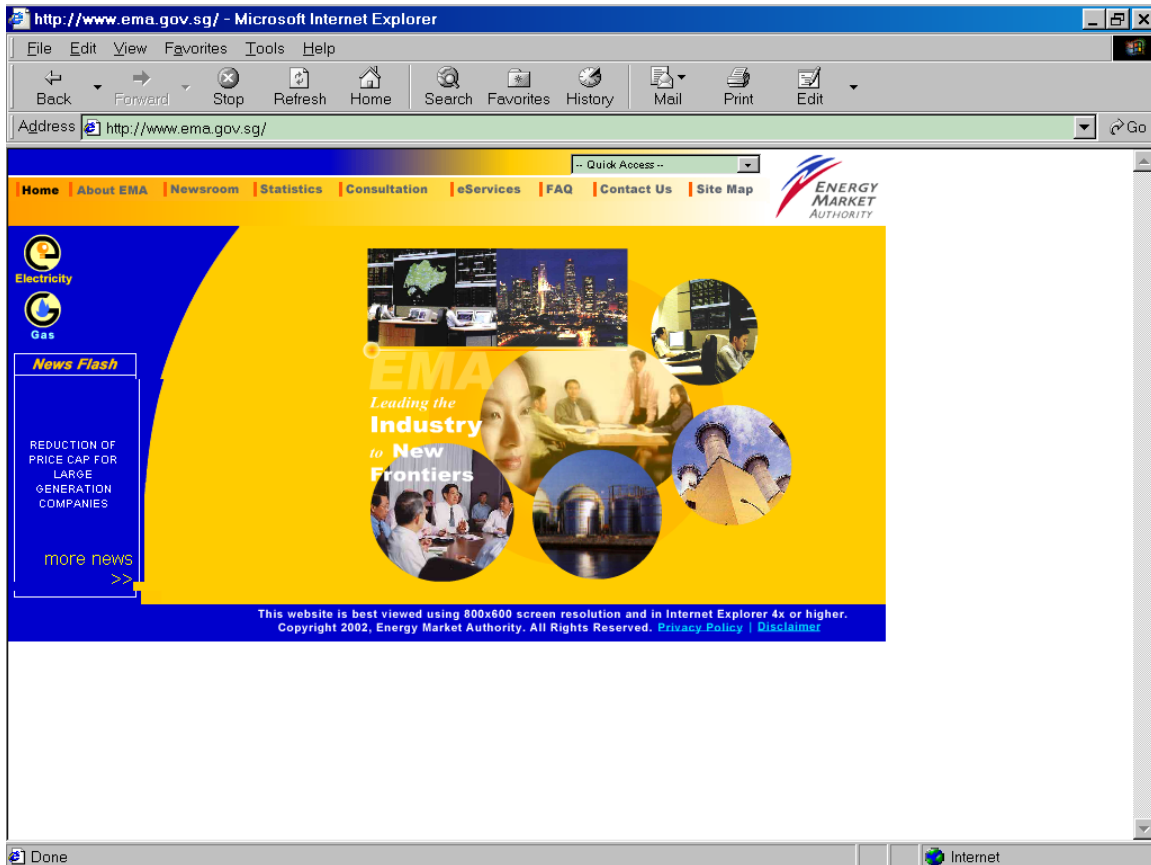
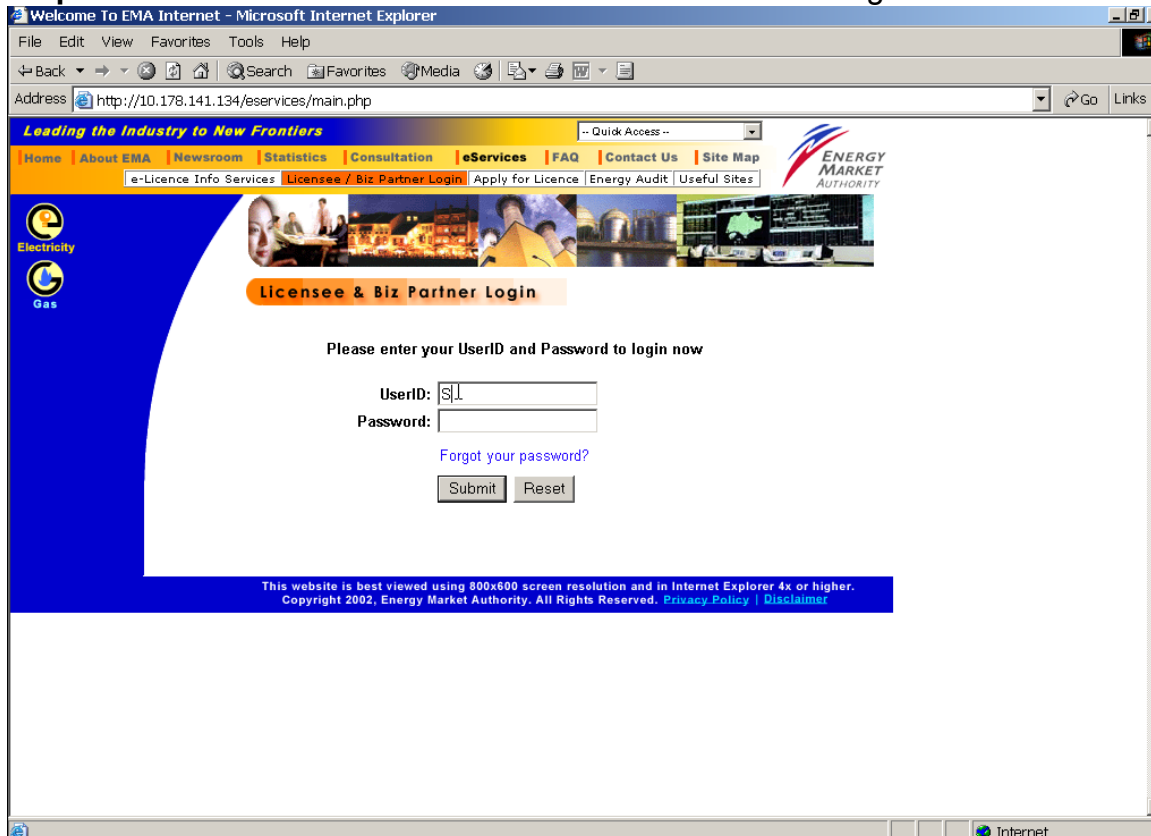


Renewal of Electrical Installation Licence

Step 1: Go to <http://www.ema.gov.sg>



Step 2: Click on "eServices" then "Licensee & Biz Partner Login"



Step 3: On successful login, Click “*Renewal of Installation Licence*” on the navigation menu

The screenshot shows a Microsoft Internet Explorer browser window titled "Welcome to RDIS Online - Microsoft Internet Explorer". The address bar displays "http://203.120.182.170/rdws/signonservlet". The main content area features a yellow background with the text "Welcome to e-Licence Information Services (ELISE)" and several small images related to electrical work. On the left side, a navigation menu lists various services, with "Renewal Of Installation Licence" highlighted in blue. The Energy Market Authority logo is visible in the top right corner.

Step 4: The information required for renewal will be shown. Click “*Renewal of Installation Licence*”

The screenshot shows a Microsoft Internet Explorer browser window titled "Main Menu - Microsoft Internet Explorer". The address bar displays "http://203.120.182.170/rdws/dispatchervlet?WEBPAGE_ACTIVEID=WorkerRenewInstallation". The main content area features a blue header with the text "Renewal Of Installation Licence" and a paragraph of instructions: "Licence electrical worker is required to enter the installation licence no. and the Renewal Reference No. (as given by EMA in the renewal notice sent to the installation licence holder), for submission of renewal application for an installation licence." Below the text is a blue link labeled "Renewal of Installation Licence". The Energy Market Authority logo is visible in the top right corner.

Step 5: Enter Installation Licence No, Renewal Reference No and click "Submit"

)'." A 'Submit' button is located below the form."/>

Installation Licence Renewal Retrieval Page - Microsoft Internet Explorer

Address <http://203.120.182.170/rdws/reneweiservlet?Operation=Init>

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Renewal of Installation Licence

Please provide the following information:

* - Required field.

Installation Licence No: * (Licence format: EXXXXX, SXXXXX, do not include the "/")

Renewal Reference No: *

Step 6: The Licence records will be displayed. Please update and amend the data accordingly. All fields marked * should not be left blank.

Installation Licence Renewal Retrieval Page - Microsoft Internet Explorer

Address <http://elise.ema.gov.sg/rdws/reneweiservlet?Operation=Submit>

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ENERGY MARKET AUTHORITY

Renewal of Installation Licence

[Click here for the Step-by-Step Guide](#)

* - Required field.

Licence No: *

Application No: *

Expiry Date: *

Licensed Electrical Worker's Details

LEW Name: *

LEW Licence No: * **Status: ***

Email Address: *

Particulars of Installation

I would like to change Company Name and aware that I must submit FORM 13 from ROCAB together with this renewal.

Installation Name: *

Official change of Installation address by IRAS, or updating of tenanted unit address.

Particulars of Installation

I would like to change Company Name and aware that I must submit FORM 13 from ROCAB together with this renewal.

Installation Name: MCST 322 - CRYSTAL TOWER

Official change of Installation address by IRAS, or updating of tenanted unit address.

Premises Type: Multi-Tenanted Bldgs

Installation Address: Block/House No: 41

Street Name: EWE BOON RD/KENG CHIN RD

Building: CRYSTAL TOWER

Postal Code: 259335

Retailer:

MSSL Account No: 3246599113

Renew Period: 1 Year

Particulars of Applicant

Company/Licensee Name: MANAGEMENT CORPORATION S T 322

Name of Applicant: LOONG WONG MAY CHENG - CHAIRMAN [Help](#)

Designation of Applicant:

The applicant has instructed me to inform EMA to deduct the licence fee from his approved

GIRO account with **CitiBank NA**

(Giro payment applicable for 1 year renewal type only)

Correspondence Address: Block/House No. C/O 50 Unit # 18 - 01

Street Name: C/O 50 #18-01

Building: C/O 50 #18-01

Postal Code: 048623

Telephone No: 5318540 Ext:

Fax No:

Email Address: licensee_2003.yahoo.com.sg

Certificate of Fitness

LEW's Consent Date: 06/02/2003 [Help](#)

Inspection Interval: 6 Monthly [Help](#)

Supply Voltage: 400V

Approved Load: 276 (KVA)

Generator Type: Not Applicable [Help](#)

No of Generator: (Leave this field blank if generator is not applicable)

Voltage	KVA	No. of Units

Single Line Drawing:

- The up-to-date single-line drawing is attached.
- I undertake to submit the single-line drawing(s) of the above installation within 3 months from the date hereof.
- The single-line drawing endorsed and submitted by me previous on is still valid.

Declaration

- I am satisfied that the electrical installation is fit for operation and shall submit all relevant reports, test results and up-to-date single line drawing(s) as and when required by EMA
- I confirm a copy of up-to-date single line drawing will be displayed in the switchroom.
- On behalf of the applicant whose particulars are given above, I wish to apply for an electrical/supply installation licence. I consent to operate or be in charge of or control the above mentioned electrical/supply installation during the period the said electrical/supply installation is licensed.
- I am satisfied that the electrical/supply installation is fit for operation and shall submit all relevant reports, test results and up-to-date single line drawing(s) as and when required by EMA
- I verify that information given is correct.

EIRENEW12012003

Step 7: Please confirm your entered data.

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Media Print

Address <http://elise.ema.gov.sg/rdws/reneweisiservlet?Operation=Save#undefined> Go

Leading the Industry to New Frontiers

ENERGY MARKET AUTHORITY

e-Licence Information Services (ELISE)

- My Profile
- Apply For Licence
- Renewal Of Installation Licence
- Renewal Of Worker Licence
- Apply For Stand-in Arrangement
- Online Submission Of Drawings/ Reports
- Apply For Permission To Set Up Electrical Installations At Fairs Or Exhibitions Sites
- Update Particulars/ Replacement Of Installation Licence
- Printing Of Installation Licence & Approval Letter
- Apply For Upgrading Of Licence Of Electrical Engineer
- Update Information On Services Offered To Consumers
- Download Forms
- Send Feedback
- Back to EMA Main Page

Installation Application Confirmation Page

(Please go through and confirm the following application information before you submit.)

Licence No: E03165
Application No: E199717674
Expiry Date: 21/03/2003

Licensed Electrical Worker's Details

Name: NG KHIANG KHOON ROY
Licence No: 914298
Status: Licence Issued
Email Address: lic_worker_2003@yahoo.com

Particulars of Installation

Installation Name: MCST 322 - CRYSTAL TOWER
Premises Type: Multi-Tenanted Bldgs
Installation Address: **Block:House No** 41
Street Name EWE BOON RD/KENG CHIN RD
Building CRYSTAL TOWER
Postal Code 259335

Retailer:
MSSL Account No: 3246599113
Landlord EI Licence No:
Renew Period: (Months) 12

Particulars of Applicant

Licensee/Company Name: MANAGEMENT CORPORATION S T 322
Name of Applicant: LOONG WONG MAY CHENG - CHAIRMAN [Help](#)
Designation of Applicant:

Correspondence Address: **Block:House No** C/O 50 #18-01
Street Name C/O 50 #18-01
Building
Postal Code 048623
Telephone No: 5318540 **Ext :**
Fax No:
Email Address: licensee_2003.yahoo.com.sg

Certificate of Fitness

LEW's Consent Date: 06/02/2003
Inspection Interval: 6 monthly [Help](#)
Supply Voltage: 400V
Approved Load: 276 (kVA)

Voltage	kVA	No. of Units
Generator Type: Help		

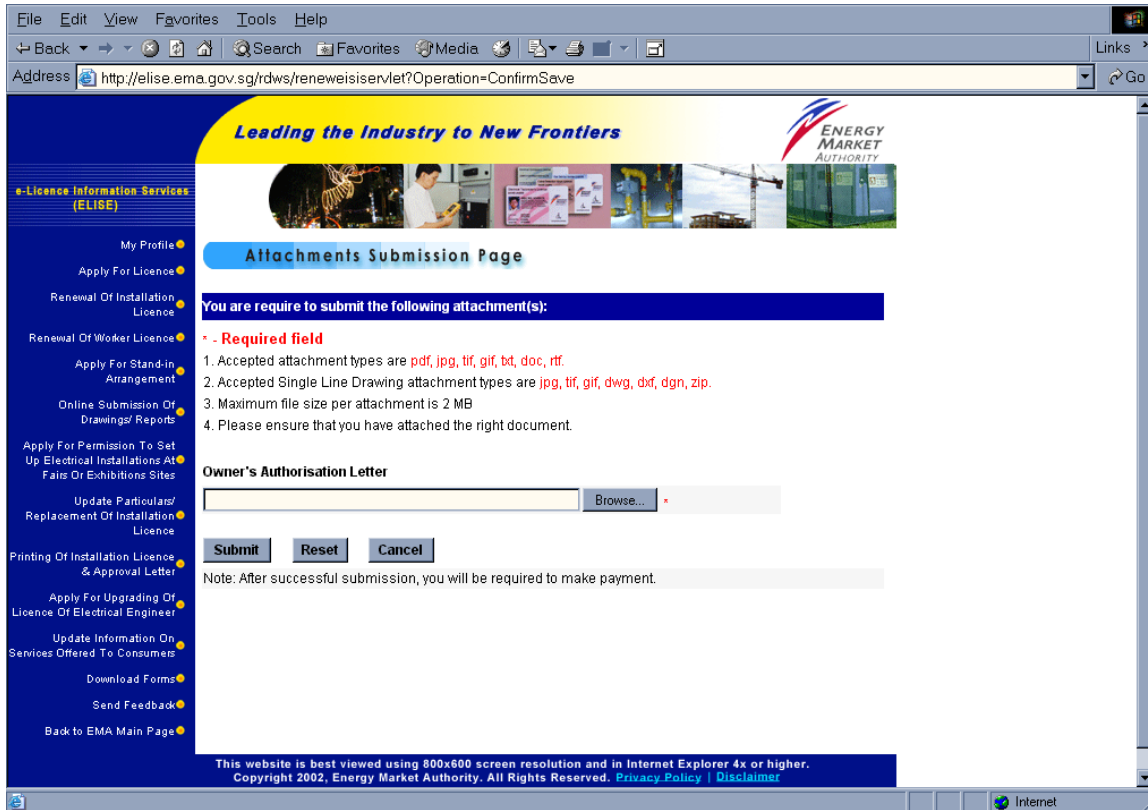
Single Line Drawing:

I undertake to submit the single-line drawing(s) of the above installation within 3 months from the date hereof.

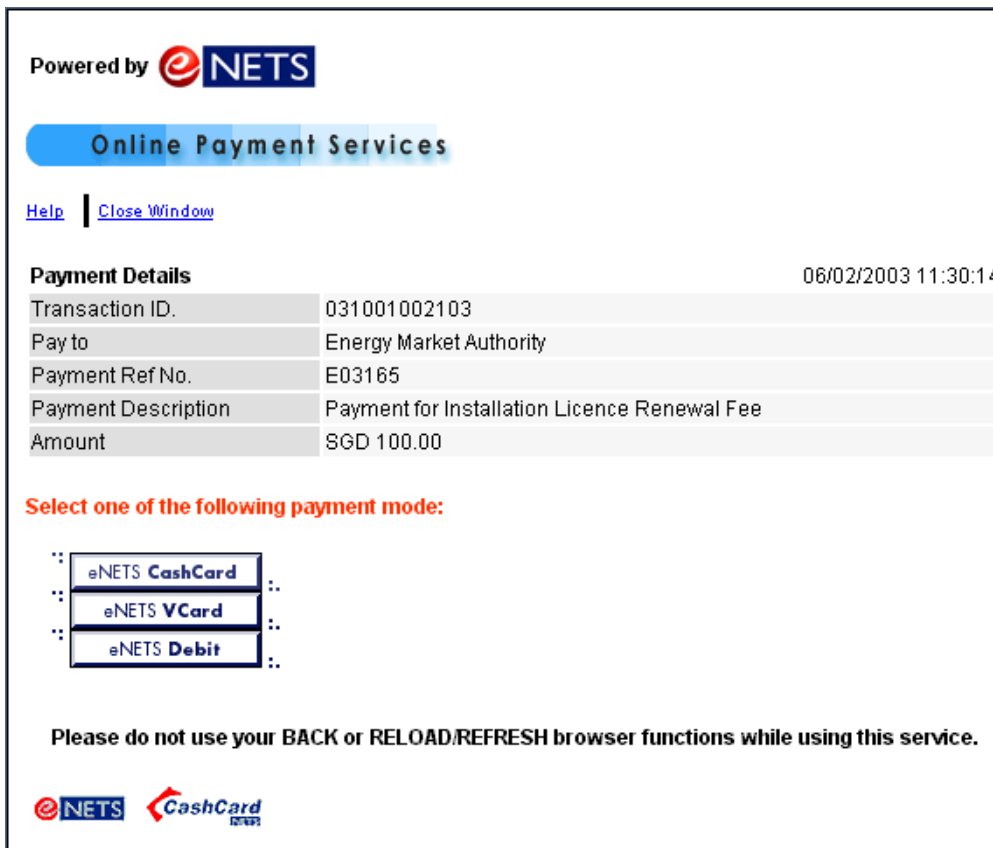
This website is best viewed using 800x600 screen resolution and in Internet Explorer 4x or higher.
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Internet

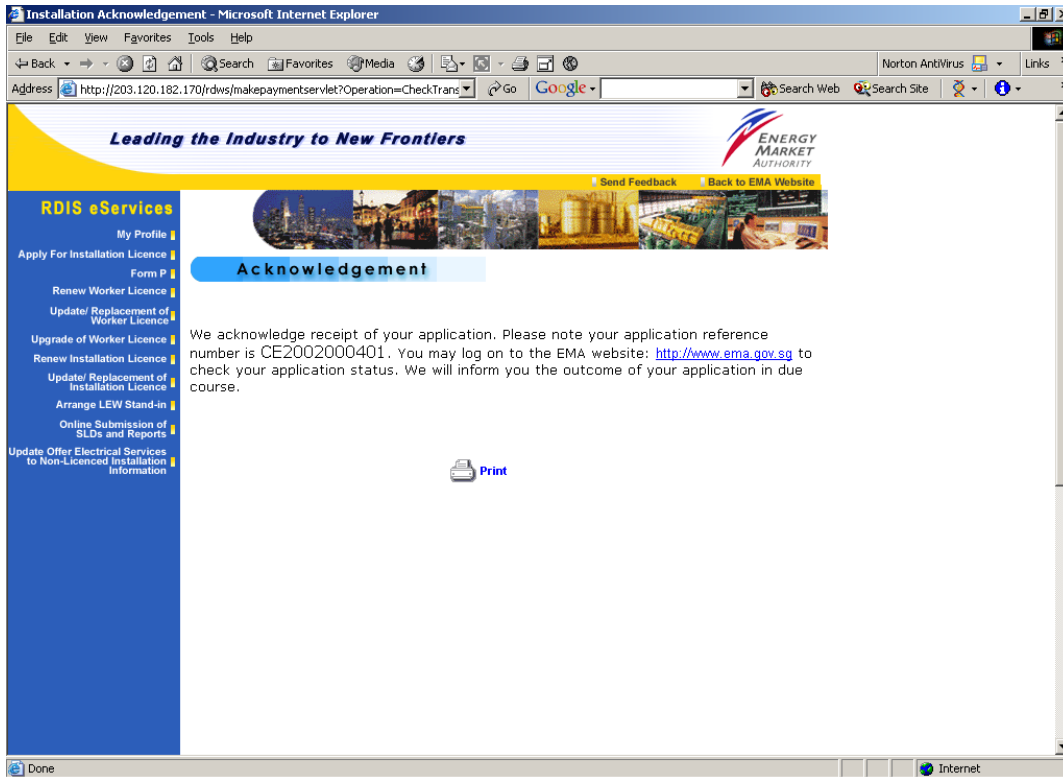
Step 8: Submit all necessary attachments



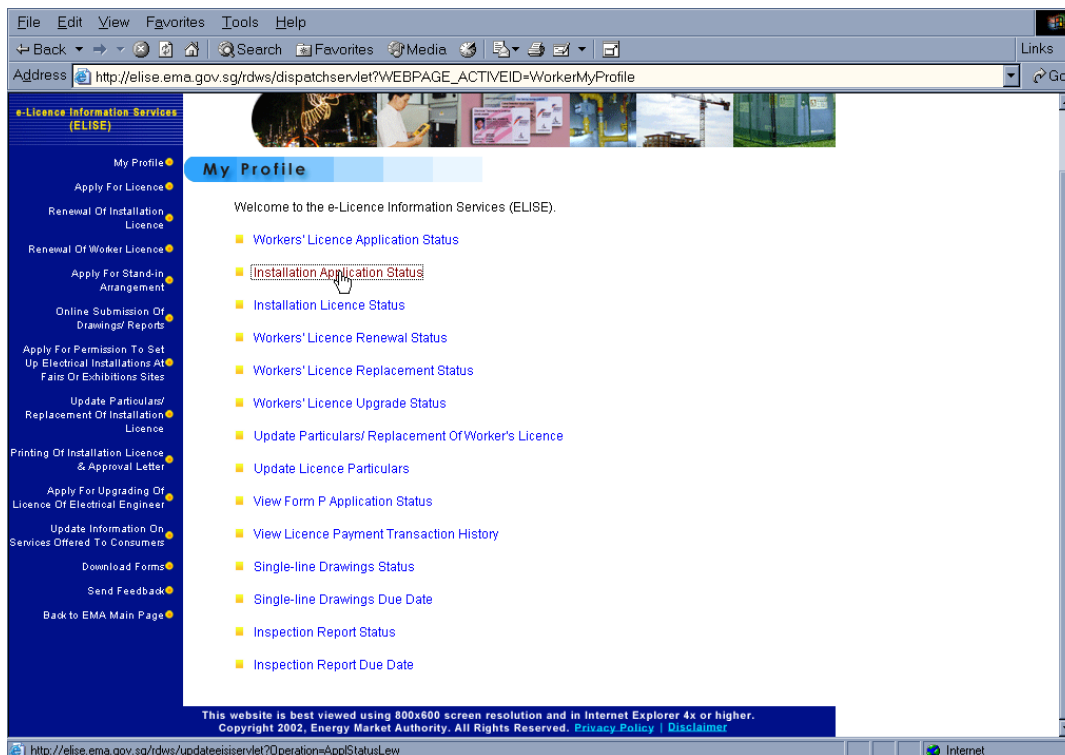
Step 9: Select the type of e-payment and click on the appropriate payment icon.
 [Please refer to the step-by-step guide on payment for details]



Step 10: After payment is successfully made, click “close window” on payment page to return to EMA/ELISE webpage.
Next print <<Acknowledgement>> page



Step 11: You may check your licence application status two days after submission.
Login to EMA/ELISE webpage(See step 1 & 2), click “My Profile” and “Installation Application Status”



Step 12: Upon notification by EMA, login (step 1 & 2) to EMA/ELISE webage to print licence online. Click on “Printing Of Installation Licence & Approval Letter” then click the “Licence” and “Letter” icons to print the installation licence and approval letter.

The screenshot shows the ELISE web application interface. The page title is "List of Installation Licences - Microsoft Internet Explorer". The address bar shows the URL: http://203.120.182.170/dws/eisiprintservlet?Operation=InIt. The page header includes the slogan "Leading the Industry to New Frontiers" and the Energy Market Authority logo. A navigation menu on the left lists various services, including "Printing Of Installation Licence & Approval Letter". The main content area displays a table titled "Available Electrical Installation Licence" with the following data:

Licence No	Installation Name	Block and Unit/House No	Road Name	Type	Validity Start Date	Validity End Date	Licence	Letter
E12905	KALA MANDHIR TRADING PTE LTD	5 #02-10	COLEMAN ST	Renewal Licence	14/03/2003	13/03/2004		

Below this table, there is a section for "Available Supply Installation Licence" with a similar table structure, but it is currently empty.

Please print and deliver the licence to the installation licensee within 5 working days upon notification by EMA.