

To Building Authority (BA)

**Contractors Registration
Declaration of Conviction/Disciplinary/Suspension Records by
*Authorized Signatory (AS)/Technical Director (TD)/Other Officer (OO)
Applying for Renewal of Registration of Contractor (See NOTE 1 overleaf)**

Name of Contractor (English) _____

(Chinese) _____

Registration No. *GBC _____ /*SC() _____ Business Registration No. _____

I, _____, the *AS/TD/OO of the above Contractor, have checked from the records kept by myself, the Contractor and other relevant sources such as related persons and government departments, **HEREBY DECLARE** that: *(Please tick where appropriate)*

- (a) I myself, the projects under my supervision and the projects in which I have been involved **HAVE NO** conviction/disciplinary/suspension record in respect of the aspects as indicated in NOTE 2 overleaf.
- (b) I myself/ the projects under my supervision/ the projects in which I have been involved **HAVE** 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/TD/OO concerned)

2. I make this solemn declaration and conscientiously believe that the declaration is true.

Name of *AS/TD/OO (English) _____(Chinese) _____

HKID/Passport No. _____

Signature of *AS/TD/OO _____ Date _____

* Delete whichever is inapplicable

NOTE 1:

This declaration should be submitted with Form BA2A and completed by **EACH** of the AS/TD/OO. 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 AS/TD/OO 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.