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**Testing of Drainage Works**  
**Regulation 73 of the Building (Standards of Sanitary Fitments,  
Plumbing, Drainage Works and Latrines) Regulations**

Regulation 73(1) of the Building (Standards of Sanitary Fitments, Plumbing, Drainage Works and Latrines) Regulations (B(SSFPDW&L)R) requires the registered contractors to apply to the Building Authority (BA) for testing of drainage works.

2. In accordance with Practice Note for Authorized Persons, Registered Structural Engineers and Registered Geotechnical Engineers (PNAP) APP-58, the authorized person (AP) or his representative is required to witness the testing and endorse the testing results and records. AP should prepare a certificate on the completion of testing of drainage works and submit all of the above documents to the BA within 7 days from the testing irrespective of whether the BA has inspected or tested the drainage works. Thus, registered contractors should arrange with AP before submitting applications to the BA via the standard form in the Appendix with a copy to AP.

3. Under regulation 73(6) of the B(SSFPDW&L)R, four working days<sup>1</sup> should be allowed for the BA to inspect and test the drains. The trenches should not be filled in until this period has elapsed.

4. The testing equipment should be in good working order and the drainage works to be tested should be properly laid to the requisite fall, suitably bedded and adequately supported. Testing should be carried out in accordance with the method and procedures as set out in BS EN 1610:2015: Construction and testing of drains and sewers.

5. For sites located in the vicinity of water control zones<sup>2</sup> or gathering grounds<sup>3</sup>, or on the advice of the Environmental Protection Department, the BA may require testing of manholes, petrol interceptors, septic tanks and the like to be carried out.

( YU Po-mei, Clarice )  
Building Authority

Ref. : BD GP/BREG/SF/2(II)

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<sup>1</sup> Under the Interpretation and General Clauses Ordinance, the computation of time for the performance of any act required under any ordinance where such period does not exceed six days, excludes public holidays and Sundays and periods when tropical cyclone warning signal No. 8 or above is in force.

<sup>2</sup> “water control zone” has the meaning given by section 2 of the Water Pollution Control Ordinance (Cap. 358).

<sup>3</sup> “gathering ground” has the meaning given by section 2 of the Waterworks Ordinance (Cap. 102).



# 申請進行排水工程測試

## Application for Testing of Drainage Works

《建築物(衛生設備標準、水管裝置、排水工程及廁所)規例》第73條  
Regulation 73 of the Building (Standards of Sanitary Fitments, Plumbing,  
Drainage Works and Latrines) Regulations

註冊承建商作業備考

PNRC

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附錄 Appendix

- 請以正楷填寫，並在適當方格內加上『√』號。填寫前，請細閱《注意事項》。
- Read the "Matters to Note" and complete in BLOCK LETTERS and tick the appropriate boxes.

### 致建築事務監督

#### To Building Authority

屋宇署檔號

BD Ref. No.

BD

地盤地址(地區與街道名稱及門牌號數)

Address of Site (number and name of street and locality)

電郵地址

E-mail Address



作認收電郵之用(電子呈交適用)

For acknowledgement email (e-submission)

- 1** 按照《建築物(衛生設備標準、水管裝置、排水工程及廁所)規例》第73(1)條的規定，本人  
Pursuant to regulation 73(1) of Building (Standards of Sanitary Fitments, Plumbing, Drainage Works and Latrines) Regulations, I

註冊承建商中文名稱\*

Name of Registered Contractor in Chinese\*

註冊承建商英文名稱\*

Name of Registered Contractor in English\*

特此告知上述地址的排水工程，現已隨時可以進行測試。

hereby give notice that drainage works at the above site are ready for testing.

- 2** 排水工程測試的詳情已安排如下。本人證實已諮詢認可人士，他本人或其代表屆時會親臨監察排水工程測試。  
Testing of drainage works has been scheduled with details as follows. I confirm that the authorized person has been consulted and that he or his representative will attend the testing.

排水工程測試的日期和時間

Date and Time of Testing of Drainage Works

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日 dd 月 mm 年 yyyy

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時 hr 分 min

聯絡人姓名

Name of Contact Person



姓氏先行

Surname first

聯絡電話

Contact Tel. No.

圖則編號 Drawing No.	批准日期 Date of Approval	測試位置 # Testing Location #

日 dd 月 mm 年 yyyy

獲授權簽署人姓名(中文)\*

Name of Authorized Signatory in Chinese\*

註冊證明書編號\*

Certificate of Registration Number\*

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獲授權簽署人姓名(英文)\*

Name of Authorized Signatory in English\* 姓氏先行 Surname first

註冊屆滿日期\*

Date of Expiry of Registration\*

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日 dd 月 mm 年 yyyy

註冊承建商簽署(獲授權簽署人)\*

Signature of the Registered Contractor(Authorized Signatory)\*

任何失實核證或聲明可引致法律行動。  
Any false certification or declaration may be subject to legal action.

日期 Date

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日 dd 月 mm 年 yyyy



副本送：認可人士 c.c. Authorized Person

\* 根據註冊記錄

\* In accordance with the registration record

# 接受只顯示部分圖則以註明將進行排水工程測試的位置

# Part plan showing drainage works to be tested is acceptable

## 注意事項

任何人如作出虛假聲明或就重要事項作出失實陳述即屬觸犯刑事罪行，可能會被檢控。

## 甲. 個人資料

### 收集的目的

- 屋宇署會使用透過本表格所獲得的個人資料作下列用途：
  - 處理你在本表格中所呈交的文件之相關事務；
  - 處理有關上述擬進行工程、《建築物條例》及有關法例之相關事務；及
  - 方便屋宇署與你聯絡。
- 你必須提供本表格所要求的個人資料。假如你未能提供所需資料，可能導致處理你所呈交的文件時出現延誤，或甚至導致無法處理你的申請。

### 獲轉交資料的部門/人士

- 本署可能會向其他政府部門、決策局、機構或任何人士披露你透過本表格所提供的個人資料，以作上述第1段所列的用途。

### 索閱個人資料

- 根據《個人資料（私隱）條例》，你有權查閱及改正你所提交的個人資料。屋宇署有權就有關資料索閱的要求收取合理費用。如要求查閱及改正你的個人資料，請與屋宇署聯絡。

## 乙. 填寫表格

- 請填妥表格載列所有有關的部分，並在表格上簽署。請附上所有證明文件。
- 所提供的資料如有不全或錯誤，屋宇署將不能處理呈交的文件。
- 如對本表格有任何疑問，請與屋宇署聯絡。

## 丙. 呈交方法

- 郵寄/親身呈交** - 本表格連同有關文件應郵寄或親身呈交至屋宇署：

#### 呈交有關勸諭信/命令/通知/指示的表格：

九龍油麻地海庭道11號西九龍政府合署北座屋宇署總部地下一般查詢及收件處。

#### 呈交至拓展部有關其他事宜的表格：

香港太古城太古灣道14號7樓屋宇署收發處。

- 電子郵件傳送** - 透過電子郵件傳送本表格及附上有關文件（全部必須獲香港郵政署長發出的數碼證書認證，或根據《電子交易條例》認可的其他核證機關所發出的數碼證書認證）到屋宇署的電子收件處，電郵地址為 receipt@bd.gov.hk。

## 丁. 聯絡資料

### 屋宇署

地址：九龍油麻地海庭道11號西九龍政府合署北座屋宇署總部

電話：2626 1616 (由“1823”接聽)

傳真：2537 4992

電郵：enquiry@bd.gov.hk

(2024年1月 修訂版)

## Matters to Note

Any person making a false declaration or misrepresenting a material fact shall be guilty of a criminal offence and subject to prosecution.

## A. Personal Data

### Purposes of Collection

- The personal data provided by means of this form will be used by the Buildings Department for the following purposes:
  - activities relating to the processing of your submission in this form;
  - activities relating to the above proposed works, and administration of the Buildings Ordinance and other legislations; and
  - facilitating communication between the Buildings Department and yourself.
- It is obligatory for you to provide the information as required in the form. If you fail to provide the required data, delay may be caused in processing of your submission or even result in rejection of the application.

### Classes of Transferees

- The personal data you provided by means of this form may be disclosed to other government departments, bureaux, organisations or any persons for the purposes mentioned in paragraph 1 above.

### Access to Personal Data

- You have the right of access and correction with respect to the personal data as provided under the Personal Data (Privacy) Ordinance. The Buildings Department has the right to charge a reasonable fee for the processing of any data access request. Request for personal data access and correction should be addressed to the Buildings Department.

## B. Completion of Form

- Please ensure that all relevant parts of the form are duly completed, and the form is signed. Please enclose all supporting documents.
- If incomplete or erroneous information is provided in the form, the Buildings Department may not be able to process the submission.
- Enquiries regarding this form should be addressed to the Buildings Department.

## C. Submission Methods

- By Post / In Person** - This form together with the relevant documents shall be posted to or submitted in person to the Buildings Department:

#### For submissions relating to advisory letter/order/notice/direction:

General Enquiry and Receipt Counter, G/F, Buildings Department Headquarters, North Tower, West Kowloon Government Offices, 11 Hoi Ting Road, Yau Ma Tei, Kowloon.

#### For other submissions to the New Buildings Division:

Receipt & Despatch Counter, Buildings Department, 7/F, 14 Taikoo Wan Road, Taikoo Shing, Hong Kong.

- Through Email** - Email this form together with the relevant documents, all with identity authenticated by a digital certificate issued by the Postmaster General or other certification authorities recognized under the Electronic Transactions Ordinance to the e-Counter of the Buildings Department at receipt@bd.gov.hk.

## D. Contact Details

### Buildings Department

Address: Buildings Department Headquarters, North Tower, West Kowloon Government Offices, 11 Hoi Ting Road, Yau Ma Tei, Kowloon

Tel No.: 2626 1616 (handled by "1823")

Fax No.: 2537 4992

Email: enquiry@bd.gov.hk

(Rev. 1/2024)