

31 March 2023

To: All Authorized Persons  
Registered Structural Engineers  
Registered Geotechnical Engineers  
Registered General Building Contractors  
Registered Specialist Contractors

Dear Sir/Madam,

**Buildings Department Launches Stage 2 of Electronic Submission Hub**

Following the launch of Stage 1 of the Electronic Submission Hub (ESH) (esh.bd.gov.hk) in June 2022, I am pleased to inform you that the Buildings Department today launched Stage 2 of the ESH.

— A copy of the press release issued today is attached at the Appendix for your information.

Yours faithfully,



( TAM Wing-cheung )  
Assistant Director/Corporate Services  
for Building Authority

c.c. The Real Estate Developers Association of Hong Kong

Press Release

Buildings Department launches Stage 2 of Electronic Submission Hub

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Following the launch of Stage 1 of the Electronic Submission Hub (ESH) ([esh.bd.gov.hk](http://esh.bd.gov.hk)) in June 2022 to receive and process building plans and related applications under the Buildings Ordinance (Cap. 123) (BO), the Buildings Department (BD) today (March 31) launched Stage 2 of the ESH to accept more types of plan submissions covering the following types of works (excluding alteration and addition works):

- (1) hoarding, covered walkway and gantry;
- (2) demolition works;
- (3) drainage works;
- (4) excavation and lateral support works;
- (5) ground investigation works;
- (6) foundation works;
- (7) site formation works; and
- (8) all structural works.

A total of 16 government departments and organisations including the BD will make use of the ESH to receive and process plans submitted by registered building professionals under the BO. In the meanwhile, the BD will continue to develop Stage 3 of the ESH which will accept all types of plans including general building plans and plans for alteration and addition works, as well as related applications.

The BD encourages building stakeholders to submit plans electronically via the ESH. Details of the requirements for making electronic submissions via the ESH are provided in Practice Note for Authorized Persons, Registered Structural Engineers and Registered Geotechnical Engineers ADM-17 and Practice Note for Registered Contractors 42 available on the BD website ([www.bd.gov.hk](http://www.bd.gov.hk)).

The BD has set up a dedicated helpdesk at 3580 1000 and email address at [esh-helpdesk@bd.gov.hk](mailto:esh-helpdesk@bd.gov.hk) to provide technical support to users.

Ends/Friday, March 31, 2023

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