

Top Executives WSH Programme (TEWP) FAQs

| SN | Questions | Answers | Remarks |
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| 1 | How do I know if my company is in the high-risk industry? | From 1 Mar 2024, it is mandatory for at least one top executive (CEO or Board Director responsible for WSH) to meet the requirement to attend the Top Executives WSH Programme (TEWP), if your firm is involved in high-risk work activities in the construction, manufacturing, transport & storage, and marine industries. | |
| 2 | What is considered as high-risk sectors in Construction, Manufacturing, T&S and Marine? | <p>Your company is in a high-risk industry, if:</p> <p>i) Company SSIC submitted to ACRA is under construction, manufacturing, marine, or transport & storage, OR</p> <p>ii) Company employs any work pass holders under the following Work Pass categories: Construction, Manufacturing, Marine, or Process.</p> | |
| 3 | Is it the CEO or a Board Director that needs to attend? If it is the Board, does the entire Board need to attend? | <p>The requirement is for at least one person from the organisation (by UEN), either the CEO or Board Director that is responsible for WSH to attend the Top Executive WSH programme</p> <p>Nonetheless, we encourage as many senior executives beyond the CEO and all Board Directors to attend, as a good practice.</p> | |
| 4 | Does the Director appointed to attend the Top Executive WSH programme need to be a person registered as a director of the company in ACRA? | No | |

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| 5 | Can the Board of Directors, as registered in ACRA, assign the Project Director (not on company ACRA) to be responsible for the principles and measures under the ACOP? | No. The person responsible for the Principles and Measures under the ACOP must be a member of the Board of Directors, in addition to the Chief Executive. | ACOP FAQ (see #18 and #10). |
| 6 | Can the company assign multiple Board of Directors to be responsible for individual principles and measures under ACOP? | Yes | |
| 7 | Does attaining the bizSAFE Level 1 programme meet the requirement for the Top Executive WSH Programme? | The TEWP is different from bizSAFE Level 1 programme. The TEWP covers key topics like the Code of Practice on Chief Executives' and Board of Directors' Workplace Safety and Health Duties, and accident root cause analysis based on guidelines from MOM/WSHC, which are not covered in bizSAFE Level 1 programme. Therefore, CEOs or Board Directors of companies in high-risk industries regardless of bizSAFE level, are required to attend the TEWP. | |
| 8 | Is TEWP the same as bizSAFE Level 1? | | |
| 9 | Is this course an additional course that top management must attend (on top of bizSAFE Level 1) or is it a new updated course which replaces the current bizSAFE Level 1 course? | | |
| 10 | For top executives with a bizSAFE Level 1 certificate, is it still mandatory to attend the TEWP course? | | |
| 11 | Are there any courses that is accepted and allows the company to be waived from attending the Top Executive WSH Programme? | No. The TEWP offered by the two training providers listed, is curated to ensure that the top executives have the know-how to develop their company's WSH capabilities. | |
| 12 | What is the duration of the Top Executive WSH Programme? | TEWP is a three-hour programme. Pls refer to the training providers' registration webpages for details | |
| 13 | What would be the cost fees to attend the Top Executive WSH Programme? | Pls refer to the training providers' registration webpages for more details on cost | |

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| 14 | Are there any exemptions for companies in higher-risk sectors from attending the Top Executive WSH Programme? | No, there is no exemption. | |
| 15 | What are the common workplace incidents that are covered in the programme? | Pls refer to the training providers' registration webpages for the programme outline | |
| 16 | Can our COO/CFO replace our CEO to attend the programme? | No. Other corporate officers can fulfil the TEWP requirement only if they are appointed as Board Directors in charge of WSH. | |
| 17 | Understand that Chief Executives or Board Directors of companies in high-risk sectors are required to attend the Top Executive WSH Programme (TEWP) by March 2024. We are A2 Contractor under construction sector, with two Managing Directors. Can we arrange only one Director to attend? Or it must be two Directors? | Only one needs to attend. However, we encourage as many senior executives beyond the CEO and all Board Directors to attend, as a good practice. Refer to answer to Qn 3. | |
| 18 | Will there be any subsidies to attend the programme? | There is no subsidy for the course, at this juncture. | |
| 19 | Applicants to the Top Executive WSH Programme (TEWP) need to submit a personal declaration on their roles in their companies. Must the person who attend the TEWP be the same person who makes the declaration. | Yes, the person who submits the personal declaration must also be the same person who attends the TEWP. | |
| 20 | If the Board of Director is a foreigner and is stationed overseas, must he attend the TEWP? | Yes, if the company's CEO or Board Director responsible for WSH is stationed overseas, he/she is still required attend the TEWP. He/she may subscribe to the online version, accessible from any internet-enabled device. | |

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| | | If he/she does not have a Foreign Identification Number (FIN) and therefore cannot apply for SingPass, then the requirement to attend can be delegated to the next top decision-making corporate officer, based in Singapore. | |
| 21 | Can a CEO or Board Director of the parent or holding company represent its subsidiary company to attend the Top Executive WSH Programme? | The person representing a company to attend the Top Executive WSH Programme must be its CEO or Board Director who directly manages the company and is responsible for WSH and not the CEO or Board Director of the holding or parent company who is not directly managing the subsidiary company. | |
| 22 | I am a CEO / Board Director who directly oversees multiple entities. Can my attendance for the TEWP fulfil the requirement for all these multiple entities? | Yes. During registration, attendees should declare the companies (based on UENs) whom he is the CEO or Board Director. His/her attendance would be considered as fulfilling the TEWP requirement for all these companies. This is applicable to only companies directly under the CEO or Board Director. It does not apply to companies that are subsidiaries. The subsidiary company's own CEO or Board Directors (if different from the parent company) is required to attend the TEWP. | |
| 23 | Is the TEWP declaration form applicable to the Private, Public and People sectors? | Yes, all CEOs or Board Directors attending the programme, whether from the Public, Private or People (Social Service Agencies, NGOs etc) sectors must complete the Declaration form, prior to attending the TEWP. | |
| 24 | SingPass is only for locals, if the CEOs/BOD are foreigners/expats, how do they apply for SingPass. | Persons who are interested to attend the TEWP and do not have SingPass to register for the programme, can proceed to apply for the SingPass using their | |

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| | | NRIC or Foreign Identification Number (FIN). Please refer to Link | |
| 25 | What are the consequences for companies in the higher-risk sectors that do not comply with the requirement to attend the Top Executive WSH Programme? | By 1 Mar 2024, CEO or Board Director of companies in higher-risk sectors must attend the Top Executive WSH Programme. Failure to do so will lead to a fine after the requirement is implemented from 1 Mar 2024. More details will be released in due course. | |
| 26 | As the top executive who attended the TEWP just left the company, are we given a grace period to send another top executive for the programme? | Companies in the high-risk sectors are given a grace period of three months to send their new CEO or another Board Director for the TEWP. This is to ensure every company has at least one senior corporate officer responsible for WSH and has the know-how to develop their company's WSH capabilities. | |
| 27 | What is the grace period given to new companies to send their top executives to attend the TEWP? | New companies in the high-risk sectors are given a grace period of three months to send their top executives for the TEWP. This is to ensure every company has at least one senior corporate officer responsible for WSH and has the know-how to develop the company's WSH capabilities. | |
| 28 | With the rollout of Top Executive WSH Program for CEO and Board of Directors, can Project Director/Head of Department attend the mentioned course? They are not sitting in the Board of Directors Level. | <p>The requirement is for at least one person from the organisation (by UEN), either the CEO or Board Director responsible for WSH, to attend the Top Executive WSH programme.</p> <p>Persons who are not-CEO or Board Directors are also welcome to attend the TEWP. However, they do not replace the CEO or Board Directors who are required to complete the Top Executive WSH programme.</p> | |