



Management Office:
The MCST Plan No. 2719
10 Ubi Crescent #02-05
Ubi Techpark Singapore 408564
Tel: +65 6743 9163 (During Office Hours)
: +65 6743 1375 (After Office Hours)
Fax: +65 6743 9816
Email: feedback@ubitechpark.com
Website: <http://www.ubitechpark.com>

CIRCULAR

Ref: UTP/CIR/20150803/003

3 August 2015

To: Subsidiary Proprietors / Occupiers / Tenants
Ubi Techpark
Singapore 408564

Dear Sir / Madam,

REFUSE DISPOSAL / INDISCRIMINATE DUMPING OF WASTE, REFUSE, ETC.

We wish to advise and remind you on the strict compliance with the By-laws / House Rules of The Management Corporation Strata Title Plan No: 2719, related to refuse disposal / indiscriminate dumping of waste / refuse, etc. at Ubi Techpark.

During our routine inspections, we observed that the common property, such as common corridors / passageways, parking lots, roads, etc. were obstructed with / encroached upon by waste / refuse indiscriminately placed / dumped by unknown persons.

We wish to express our concerns over the obstruction / encroachment issue caused by the refuse disposal / indiscriminate dumping of waste / refuse but, also, the unhealthy environment created.

We look forward to your co-operation to remove all obstructions placed at / encroached upon the common area within seven (7) days of date of this circular. In the event that the obstructions / encroachments are not removed after the expiry of the notice period, the Management will investigate and take action against the offenders. This will apply to any subsidiary proprietors / occupiers / tenants, found to have placed / dumped the waste / refuse on the common property. All costs including administration fee associated with the removal or disposal (of the waste / refuse) shall be charged to the subsidiary proprietor or occupier.

In addition, we wish to inform you that SCDF does conduct routine and surprise checks at Ubi Techpark without prior notice and take action against Units' owners / occupiers for any infringement. Please ensure that there should be no obstruction to the common property or do or omit to do any act which may breach the provisions of the Fire Safety Act. Details of the By-laws and House Rules (see Appendix 1 – Extracts of By-laws / House Rules enclosed) can be found and downloaded at <http://www.ubitechpark.com>.

We sincerely seek the co-operation of all subsidiary proprietors / occupiers / tenants not to place / dump the waste / refuse on the common property and not to permit the same to be thrown into sinks, water closets or water or soil pipes in the building as this can choke up and damage the pipes. Let's work together to maintain the estate, a pleasant, healthy and safe working environment.

Yours faithfully,
Savills Property Management Pte Ltd
Managing Agent



Goh Chwee Pheng
Complex Manager
for and on behalf of
The Management Corporation Strata Title Plan No. 2719

EXTRACT OF BY-LAWS PASSED AT THE 4TH & 10TH ANNUAL GENERAL MEETING

BY-LAWS GOVERNING ENCROACHMENT TO COMMON PROPERTY (4th AGM)

Subsidiary Proprietor or Occupier of a lot shall not obstruct and place their goods, display cases or racks etc. on passage ways, concourse, lobby outside their premises or any other common property. All costs including administration fee associated with the removal or disposal shall be charged to the Subsidiary Proprietor or Occupier.

The Management Corporation, its agents and employees shall not be liable for any loss of business, damage to property by perishing or deterioration or any other loss or damage whatsoever arising from the enforcement of the By-Laws.

BY-LAWS GOVERNING FIRE SAFETY (10th AGM)

A Subsidiary Proprietor and/or occupier of a lot shall not cause any obstruction to the common property or do or omit to do any act which may breach the provisions of the Fire Safety Act (Chapter 109A) (hereinafter referred to as "the Act") or any other relevant revisions and laws, and/or subject the Management Corporation to prosecution and/or fine, and to reimburse the Management Corporation for all fines, and costs incurred including the legal costs on a full indemnity basis.

If all and any sums payable or recoverable from the Subsidiary Proprietor and/or occupier in respect of cost and expenses incurred by the Management Corporation in or about the abatement of any offence under the Act are not paid by the Subsidiary Proprietor and/or occupier within fourteen (14) days after such demand, the Management Corporation may apply to the court to recover such sum and that all legal costs incurred on a full indemnity basis shall be paid by the Subsidiary Proprietor and/or occupier concerned.

A Subsidiary Proprietor and/or occupier shall not cause or allow to continue any fire hazards either by act, default or sufferance and shall abate all fire hazards and do all such things as may be necessary to prevent a continuance or recurrence.

Where a fire hazard has occurred and the occupier fails to abate the fire hazard, the Management Corporation may carry out or cause to be carried out such work including the removal and disposal of any property causing the fire hazard as appears necessary to the Management Corporation and/or the Fire Safety Manager to abate the fire hazard and to prevent a recurrence thereof and shall recover all expenses incurred from the Subsidiary Proprietor and/or occupier concerned.

EXTRACT OF HOUSE RULES (See Ubi Techpark Website – www.ubitechpark.com)

REFUSE DISPOSAL

Owners / Tenants are advised that loose waste should be sealed in plastic bags and disposed into the litter bins provide outside the bin centre located at first level. A refuse disposal contractor will be engaged to remove the refuse collected at the bin centre for disposal.

Owners / Tenants shall make their own arrangements to cart away unwanted bulky items from the Techpark for disposal at dumping grounds at their own costs.

Flammable items, wet cement and other adhesive materials are not permitted to throw into the bin centre as these materials can cause damage to the bin. Offenders shall be liable for the replacement or repair cost.

Owners / Tenants shall not dispose rubbish, strong chemical or other refuse, or permit the same to be thrown into sinks, water closets or water or soil pipes in the building as this can choke up and damage the pipes. Offenders shall be liable for the replacement or repair cost.