

To Building Authority (BA)

**Contractors Registration  
Declaration of Conviction/Disciplinary/Suspension Records by  
Contractor Applying for Renewal of Registration (See NOTE 1 overleaf)**

Name of Contractor (English) \_\_\_\_\_

(Chinese) \_\_\_\_\_

Registration No. \*GBC \_\_\_\_\_ /SC( ) \_\_\_\_\_ Business Registration No. \_\_\_\_\_

I, \_\_\_\_\_, the Authorized Signatory (AS) of the above Contractor, have checked from the records kept by the Contractor and other relevant sources such as related persons and government departments, **HEREBY DECLARE** that: *(Please tick where appropriate)*

- (a) The Contractor **HAS NO** conviction/disciplinary/suspension record in respect of the aspects as indicated in NOTE 2 overleaf.
- (b) The Contractor **HAS** conviction/disciplinary/suspension records in respect of the aspects as indicated in NOTE 2 overleaf and the true and exhaustive records are as follows:

Date of Offence	Date of Judgment	Initiating Authority	Description of the Incident/Offence and Project, Fatal/Injury Record, Reason of Suspension, etc.	Category of Works	Penalty

(Use additional sheets if necessary. Each additional sheet should be endorsed by the AS)

2. I have been duly authorized by the above Contractor to make this solemn declaration and I conscientiously believe that the above declaration is true.

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

HKID/Passport No. \_\_\_\_\_ Signature of AS \_\_\_\_\_ Date \_\_\_\_\_

\* Delete whichever is inapplicable

**NOTE 1:**

This declaration should be submitted with Form BA2A and completed by the one of the AS of the Contractor. Any person making a false declaration or misrepresenting a material fact shall be guilty of a criminal offence and subject to prosecution.

**NOTE 2:**

The declaration should cover **ALL** incidents involving the Contractor in respect of the following aspects irrespective of the categories and nature of works (e.g. building/foundation/demolition/civil, etc; public/private, etc.) the incidents are related:

- i) Conviction or disciplinary action under the Buildings Ordinance;
- ii) Conviction on labour safety offences under the ordinances and regulations administered by the Commissioner for Labour, such as Factories and Industrial Undertakings Ordinance and Occupational Safety and Health Ordinance;
- iii) Suspension from tendering by the Environment, Transport and Works Bureau, the Housing Authority or their related departments. The reasons of suspension should also be provided;
- iv) Conviction leading to imprisonment for malpractice or misconduct in building works or construction related activities; and
- v) Conviction under section 27(3) of the Public Health and Municipal Services Ordinance concerning the control of water likely to contain larvae or pupae of mosquitoes administered by the Director of Food and Environmental Hygiene.

For first-time renewal, the declarations on conviction/disciplinary/suspension records should cover the current registration period preceding the date of submission of the renewal application. For subsequent renewals following the first-time renewal, the declarations on conviction/disciplinary/suspension records should cover the period from the date of submission of the last renewal application to the date of submission of the current renewal application.