



# SCDF Guidelines

## on Household Shelters

### General

The store/pantry in your HDB flat is designed and constructed to also serve as a civil defence shelter in times of emergency. Specially designed and well-prepared to protect you and your loved ones in an emergency, the store/pantry has strengthened walls, floor and ceiling and a steel door which looks like a normal household door.

Like the other structural components of the flat, the reinforced walls, reinforced floor slab, ceiling and steel door of the store/pantry cannot be hacked or drilled during any renovation works.

Certain finishes and fixtures are not permitted as they are not easily removable before an emergency and may instead become hazards to occupants sheltering inside during the emergency. Lighting, power point, telephone point and MATV outlet are also provided within the shelter so that you can stay inside and yet be able to communicate with the outside world.

Types of Permitted Works In HS	Need Permit?	Subject to the following Guidelines/Conditions
<ul style="list-style-type: none"> <li>Laying of floor tiles with cement mortar in household shelter.</li> </ul>	No	<ul style="list-style-type: none"> <li>Tiles shall be bonded to the floor with wet cement mortar.</li> <li>Total thickness of floor finishes and screed must not exceed 50mm.</li> <li>Laying of tiles using adhesive is not allowed.</li> <li>Laying of 2nd layer of tiles is not allowed</li> </ul>
<ul style="list-style-type: none"> <li>Laying of vinyl or linoleum flooring.</li> </ul>	No	Not applicable.
<ul style="list-style-type: none"> <li>Laying of maximum 100mm floor skirting r.tiles with cement mortar in household shelter.</li> </ul>	No	<ul style="list-style-type: none"> <li>Skirting tiles shall be bonded to concrete surface with wet cement mortar.</li> <li>Laying of tiles using adhesive is not allowed</li> <li>Laying of 2nd layer of tiles is not allowed.</li> </ul>
<ul style="list-style-type: none"> <li>Applying splatterdash or equivalent to the external face of HS wall only to provide rough surface for feature wall panels or wall tiles installation</li> </ul>	No	Not applicable.
<ul style="list-style-type: none"> <li>Painting of walls, ceiling or door</li> </ul>	No	<ul style="list-style-type: none"> <li>Painting over the HS door notice, locking bolts or door seal is not allowed.</li> <li>The old paint coat on door and door frame are to be removed prior to repainting. This is to avoid an increase in paint thickness which will result in difficulties when closing and opening the door.</li> <li>The new paint coat must be dried up completely before closing the door, as wet or damp paint will cause the door/rubber gasket to stick onto the door frame resulting in difficulty when opening the door.</li> </ul>
<ul style="list-style-type: none"> <li>Painting on only the exterior face of the 6mm fragmentation stainless steel plate of the ventilation sleeve</li> </ul>	No	Not applicable.
<ul style="list-style-type: none"> <li>Fixing of removable screws with non-metallic inserts not exceeding 50mm deep for fixtures and equipment [Eg. pictures, posters, cabinets, shelves, wall fan, ceiling lightings etc]</li> </ul>	No	<ul style="list-style-type: none"> <li>Such fixtures that are installed inside the HS will have to be removed by the owners within 48 hours upon notification.</li> <li>There is no restriction to the diameter of the non-metallic insert as long as it does not exceed 50mm in length.</li> <li>It is the owner's responsibility to ensure that the strength of the insert is adequately provided for the intended purpose.</li> </ul>
<ul style="list-style-type: none"> <li>Removal of the steel ventilation plate cover in the household shelter</li> </ul>	No	<ul style="list-style-type: none"> <li>Steel plate (after removal) must be secured inside the shelter on one of the walls by using maximum 50mm long removable screws in non-metallic inserts.</li> <li>After removal of the steel plate, the bolts and nuts must be installed back to the original position in its fully closed/locked positions.</li> <li>Up to 75% of the clear ventilation opening areas are allowed to be covered by removable aesthetics or architectural finishes or fixtures.</li> </ul>
<ul style="list-style-type: none"> <li>Installation of false ceiling at the exterior of the HS at a level below the ventilation sleeves.</li> </ul>	No	<ul style="list-style-type: none"> <li>There shall be one access panel of a minimum size of 600mm x 600mm to be provided directly below each ventilation sleeve.</li> <li>Comply with the conditions for installation of false ceiling as stated in this guide.</li> </ul>
<ul style="list-style-type: none"> <li>Power driven nails are allowed only on external face of the HS walls to facilitate flexibility in mounting of features/ fixtures by owners</li> </ul>	No	Not applicable.

## Type of Works Not Permitted in HS

- a) Laying of wall tiles or spray of rockstone finish, cement sand finish and gypsum plastering on the internal faces of HS walls including ceiling
- b) Laying of floor tiles using adhesive materials
- c) Laying of 2nd layer of tiles on floor or skirting tiles
- d) Installation of cornices within the HS
- e) Installation works with fixings using power driven nails into the internal HS walls
- f) Tampering with, removing or covering up of the HS door notice. The HS door notice provides important information to the occupants on the proper use of the HS
- g) Indiscriminate hacking and drilling of the HS walls, floor slabs and ceiling slabs, other than drilling into HS walls and ceiling slabs to affix removable screws on inserts, provided the depth of the insert shall not exceed 50mm
- h) Hacking to both internal and external face of the household shelter walls to form key for tiling
- i) Hacking or indiscriminate drilling on external face of HS wall for mounting of feature wall panels or wall tiles installation
- j) Modifying, changing, removing or tampering of HS door
- k) Modifying, altering or tampering with any part of the ventilation openings, plates and the mounting devices such as bolts and nuts
- l) Painting to the interior face of the 6mm fragmentation stainless steel plate of the ventilation sleeve, the ventilation sleeve, "O" ring rubber gasket and the four or eight numbers of stainless steel bolts, which hold the steel plate to the sleeve