

Ref: BD _____

Address: _____

Appendix _____ to approval dated _____

**Drilled-in Anchors used for
Cantilevered Structure/Hanger/Curtain Wall Remedial[#] Works**

In giving this approval of plans, I hereby impose the following conditions under item 6 in section 17(1) of the Buildings Ordinance (BO):

- (a) Strength tests on a representative number of the drilled-in anchors, as directed by registered structural engineer (RSE), are required to be carried out in accordance with the test criteria specified in Appendix A of the Practice Note for Authorized Persons, Registered Structural Engineers and Registered Geotechnical Engineers (PNAP) APP-169 and should be carried out by a laboratory* accredited under the Hong Kong Laboratory Accreditation Scheme (HOKLAS) or by other laboratory accreditation bodies which have reached mutual recognition agreements/arrangements with the HOKLAS for the particular test concerned.
 - [#](b) If an alternative method statement on the strength tests other than that specified in Appendix A of PNAP APP-169 is proposed, the method statement should be submitted to the Buildings Department (BD) for agreement prior to the application for consent to the commencement of the cantilevered structure/hanger/curtain wall remedial[#] works.
 - (c) A report containing all results of the above-mentioned tests[@] and a discussion on any problems encountered during the installation of the anchor bolts and how they were overcome should be submitted within 21 days after testing and appended with a statement signed by the RSE to confirm that all drilled-in anchors have been installed in accordance with the anchor manufacturer's recommendations.
2. The following conditions in respect of qualified supervision of works are imposed under item 6 in section 17(1) of the BO:
- (a) Qualified site supervision of the drilled-in anchor works, by experienced and competent persons as defined in (b) and (c) below, should be provided to ensure that the works are carried out in accordance with the plans approved and that the required standards are complied with.
 - (b) The RSE should assign a quality control supervisor (QCS) to supervise the works, determine the necessary frequency of inspection by the QCS which should not be less than once a week, and devise inspection check lists. The minimum qualifications and experience of the QCS is to be the same as the technically competent person (TCP) of grade T3 under the RSE's stream, as

stipulated in the Code of Practice (CoP) for Site Supervision 2009 (2021 Edition).

- (c) The registered general building contractor (RGBC)/registered specialist contractor (RSC) should assign a quality control co-ordinator (QCC) to provide full time on site supervision of the works and devise inspection check lists. The minimum qualifications and experience of the QCC is to be the same as the TCP of grade T1 under the RGBC's/RSC's stream, as stipulated in the CoP for Site Supervision 2009 (2021 Edition).
- (d) The names and qualifications of the QCS and QCC assigned by the RSE and the RGBC/RSC respectively should be recorded in their respective inspection log books. The date, time, items inspected and inspection results should be clearly recorded in the log books by the QCS and QCC. The log books should be kept on site and, when required, produced to officers of BD for inspection.

Delete wherever inapplicable.

* A Directory of Accredited Laboratories in Hong Kong is obtainable from the Hong Kong Accreditation Service (HKAS) Executive, Innovation and Technology Commission.

A laboratory's accreditation for an individual test or calibration may be granted, modified or withdrawn at any time. Up-to-date information on accredited laboratories and their scopes of accreditation are available on the internet at the HKAS website at <http://www.itc.gov.hk/hkas/>.

@ The test carried out by an accredited laboratory should be within its scope of accreditation. To ensure this, test results should be reported on a HOKLAS Endorsed Certificate or equivalent Certificate/Report issued from other laboratory accreditation bodies which have reached mutual recognition agreements/arrangements with the HOKLAS.

Laboratory/Organisation/Testing Agency for carrying out the test(s) should be independent of the Registered General Building Contractor (RGBC)/Registered Specialist Contractor (RSC).