

# User Guide on Application of Aquatic Facility Licence

To apply for new licence, amend existing licence and  
cancel existing licence for your Aquatic Facility

July 2021

General

## GoBusiness portal weblink

<https://licence1.business.gov.sg/web/frontier/>

 A Singapore Government Agency Website

New Guided Journey feature on GoBusiness Licensing | Licensing for F&B businesses, made smarter and simpler.

[Get Started](#)



 LOGIN



LICENCE APPLICATION



LICENSED ENTITIES



SFA / NPARKS / AVS LICENCES



WHO WE ARE

Click on '**LOGIN**'

## Contact Us

If you have enquiries or require assistance on GoBusiness Licensing, please contact our GoBusiness Licensing helpdesk.



(+65) 67741430



licences-  
[helpdesk@crimsonlogic.com.sg](mailto:helpdesk@crimsonlogic.com.sg)



Helpdesk Operating Hours

Monday to Friday 8:00am to 8:00pm

Saturdays: 8:00am to 2:00pm

Excluding public holidays

## List of licensing agencies' contact numbers

If you have specific queries such as licensing policies, status of the licence approval and clarifications on the licence submission, you can contact the respective Government agencies directly:



LICENCE APPLICATION



LICENSED ENTITIES



SFA / NPARKS / AVS LICENCES



WHO WE ARE

via

**Business Users**

**Log in with singpass**

via

**Individuals**

**Log in with singpass**

or

via

**Login ID**

Login for foreigners without Singpass

Your Email

Your Password

By clicking on the login button, you agree to the [Terms of Use](#).

Login >

[Forgot Password?](#)

[Request User Account](#)

Click on 'Log in with singpass'



## Corp pass Login

UEN/ENTITY ID

199404068G

e.g. 52942768X, 197701990Z

Corppass ID

S9941793ETest

Password

••••••••••

Identification Number

S9941793E

e.g. S1234567G, G1234567G

Name

S9941793ETest



Corppass Type

Select



Login

Cancel

1

Key in your entity's **UEN**

2

Key in your entity's **Corppass ID**

(Enter your **Identification Number**)

3

Key in your **Identification Number** (NRIC/FIN)  
[Each Entity can nominate up to 6 individuals within the entity to access the portal via the Entity's Corppass ID]

4

Key in your name

5

Select '**CorpPass User**' if you are registering for your entity. If your entity is logging in on behalf of another entity, please select '**Third Party User**'

## Dashboard

S9941793ETEST

Your last login was on Friday 05 March 2021 at 03:06 PM

Update Profile

Representing

PO HOCK PTE LTD (UEN: 199404068G)

39 JALAN ASAS, FUYONG ESTATE S(678800)

Application Status

Application Number

Check

APPLICATIONS



0

Require Attention

0

In Progress

DRAFTS



0

Due for Removal

0

All Drafts

LICENCES



0

Due for Renewal

1

Active

PAYMENTS



0

Pending Payments

After logging in, you should see a dashboard similar to this.

Apply for New Licence

MY PORTFOLIO

LICENCE APPLICATION

1

Click on 'Licence Application'

WHO WE ARE

Dashboard

APPLY FOR NEW LICENCE

2

Click on 'Apply for New Licence'

AMEND EXISTING LICENCE

RENEW EXPIRING LICENCE

CANCEL EXISTING LICENCE

SUBMIT RETURNS

Update Profile

Representing  
PO HOCK PTE LTD (UEN: 199404068G)  
39 JALAN ASAS, FUYONG ESTATE S(678800)

Application Status

Application Number

Check

APPLICATIONS



0

Require  
Attention

0

In Progress

DRAFTS



0

Due for  
Removal

0

All Drafts

LICENCES



0

Due for  
Renewal

1

Active

PAYMENTS



0

Pending Payments



ABC 123 Keywords

Government Agencies

Business Intent

1

Type in 'Aquatic Facility'

aquatic facility

e.g. Food court, Pet shop, NEA...



Search

2

Click 'Search'



Review & Apply (0)

## Search Results

5 results for Keyword "aquatic facility"

Licences (3)

3

'Aquatic Facility Licence' should show up in the Search Results

**Aquatic Facility Licence** ⓘ

For operating a public aquatic facility.

4

Click 'Add to Selection'

Add to Selection >

**Licence for Animal Research Facility** ⓘ

Research facilities that intends to use animals for scientific purposes to apply for and obtain a licence from

Take Me There >



Keywords



Government Agencies



Business Intent

2

Click '**Review & Apply**'.  
This tab will turn red and the number of selection will be reflected here



Review & Apply (1)

Search

## Search Results

5 results for Keyword "aquatic facility"

Licences (3)

Aquatic Facility Licence 

For operating a public aquatic facility.

3

You may click on this blue icon for the Frequently Asked Questions (FAQ)



1

The '**Add to Selection**' button will be changed to '**Selected**'



Selected

Licence for Animal Research Facility 

Research facilities that intends to use animals for scientific purposes to apply for and obtain a licence from

Take Me There >



Keywords



Government Agencies



Business Intent

aquatic facility

Search

e.g. Food court, Pet shop, NEA...

### Selected Licences

NEA | Aquatic Facility Licence



Proceed

2

Click 'Proceed'

1

The selected 'Aquatic Facility Licence' will be reflected



Review & Apply (1)

### Search Results

5 results for Keyword "aquatic facility"

Licences (3)



Keywords



Government Agencies



Business Intent

1

SELECT  
Licence(s)

2

ADD  
General Information

3

PROVIDE  
Application Details

4

UPLOAD  
Supporting Document(s)

5

REVIEW & SUBMIT  
Application  
(Payment if applicable)

6

ACKNOWLEDGEMENT

## Apply for New Licence

You may need to provide details of the licence you wish to apply for.

1

The time required to fill in the application form is indicated here

3

The Estimated Processing Time of your licence application is indicated here

☒ Licence Name

Time to Fill

Fees & Supporting Documents

Estimated Processing Time

Selected Licence(s)

☒ NEA | Aquatic Facility Licence

20 mins

[Details](#)

5 working days

GoBusiness Licensing accepts the following e-Payment methods: PayPal, VISA, MasterCard, American Express and Discover.

**Note:** only e-Payment methods are accepted on GoBusiness

2

Click '**Details**' to find out the required documents for your application and prepare them for your application

4

Click '**Apply**' once you are done

[< Previous](#)

[Email Me >](#)

[APPLY](#)

## Apply for New Licence

### Terms of Use

#### I. Agreement

1. Access this services is governed by the terms and conditions as stated below ("Terms of Use"). By accessing and using the Website, you shall be deemed to have accepted and agreed to be legally bound by these Terms of Use. If you do not accept any of these Terms of Use, please leave the Website.
2. In these Terms of Use, the words "we", "our" and "us" refer to the Government of Singapore and all Statutory Boards. "Statutory Board" means any body corporate established by or under written law from time to time to perform or discharge any public function.
3. These Terms of Use may be changed from time to time. Changes will be posted on this page. Your use of the Website after changes have been posted on the Website will constitute your agreement to the modified Terms of Use and all of the changes.

1 Please read the Terms of Use and check this box if you agree with it to proceed with the licence application

part of the Website at any time, with or without

#### Access To the Website

☒ By clicking on the checkbox, I agree to be bound by the Terms of Use.

### Profile

2 Indicate your option accordingly if you are applying on behalf of another person


I am applying

- ☒ as an Applicant  
☐ on behalf of Applicant

Your particulars will be automatically filled in for you

## Applicant's Particulars

Note: Salutation, Name, Citizenship, Gender and Date Of Birth are taken from User Profile for your convenience.  
Please proceed to **Update User Profile** screen to edit these information where necessary.

<b>Salutation *</b>	<input type="text" value="Mr"/>	<b>Designation</b>	<input type="text" value="Managing Director"/>
<b>Name *</b>	<input type="text" value="S9941793ETest"/>	<b>Office Tel Number</b>	<input type="text" value=""/>
<b>Citizenship *</b>	<input type="text" value="SINGAPORE CITIZEN"/>	<b>Home Tel Number</b>	<input type="text" value=""/>
<b>Gender *</b>	<input checked="" type="radio"/> Male <input type="radio"/> Female	<b>Fax Number</b>	<input type="text" value=""/>
<b>Date Of Birth *</b>	<input type="text" value="06/02/1991"/> 	<b>Mobile Number *</b>	<input type="text" value="+6591112345"/>
<b>Primary Contact Mode *</b>	<input type="radio"/> Office Tel Number <input type="radio"/> Home Tel Number <input checked="" type="radio"/> Mobile Number	<b>Email *</b>	<input type="text" value="asd@asd.com"/>
		<b>Alternative Email</b>	<input type="text" value=""/>
		<input type="checkbox"/> Tick if you prefer to receive status updates of licence application via SMS	

1 Select your 'Primary Contact Mode'

2 Fill in your contact number here accordingly as indicated by the asterisk(\*)

3 Provide your email here. Please ensure that the email provided is functional as this will be the primary mode of notification/reminder

## Applicant's Address

Please provide your address in the fields marked by an asterisk(\*)

**Address Type \***

☒ Local ☐ Foreign

**Street Name \***

SCIENCE PARK ROAD

**Type of Premises \***

Residential

Level

**Postal Code \***

117611

Retrieve Address

Please enter your postal code and click "Retrieve Address".

Unit Number

E.g. 05-01 Key in:05

E.g. 05-01 Key in:01

**Block / House Number \***

31

Building Name

THE CRIMSON

## Organisation Details

The following details are retrieved from ACRA. If you find the information inaccurate, please update your business entity details with ACRA and apply. It may take 1-2 days for the update to be reflected in GoBusiness Licensing

Organisation Name

PO HOCK PTE LTD

UEN

199404068G

Organisation Type

EXEMPT PRIVATE COMPANY LIMITED BY

UEN of Former Company

Organisation Registered Address

Type of Premises

Postal Code

Please enter your postal code and click "Retrieve Address".

Block / House Number\*

Street Name

Level

Unit Number

Building Name

Please ensure that the  
**Organisation Registered Address is accurate**



## Organisation Operating Address

Type of Premises	<div>Please Select</div>	Street Name	<div></div>
Postal Code	<div></div> <div>Retrieve Address</div>	Level	<div></div> <div>E.g. 05-01 Key in:05</div>
Block / House Number	<div>Please Select</div>	Unit Number	<div></div> <div>E.g. 05-01 Key in:01</div>
		Building Name	<div></div>


## Organisation Contact Details


Tel Number*	<div></div>
Fax Number	<div></div>
Business Email*	<div></div>

Please provide your organisation's **Telephone Number** and **Business Email** in the corresponding fields


Mailing Address

Please provide your Mailing Address details accordingly

Organisation Operating Address 

Organisation Registered Address 

Address Type \* ☒ Local ☐ Foreign

Type of Premises \* Residential 

Postal Code \*  

Please enter your postal code and click "Retrieve Address".

Block / House Number Please Select 

Street Name \*

Level   
E.g. 05-01 Key in:05

Unit Number   
E.g. 05-01 Key in:01

Building Name

Click 'Next'



Next > Save as Draft Save as Draft & Exit



MY PORTFOLIO



LICENCE APPLICATION



LICENSED ENTITIES



SFA / NPARKS / AVS LICENCES



WHO WE ARE

1

SELECT  
Licence(s)

2

ADD  
General Information

3

PROVIDE  
Application Details

4

UPLOAD  
Supporting Document(s)

5

REVIEW & SUBMIT  
Application  
(Payment if applicable)

6


ACKNOWLEDGEMENT

## Apply for New Licence

### Aquatic Facility Licence (NEA)

#### Organisation/Business Operating Address

Please complete the Organisation Operating Address section in the General Information page, including the field Type of Premises, before you proceed with this page. Note that you can only amend the standard fields in this Business Operating Address section by updating the Organisation Operating Address section in the General Information page. To go back to the General Information page, please click on the "General Information" at the top of this page.

**Type of Premises \***Office 

Level

**Postal Code \***

678800

[Retrieve Address](#)

Unit No

*Please enter the postal code and click on "Retrieve Address" button.*

**Postal Code \***

678800

[Retrieve Address](#)

Unit No

*Please enter the postal code and click on "Retrieve Address" button.*

**Block/House No \***39 

Building Name

FUYONG ESTATE

**Street Name \***

JALAN ASAS

**Type of  
Development \***

Please Select

- Association
- Club
- Condominium
- Hotel
- Other
- SPORTSG Pool
- Schools (government)
- Schools (government-aided)
- Schools (private)



Select the 'Type of  
**Development**' where your  
Aquatic Facility (AF) is located

For Address with Multiple Aquatic Facilities (using the same filtration system)

Level	Unit No	Name of Aquatic Facility	Type of Aquatic Facility	Location
No records available				

Level

Unit No

Name of Aquatic Facility

Type of Aquatic Facility\*

Please Select

▼

AG features refer to Aerosol Generating features such as spray guns, water curtains, water buckets within the aquatic facility, that are capable of generating aerosols for interaction.

Location\*

Please Select

Indoor

Outdoor

- Please Select
- Spa Pool
- Swimming Pool with AG features
- Swimming Pool without AG features
- Water Playground/Interactive Water Fountain

Add

1 Select the 'Location' where your Aquatic Facility (AF) is located

2 Select the 'Type of Aquatic Facility' that you intend to operate

3 Click 'Add' once you are done with Step 1 and Step 2

Previous



Proceed >

Save as Draft

Save as Draft & Exit

The AF that you added will show up in the table circled in red

Click this black button to edit your entry

Level	Unit No	Name of Aquatic Facility	Type of Aquatic Facility	Location	
1	1	Hydrotherapy pool	Spa Pool	Outdoor	 

Level

Unit No

Name of Aquatic Facility

Type of Aquatic Facility\*

Please Select  
AG features  
Generating f  
guns, water curtains, water buckets  
within the  
capable of  
interaction

Location\*

Click this red button with a 'X' to remove your entry

The "Type of Aquatic Facility" available for selection are:

- Swimming Pool without Aerosol Generating (AG) features
- Swimming Pool with AG features
- Spa Pool
- Water Playground/Interactive Water Fountain

Click 'Proceed' once you are done

Add

Minimum one record is required.

< Previous Proceed > Save as Draft Save as Draft & Exit



## Apply for New Licence

### Aquatic Facility Licence

Click 'Upload' to upload the corresponding file for your application

Document Name	Type	Attachment	Action
<b>BCA Temporary Occupation Permit (TOP) and/or Approval for Addition and Alteration Work</b> Temporary Occupation Permit (TOP) and/or approval for addition and alteration work to be carried out <i>Acceptable File Format: jpg, gif, doc, docx, pdf</i> <i>Acceptable File Size: maximum : 2 MB</i>	ONLINE UPLOAD		
<b>Planning approval from relevant agency for change of use and/or addition and alteration work (if applicable)</b> Planning approval from relevant agency for change of use and/or addition and alteration work (if applicable) <i>Acceptable File Format: jpg, gif, doc, docx, pdf</i> <i>Acceptable File Size: maximum : 2 MB</i>	ONLINE UPLOAD		

Schematic Diagram of aquatic facility consisting of i. water circulation (includes overflow perimeter drain or skimmers, flow meters). ii. Filtration (sampling taps at the inlet and outlet pipes of the filter) iii. Disinfection systems iv. The device shall not allow the back flow of water in aquatic facility into the disinfectant container. v. pH control vi. Heating (optional)

Acceptable File Format: doc, gif, jpg, pdf, xls, docx, xlsx

Acceptable File Size: maximum : 2 MB

ONLINE UPLOAD



NEA logo.jpg x

Upload

Your uploaded file will appear here. If you have uploaded the wrong file, you can click the 'x' next to the filename to remove.

#### Pumps and filters catalogue

Characteristics of the pumps and filters used for the aquatic facility

Acceptable File Format: doc, gif, jpg, pdf, xls, docx, xlsx

Acceptable File Size: maximum : 2 MB

ONLINE UPLOAD



NEA logo.jpg x

#### Bacteriological and chemical water sampling results

Latest water quality report valid within one month before the aquatic facility is opened to public (may be submitted during/after pre-licensing inspection)

Acceptable File Format: doc, gif, jpg, pdf, xls, docx, xlsx

Acceptable File Size: maximum : 2 MB

ONLINE UPLOAD



NEA logo.jpg x

Upload

#### Others

Others

Acceptable File Format: doc, gif, jpg, pdf, xls, docx, xlsx

Acceptable File Size: maximum : 2 MB

ONLINE UPLOAD



NEA logo.jpg x

Upload

< Previous

Next >

Save as Draft

Save as Draft & Exit

Click 'Next' once you are done

#### HOME

Find Licence by Keywords

Find Licence by Government Agencies

Find Licence by Business Intent

#### LICENCE APPLICATION

Apply for New Licence

Amend Existing Licence

Renew Expiring Licence

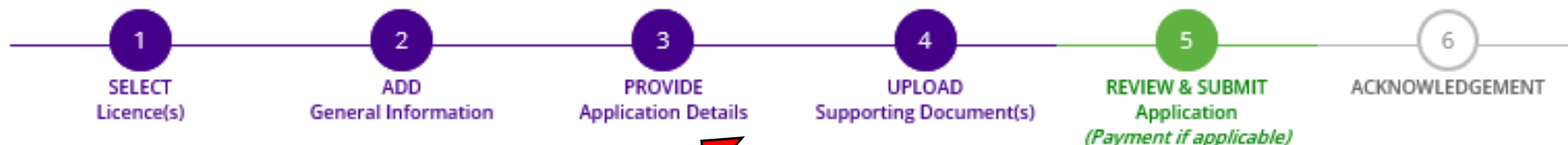
#### FEEDBACK

FAQ

Enquiries and Request for Assistance

Hotline  
6774 1430

Operating Hours



## Apply for New Licence

### Information Review

Please review your completed application here. You may return to the sections you wish to edit by clicking on the circle corresponding to the section to be edited.



#### Applicant's Particulars

Salutation	Mr	Designation	Managing Director
Name	S9941793ETest	Office Tel Number	
Citizenship	SINGAPORE CITIZEN	Home Tel Number	
Gender	Male	Fax Number	
Date Of Birth	06/02/1991	Mobile Number	+6591112345



## Declaration

### General Declaration

1. I declare that all the information given in this application form is true and correct.  
I am aware that legal action may be taken against me if I had knowingly provided false information.  
I agree that in any legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, acknowledgements, information recorded in or produced

☐

1

Please read the declaration and check the boxes accordingly before submitting the application



1. I agree that NEA would only be able to process applications when all relevant supporting documents are received and are in proper order.

☐

The National Environment Agency (NEA) collects personal information to carry out its various functions and duties under the National Environment Agency Act (Cap 195) including the implementation of environmental and public health policies in Singapore and any other related purposes.

I hereby consent to NEA's use of the information provided by me in the course of any application I have made to the NEA, to facilitate the processing of such application for such purposes.

I hereby further consent to NEA sharing the information in such application with other Government agencies, or non-government entities authorized to carry out specific government services, unless prohibited by legislation

2

Click 'Submit'



Previous

Submit





## Apply for New Licence

Submitted successfully: 1 application(s)

You will be notified of the approval of your application via SMS/Email.

National Environment Agency

Aquatic Facility Licence

Application Number	C2120128538	Application Status	Submitted (No Upfront Payment Required)
Submission Number	B2120295084	Payment Status	STAGE1 : N.A STAGE2 : PENDING
Submission Date	17/06/2021 17:57:06		
Submission Name	B2120295084		

View your [Applications and Status](#)

### NOTE

Application has been submitted successfully. You will be notified of the approval of your application by email/sms. Processing status will also be updated under the Application Status Column.

Please note that the "Submission Name" is for your personal reference only.

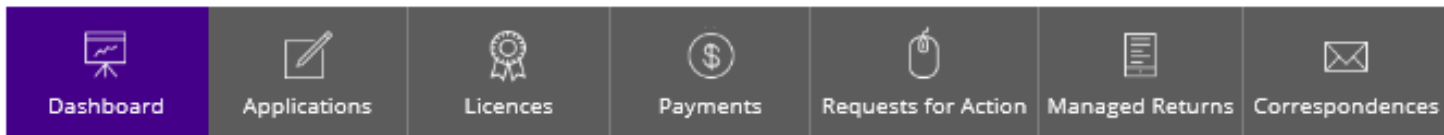
You may retrieve your submission and application details by clicking on the "Applications" tab in the "My Portfolio" menu.

You may click **'Print'** to print this page for your reference

PRINT

CLOSE

Click **'Close'** to go back to **'Dashboard'**



## Dashboard

59941793ETEST  
Your last login was on Friday 11 Jun 2021 10:58G)

You will see that your licence application is 'In Progress' once you arrived at your 'Dashboard'

Application Status

Application Number

Check

### APPLICATIONS

0

Require Attention

2

In Progress

### DRAFTS

0

Due for Removal

1

All Drafts

### LICENCES

0

Due for Renewal

1

Active

### PAYMENTS

0

Pending Payments

Application Number

Type

Agency

Licence Name

Application Status

Submission Date

Action

U2120038183

Amend

NEA

Aquatic Facility Licence

Pending Agency Action

17 Jun 2021 18:27:42

Action

C2120128538

New

NEA

Aquatic Facility Licence

Pending Agency Action

17 Jun 2021 17:57:06

Action

Showing 2 of 2

HOME

Find Licence by Keywords

LICENCE APPLICATION

Apply for New Licence

ABOUT US

CONTACT US

Enquiries and Request for Assistance

Amend Existing Licence

MY PORTFOLIO

LICENCE APPLICATION

1

Click on 'Licence Application'

WHO WE ARE

Dashboard

APPLY FOR NEW LICENCE

2

Click on 'Amend Existing Licence'

AMEND EXISTING LICENCE

RENEW EXPIRING LICENCE

CANCEL EXISTING LICENCE

SUBMIT RETURNS

Update Profile

Representing  
PO HOCK PTE LTD (UEN: 199404068G)  
39 JALAN ASAS, FUYONG ESTATE S(678800)

Application Status

Application Number

Check

APPLICATIONS



0

Require Attention

0

In Progress

DRAFTS



0

Due for Removal

0

All Drafts

LICENCES



0

Due for Renewal

1

Active

PAYMENTS



0

Pending Payments

## Amend Licence



Licences



Government Agencies

1

A list of your licences available for amendment will be available here

SEARCH

1

SELECT  
Licence(S)

2

AMENDMENT  
Profile

3

ADD  
General Information

4

PROVIDE  
Application Details

5

UPLOAD  
Supporting Document(S)

6

REVIEW & SUBMIT  
Application  
(Payment If Applicable)

7

ACKNOWLEDGEMENT

Licence Number

Licence Details

Agency

Licence Name

Licence Status

Issued Date

Expiry Date

AF00477E000

Click on the licence number of the licence that you wish to amend

Aquatic Facility Licence

Active

01 Mar 2021

28 Feb 2022

Showing 1 of 1

## Amend Licence



National Environment Agency

Aquatic Facility Licence

Type of Amendment

Fees & Supporting Documents (if required)

☒ Aquatic Facility Licence - Amendment

Details

Licence No. \*

AF00477E000

1

Ensure that the licence number of the licence that you wish to amend is correct

BACK

NEXT

2

Click 'Next'



1

SELECT  
Licence(s)

2

AMENDMENT  
Profile

3

ADD  
General Information

4

PROVIDE  
Application Details

5

UPLOAD  
Supporting Document(s)

6

REVIEW & SUBMIT  
Application  
(Payment if applicable)

7

ACKNOWLEDGEMENT

## Amend Existing Licence

### Terms of Use

#### I. Agreement

1. Access this services is governed by the terms and conditions as stated below ("Terms of Use"). By accessing and using the Website, you shall be deemed to have accepted and agreed to be legally bound by these Terms of Use. If you do not accept any of these Terms of Use, please leave the Website.
2. In these Terms of Use, the words "we", "our" and "us" refer to the Government of Singapore and all Statutory Boards. "Statutory Board" means any body corporate established by or under written law from time to time to perform or discharge any public function.
3. These Terms of Use may be changed from time to time. Changes will be posted on this page. Your use of the Website after changes have been posted on the Website will constitute your agreement to the modified Terms of Use and all of

1

Please read the Terms of Use and check this box if you agree with it to proceed with the licence application

the Website at any time, with or without

#### Access To the Website

☐ By clicking on the checkbox, I agree to be bound by the Terms of Use.

2

Click 'Next'

Next &gt;

Save as Draft

Save as Draft &amp; Exit



Your particulars will be automatically filled in for you

## Applicant's Particulars

Note: Salutation, Name, Citizenship, Gender and Date Of Birth are taken from User Profile for your convenience.  
Please proceed to **Update User Profile** screen to edit these information where necessary.

<b>Salutation *</b>	<input type="text" value="Mr"/>	<b>Designation</b>	<input type="text" value="Managing Director"/>
<b>Name *</b>	<input type="text" value="S9941793ETest"/>	<b>Office Tel Number</b>	<input type="text" value="2"/>
<b>Citizenship *</b>	<input type="text" value="SINGAPORE CITIZEN"/>	<b>Home Tel Number</b>	<input type="text"/>
<b>Gender *</b>	<input checked="" type="radio"/> Male <input type="radio"/> Female	<b>Fax Number</b>	<input type="text"/>
<b>Date Of Birth *</b>	<input type="text" value="06/02/1991"/>	<b>Mobile Number *</b>	<input type="text" value="6591112345"/>
<b>Primary Contact Mode *</b>	<input type="radio"/> Office Tel Number <input type="radio"/> Home Tel Number <input checked="" type="radio"/> Mobile Number	<b>Email *</b>	<input type="text" value="asd@asd.com"/>
		<b>Alternative Email</b>	<input type="text"/>
		<input type="checkbox"/> Tick if you prefer to receive status updates of licence application via SMS	

1 Select your 'Primary Contact Mode'

2 Fill in your contact number here accordingly as indicated by the asterisk(\*)

3 Provide your email here. Please ensure that the email provided is functional as this will be the primary mode of notification/reminder



## Amend Existing Licence

Aquatic Facility Licence (NEA)

### Update of ACRA information

☐ Update of ACRA information

Please indicate on the checkboxes below if you would like to update NEA on any update of the following sets of ACRA information:

- ☐ Company Name
- ☐ Registered Address
- ☐ Director's particulars

You will see a list of section available for you to select to amend. Please check the boxes of the sections that you wish to amend.

### Organisation Contact Details

☐ Organisation Contact Details

Organisation Registered Name\* PO HOCK PTE LTD

Office Tel No.\*

Organisation Registered No (UEN)\* 199404068G

Fax No.

Email

Organisation Type\* Organisation

Notify via email ☐

UEN of Former Company\*

### Licensee's Particulars

☐ Licensee's Particulars

Salutation 1

Name Pietro

Notify via SMS ☐

Citizenship SI

Fax No.

Registration No.  
(UEN)

Email test@nea.com

NRIC/FIN

Notify via Email ☐

**Designation \***

Managing Director

Alternative Email

Other Description (If  
OTHERS selected)

**Office Tel No. \***

+6560001010

Please check the box for this section if you have any changes to the Licensee's Particulars

### Licensee Address

☐ Licensee Address

**Type of Premises \***

Residential

Level

**Postal Code \***

577080

Retrieve Address

Unit No

Please enter your postal code and click "Retrieve Address".

Building Name

THOMSON GARDEN ESTATE

Block/House Number

19

**Street Name \***

JALAN PINTAU

Please check the box for this section if you have any changes to the Licensee's Address

## Mailing Address

☐ Mailing Address

Please fill in an address where the agencies can contact the filer / applicant with matters regarding the licence(s) application.

Same As ☐  
Organisation/Business  
Operating Address

Type of Premises \*

Please Select

Postal Code \*

*Please enter your postal code and click "Retrieve Address".*

Block/House No.

Please Select

Street Name \*

Level

Unit No

Building Name

Please check the box for this section if you have any changes to the Mailing Address

## Organisation/Business Operating Address

Type of Premises \*

Retail Outlet

Level

Postal Code \*

577080

Unit No

Block/House No \*

19

Building Name

THOMSON GARDEN ESTATE

Street Name \*

JALAN PINTAU

Please check the box for this section if you have any changes to the Type of Development

☐ Change of Type of Development





Type of Development \*

Please Select

For others, please  
specify \*

For Address with Multiple Aquatic Facilities (using the same filtration system)

☒ Change of Aquatic Facilities Details

Level	Unit No	Name of Aquatic Facility	Type of Aquatic Facility	Location	
		LAP & JACUZZI POOL	Swimming Pool with AG features	Indoor	 
		LAP POOL	Swimming Pool without AG features	Outdoor	 

Level  Unit No

Name of Aquatic Facility

Location\*

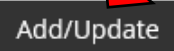
Type of Aquatic Facility\*

AG features refer to Aerosol Generating features such as spray guns, water curtains, water buckets with the aquatic facility that are capable of interacting with the water.

1 Select the 'Location' where your Aquatic Facility (AF) is located

2 Select the 'Type of Aquatic Facility' that you intend to operate

3 Click 'Add' once you are done with Step 1 and Step 2







**Note:** This is applicable only to amending the Type of Aquatic Facility that is sharing the same filtration system as the other aquatic facility under the same licence.

Please note that one licence for one filtration system. If you have a separate filtration system for the aquatic facility that you intend to add, please apply for a new licence.

For Address with Multiple Aquatic Facilities (using the same filtration system)

☒ Change of Aquatic Facilities Details

Level	Unit No	Name of Aquatic Facility	Type of Aquatic Facility	
		LAP & JACUZZI POOL	Swimming Pool AG features	
		LAP POOL	Swimming Pool without AG features	Outdoor  
			Water Playground/Interactive Water Fountain	Outdoor  

Click this black button to edit your entry



The AF that you added will show up in the table circled in red

Click this red button with a 'X' to remove your entry

Location\*

Please Select 

Add/Update

AG features refer to Aerosol Generating features such as spray guns, water curtains, water buckets within the aquatic facility, that are capable of generating aerosols for interaction.

### Changes to Structure and/or Facility Equipment

Please check the box for this section if you have any changes to the structure, pump, filter or chemical dosing equipment of your aquatic facility(s)

☐ Changes to Structure and/or Facility Equipment

Please indicate on the checkboxes below if you would like to update NEA on any update of the following sets of information.

☐ Structure

☐ Pump

☐ Filter

☐ Chemical dosing Equipment

< Previous

Proceed >

Save as Draft

Save as Draft & Exit


Click '**Proceed**' once you are done



## Amend Existing Licence

### Aquatic Facility Licence

Click 'Upload' to upload the corresponding file for your application

Document Name	Type	Attachment	Action
BCA Temporary Occupation Permit (TOP) and/or Approval for Addition and Alteration Work	Temporary Occupation Permit (TOP) and/or approval for addition and alteration work to be carried out	ONLINE UPLOAD <input type="button" value="v"/>	 <input type="button" value="Upload"/>
Acceptable File Format: jpg, gif, doc, docx, pdf			
Acceptable File Size: maximum : 2 MB			





MY PORTFOLIO



LICENCE APPLICATION



LICENSED ENTITIES



SFA / NPARKS / AVS LICENCES



WHO WE ARE

1

SELECT  
Licence(s)

2

AMENDMENT  
Profile

3

ADD  
General Information

4

PROVIDE  
Application Details

5

UPLOAD  
Supporting Document(s)

6

REVIEW & SUBMIT  
Application  
(Payment if applicable)

7

ACKNOWLEDGEMENT

## Amend Existing Licence

### Information Review

Please review your completed application here. You may return to the sections you wish to edit by clicking on the circle corresponding to the section to be edited.



#### Filer's Particulars

Salutation	Mr	Designation	Managing Director
Name	S9941793ETest	Office Tel Number	
Citizenship	SINGAPORE CITIZEN	Home Tel Number	
Gender	Male	Fax Number	
Date Of Birth	06/02/1991	Mobile Number	+6591112345

# Declaration

## General Declaration

1. I declare that all the information given in this application form is true and correct.  
I am aware that legal action may be taken against me if I had knowingly provided false information.  
I agree that in any legal proceedings, I shall not dispute the veracity of the  
acknowledgements, information recorded in or produced in and by me.

1 Please read the declaration and check the boxes accordingly before submitting the application



## Aquatic Facility Licence

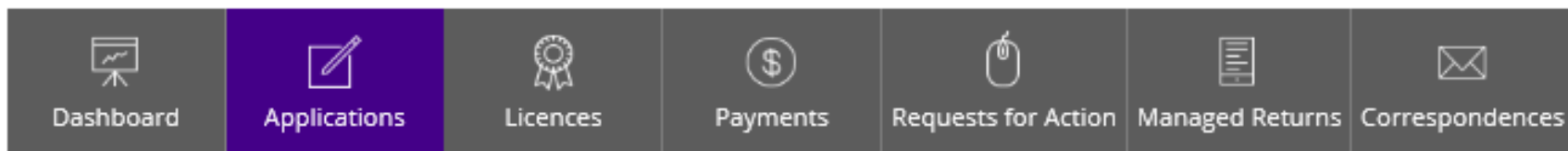
1. The National Environment Agency (NEA) collects personal information to carry out its various functions and duties under the National Environment Agency Act (Cap 195) including the implementation of environmental and public health policies in Singapore and any other related purposes.

I hereby consent to NEA use of the information provided by me in the course of any application I have made to the NEA, to facilitate the processing of such application for such purposes.

I hereby further consent to NEA sharing the information in such application with other Government agencies, or non-government entities authorized to carry out specific government services, unless prohibited by legislation.

2 Click 'Submit'





## Amend Existing Licence

1 Please take note of the information shown when you arrived at this page



Submitted successfully: 1 application(s)

You will be notified of the approval of your application via SMS/Email.

National Environment Agency

Aquatic Facility Licence

Application Number U2120038183

Application Status

Submitted (No Upfront Payment Required)

Submission Number B2120295092

Payment Status

STAGE1 : N.A  
STAGE2 : N.A

Submission Date 17/06/2021 18:27:42

Submission Name B2120295092

2 You may click 'Print' to print this page for your reference or click 'Close' to go back to 'Dashboard'

View your [Applications and Status](#)

### NOTE

Application has been submitted successfully. You will be notified of the approval of your application by email/sms. Processing status will also be updated under the Application Status Column.

Please note that the "Submission Name" is for your personal reference only.

## Dashboard

S9941793ETEST

Your last login was on Friday 05 March 2021 at 03:06 PM

[Update Profile](#)

Representing

PO HOCK PTE LTD (UEN: 199404068G)

39 JALAN ASAS, FUYONG ESTATE S(678800)

Application Status

Application Number

[Check](#)

**APPLICATIONS**

0

Require Attention

2

In Progress

**DRAFTS**

0

Due for Removal

1

All Drafts

**LICENCES**

0

Due for Renewal

1

Active

**PAYMENTS**

0

Pending Payments

Application Number	Type	Agency	Licence Name	Application Status	Submission Date	Action
U2120038183	Amend	NEA	Aquatic Facility Licence	Pending Agency Action	17 Jun 2021 18:27:42	<a href="#">Action</a>
C2120128538					2021 17:57:06	<a href="#">Action</a>

Your '**Amend Existing Licence**' application should appear in your **Dashboard** like the example, circled in red

Cancel Existing Licence

Cancel Licence

APPLY FOR NEW LICENCE

AMEND EXISTING LICENCE

RENEW EXPIRING LICENCE

CANCEL EXISTING LICENCE

SUBMIT RETURNS



Government Agencies

SEARCH

1

SELECT  
Licence(S)

2

CANCEL  
Profile

3

ADD  
General Information

4

PROVIDE  
Application Details

5

UPLOAD  
Supporting Document(S)

6

REVIEW & SUBMIT  
Application  
(Payment If Applicable)

7

ACKNOWLEDGEMENT

Licence Number	Licence Details	Agency	Licence Name	Licence Status	Issued Date	Expiry Date
AF00477E000	N/A	NEA	Aquatic Facility Licence	Active	01 Mar 2021	28 Feb 2022

Showing 1 of 1

## Cancel Licence



National Environment Agency

Aquatic Facility Licence

### Application Type

### Fees & Supporting Documents (if required)

☒ Aquatic Facility Licence

Details

Licence No. \*

AF00477E000

1

Ensure that the licence number of the licence that you wish to amend is correct

2

Click 'Next'

BACK

NEXT



MY PORTFOLIO



LICENCE APPLICATION



LICENSED ENTITIES



SFA / NPARKS / AVS LICENCES



WHO WE ARE

1

SELECT  
Licence(s)

2

CANCEL  
Profile

3

ADD  
General Information

4

PROVIDE  
Application Details

5

UPLOAD  
Supporting Document(s)

6

REVIEW & SUBMIT  
Application  
(Payment if applicable)

7

ACKNOWLEDGEMENT

## Cancel Existing Licence

### Terms of Use

#### I. Agreement

1. Access this services is governed by the terms and conditions as stated below ("Terms of Use"). By accessing and using the Website, you shall be deemed to have accepted and agreed to be legally bound by these Terms of Use. If you do not accept any of these Terms of Use, please leave the Website.
2. In these Terms of Use, the words "we", "our" and "us" refer to the Government of Singapore and all Statutory Boards. "Statutory Board" means any body corporate established by or under written law from time to time to perform or discharge any public function.
3. These Terms of Use may be changed from time to time. Changes will be posted on this page. Your use of the Website after changes have been posted on the Website will constitute your agreement to the modified Terms of Use and all of
4. Please read the Terms of Use and check this box if you agree with it to proceed with the licence application

Website at any time, with or without

#### Access To the Website

☒ By clicking on the checkbox, I agree to be bound by the Terms of Use.



Your particulars will be automatically filled in for you

## Applicant's Particulars

Note: Salutation, Name, Citizenship, Gender and Date Of Birth are taken from User Profile for your convenience.  
Please proceed to **Update User Profile** screen to edit these information where necessary.

<b>Salutation *</b>	<input type="text" value="Mr"/>	<b>Designation</b>	<input type="text" value="Managing Director"/>
<b>Name *</b>	<input type="text" value="S9941793ETest"/>	<b>Office Tel Number</b>	<input type="text" value="2"/>
<b>Citizenship *</b>	<input type="text" value="SINGAPORE CITIZEN"/>	<b>Home Tel Number</b>	<input type="text" value="2"/>
<b>Gender *</b>	<input checked="" type="radio"/> Male <input type="radio"/> Female	<b>Fax Number</b>	<input type="text" value="2"/>
<b>Date Of Birth *</b>	<input type="text" value="06/02/1991"/>	<b>Mobile Number *</b>	<input type="text" value="6591112345"/>
<b>Primary Contact Mode *</b>	<input type="radio"/> Office Tel Number <input type="radio"/> Home Tel Number <input checked="" type="radio"/> Mobile Number	<b>Email *</b>	<input type="text" value="asd@asd.com"/>
		<b>Alternative Email</b>	<input type="text"/>
		<input type="checkbox"/> Tick if you prefer to receive status updates of licence application via SMS	

1 Select your 'Primary Contact Mode'

2 Fill in your contact number here accordingly as indicated by the asterisk(\*)

3 Provide your email here. Please ensure that the email provided is functional as this will be the primary mode of notification/reminder



## Cancel Existing Licence

### Aquatic Facility Licence (NEA)

Please check that the Licence No. and Licensee's name is correct

#### Licence Information

Licence No	AF00477E000	Licence Category
Licensee	Pietro	

## Organisation/Business Operating Address

Type of Premises \*

Please Select



Street Name \*

JALAN PINTAU

Postal Code \*

577080

Building Name

THOMSON GARDEN ESTATE

Block/House No \*

19

Type of Development \*

Please Select



For others, please specify \*

For Address with Multiple Aquatic Facilities (using the same filtration system)

Level	Unit No	Name of Aquatic Facility	Type of Aquatic Facility	Location
		LAP & JACUZZI POOL	Swimming Pool with AG features	Indoor
		LAP POOL	Swimming Pool without AG features	Outdoor

## Cancellation Details

Licence Expiry Date  
(DD/MM/YYYY)

28/02/2022

Reason of Cancellation \*

Please Select  
Ceased Business  
Others

Proposed Date of Cancellation  
(DD/MM/YYYY)

17/06/2021

2

Click 'Proceed'

< Previous

Proceed >

Save as Draft

Save as Draft & Exit



## Cancel Existing Licence

### Aquatic Facility Licence

Please note that no supporting document is required for cancellation of existing licence

No supporting document required for online application submission. Agencies may

Click 'Next'

supporting documents are needed subsequently

< Previous   **Next >**   Save as Draft   Save as Draft & Exit

## Cancel Existing Licence

### Information Review

Please review your completed application here. You may return to the sections you wish to edit by clicking on the circle corresponding to the section to be edited.



Filer's Particulars			
Salutation	Mr	Designation	Managing Director
Name	S9941793ETest	Office Tel Number	
Citizenship	SINGAPORE CITIZEN	Home Tel Number	
Gender	Male	Fax Number	
Date Of Birth	06/02/1991	Mobile Number	+6591112345

### Declaration

#### General Declaration

Please read the declaration and check the boxes accordingly before submitting the application and click '**Submit**'

1. I declare that all the information given in this application form is true and correct.  
I am aware that legal action may be taken against me if I had knowingly provided false information.  
I agree that in any legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, acknowledgements, information recorded in or produced in this application.



# Other Application- related Functions

Schematic Diagram of aquatic facility consisting of i. water circulation (includes overflow perimeter drain or skimmers, flow meters). ii. Filtration (sampling taps at the inlet and outlet pipes of the filter) iii. Disinfection systems iv. The device shall not allow the back flow of water in aquatic facility into the disinfectant container. v. pH control vi. Heating (optional)

Acceptable File Format: doc, gif, jpg, pdf, xls, docx, xlsx

Acceptable File Size: maximum : 2 MB

ONLINE UPLOAD



NEA logo.jpg



Upload

#### Pumps and filters catalogue

Characteristics of the pumps and filters used for the aquatic facility

Acceptable File Format: doc, gif, jpg, pdf, xls, docx, xlsx

Acceptable File Size: maximum : 2 MB

ONLINE UPLOAD



NEA logo.jpg



Upload

#### Bacteriological and chemical water sampling results

Latest water quality report valid within one month before the aquatic facility is opened to public (may be submitted during/after pre-licensing inspection)

Acceptable File Format: doc, gif, jpg, pdf, xls, docx, xlsx

Acceptable File Size: maximum : 2 MB

ONLINE UPLOAD



NEA logo.jpg



Upload

#### Others

Others

Acceptable File Format: doc, gif, jpg, pdf, xls, docx, xlsx

Acceptable File Size: maximum : 2 MB

ONLINE UPLOAD



NEA logo.jpg



Upload

< Previous

Next >

Save as Draft

Save as Draft & Exit

If halfway through the application you decide to click '**Save as Draft**', a copy of the application will be saved in 'Draft' mode if you decide to return to complete the application the next time.



## Apply for New Licence

### Aquatic Facility Licence

Application Draft Number B2120295084 has been saved on 17 Jun 2021 17:45:41.



Take note for the **Application Draft Number** and return later.

Document

Action

BCA Temporary Occupation Permit (TOP) and/or Approval for Addition and Alteration Work

Temporary Occupation Permit (TOP) and/or approval for addition and alteration work to be carried out

Acceptable File Format: jpg, gif, doc, docx, pdf

Acceptable File Size: maximum : 2 MB

ONLINE UPLOAD



NEA logo.jpg



Upload



## Dashboard

S9941793ETEST

Your last login was on Friday 05 March 2021 at 03:06 PM

[Update Profile](#)

Representing

PO HOCK PTE LTD (UEN: 199404068G)

Application Status

Application Number

Under the Dashboard view, you will see the Draft Application.

**APPLICATIONS**

0

Require Attention

2

In Progress

**DRAFTS**

0

Due for Removal

1

All Drafts

**LICENCES**

0

Due for Renewal

1

Active

**PAYMENTS**

0

Pending Payments

Draft Number	Type	Agency	Licence Name	Last Modified Date	Removal Date	Action
B2120295093	Cancel	NEA	Aquatic Facility Licence	17 Jun 2021 18:31:34	18 Jul 2021	<div>Action</div> <div>Open</div> <div>Delete</div>

Showing 1 of 1

### HOME

[Find Licence by Keywords](#)

[Find Licence by Government Agencies](#)

[Find Licence by Business Intent](#)

[News](#)

[Help Topics](#)

[Amend Existing Licence](#)

[Renew Expiring Licence](#)

[Cancel Existing Licence](#)

[Submit Returns](#)

### FEEDBACK

[FAQ](#)

[Hotline](#)

6774 1430

[Operating Hours](#)

8am-8pm (Mondays to Fridays)

8am-2pm (Saturdays)

[Email](#)

Select the action that you would like to take for the particular Draft Application selected.

## Dashboard

S9941793ETEST

Your last login was on Friday 05 March

Application Status

Applic

### Delete Confirmation



Are you sure you want to delete this Draft?

YES

NO

If you have selected '**Delete**', a pop-up dialog will appear to seek your confirmation on the selected action.

APPLICATIONS

0

Require  
Attention

2

In Pro

0

1

0

1

0

ending Payments

Draft Number

82120295093

Cancel

NEA

Aquatic Facility  
Licence

17 Jun 2021  
18:31:34

18 Jul 2021

Action



Showing 1 of 1

#### HOME

Find Licence by Keywords

Find Licence by Government  
Agencies

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#### LICENCE APPLICATION

Apply for New Licence

Amend Existing Licence

Renew Expiring Licence

Cancel Existing Licence

Submit Returns

#### ABOUT US

CONTACT US

FEEDBACK

FAQ

Enquiries and Request for  
Assistance

Hotline

6774 1430

Operating Hours

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8am-2pm (Saturdays)

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