

Ref. BD \_\_\_\_\_

***[Standard Insertion List I:  
List of Standard Insertion that may be included in the  
approval of superstructural plans including structural (A&A) works]***

*Please choose appropriate items*

***A) General***

6. This approval is subject to the conditions and requirements given in #Appendix/Appendices \_\_\_\_\_ attached.

7. To ensure full compliance with the Buildings Ordinance (BO), it is prudent for the Authorized Person (AP) who acts as the coordinator of the building works to inform the Registered General Building Contractor (RGBC)/Registered Specialist Contractor (RSC) of all the imposed conditions attached to this approval.

8. It is your duty to ensure that the works so approved are compatible with the approved general building plans. You are reminded that the approval of this structural submission does not infer that any general building plans corresponding to this application will be approved by the Building Authority. Under section 16(3) of the BO, the consent for the commencement and carrying out of the works now approved will not be given until the corresponding general building plans have been approved.

9. You are reminded that the record plans and/or test reports required under this approval should be submitted within the time frame as specified in the attached appendix/appendices. Delay in the submission of the required documents may affect the timely processing of Form BA14 and/or occupation permit applications.

10. To facilitate the carrying out of minor amendment works during the construction process, you are advised to apply for modification to regulation 33(1) of the Building (Administration) Regulations in respect of minor amendments to the above approved works either after obtaining the first consent or simultaneously with the application for the first consent to the commencement of the said works. Your attention is drawn to paragraphs 23, 24 & 25 of PNAP ADM-19.

11. In giving this approval of plans, your attention is drawn to the following conditions:

- (a) Site supervision of the \_\_\_\_\_ works by a team of supervisors shall be provided each by the AP, Registered Structural Engineer, Registered Geotechnical Engineer and RGBC/RSC in accordance with the Technical Memorandum for Supervision Plans 2009 and the Code of Practice for Site Supervision 2009 to ensure that the works are carried out in accordance with the approved plans and in such a manner as not to render inadequate the margin of safety of, or impair the

stability of, or cause danger to any building, structure, land, street or services.

12. To promote green environment and facilitate effective preparation and processing of structural submissions, you are encouraged to submit structural plans in specified electronic format via Electronic Submission Hub (ESH) as an alternative to the conventional paper submission. For details and type of plans being accepted in ESH, please refer to ESH website at <https://esh.bd.gov.hk> and PNAP ADM-17.

***B) Below standard paragraph is suitable for stipulating requirement for submission of method statement for major structural element works***

13. Under regulation 10 of the Building (Administration) Regulations, #one/two copy(ies) of detailed method statement including the design, drawings and installation procedures for the temporary support works for the construction of the (major structural elements)\*\* duly signed by the Registered Structural Engineer should be submitted to this department for record one week prior to erection of the temporary support works.

*\*\* to be specified. Major structural elements include:*

- a) transfer plate,*
- b) vehicular bridge and footbridge,*
- c) space frame,*
- d) post-tensioned prestressed girders; or*
- e) temporary support works with height exceeding 10m.*

***C) Below standard paragraph is suitable when uploading material information to the Central Data Bank is required***

14. Upon submission of the Form BA13/BA14<sup>#</sup>, you as the Registered Structural Engineer of the works is required to submit confirmation to the Buildings Department to declare the specific type(s) [ (model no) ] of concrete admixture/fire protection materials/fire-stop materials for curtain wall/mechanical couplers/structural fixing/structural sealant/stainless steel spider bracket/composite slab with profile sheeting<sup>#</sup> has/have been used in accordance with the approved plan. Relevant information such as product name, name of manufacturer & place of manufacturing (city and country), material category, application, compliance testing standard, name of the laboratory accreditation body, name of laboratory or assessing organization, test report number, date of test or assessment report, validity data, and any special remark on approval, etc shall be submitted to cater for Central Data Bank uploading.

***D) Below standard paragraph is suitable for pile cap submission***

15. To promote green environment and facilitate effective preparation and processing of structural submissions, you are encouraged to submit Part II structural calculations in CD/DVD format in accordance with PNAP ADM-8 for the superstructure plans.

**E) *Below standard paragraph is suitable for structural(A&A) works***

16. Under item 6 in section 17(1) of the BO, you are required to submit further structural appraisal report showing the condition of the affected existing reinforced concrete members supporting the proposed works and verifying the in-situ concrete strength of these members.

17. Consent to the commencement and carrying out of the alteration and addition works now approved will not be given until the report specified in paragraph 16 has been submitted and found satisfactory. Section 16(3)(ba) of the BO refers.

# Delete wherever inapplicable.