

**FREQUENTLY ASKED QUESTIONS ON GREEN AND GRACIOUS BUILDER
SCHEME FOR GGBS and GGBS (SMC)**

Before assessment

Q: What is the difference between Green and Gracious Builder Scheme and Green and Gracious Builder Award?

A: The GGBS is a certification scheme. Builders which meet the requirements are certified and given the Green and Gracious Builder Award which is usually given out at the annual BCA Awards.

Q: What is GGBS (SMC) and what is the difference between GGBS and GGBS (SMC)?

A: GGBS (SMC) was launched in April 2014 to encourage small and medium construction (SMC) firms to work in a smart and responsible manner. GGBS focuses on both green and gracious practices while GGBS (SMC) focuses on gracious and applicable green practices.

The resource and cost intensive requirements in GGBS were also omitted from the customised scheme for SMCs.

Q: My company is keen to take up GGBS. Should I be certified under GGBS or GGBS (SMC)?

A: As the name suggests, GGBS (SMC) is customised to suit the needs of SMCs (i.e. CRS 'C' grade contractors) while GGBS is more suitable for larger construction firms (i.e. CRS 'A' and 'B' grade contractors). You should take up a scheme that suits your company's business and operations.

Q: What is the difference between GGBS and ISO 14000? Am I exempted from GGBS if I am ISO 14000 certified?

A: ISO 14000 is an international standard for environmental management system whereas GGBS is a BCA certification scheme where a company needs to demonstrate its performance to specific sustainable and gracious construction practices before it can be certified. While there are some similarities in environmental management and sustainable construction practices, ISO 14000 certification is not equivalent to and cannot be used to exempt from GGBS certification.

Q: Who is eligible to apply for GGBS or GGBS (SMC)? I would like to apply for GGBS or GGBS (SMC), how should I go about it?

A: The schemes are open to all construction companies which carry out construction works with significant impact on the environment and community. To apply for GGBS or GGBS (SMC), please complete the application form online through <https://www.bca.gov.sg/qs/>.

Q: What projects should be declared in Table 3 of the application form? We have some very small projects, as well as medium and large projects; are we required to declare all of them?

A: Yes, the company is required to declare all projects (including projects under Defects Liability Period).

Q: How do I fill up Table 4 in the application form?

A: The company is required to declare a list of compound fines for environmental infringements received in the past twelve (12) months from the date of application. A "Nil" return could be submitted if there are no infringements.

Q: How do I fill up Table 5? If my company does not have projects completed within the last 3 years, do we still have to complete and return Table 5?

A: The company is required to declare the performance rating for the 9 key indicators for projects completed within the past 3 years from the date of audit. Should there be no completed projects within the past 3 years or if there is no data collected by the company prior to applying GGBS, a declaration must be made to BCA during application.

Q: Are there guidelines on industry average for the KPIs specified in the GGBS?

A: We conduct surveys from time to time and based on returns from the industry, a set of KPIs is indicated in the table below. However, these KPIs serve only as a guide and should not be quoted as reference.

Proposed Industry KPI 2015						
	Concrete Wastage	Rebar Wastage	Waste Disposal Cost	Electricity Consumption	Diesel Consumption	Water Consumption
Commercial	3.1	2.7	1340	3050	1700	240
Industrial	6.7	6.4	2670	4520	4220	500
Institutional	3.3	5.4	1420	2360	3900	410
HDB Residential	4.9	3.4	1960	7370	2770	560
Private Residential	3.5	4.6	2890	4230	2800	580
Landed	2.8	2.8	3310	6100	3300	420
Civil Engineering (Roads)	1.2	6.2	800	7610	23030	350
Civil Engineering (Sewage)	6.4	2.2	273	11159	29534	584
Civil Engineering (Tunnels and Rails)	3.0	2.0	325	3000	2000	500
	%	%	\$/million \$ work done	kWh/million \$ work done	L/million \$ work done	m ³ /million \$ work done
Note: These KPIs serve only as a guide and should not be quoted as reference.						

Q: Is GGBS compulsory for me?

A: Currently, companies which wish to apply for or retain their BCA Contractors Registry System (CRS) registration in work heads CW01 and CW02 and financial grades from A1 to B2 are required to obtain GGBS by the following dates:

A1 & A2: By 1 Jan 2015

B1 & B2: By 1 Jan 2016

Q: Is GGBS (SMC) compulsory for me?

A: Currently, GGBS (SMC) certification is on voluntary basis.

Q: My company is new to GGBS. Are there any tips or advice? What are the assessment criteria?

A: The GGBS guide (available at http://www.bca.gov.sg/Awards/GGBA/others/GGB_book.pdf) provides useful illustrations how the assessment criteria can be met. The weightages of the criteria can be found at <http://www.bca.gov.sg/Awards/GGBA/others/Criteria.pdf>.

Q: My company is new to GGBS (SMC). Are there any tips or advice? What are the assessment criteria?

A: The GGBS (SMC) guide (available at http://www.bca.gov.sg/Awards/GGBA/others/ggba_smc.pdf) provides useful illustrations on how the assessment criteria can be met. The weightages of the criteria can be found at http://www.bca.gov.sg/Awards/GGBA/others/criteria_smc.pdf.

Q: What is the minimum requirement in order to be certified to GGBS or GGBS (SMC)?

A: A company is required to obtain at least 50 points to achieve the minimum "Certified" rating.

Q: What are the fees involved for GGBS?

A: The fees (inclusive of GST) are found at <http://www.bca.gov.sg/Awards/GGBA/others/Fees.pdf>.

Q: Why is there a difference in the fee between a non-ISO 14000 certified firm and an ISO 14000 certified firm?

A: There are some common practices between GGBS and ISO 14000. As such, ISO 14000 certified firms are recognized and given a fee reduction for implementing such common practices when applying for GGBS certification. However, this reduction does not apply to GGBS (SMC) certification.

- Q: Why is there a lower fee if GGBS is combined with ISO 14000 audit?
- A: BCA ISO 14000 certified firms can opt to combine the ISO 14000 audit with the GGBS assessment. As there are some commonalities, there are efficiencies and cost savings when the audits are combined. These are shared with companies if they opt for a combined audit.
- Q: My company has submitted the application form and payment. How soon will I hear from BCA and will there be any tax invoice issued?
- A: If the application is in order, we will notify the company within 2 weeks to propose an audit date. Tax invoice will be issued upon successful receipt of payment.
- Q: What should be prepared for the GGBS assessment?
- A: The company should demonstrate that it has fulfilled the assessment criteria and implemented them in projects for at least 3 to 6 months. The company should also have at least 3 to 6 months of data for monitoring of wastage, energy consumption, water consumption and TSS readings. Please refer to the guide at http://www.bca.gov.sg/Awards/GGBA/others/GGB_book.pdf
- Q: What should be prepared for the GGBS (SMC) assessment?
- A: The company should demonstrate that it has fulfilled the assessment criteria and implemented them in projects for at least 3 to 6 months.
- Q: How is the assessment for GGBS and GGBS (SMC) conducted?
- A: The assessment is conducted through documentation review and site visit to verify implementation of the assessment criteria.
- Q: Who conducts the assessment for GGBS and GGBS (SMC)?
- A: The assessment is conducted by BCA auditors and qualified external auditors.

- Q: How are the project sites selected? Can I propose my better projects to be assessed?
- A: The GGBS or GGBS (SMC) is applicable at the company level. All project sites are required to implement the GGBS or GGBS (SMC). The projects will be selected randomly by BCA auditors based on their suitability (nature of project, construction progress, proximity to community, etc.)
- Q: Are joint-ventures / total-sub / turnkey projects applicable?
- A: They are applicable as long as the applicant company is the leading contractor implementing the GGBS or GGBS (SMC).
- Q: My company currently does not have any ongoing projects. Will this affect my application?
- A: The assessment is based on the documented procedures that will be implemented in the next project. Implementation in previously completed projects could also be reviewed. A provisional lowest certification grade will be awarded. Upon award of a new project, the company shall allow BCA to conduct an assessment and review the certification grade. This will be treated as recertification and additional fees as in Table 1 are applicable.
- Q: Can I consult BCA on how to prepare for my GGBS or GGBS (SMC) assessment?
- A: BCA does not provide consultancy services for GGBS or GGBS (SMC). BCA Academy provides scheduled workshops/seminars for GGBS. You may obtain more information at <http://www.bcaa.edu.sg>.

During assessment

- Q: Where will the assessment be conducted?
- A: Upon payment of the certification fee, an agreed date (usually 1 to 2 months after receipt of payment) will be arranged by BCA with the applicant company. The assessment should be conducted within 6 months upon payment of fee.

Q: Who should be involved in the assessment?

A: Any person who has made a contribution towards GGBS implementation could be involved. Ideally, the top management, human resource and project site personnel should be present during the assessment.

Q: What is the duration of the assessment?

A: The assessment usually does not take more than two (2) days.

Q: If some of the criteria cannot be applied to my company, will I be penalised?

A: The criteria will be rated as not applicable and the score pro-rated if the company is able to provide good reasons and evidence to explain the non-applicability.

After assessment

Q: My company has just completed the GGBS or GGBS (SMC) assessment. Does this mean we are now GGBS or GGBS (SMC) certified? Will BCA provide an assessment report?

A: You will receive an assessment score sheet and a GGBS or GGBS (SMC) certificate usually within 2 months from completion of the assessment.

Q: What is the validity of the certificate?

A: The certificate is valid for 3 years. A renewal audit is required at the end of the 3-year period to maintain the certification.

Q: How frequent is the surveillance assessment conducted?

A: Surveillance assessments are conducted annually.

Q: My company is currently ISO 14000 certified. Can I combine the ISO 14000 audit with the GGBS assessment?

A: Companies with BCA ISO 14000 certification may consider combining the GGBS assessment with the ISO 14000 audit.

- Q: Can I combine my ISO 14000 audit with the GGBS assessment if I am not a BCA ISO 14000 certified company?
- A: The combined audit is only applicable to BCA ISO 14000 certified companies.
- Q: My company is interested to recertify/upgrade to a higher tier. How should I go about it?
- A: To recertify/upgrade, please complete the application form online through <https://www.bca.gov.sg/qs1>.
- Q: My company is currently certified in the “Merit” category. What happens if my next assessment result falls below the required score? Will my rating be affected or downgraded?
- A: The rating will not be downgraded immediately. However, BCA reserves the right to adjust the rating if the company is unable to maintain the required score in 2 consecutive GGBS or GGBS (SMC) assessments.
- Q: My company has received more than 10 compound fines in the last 2 years for noise infringement. Will this affect my GGBS or GGBS (SMC) assessment or rating?
- A: While the rating will not be downgraded immediately, BCA reserves the right to adjust the rating if the company is involved in any serious environmental violation.
- Q: My certificate is expiring soon. How should I go about the renewal?
- A: To renew GGBS or GGBS (SMC), please complete the application form online through <https://www.bca.gov.sg/qs1>.
- Q: What happens if I do not renew the certificate in time?
- A: The certificate will lapse. The company will be required to reapply for certification if it wishes to be GGBS or GGBS (SMC) certified.

Q: My company is currently GGBS (SMC) certified. Can we move on to take up GGBS?

A: Yes. If the company is ready to take up GGBS, the GGBS application form can be filled online through <https://www.bca.gov.sg/gsl>.

Updated as of 1 August 2018