**SAMPLE**

**BOARD RESOLUTION**

The following resolution was passed at a duly convened meeting of the Board of

Directors of (name

‘Company’) on the day of 20 .

of

company) (the

**APPOINTMENT OF APPROVED PERSON**

IT

WAS

RESOLVED

that

 (name),

(NRIC/Passport

No

(if

foreigner)),

who

Company,

is

a

 (designation/title) in

the

be hereby

appointed as the approved person as defined in the Building Control (Licensing

of Builders) Regulations 2008, under whose charge and direction the management of the business of the company in so far it relates to general building works or specialist building works in Singapore is to be at all times.

We,

 (name

of Director)

and

 (name

of

Director

or

Company

Secretary), as Director/Company Secretary hereby certify that this resolution (a)

has been duly recorded in the minute book and signed by the Director(s) of the Company (b) is in force, and (c) does not in any way exceed the objects or powers of the Company or the powers of the Director(s).

Name and signature of Director

Name and signature of Director\*

Name and signature of Director\*

Name and signature of

Company Secretary

\*Note: The number of Directors

to sign must be in accordance with the

Memorandum and Articles of Association of the Company.