

**BUILDINGS ORDINANCE**  
**(Chapter 123)**  
**Section 3(12)**

**Application for restoration of name to  
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 was previously included in :
  - \* the authorized persons' register in the list of architects/engineers/surveyors,
  - \* the structural engineers' register,
  - \* the geotechnical engineers' register,
 and such registration expired on \_\_\_\_\_ and has not been renewed.
  
2. I hereby apply for restoration of my name to 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

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' /\*Inspectors' 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/RI.

4. My contact details are as follows :  
Correspondence address : \_\_\_\_\_  
\_\_\_\_\_  

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

My consent is \*given/not given herewith to release my data above 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.

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.*