

Thank you for inviting the Singapore Institute of Surveyors and Valuers (SISV) to comment on IDA's proposed amendments to the Letter Box Specifications and Guidelines ("Guidelines").

Our comments are as follows:

1) Para 1.3 of the General information : hold the developers/owners or the managing agent or the Town Council responsible for mails delivered to the lessees/tenants before the letter boxes are installed in the premises.

However, this para contradicts para 1.9 (stage 2) which states "Mail delivery will not commence until the Letter of Compliance has been issued." i.e., Compliance upon satisfactory inspection of letter boxes installation.

2) Para 1.3 also hold the responsibility of maintenance of the letter boxes on the property owners or its managing agent. The letter boxes serve individual owners and the owner hold their key. It is not common property.

Managing agent should not be responsible for its maintenance. The master door is common property and it is the responsibility of the MC to maintain it.

3) Para 1.4 states that the centrally located letter boxes is easily accessible. Many a time, it is obstructed. It should be said "easily accessible and without obstruction".

4) Para 1.10 - "The contractor appointed by the QP, the Developer/Owner or his Managing Agent or the Town Council can submit the documents .....provided that SingPost has been informed in writing the name of the appointed contractor. Alternatively, a letter of authorisation from the QP, the Developer/Owner or his Managing Agent or the Town Council on the appointed contractor will suffice.

[Proposed amendment as underlined is to provide flexibility to both contractor & QP, Developer, etc]

5) References to Developer/Owner or the Managing Agent in the various provisions to include the Town Council e.g. paras 1.10, 3.8, etc - to be in synchronization with earlier descriptions of the various parties.