

**Application for Registration as a Registered Minor Works Contractor (Company)**  
**Affirmation of Qualification and Experience of a person nominated as Technical Director**

*(This Form is to be completed by a person nominated as the technical director (TD) for the contractor. Please read the notes overleaf carefully before filling in.)*

**To Building Authority (BA),**

1. The Contractor (*name*) \_\_\_\_\_ has submitted a minor works contractor registration application to the BA and I am nominated as the **TD** in the application.

2. I have the qualifications and experience which meet the Alternative Requirements (Alt. Req't) marked with a "√" in the table below (□ please tick as appropriate, insert information as required and \* delete if inappropriate):-

Alt. Req't	Highest Class & Type(s) of Minor Works under application	Qualifications (see para.3 also)	Experience	
			in building industry (see para.4 also)	in managing a building contractor company in HK (see para.5 also)
<input type="checkbox"/> 1	Class: <u>*I / II / III</u> Type: _____	A certificate, diploma or equivalent in a field relating to construction technology (note 2). _____ (Qualification & Issuing Institution)	3 years including 1 year in HK	N/A
<input type="checkbox"/> 2	Class: <u>*I / II / III</u> Type: _____	N/A	N/A	5 years
<input type="checkbox"/> 3	Class: <u>* II / III</u> Type: _____	N/A	5 years	3 years
<input type="checkbox"/> 4	Class: <u>III</u> Type: _____	N/A	5 years	1 year
<input type="checkbox"/> 5	Class: <u>*I / II / III</u> Type: _____	*AS/TD of a RGBC (Reg. No. of RGBC) _____	N/A	
<input type="checkbox"/> 6	Class: <u>*I / II / III</u> Type: <u>G</u>	*AS/TD of a RSC(Demolition) (Reg. No. of RSC(D)) _____	N/A	
<input type="checkbox"/> 7	Class: <u>*I / II / III</u> Type: <u>E</u>	*AS/TD of a RSC(Ventilation) (Reg. No. of RSC(V)) _____	N/A	
<input type="checkbox"/> 8/9 (note 3)	Class: <u>*I / II / III</u> Type: _____	TD of a *RMWC(Co) / RMWC(P) (Reg. No. of *RMWC(Co)/RMWC(P)) _____	N/A	
<input type="checkbox"/> 10 (note 4)	Class: <u>*I / II / III</u> Type: _____	Qualifications meeting the registration requirement of TD for *RGBC / RSC(Demolition) in PNRC 38 _____ (Qualification & Issuing Institution)	Experience which meets the registration requirement of TD for RGBC/ RSC(D) in PNRC 38. (see para.6 also)	

3. (for Alt. Req't 1, 5 to 10 only) I attach copy of the certificate of my **qualifications** listed in para.2 for your consideration.
4. (for Alt. Req't 1, 3 & 4 only) I have more than (*\*delete if inappropriate*) \*3 / 5 years' **experience in the building industry**. I attach my CV, together with the following supporting documents, for your consideration ( please tick as appropriate):-
- (nos.) \_\_\_\_\_ testimonials issued by my previous employer(s)
  - BD standard form RR-12A with certification by my employer / building owner / the qualified personnel of the work
  - BD standard form RR-13A being my self-certification and supported by documentary justifications
  - BD standard form RR-14A with certification by a trade association or labour union
  - BD standard form RR-15A being my declaration made under the Oaths and Declaration Ordinance
5. (for Alt. Req't 2 to 4 only) I have more than (*\*delete if inappropriate*) \*5 / 3 / 1 years' **experience in managing a building contractor company in Hong Kong**. I attach the following supporting documents for your consideration:-
- (a) Documentary proof of directorship or ownership of the building contractor company in HK, **and**
  - (b) Project details such as specified forms under BO, client's certificate on completion of works, clients' payment certificate, contract documents, accepted works orders and quotation documents, etc., to demonstrate that the building contractor company was an active contractor.
6. (for Alt. Req't 10 only) To substantiate my **experience**, I submit the forms and documents as required under **PNRC 38** for your consideration.

Name of TD (English) \_\_\_\_\_ (Chinese) \_\_\_\_\_

HKID No. \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

#### NOTE

1. It is permissible for a person as a TD, to apply for different classes & types of minor works through any of the Alternative Requirements 1-10 in one single application.
2. The certificate, diploma or higher qualifications should be in the field of construction technology such as architecture, building studies, building surveying, civil engineering and structural engineering. Academic qualifications in other fields of studies may also be considered with regard to the relevance of the curriculum in relation to the types of minor works under application.
3. Only the classes & types of minor works which were accepted in the previous registration as TD in RMWC(Co) or RMWC(P) will be considered.
4. Holder of qualification and experience meeting the registration requirements of TD for RSC(D) can only apply for Type G minor works (demolition).