

Ref: BD _____

Address: _____

Appendix _____ to approval dated _____

**Foundation Works (Spread Footings/Rafts)
with Foundation Units Founded on Soil**

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) Sampling and testing of steel reinforcing bars should be carried out in accordance with CS2:2012. Testing should be carried out by a laboratory* accredited under the Hong Kong Laboratory Accreditation Scheme (HOKLAS)^. Test results@ should be submitted within 60 days of the delivery of the steel reinforcing bars to the site\$. The test reports should be appended with a statement signed by the registered structural engineer (RSE) to confirm the following:
 - (i) All steel reinforcing bars used for the construction and the test specimens covered by the test reports are in accordance with the types and grades of steel shown in the approved plans.
 - (ii) Sampling and testing of steel reinforcing bars used have been carried out in accordance with CS2:2012.
 - (iii) The acceptance criteria appropriate to each type and grade of steel reinforcing bars used have been complied with.
 - (iv) All steel reinforcing bars tests have been carried out by a laboratory* accredited under the HOKLAS^.

- (b) Sampling of concrete and compression testing of concrete test cubes should be carried out in accordance with the methods specified in CS1:2010. Testing should be carried out by a laboratory* accredited under the HOKLAS^. Test results@ should be submitted within 21 days after testing. The test reports should be appended with a summary which contains information on locations of concerned structural elements, concrete grades and dates of cast. The summary should also include previous summary information of concrete cube test reports in chronological order. The test reports should also be appended with a statement signed by the RSE to confirm the following:
 - (i) All concrete used for the construction and concrete cubes covered by the test reports are in accordance with the concrete grades shown in the approved plans.
 - (ii) Concrete cube sizes, rates of sampling fresh concrete for testing and acceptance criteria for compressive strength set out in clause 10.3.4.2 of

the Code of Practice (CoP) for Structural Use of Concrete 2013 have been complied with.

- (iii) All concrete cube tests have been carried out by a laboratory* accredited under the HOKLAS[^] and in accordance with the methods specified in CS1:2010.
- (c) Concrete should be obtained from concrete suppliers certified under the Quality Scheme for the Production and Supply of Concrete (QSPSC). The certificates of QSPSC, including (i) the certificate of the concrete supplier; and (ii) the certificate of product conformity from the supplying batching plant, issued by the Hong Kong Quality Assurance Agency, should be submitted together with the first batch of concrete cube test results within 21 days after testing. For those exception project¹, the concrete of which may not be from concrete suppliers under QSPSC, the required documents to prove that the concrete supplier is operating under an approved quality system should be submitted at least one week prior to the commencement of reinforced concrete works.
- [#](d) Static plate loading tests should be carried out by a laboratory* accredited under the HOKLAS[^] to verify the adequacy of the allowable bearing capacity of the founding stratum. The related testing procedures and acceptance criteria are required to be submitted prior to consent application of the foundation works. The reports of the static plate loading tests should be submitted within 21 days after testing.

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 reinforced concrete works, including sampling of concrete and steel reinforcing bars and making and curing of test cubes, by experienced and competent persons as defined in 2(b) and 2(c), 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 to supervise the works, determine the necessary frequency of inspection by the quality control supervisor which should not be less than once a week, and devise inspection check lists. The minimum qualifications and experience of the quality control supervisor is to be the same as the technically competent person (TCP) of grade T3 under the RSE's stream, as stipulated in the CoP for Site Supervision 2009.
- (c) The registered general building contractor (RGBC)/registered specialist contractor (RSC) should assign a quality control co-ordinator to provide full time on site supervision of the works and devise inspection check lists. The minimum qualifications and experience of the quality control co-ordinator 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.
- (d) The names and qualifications of the supervisory personnel representing the RSE and the RGBC/RSC respectively should be recorded in an inspection log book. The date, time, items inspected and inspection results should be clearly recorded

in the log book. The log book should be kept on site for inspection by representatives of the Buildings Department (BD).

3. Where steel reinforcing bar (rebar) products such as cut and bent rebars, reinforcement cages and the like are fabricated off-site in a prefabrication yard, the following conditions in respect of qualified supervision of off-site rebar prefabrication works (referred hereafter as “Prefabrication Works”⁺) are imposed under item 6 in section 17(1) of the BO:

- (a) Qualified site supervision of the Prefabrication Works⁺, including sampling of steel reinforcing bars, by experienced and competent persons as defined in 2(b) and 2(c), 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 names and qualifications of the supervisory personnel representing the RSE and the RGBC/RSC respectively should be recorded in an inspection log book. The date, time, items inspected and inspection results should be clearly recorded in the log book. The log book should be kept in the prefabrication yard and a copy of it should be kept on site for inspection by representatives of the BD.

4. Under item 7 in section 17(1) of the BO, adequate precautionary measures and suitable working procedures should be adopted in the carrying out of the above works to safeguard the stability of any building, structure, land, street or services.

#5. In this connection, two sets of excavation and lateral support plans are required to be submitted.

6. You are reminded that site supervision of the foundation works by a team of supervisors shall be provided each by the authorized person, the RSE, #the registered geotechnical engineer and the RGBC/RSC in accordance with the Technical Memorandum for Supervision Plans 2009 and the CoP for Site Supervision 2009 to ensure that the quality of the foundation works is up to standard and that the works are carried out in accordance with the approved plans and in such a manner as not to render inadequate the margin of safety of, or impair the stability of, or cause danger to any building, structure, land, street or services. Details of site supervision for the foundation works shall be included in the supervision plan and submitted prior to or at the time of application for consent to the commencement of the foundation works.

#7. In connection with paragraph 6 above regarding inspection of bearing stratum to check for compliance with approved plans, site investigation reports and design assumptions and, the static plate loading tests as specified in paragraph 1(d) above where required, the BD should be notified of the time and date of the inspection and the test so that they may be witnessed by a representative from the Department.

8. Under regulation 10 of the Building (Administration) Regulations (B(A)R), one set of foundation record plans and report together with the [†]Form BA 12/13/14 stipulated in regulation 25 of the B(A)R to certify the completion of the foundation works are required to be submitted. The record plans should include details of the characteristic features of the site and the identification, location, size, depth and level of each foundation unit as constructed and the report should include, for each foundation unit, the date of construction, the quality and quantity of materials used, the concrete test cube results, the excavation records.

#9. Consent to the commencement and carrying out of the above works will not be given until the excavation and lateral support plans specified in paragraph 5 and, where required, the static plate loading testing procedures and acceptance criteria specified in paragraph 1(d) above have been submitted and found satisfactory/approved.

10. All significant signs of distress during the construction works should be reported promptly to the BD. Where the ground settlement reaches or exceeds the trigger value of the “Alarm Level” defined in the monitoring scheme, the Chief Highway Engineer/Research and Development, Highways Department (Attention: Land Surveyor/Geographic Information System, telephone number: 2762 3498, fax number: 2714 5290, email: lsgis.rnd@hyd.gov.hk) should be notified promptly together with the relevant details of the monitoring.

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/>.

^ Test to be carried out by a laboratory* accredited under the HOKLAS or by other laboratory accreditation bodies which have reached mutual recognition agreements/arrangements with the HOKLAS for the particular test concerned.

@ 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).

! Pursuant to clause 11.7.1 of the CoP for Structural Use of Concrete 2013, exceptional projects include those located at remote areas (such as outlying islands) or where the volume of concrete involved is less than 50 m³. For these exceptional projects, the concrete should be obtained from a supplier operating under an approved quality system.

\$ The ‘site’ refers to the prefabrication yard for cases covered by paragraph 3 above.

+ Prefabrication Works refer to the fabrication works of steel rebar products, such as cut and bent rebars, reinforcement cages and the like, covered by this approval of plans carried out in the prefabrication yard.

- ↑ If the same contractor is employed for both the foundation works and the superstructure works for a new building or in the alteration and addition works to an existing building, where spread footing foundation with excavation depth not exceeding 4.5m is adopted, the certification of completion of the spread footing works may be made together with the certification of completion of the superstructure works in a Form BA12/13 or a single Form BA14, as the case may be. In other cases, a separate Form BA14 for completion of the spread footing works is to be submitted.