



STACKABLE MODULAR CERTIFICATES

You will have the flexibility to take the modular certificates in any order and at your own pace*. The certificates can be stacked up towards the Specialist Diploma.

**maximum of 3 years to accumulate the certificates for an academic qualification*



Specialist Diploma in

M&E CO-ORDINATION (SDME)



Eligible for SkillsFuture Credit

The growing complexity of Mechanical, Electrical and Plumbing (MEP) services in commercial, residential, industrial and infrastructural projects have made the role of an MEP coordinator increasingly important. Proper planning and coordination of MEP services are central to the success of building projects and play a key role in achieving building aesthetics, operational efficiency and optimal building maintenance.

The Specialist Diploma in M&E Co-ordination is designed to meet the increasing sophistication in building design as demanded by the market. It aims to equip individuals with technical knowledge of industry's best practices as well as managerial skills to undertake both conventional and specialised building projects. The Specialist Diploma in M&E Co-ordination is recognised by BCA as a technical qualification that is acceptable for MEP work head registration under BCA's Contractors Registry.

Upon graduation, participants can look forward to become MEP engineers, property executives and facilities executives. The Specialist Diploma also serves as a stepping-stone for its holders to progress to technically advanced positions such as project managers or MEP managers.

Duration: 3 months per modular certificate

Frequency: 2 to 3 evenings per week (some lessons may be held on Saturdays)

Venue: BCA Braddell Campus and Online Learning

Fees* (inclusive of GST) :

S\$2,066 (modular certificate A)

S\$2,067 (modular certificate B or C)

**SSG funding may be available for selected modular certificate(s). Details of SSG's funding can be found in <https://www.enterprisejobskills.gov.sg/content/upgrade-skills/course-fee-and-absentee-payroll-funding.html>*

Assessment: Continuous and Project Based

Registration closes 2 weeks prior to modular certificate commencement or when the class is fully subscribed, whichever comes first. Registration can remain open until course commencement date if training spaces are still available.

Certificate in Mechanical & Plumbing Systems

MODULAR CERTIFICATE A: Jan to Mar
Air-conditioning & Mechanical

Ventilation (ACMV) Systems

- Types of ACMV systems
- Laboratory & clean room systems
- Engineering acoustics control for MEP

Plumbing Systems

- Gas supply System
- Swimming pool water supply & filtration
- Fire protection System
- Water supply & distribution
- Sewerage, plumbing & drainage

Certificate in Electrical & Telecommunication Systems

MODULAR CERTIFICATE B: May to Jul
Electrical Systems

- Electricity generation & distribution systems
- Lighting protection
- Building Automation Systems (BAS)

Telecommunication Systems

- Cable television
- Network telecommunication
- Security network

Vertical Transportation Systems

- Lifts
- Escalators

Certificate in MEP Planning & Site Management*

**Modules A & B are pre-requisites for Module C.*

MODULAR CERTIFICATE C: Sep to Nov
MEP Coordination & Submission

- Structural & architectural construction
- Underground services construction & detection
- CONQUAS for MEP
- CORNET and other Authorities' submission
- Submission for Environmental sustainability regulation

Project Scheduling & Contract Administration

- Project management considerations
- Contract administration concepts

Site Organization & Safe Work Practices

- Site organization considerations
- Safe work practices

Introduction to BIM for MEP

ENTRY REQUIREMENT

The applicant must be a Singapore Citizen or Permanent Resident or holder of valid employment pass/work permit; and possess one of the following qualifications in a relevant discipline:

- a) A diploma (min course duration of 2 years) or equivalent qualification
- b) A relevant Advanced Certificate / Higher NITEC / Advanced NBQ with 2 to 3 years of relevant work experience
- c) A relevant certificate with 4 to 5 years of relevant work experience
- d) NITEC / Higher NBQ with at least 5 years of relevant work experience

Note: Applicants with relevant working experience but do not fulfil the above requirements will be reviewed on a case-by-case basis.

Applicants must have their own computers/laptops with minimum specifications to run BIM software (recommended 16GB RAM minimum) and access student portal.

Applicants with degree or diploma qualification where English is not the medium of instruction is required to take an English Screening Test (EST) at a fee of S\$23.00 (incl.GST) conducted by the BCA Academy. Alternatively, applicant may choose to achieve the ESS Workplace Literacy Test Level 6 issued by SkillsFuture Singapore (SSG).

WHO SHOULD ATTEND

This Specialist Diploma Programme is designed for Project Managers, Construction Managers, Scheduling Engineers, BIM Managers, MEP Coordinators, M&E Engineers and site supervisory personnel.

AWARD OF CERTIFICATE

A participant must attain at least 75% of physical attendance and complete all assignments to acceptable standards to be eligible to be awarded each modular certificate. Participant who did not complete the assignments to acceptable standards but attained at least 75% of physical attendance will be issued with a certificate of attendance. The successful achievement of all modular certificates will lead to the awarding of the **Specialist Diploma in M&E Coordination (SDME)**.

WITHDRAWAL

Withdrawal notice must be made in writing to BCA Academy via **bca_academy@bca.gov.sg**.

The following stated days are pegged to the modular certificate commencement date:

- 14 days or more, 10% cancellation fee
- Less than 14 days but more than 3 working days, 25% cancellation fee
- 3 working days or less, 100% cancellation fee

Please note that applicants are required to top-up the short-fall in funding amount if nett fee is paid upfront.

REGISTRATION



Visit BCA Academy
Online StoreFront
(OSF) @
[https://eservices.](https://eservices.bcaa.edu.sg/registration/#/login)

[bcaa.edu.sg/registration/#/login](https://eservices.bcaa.edu.sg/registration/#/login)

Course codes :

Modular Certificate A: 74033A

Modular Certificate B: 74033B

Modular Certificate C: 74033C