

Ref: BD _____

Address: _____

Appendix _____ to approval dated _____

Modular Integrated Construction (MiC) Works

In giving this approval of plans, I hereby impose the following conditions under item 6 in section 17(1) of the Buildings Ordinance:

- (a) Modular units should be fabricated by a factory with ISO 9001 or equivalent quality assurance certification.
- (b) Qualified site supervision of the MiC works, including fabrication, assembly, installation and examination of the modular units should be provided in accordance with the PNAP ADV-36, to ensure that the works are carried out in accordance with the plans approved and that the required standards are complied with.

2. Under regulation 10 of the Building (Administration) Regulations, the following document(s) are required to be submitted:

- (a) The names and qualifications of the supervisory personnel in the Quality Control Supervisory Team (QCST) and Quality Control Co-ordination Team (QCCT)** assigned by the authorized person (AP), registered structural engineer (RSE) and registered contractor (RC) respectively in accordance with PNAP ADV-36 in the factory fabricating the modular units and their supervision frequency should be submitted to the Buildings Department (BD) at least 14 days before the commencement of the production work at the prefabrication factory and should be recorded in their respective inspection log books. The details of production, inspection, auditing and testing of modular units should be recorded in the log books by the supervisory personnel in the QCST and QCCT. The log books should be kept in the prefabrication factory and a copy of which should be kept at the building site office and, when required, produced to officers of BD for inspection.
- (b) A copy of the quality assurance scheme of the MiC supplier should be submitted at least 14 days before the commencement of the production of modular units in the prefabrication factory. Such submission should be prepared in accordance with PNAP ADV-36 and appended with a statement signed by the RSE to confirm that the quality assurance scheme has adequate provisions in ensuring the quality of MiC products complies with the requirements stipulated in the Buildings Ordinance and the approved plans.
- (c) Where on-site audit checks to the quality of modular units delivered to the building site are to be carried out by RSE, a notification in writing to the BD

should be submitted prior to the commencement of the production of modular units in the prefabrication factory.

- (d) A copy of either the RSE's audit reports on the prefabrication factory, or the RSE's on-site audit reports on the quality of modular units delivered to the building site, and a copy of the RC's authorized signatory's audit reports on the prefabrication factory duly endorsed by the RSE, should be submitted to the BD within 60 days from the delivery date of the modular units to the building site. These reports should be prepared in accordance with PNAP ADV-36.

3. Failure to comply with the requirements in 2(a) to 2(c) above may lead to refusal of the application for consent to the commencement of superstructure works on site under section 16(3)(b) of the Building Ordinance.

** For the Personal Data contained in the documents/reports mentioned in this Appendix.

Purposes of Collection

- (i) The personal data provided will be used by the BD for the following purposes:
 - (a) activities relating to the processing of the submission;
 - (b) activities relating to works specified in this appendix; and
 - (c) facilitating communication between the BD and the related personnel.

Classes of Transferees

- (ii) The personal data provided may be disclosed to:
 - (a) other Government departments, bureaux & relevant organisations for the purposes mentioned in paragraph (i) above; and
 - (b) any person for the purpose mentioned in paragraph (i)(b) above.

Access to Personal Data

- (iii) Data subject has a right of access and correction with respect to personal data as provided for in section 18 and 22 and principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Data subject's right of access includes the right to obtain a copy of his/her personal data provided by AP/RSE's submission.

Responsibility of AP/RSE

- (iv) AP/RSE should be responsible for disseminating of the above information to the relevant data subjects.