

BUILDINGS ORDINANCE
(Chapter 123)
Section 3(9B)

Application for retention of name in
the *authorized persons' register/structural engineers' register/geotechnical engineers' register
(Please use separate form for separate register)

Date _____

To the Building Authority

1. My name is on: * the authorized persons' register in the list of *architects/engineers/surveyors,
* the structural engineers' register,
* the geotechnical engineers' register,
and such registration will expire on _____.
2. I hereby apply for the retention of my name in the said register.
3. My personal details are as follows:
Name in full (English): * Mr./Mrs./Miss/Ms. _____ (Chinese) _____
HKID No.: _____
Certificate of Registration No.: _____
Correspondence Address: _____

Tel. No.: _____ Fax No.: _____
E-mail Address: _____
4. I confirm that I am currently registered under the *Architects/Engineers/Surveyors Registration Ordinance and I attach herewith a copy of the valid certificate of registration/renewal of registration issued under the respective Registration Ordinance.
5. *For a Registered Geotechnical Engineer who obtained the registration by possessing the qualification as an Authorized Person in the List of Engineers/a Registered Structural Engineer:*
I confirm that I am currently registered under the Buildings Ordinance as *an Authorized Person in the List of Engineers/a Registered Structural Engineer and I attach herewith a copy of the valid certificate of registration as *an Authorized Person in the List of Engineers/a Registered Structural Engineer issued by the Building Authority. (Certificate of Registration No. _____)
6. I attach a cheque no. _____ for HK\$ _____ (payable to THE GOVERNMENT OF THE HONG KONG SPECIAL ADMINISTRATIVE REGION) in payment of the fee prescribed for the application.

Signature of the applicant

- * Delete whichever is inapplicable
 Put a tick against the box where appropriate

Notes on Collection of Personal Data

- (1) The information provided will be used for purposes in connection with the administration of the Buildings Ordinance and related Regulations.
- (2) It is obligatory for you to provide the information as required by the form. Failure to supply any such information may delay the processing or result in rejection of the application.
- (3) The information provided may be disclosed to other government departments or other parties for purposes in connection with the administration of matters related to the Buildings Ordinance and related Regulations.
- (4) For access to or correction of any personal data after submission of the form, please address to the officer in charge of the Registration Unit of the Buildings Department in writing.

CONFIRMATION OF RECEIPT OF PAYMENT (for office use only)

Receipt no. _____ has been issued for the payment of the amount stated in paragraph 6 above.

Date_____
Name and signature of collecting officer

BDBRef. : BD R

To : Building Authority
Registration Unit
Buildings Department
21/F, Pioneer Centre
750 Nathan Road
Kowloon

**Data Sheet for *Inclusion / Retention / Restoration of Name in the
*Authorized Persons' /*Structural Engineers' /*Geotechnical Engineers' Register**

1.

<u>Name in English (full)</u> (in CAPITAL letters)	<u>Name in Chinese</u> (if applicable)
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2. I **confirm** that I am still registered under the *Architects/Engineers/Surveyors Registration Ordinance. A copy of the valid certificate of *registration/renewal of registration which has not been submitted before is also enclosed.

3. Pursuant to PNAP 34, I hereby notify you that my emergency telephone and fax number(s) is (are) as follows :
Tel. No(s) : _____
Mobile Tel. No(s) : _____
Fax No(s) : _____
The above number(s) should be used only for **emergencies outside office hours** concerning building sites for which I am the *AP/RSE/RGE.

4. My *consent is given herewith to release my data below together with my name and registration number to other government departments or parties for the administration of other Ordinances in relation to building, construction and property development :
Correspondence address : _____

Tel. No(s) : _____
E-mail address : _____

5. I hereby notify you that the signature below is my specimen signature for the purpose of the Buildings Ordinance.

Date : _____ Specimen Signature : _____

Notes on the collection of personal data

- (i) The information provided will be used for purposes in connection with the administration of the Buildings Ordinance and Regulations.
- (ii) The information may be disclosed to other government departments or other parties for the purposes mentioned in Note (i) above *and/or for the purposes stated in paragraph 4 above.
- (iii) For correction of or access to personal data after submission, please address to the officer in charge of the Registration Unit of the Buildings Department in writing.

** Please delete whichever is inapplicable.*