________________ (*NRIC/ Passport No.) __________________________

Copy given to: Name/Company/Signature
(Please tick appropriate box)

☐ Owner __________________________

☐ MCST __________________________

☐ Main Contractor __________________________

☐ Consultant __________________________

☐ Others __________________________

*: delete where not applicable
Certificate of Conformity for Gas Appliance

Date: ____________________________

Our Ref: ____________________________

Retailer Reference Number: __________

To: City Gas Pte Ltd (as Trustee) ____________________________

Dear Sir

Gas appliance used for

(Project Name)

(Address of Premises/Development)

I would like to inform you that the gas appliance for the project is suitable to be used for *town gas / natural gas as per the gas specification stated in the Gas Supply Code.

<table>
<thead>
<tr>
<th>S/N</th>
<th>Appliance Description</th>
<th>Model</th>
<th>Quantity</th>
<th>Supplier</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

☐ The gas appliance has obtained a Safety Mark from SPRING Singapore
☐ The gas appliance is certified locally by __________________(certifying body)
☐ The gas appliance is not certified locally and I attached the relevant documents for your information;
   ☐ Overseas Certificate on conformity to an international standard
   ☐ Supplier’s letter to confirm that the appliance is suitable for *town gas / natural gas usage
   ☐ Other relevant document: ____________________________

Yours faithfully

Signature and Stamp of *PE / LGSW ____________________________ Date ________________

cc : 1) Owner
     2) PE / LGSW
     3) Consultant (if any)

*: delete where not applicable
Statement of Safe for Use

Date: ____________________________

Our Ref: __________________________

Retailer Reference Number: __________

To: Gas consumer ____________________
______________________________
______________________________

Dear Sir

Commissioning of Gas Appliance

(Paragraph about project name and address)

We have tested the gas appliances (as attached or listed) to be gas tight and safe to use with *town gas / natural gas in accordance to Regulation 21 of Gas (Supply) Regulations.

Commission date: __________________________

Attachment:
(Paragraph about attachment)

We have also demonstrated and advised the *client / users on the operation and maintenance of the listed gas appliances.

This is for your information and record.

Yours faithfully

Acknowledged by,

Signature and Stamp of *PE / LGSW / Date

Signature of Owner Representative

cc : 1) City Gas Pte Ltd
2) PE/ LGSW
3) Consultant (if any)

*: delete where not applicable
Statement of Completion of Purging of Gas Installation

Date: ____________________________

Our Ref: ____________________________

Retailer Reference Number: ____________

To: _______ Responsible Person

______________________________

Dear Sir

ISOLATION (CAP-OFF) OF GAS SUPPLY TO:

(Project Name)

(Address of Premises/Development)

This is to confirm that I have isolated (capped-off) the gas supply to the above mentioned premises on ___/ ___/ _____ at ___________ *am/pm.

2 The as-built drawing showing the isolation point (cap-off) is attached for your reference.

3 I further confirm that the gas installation downstream of the *Service Valve (SV) / Gas Riser Valve (GRV) / isolation point is completely purged at _________ *am/pm on ___/ ___/ _____ and is 100% free of gas.

4 The gas installation downstream of the isolation point (cap-off) is safe to be removed, if so required.

5 This is for your information and record purposes only.

Yours faithfully

________________________________________

Name & signature of Designated Representative

* Delete where not applicable

Copy given to:

(please tick appropriate box) Name/Company/Signature

☐ Owner / MCST ______________________________________

☐ City Gas Project Coordinator ____________________________

☐ Consultant __________________________________________

☐ Main Contractor ______________________________________

☐ Others _____________________________________________

FORM CG_DR 11
(04/2019)
PRE-FINAL PRESSURE TEST RECORDS OF CONSUMERS’ INTERNAL PIPES
FOR RESIDENTIAL PROJECT

Date: 

Retailer Reference Number: 

To : City Gas Pte Ltd (as Trustee)

Gas supply to:

(Project Name)

(Address of Premises / Development)

I certify that the gas installation listed below is constructed in compliance with Singapore Standard, SS 608, Code of Practice for Gas Installation and tested leak free.

<table>
<thead>
<tr>
<th>Unit Number</th>
<th>Tested on (Date)</th>
<th>Tested By (LGSW)</th>
<th>Checked By (Developer Rep.)</th>
<th>Remarks</th>
</tr>
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</table>

(If insufficient, please continue in another sheet)

Signature & Stamp of Designated Representative

Date: 

Name of *PE/ LGSW: 

PE / LGSW No: 

FORM CG_DR 12
(04/2019)
Date:
Our Ref: 
Your Ref:
Fax: 65787819

To: ________________________________
Our Project Co-ordinator is:
Mr
Tel (O): _____________________
Mobile: _____________________
Email: _____________________

Dear Sir

PROPOSED *GAS SUPPLY / A&A WORK / DISCONNECTION / DISCONTINUATION TO:

We refer to your application dated ____________.

2. In view of your written declaration that the design of gas pipe installation and the work to be carried out for above mentioned project is in compliance with the Gas Act (Cap 116A), the Gas (Supply) Regulations, the Gas Supply Code, Singapore Standard, SS 608, Code of Practice for Gas Installation, City Gas Handbook on Gas Supply and all statutory requirements in government laws and relevant regulations of Government departments, we wish to inform you that we have no objection to the proposal.

3. Your PE/LGSW is fully responsible for the gas installation design and compliance with the acts, regulations and codes. The approval is given without checking on the compliances and engineering design.

4. Your Designated Representative is required to contact our Project Co-ordinator for a site meeting before commencement of work.

5. If your Designated Representative requires further information/clarification, please contact Mr ______________________ at Tel No. ____________.

Yours faithfully

{Name}
{Designation} {Branch}
{Division}
City Gas Pte Ltd (as Trustee)

Note: * delete whichever is not applicable
Please quote our Ref No. in all future application / correspondence.

cc 1) Developer / Owner
2) Professional Engineer / LGSW / Architect
Dear Sir

AMENDMENT PLANS ON APPLICATION FOR *GAS SUPPLY/CONNECTION/A&A WORK / DISCONNECTION / DISCONTINUATION:

_________________________________________________________________________

(Address of premises/development)

We refer to your application dated ________________ and wish to inform you that we have no objection to your proposed amendment as shown in Drawing No(s):_________________________________________________________________.

2 If your designated representative requires further information/clarification, please contact the undersigned at Tel No._______________.

Yours faithfully

{Name}
{Name} {Designation} {Branch}
{Division}
City Gas Pte Ltd (as Trustee)

cc 1) Designated Representative/Professional Engineer/LGSW
   2) Developer/Owner/Architect

Note: * delete whichever is not applicable
Date : _________________
Our Ref : _________________

To : _________________________________
_________________________________
_________________________________

Dear Sir

WRITTEN COMMENTS

Project Name: ____________________________________________________________

The following written comments are for your attention and necessary action:-

<table>
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<tr>
<th>No.</th>
<th>Description</th>
<th>Drawing No.</th>
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</table>

Meeting attended by : _____________________________________________________

☐ Pre-submission consultation
☐ Plans amended & submitted for Approval
☐ Plans returned to Consultant/LGSW for re-submission

Signature : ______________________
Name : _________________________
Dear Sir

FINAL PRESSURE TEST AT ________________________________________

Thank you for informing us that the abovementioned work is ready for the final pressure test.

2 The testing will be conducted on ______________ at ______________.

3* As you have also requested for the turn-on / re-commissioning of gas, the turn-on / re-commissioning will only be carried out after the successful completion of the relevant tests.

4 Kindly note that the DR is required to be present at the test. You are also required to notify all parties of the date and time for the final pressure test.

Yours faithfully

{Name}
{Designation} {Branch}
{Division}
City Gas Pte Ltd (as Trustee)

Cc 1) Owner / Developer
   2) PE / LGSW / Architect

Note: * delete whichever is not applicable
Date: _________________

To: ______________________________

Our Project Co-ordinator is:
Mr _____________________________
Tel (O): ___________________________
Mobile: ___________________________
Email: ___________________________

Dear Sir

APPROVAL FOR *TURN-ON / RE-COMMISSIONING OF GAS TO __________________________

We refer to your application for *turn-on / re-commissioning dated _________________
for gas supply to the above project.

2 We are pleased to inform you that the work will be carried out on _________________
(date) at _________________ (time).

3 You are required to notify all relevant parties to witness the *turn-on / re-
commissioning of gas supply.

Yours faithfully

{Name}
{Name} {Designation} {Branch} {Division}
City Gas Pte Ltd (as Trustee)

cc 1) Owner/Developer
2) PE/LGSW/Architect
3) Main Contractor

Note: * delete whichever is not applicable
Statement of Turn-on Gas Supply

Date: 
Our Ref: 
Your Ref: 
Fax: 65787819

To: ____________________________
Our Project Co-ordinator is:

Mr ____________________________
Tel (O): _________________________
Mobile: _________________________
Email: _________________________

Gas supply to:
(Project Name)
(Address of Premises/Development)

Dear Sir

We refer to your request to turn on gas supply to the abovementioned gas installation and the declaration of your Designated Representative that the gas installation is safe and ready to receive gas. We have introduced gas into the gas installation at your premises from the gas meter to the point of connection of the gas appliance(s).

Details Of Turn-On

Date: ____________________________
Time: ____________________________ am / pm
Type of gas: *Natural Gas / Town Gas
Nominal pressure: ____________________________ kPa /Bar* gauge

We would remind you that the gas installation is now pressurized with gas. You shall ensure that the gas installation is not tampered with and all relevant parties are notified that gas has been turned on. You are required to complete and return the duly signed “Acknowledgement of Turn-on/ Re-commissioning of Gas Supply” form to us.

Please note that no further addition or alteration work on the gas installation can be undertaken without our prior written approval.

Yours faithfully

Acknowledged by

(Name & signature of Project Coordinator / Date) (Name & signature of Applicant / Date)

Cc Owner/MCST

IMPORTANT NOTE FOR OWNER / MCST
Under clause 9 of the Gas Supply Code, you are required to engage a Licensed Gas Service Worker (LGSW) or Professional Engineer (PE) whichever is applicable, to carry out a regular inspection and to certify that the gas installation in the premise is safe for use. A Certificate of Fitness must also be submitted to SP PowerGrid Ltd. SP PowerGrid Ltd will remind all relevant parties on the inspection and certification as the due date approaches.
Statement of Re-commissioning of Gas Supply

Date: ..................................................
Our Ref: .............................................
Your Ref: .............................................
Fax: 65787819

To: ________________________________

Our Project Co-ordinator is:
Mr. ________________________________
Tel (O): ______________________________
Mobile: ______________________________
Email: ______________________________

Gas supply to:
(Project Name)
(Address of Premises/Development)

Dear Sir

We refer to your request to re-commissioning of gas supply to the abovementioned gas installation and the declaration of your Designated Representative that the gas installation is safe and ready to receive gas. We have introduced gas into the gas installation at your premises from;

☐ consumer’s service pipe and/or
☐ consumer’s internal pipe

(Please tick the appropriate box)

Details Of Re-commissioning of Gas Supply

Date: ..................................................
Time: .................................................. am / pm
Type of gas: *Natural Gas / Town Gas
Nominal pressure: .................................... kPa /Bar* gauge

We would remind you that the gas installation is now pressurized with gas. You shall ensure that the gas installation is not tampered with and all relevant parties are notified that gas has been re-commissioned. You are required to complete and return the duly signed "Acknowledgement of Turn-on / Re-commissioning of Gas Supply" form to us.

Please note that no further addition or alteration work on the gas installation can be undertaken without our prior written approval.

Yours faithfully

Acknowledged by

(Name & signature of Project Coordinator / Date) (Name & signature of Applicant / Date)

Cc Owner/MCST

IMPORTANT NOTE FOR OWNER / MCST
Under clause 9 of the Gas Supply Code, you are required to engage a Licensed Gas Service Worker (LGSW) or Professional Engineer (PE) whichever is applicable, to carry out a regular inspection and to certify that the gas installation in the premise is safe for use. A Certificate of Fitness must also be submitted to SP PowerGrid Ltd. SP PowerGrid Ltd will remind all relevant parties on the inspection and certification as the due date approaches.

*: delete where not applicable
APPENDIX E

FORMS / LETTERS APPLICABLE FOR THE APPLICATION FOR GAS CONNECTION AND ADMITTANCE OF GAS SUPPLY

(This page is intentionally left blank)
APPLICATION FOR GAS DISTRIBUTION CONNECTION

To: PowerGas Ltd
   c/o HOS (Gas Network Planning)
   SP PowerGrid Ltd

Through Retailer

<table>
<thead>
<tr>
<th>Signature, Name &amp; Designation of Retailer Representative</th>
<th>Name of Retailer</th>
</tr>
</thead>
</table>

GAS CONNECTION TO:

(Project Name)

(Address of Gas Installation)

I would like to apply for connection to the PowerGas’ gas distribution pipeline network for the above project.

I hereby submit the following documents and certify that the information provided is correct:

- Consumer Project Data information
- Location / site plan showing the project site and proposed connection point(s)
- Pipe route from property boundary to the Meter Installation and location of Meter Installation where applicable.

Name of Applicant : ______________________
Designation : ______________________
Company : ______________________

Signature/ Date: ______________________
## Consumer Project Data Sheet

### Consumer Information

| Project Name : |  |  |
| Address of Premises/ Development : |  |  |
| Request type : | Retailer switch (NG only) / New supply connection * |  |

### Consumption Information

| Type of Gas : | Town Gas / Natural Gas * |
| Consumer Type : | Residential / Non-residential * |
| Application of Gas : | Co-Gen / Tri-Gen / Boiler / Cooking / Water Heating / Others* |
| If Others, please specify : |  |
| Shipper Name (NG only) |  |
| Injection Point (NG only) |  |
| Gas Consumption Duration per Day | 8 / 12 / 24* hours or otherwise please specify : |  |
| Expected Gas Admittance Date (DD/MM/YY) |  |
| Gas Usage | If gas supply is meant for interim use (less than 5 yrs), please specify duration of gas usage in years: |

### Delivery Pressure and Flowrate

| Applicable to NG projects only* | Load profile | Year 1 | mmBtu / year |
| Applicable to TG projects only* | Load profile | Year 2 | mmBtu / year |
|  | Load profile | Year 3 | mmBtu / year |
|  | Load profile | Year 4 | mmBtu / year |
|  | Load profile | Year 5 | mmBtu / year |
| Maximum Instantaneous Flowrate: | Sm³/hr |
| MPRS Outlet Pressure | barg |

### Submitted by Applicant

| Name of Company : |  |
| Name of Officer : |  |
| Designation : |  |
| Date : |  |
| Signature : |  |

### Confirmation by Retailer

| Name of Retailer : |  |
| Name of Officer : |  |
| Designation : |  |
| Date : |  |
| Signature : | I agree with the above information provided by the applicant. |

Note: The above is for information purposes only. PowerGas may not be able to nor is obliged to fulfill any of the above requirements.

*Delete where applicable
Dear Sir

**APPROVAL FOR PROPOSED CONNECTION TO:**

(Name of Project)

(Address of Premises / Development)

We refer to your application dated ____________, with regards to the above project.

2. Based on the submitted “Consumer Project Data Sheet”, we are pleased to inform you that your application has been approved.

3. We attached a quotation for the cost of connection for your necessary action.

4. Please be informed that you and your Designated Representative are fully responsible for the compliance of all Legislations, Regulations, Codes and Practices applicable to the gas installation.

5. Please contact our Project Coordinator before commencement of work or if you need further information or clarification.

Yours faithfully

{Name}
{Designation} {Branch}
{Division}
City Gas Pte Ltd (as Trustee)
On behalf of PowerGas Ltd

cc
1) Owner/Developer
2) PE/LGSW/Architect
3) Main Contractor
APPLICATION FOR ADMITTANCE OF GAS

PowerGas Ltd
c/o HOS (Gas Distribution Projects)
SP PowerGrid Ltd

Through Retailer

___________________________________
Signature, Name & Designation
Name of Retailer
of Retailer Representative

________________________________________
(Project Name)

________________________________________
(Address of Premises / Development)

(A) I, the Designated Representative (DR) of the above project, certify that,

i The gas installation from, but excluding, the GSIV up to, but excluding, the meter installation is ready to receive gas.

ii The consumer internal pipe is not connected to the meter installation.

iii I attached the following forms for your reference please:

- GDP 106 "Certificate of Completion"
- GDP 107 "Certificate of Final Pressure Test"

iv All end points are capped / blanked / plugged off

v I undertake to conduct Proof Test and submit GDP 108 "Certificate of Proof Test" immediately prior to the connection.

________________________________________
*PE / LGSW No. : _______________
Name, Signature and Stamp of DR / Date

(B) I hereby request for admittance of gas to the gas installation up to, but excluding, the meter installation on ____________.

To the Retailer:

This is to confirm gas admittance shall be carried out on ____ (date) at ____ (time). Please notify all relevant personnel to be present on site.

________________________________________
Signature of Applicant / Date

Name : ______________________

Designation : ______________________

SPPG Officer-in-charge
CERTIFICATE OF COMPLETION

PowerGas Ltd
c/o HOS (Gas Distribution Projects)
SP PowerGrid Ltd

Through Retailer

Signature, Name & Designation __________________________ Name of Retailer
of Retailer Representative

___________________________________________
(Project Name)

___________________________________________
(Address of Premises / Development)

I, the Designated Representative of the above project, hereby certify that the Gas Installation for the above project from, but excluding, the GSIV up to, but excluding, the Meter Installation have been designed and constructed in compliance with the requirements of the latest revision of the following:

- Gas Act (Cap 116A);
- Gas (Supply) Regulations;
- Gas Supply Code;
- Singapore Standard, SS 608 – Code of Practice for Gas Installation;
- Other relevant code / standard : __________________________
- All relevant acts, regulations and rules which are applicable to the gas installation;
- All statutory and relevant codes which are applicable to the gas installation;
- All statutory requirements in government laws and relevant regulations of government departments.

2. The design pressure of the Gas Installation is __________ barg.

____________________________________
Name : _________________________
Signature and Stamp of DR / Date

PE / LGSW * No. : ___________________
CERTIFICATE OF FINAL PRESSURE TEST

PowerGas Ltd
c/o HOS (Gas Distribution Projects)
SP PowerGrid Ltd
Through Retailer

___________________________________________
Signature, Name & Designation
Of Retailer Representative

___________________________________________
Name of Retailer

___________________________________________
(Project Name)

___________________________________________
(Address of Gas Installation)

1. I, Designated Representative of the above project, hereby certify that the Gas Installation from, but excluding, the GSIV up to, but excluding the Meter Installation, has been successfully tested and passed the final pressure test in accordance to the requirements of:

   Note: Please tick below where applicable

   **C**odes / Standards
   □ Singapore Standard, SS 608 – Code of Practice for Gas Installation; or
   □ Other relevant code / standard: _____________

   **P**ressure Test
<table>
<thead>
<tr>
<th>Test</th>
<th>Pressure (Barg)</th>
<th>Duration (Hour)</th>
<th>Date Passed</th>
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</thead>
<tbody>
<tr>
<td>□ First test</td>
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<tr>
<td>□ Second test</td>
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<tr>
<td>□ Other test</td>
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</tbody>
</table>

2. I hereby declare that the Maximum Allowable Operating Pressure (MAOP) and the Design Pressure of the above Gas Installation is __________ (Barg) and __________ (Barg) respectively.

3. I shall notify all parties concerned that the Gas Installation has been completed and pressure tested.

____________________________
Name: _________________________

Signature and Stamp of DR / Date

PE / LGSW * No.: ______________

* Delete where applicable
CERTIFICATE OF PROOF TEST

PowerGas Ltd
c/o HOS (Gas Distribution Projects)
SP PowerGrid Ltd
Through Retailer

Signature, Name & Designation ______________ Name of Retailer ______________
Of Retailer Representative

___________________________________________
(Project Name)

___________________________________________
(Address of Premises / Development)

I, Designated Representative of the above project, hereby certify that the Gas Installation for the above project from, but excluding, the GSIV up to, but excluding, the Meter Installation have been tested and successfully passed the proof test\(^1\) on ________________ (date).

2 I further certify that the test pressure has been released and the said Gas Installation is currently at atmospheric pressure. Accordingly, I hereby request to proceed with the connection and gas admittance.

3 I shall undertake to purge and commission the Gas Installation from, but excluding, the GSIV up to, but excluding, the Meter Installation immediately after the gas admittance.

_____________________________________
Name : _________________________
Signature and Stamp of DR / Date

PE / LGSW * No. : ____________________

\(^1\) Proof test shall be conducted in accordance to the requirements of Singapore Standard SS 608 for installation designed to operate up to 50 kPa or 20 kPa respectively, otherwise, proof test shall be carried out at 100 kPa or the operating pressure, whichever is lower, for a period of 30mins.

REQUEST FOR INTERIM ADMITTANCE OF GAS

I, Designated Representative of the above project, hereby certify that the Gas Installation for the above project from, but excluding, the GSIV up to, but excluding, the Meter Installation have been prepared and is ready for purging and commissioning. Please proceed to admit gas for the purpose of purging and commissioning.

_____________________________________
Name : _________________________
Signature and Stamp of DR / Date

PE / LGSW * No. : ____________________
To: ______________________________________________
   (Name of Responsible Person)

For: ___________________________________________________________________
     (Address of Gas Installation)

STATEMENT OF INTERIM ADMITTANCE OF GAS

1 Please be informed that, upon your certification of successful conduct of proof test and request for interim admittance of gas, the GSIV was opened and gas was admitted into the gas installation for the purpose of purging and commissioning on _____________ (date) at about ___________ (time).

2 Please proceed to purge and commission the gas installation up to, but excluding, the meter installation immediately.

3 Please notify us upon completion of the purging and commissioning. If we do not hear from you by __________ (date) __________ (time), we will terminate the gas supply to the installation and thereafter you are required to re-apply for admittance of gas in accordance to the requirements of the Gas Supply Code.

_____________________________________________________________________

Name of SPPG Representative                      Signature / Date
SP PowerGrid Ltd
As agent for and on behalf of PowerGas Ltd

To : PowerGas Ltd
     c/o SPPG representative

1 I hereby certify that the gas installation from the GSIV up to, but excluding, the meter installation has been successfully purged and commissioned.

2 I further certify that all end points of the installation/gas fitting have been affixed with warning labels marked “Live Gas. Do Not Tamper!” as stipulated in SS 608.

_____________________________________________________________________

Name : __________________________________________
Signature and Stamp of DR / Date
PE / LGSW * No. : __________________________

* Delete where applicable
To: _______________________________________________________________
   (Name of Applicant)

For: _______________________________________________________________
   (Address of Gas Installation)

STATEMENT OF ADMITTANCE OF GAS

1 The Designated Representative (DR) named hereunder has certified the following:
   (i) That the gas installation from Gas Service Isolation Valve (GSIV) up to (but excluding) the meter
       installation, has been installed in accordance with latest version of SS 608 or other applicable
       Code; and that appropriate pressure tests and proof test have been successfully carried out.
   (ii) That the gas installation from the GSIV up to (but including) the meter installation is leak free.
   (iii) That the purging and commissioning of the gas installation from the GSIV up to (but excluding)
       the meter installation has been carried out successfully.
   (iv) All end points of the gas installation from the GSIV up to (but excluding) the meter installation
       have been affixed with warning labels, “Live gas. Do Not Tamper!” as stipulated in SS 608.

2 Accordingly, we admitted Town Gas as requested at the nominal pressure of _________ kPa
   gauge up to the outlet valve of the meter installation on __________(date) at about
   __________(time) hrs. The gas installation from the GSIV up to (but excluding) the meter
   installation is henceforth connected to the gas supply system.

3 The applicant and Designated Representative (DR) are required to notify all parties concerned,
   including but not limited to the responsible person, owner, developer, architect, engineer, main
   contractor and sub-contractors, suppliers, vendors etc. that gas has been admitted into the gas
   installation up to (but excluding) the meter installation and to take all necessary precautions to
   prevent tampering and/or damages to the gas pipes.

4 The applicant and DR are to ensure compliance with all applicable legislation and codes of
   practice governing such gas installation or gas fitting including the latest version of the Gas Act
   (Cap 116A), the Gas (Supply) Regulations and the Gas Supply Code.

5 If you detect or suspect any gas leaks, please contact our 24-hours Customer Service Centre at
   Telephone 1800-752-1800 immediately.

Name of SPPG Representative
SP PowerGrid Ltd
As Agent for and on behalf of PowerGas Ltd

Acknowledged by:

Signature / Date
Name of Applicant
Designation
Company Name
Company Stamp (If applicable)

* Delete where applicable
To: ________________________________________________________________
(Name of Applicant)

For: ___________________________________________________________________
(Address of Gas Installation)

STATEMENT OF ADMITTANCE OF GAS

1 Upon your request, we admitted natural gas at the nominal pressure of ________Barg up
to the outlet valve of the meter installation on ________(date) at about ________(time) hrs. The
gas installation from the Gas Service Isolation Valve (GSIV) up to the outlet valve of the meter
installation is henceforth connected to the gas supply system.

2 The applicant and Designated Representative (DR) are required to notify all parties
concerned, including but not limited to the responsible person, owner, developer, architect, engineer,
main contractor and sub-contractors, suppliers, vendors etc. that gas has been admitted into the gas
installation up to the outlet valve of the meter installation and to take all necessary precautions to
prevent tampering and/or damages to the gas pipes.

3 The applicant and DR are to ensure compliance with all applicable legislation and codes of
practice governing such gas installation or gas fitting including the latest version of the Gas Act (Cap
116A), the Gas (Supply) Regulations and the Gas Supply Code.

4 If you detect or suspect any gas leaks, please contact our 24-hours Customer Service Centre
at Telephone 1800-752-1800 immediately.

Name of SPPG Representative
SP PowerGrid Ltd
As Agent for and on behalf of PowerGas Ltd

Acknowledged by:

_________________________________________  ________________________________
Signature / Date

*Delete where applicable*
AUTHORISATION TO TURN ON GAS METER CONTROL VALVE

Date: ________________

PowerGas Ltd
c/o HOS (Gas Distribution Projects)
SP PowerGrid Ltd

________________________________________
(Project Name)

________________________________________
(Address of Premises / Development)

I, Project Coordinator (“PC”) of the above project, certify that all legal requirements pertaining to gas safety have been complied with, including (but not limited to) (*) Regulation 3(4)(b) of the Gas (Supply) Regulations.

I hereby authorise PowerGas to turn on the Gas Meter Control Valve on my behalf now on ____________ (date) at ______________ (time).

________________________________________
Signature of PC

Name: ___________________________
Designation: _______________________
Name of Retailer: ___________________
<table>
<thead>
<tr>
<th>Revision</th>
<th>Effective Date</th>
<th>Description of Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>15 Nov 08</td>
<td>Initial Release</td>
</tr>
<tr>
<td>1</td>
<td>25 May 09</td>
<td>Replacement of PowerGas’ Gas Connection Application Forms, update of contact details and sub-section 5 of Section D</td>
</tr>
</tbody>
</table>
| 2        | Nov 2013       | • Update contact details.  
• Update PowerGas’ and City Gas’ Application forms.  
• Include Application for Disconnection of Gas Supply for Addition or Alteration of Gas Installation.  
• Procedure for Gas meter relocation for HDB’s apartment. |
| 3        | Feb 2016       | • Update contact details  
• Update PowerGas’ application forms.  
• Change of retailer application forms (Form DR XX)  
• Update submission requirements as per modification of Gas Supply Code |
| 4        | May 2017       | • Update contact details  
• Include installation guidelines and specification for flexible tubing  
• Update PowerGas’ application forms  
• Update Town Gas specifications  
• Update the delivery pressure to low pressure natural gas retail consumers |
| 5        | Apr 2019       | • Update contact details  
• Update procedure for Disconnection of Gas Supply @GSIV/ Cap-off of Gas Supply  
• Update SPPG application forms  
• Update City Gas Form GR4 and GR5  
• Revised Form CG_DR 11/New Form CG_DR 12 |