

- 請以正楷填寫，並在適當方格內加上『√』號。填寫前，請細閱《注意事項》。
- Read the "Matters to Note", complete in BLOCK LETTERS and tick the appropriate boxes.

致建築事務監督 To the Building Authority

**第一部 樓宇詳情**  
**Part 1 Building Particulars**

樓宇名稱(如知悉)(中文) Name of Building (if known) (Chinese)

樓宇名稱(如知悉)(英文) Name of Building (if known) (English)

地盤地址(中文) Address of Site (Chinese)

  


地盤地址(英文) Address of Site (English)

  


地段編號 Lot No.

樓宇類型 Type of Building

- ☐ 住宅樓宇 Domestic Building
 ☒ 非住宅樓宇 Non-domestic Building  
☐ 綜合用途樓宇 Composite Building

提供中央空調 Provision of Central Air Conditioning

- ☒ 是 Yes
 ☐ 否 No

提供具能源效益的設施 Provision of Energy Efficient Features

- ☒ 是 Yes
 ☐ 否 No

擬安裝 / 已安裝的具能源效益的設施  
Proposed / Installed Energy Efficient Features

- ☐ 擬安裝 Proposed
 / 
 ☒ 已安裝 Installed

	中文 Chinese	英文 English
1.		T5(or better) fluorescent lamp for general lighting.
2.		Metering provisions for energy consumption check.
3.		Room temperature serving devices (such as thermostats) to be properly located to more accurate reflect room conditions.

 如空位不敷應用，請於附加頁填寫。  
If space is insufficient, please fill in the additional sheet(s).

☐ 另加附加頁 Additional
 ☐ 張 Pages

**第二部 擬興建 / 已竣工樓宇 / 部分樓宇預計每年能源消耗量**

**Part 2 Predicted Annual Energy Use of Proposed / Completed Building / Part of Building**

☐ 擬興建 / ☒ 已竣工  
 Proposed / Completed

☒ 樓宇 / ☐ 部分樓宇  
 Building / Part of Building

ⓘ 見註 See Note (1)

發展項目類型 Type of Development	位置 Location	使用有關裝置的 內部樓面面積 Internal Floor Area Served (平方米 m²)	基線樓宇每年能源消耗量 Annual Energy Use of Baseline Building (平方米/年 m²/annum) ⓘ 見註 See Note (2)		擬興建/已竣工樓宇 每年能源消耗量 Annual Energy Use of Proposed/Completed Building (平方米/年 m²/annum)	
			電力 Electricity 千瓦小時 kWh	煤氣 / 石油氣 Town Gas / LPG 用量單位 Unit	電力 Electricity 千瓦小時 kWh	煤氣 / 石油氣 Town Gas / LPG 用量單位 Unit
住用發展項目 (不包括酒店) Domestic Development (excluding Hotel)	中央屋宇裝備裝置 Central building services installation ⓘ 見註 See Note (3)	N/A				
非住用發展項目 (包括酒店) Non-domestic Development (including Hotel) ⓘ 見註 See Note (4)	平台 (中央屋宇裝備裝置) Podium(s) (central building services installation)	13584.1	117.62	0	103.63	0
	平台 (非中央屋宇裝備裝置) Podium(s) (non-central building services installation)	N/A				
	塔樓 (中央屋宇裝備裝置) Tower(s) (central building services installation)	15518.8	170.86	0	163.19	0
	塔樓 (非中央屋宇裝備裝置) Tower(s) (non-central building services installation)	19997.4	32.80	2.75	28.46	2.75

一般來說,樓宇的預計每年每平方米能源消耗量愈低,樓宇的能源消耗愈有效。例如,如果擬興建樓宇的預計每年能源消耗量少於基線樓宇預計的每年能源消耗量,則表示擬興建樓宇的預計能源使用較基線樓宇有效。減少愈多,效能愈大。

In general, the lower the estimated "Annual Energy Use" of the building, the more efficient the building in terms of energy use. For example, if the estimated "annual energy use of proposed building" is less than the estimated "annual energy use of baseline building", it means the predicted use of energy is more efficient in the proposed building than in the baseline building. The larger the reduction, the greater the efficiency.

**第三部 按機電工程署公布的相關實務守則設計 / 完成的裝置****Part 3 Installation(s) Designed / Completed in Accordance with the Relevant Codes of Practice Published by the Electrical and Mechanical Services Department**

以下裝置乃按機電工程署公布的相關實務守則

In accordance with the relevant Codes of Practice published by the Electrical and Mechanical Services Department, the following installation(s) is / are

☐ 設計  
designed / ☒ 完成  
completed :

裝置類型 Type of Installations	是 Yes	否 No	不適用 N/A
照明裝置 Lighting Installations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
空調裝置 Air Conditioning Installations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
電力裝置 Electrical Installations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
升降機及自動梯的裝置 Lift & Escalator Installations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
以總能源為本的方法 Performance-based Approach	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**註冊專業工程師 / 註冊能源效益評核人資料****Details of the Registered Professional Engineer / Registered Energy Assessor**

中文姓名\* Name in Chinese\*

☐ 姓氏先行 Surname first

徐 步 雲

註冊證明書編號\* Certificate of Registration Number\*

E A 0 0 0 0 4 / G

英文姓名\* Name in English\*

☐ 姓氏先行 Surname first

Ivan Tsui Po Wan

註冊屆滿日期\* Date of Expiry of Registration\*

1 9 0 5 2 0 2 1

日 dd 月 mm 年 yyyy

專業身份 Professional Capacity

☐ 註冊專業工程師  
Registered Professional Engineer☒ 註冊能源效益評核人簽署  
Registered Energy Assessor**申請人資料****Details of the Applicant**

姓名/公司名稱(中文) Name / Company (Chinese)

姓名/公司名稱(英文) Name / Company (English)

**第四部 聲名****Part 4 Declaration**

認可人士姓名(中文)\*

Name of Authorized Person (Chinese)\*

☐ 姓氏先行 Surname first

註冊證明書編號\* Certificate of Registration Number\*

AP( ) /

認可人士姓名(英文)\*

Name of Authorized Person (English)\*

☐ 姓氏先行 Surname first

註冊屆滿日期\* Date of Expiry of Registration\*

日 dd 月 mm 年 yyyy

本人在載有此聲明書的唯讀光碟上簽署並謹表誠作出此項鄭重聲明確信上述資料為真確無訛。

By signing the DVD Rom containing this declaration, I make this solemn declaration conscientiously believing the information contained in this declaration is true.

日期 Date

日 dd 月 mm 年 yyyy

\* 根據註冊記錄

\* In accordance with the registration record

## 注意事項

## 任何人如作出虛假聲明或就重要事項作出失實陳述即屬觸犯刑事罪行，可能會被檢控。

## 註

1. 預計每年每平方米能源消耗量〔以耗電量(千瓦小時)及煤氣/石油氣消耗量(用量單位)計算〕，指將發展項目的每年能源消耗總量除以使用有關裝置的內部樓面面積所得出的商，其中：  
(a) “每年能源消耗量”與新建樓宇BEAM Plus標準(現行版本)第4節及附錄8中的「年能源消耗」具有相同涵義；及  
(b) “樓宇、空間或單位的“內部樓面面積””，指外牆及/或共用牆的內壁之內表面起量度出來的樓面面積。
2. “基線樓宇”與新建樓宇BEAM Plus標準(現行版本)第4節及附錄8中的“基準建築物模型(零分標準)”具有相同涵義。
3. “中央屋宇裝備裝置”與機電工程署發出的《屋宇裝備裝置能源效益實務守則》中的涵義相同。
4. 平台一般指發展項目的最低部分(通常為發展項目最低15米部分及其地庫(如適用))，並與其上的塔樓具有不同用途。對於並無明確劃分平台與塔樓的發展項目，應視整個發展項目為塔樓。

## 甲. 個人資料

### 收集的目的

1. 屋宇署會使用透過本表格所獲得的個人資料作下列用途：  
(a) 處理你在本表格中所呈交的文件之相關事務；  
(b) 處理有關上述擬進行工程、《建築物條例》及有關法例的相關事務；及  
(c) 方便屋宇署與你聯絡。
2. 你必須提供本表格所要求的個人資料。假如你未能提供所需資料，可能導致處理你所呈交的文件時出現延誤，或甚至導致無法處理你的申請。

### 獲轉交資料的部門/人士

3. 本署可能會向其他政府部門、決策局、機構或任何人士披露你透過本表格所提供的個人資料，以作上述第1段所列的用途。

### 索閱個人資料

4. 根據《個人資料(私隱)條例》，你有權查閱及改正你所提交的個人資料。屋宇署有權就有關資料索閱的要求收取合理費用。如要求查閱及改正你的個人資料，請與屋宇署聯絡。

## 乙. 填寫表格

1. 請填妥表格載列所有有關的部分。請附上所有證明文件。
2. 所提供的資料如有不全或錯誤，屋宇署將不能處理呈交的文件。
3. 如對本表格有任何疑問，請與屋宇署聯絡。

## Matters to Note

## Any person making a false declaration or misrepresenting a material fact shall be guilty of a criminal offence and subject to prosecution.

## Note

1. The predicted annual energy use per m<sup>2</sup> per annum, in terms of electricity consumption (kWh) and town gas/LPG consumption (unit) of the development by the internal floor area served, where:-  
(a) “total annual energy use” has the same meaning of “annual energy use” under Section 4 and Appendix 8 of the BEAM Plus for New Building (current version); and  
(b) “internal floor area”, in relation to a building, a space or a unit means the floor area of all enclosed space measured to the internal faces of enclosing external and/or party walls.
2. “Baseline Building” has the same meaning as “Baseline Building Model (zero-credit benchmark)” under Section 4 and Appendix 8 of the BEAM Plus for New Building (current version).
3. ‘Central Building Services Installation’ has the same meaning as that in the Code of Practice for Energy Efficiency of Building Services Installation issued by the Electrical and Mechanical Services Department.
4. Podium(s) normally means the lowest part of the development (usually the lowest 15m of the development and its basement, if any) carrying different use(s) from that of the tower(s) above. For development without clear demarcation between podium(s) and tower(s), the development, as a whole, should be considered as tower(s).

## A. Personal Data

### Purposes of Collection

1. The personal data provided by means of this form will be used by the Buildings Department for the following purposes:  
(a) activities relating to the processing of your submission in this form;  
(b) activities relating to the above proposed works, and administration of the Buildings Ordinance and other legislations; and  
(c) facilitating communication between the Buildings Department and yourself.
2. It is obligatory for you to provide the information as required in the form. If you fail to provide the required data, delay may be caused in processing of your submission or even result in rejection of the application.

### Classes of Transferees

3. The personal data you provided by means of this form may be disclosed to other government departments, bureaux, organisations or any persons for the purposes mentioned in paragraph 1 above.

### Access to Personal Data

4. You have the right of access and correction with respect to the personal data as provided under the Personal Data (Privacy) Ordinance. The Buildings Department has the right to charge a reasonable fee for the processing of any data access request. Request for personal data access and correction should be addressed to the Buildings Department.

## B. Completion of Form

1. Please ensure that all relevant parts of the form are duly completed. Please enclose all supporting documents.
2. If incomplete or erroneous information is provided in the form, the Buildings Department may not be able to process the submission.
3. Enquiries regarding this form should be addressed to the Buildings Department.

### 丙. 呈交方法

#### 1. 郵寄/親身呈交 - 本表格連同有關文件應郵寄或親身呈交至屋宇署：

呈交有關勸諭信 / 命令 / 通知 / 指示的表格：

九龍旺角彌敦道750號始創中心12樓屋宇署收發處。

呈交至拓展部有關其他事宜的表格：

香港鰂魚涌太古灣道14號太古城中心第三期7樓屋宇署收發處。

### C. Submission Methods

#### 1. **By Post / In Person** - This form together with the relevant documents shall be posted to or submitted in person to the Buildings Department:

**For submissions relating to advisory letter/order/notice/direction:**

Receipt & Despatch Counter, Building Department, 12/F Pioneer Centre, 750 Nathan Road, Kowloon.

**For other submissions to the New Buildings Division:**

Receipt & Despatch Counter, Building Department, 7/F Cityplaza Three, 14 Taikoo Wan Road, Quarry Bay, Hong Kong.

### 丁. 聯絡資料

屋宇署

地址：九龍旺角彌敦道750號始創中心12樓

電話：2626 1616 (由“1823”接聽)

傳真：2537 4992

電郵：enquiry@bd.gov.hk

### D. Contact Details

Buildings Department

Address: 12/F, Pioneer Centre, 750 Nathan Road, Kowloon.

Tel No.: 2626 1616 (handled by “1823”)

Fax No.: 2537 4992

Email: enquiry@bd.gov.hk

擬安裝 / 已安裝的具能源效益的設施

Proposed / Installed Energy Efficient Features

	中文 Chinese	英文 English
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