

31 October 2024

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

Dear Sir/Madam,

Further Streamlining Measures for Structural Works

Two-stage Pile Foundation Plan Submission

To facilitate the construction progress, an alternative arrangement of two-stage pile foundation plan submission has been introduced as a streamlining measure. Under such alternative arrangement, a registered structural engineer (RSE) may divide a pile foundation plan submission into two stages. The arrangement of two-stage submission and details of essential information to be included in both stages of submission are given in Practice Note for Authorized Persons, Registered Structural Engineers and Registered Geotechnical Engineers (PNAP) APP-18 and Annex C1 of the PNAP.

Concurrent Approval and Consent for Secondary Structural Element Works

2. Our circular letter of 27 February 2023 announced that if relevant conditions of granting consent for carrying out the works concerning four types of secondary structural elements are fulfilled, approval of plans and consent to the commencement of works may be granted concurrently by the Buildings Department (BD). To further extend this streamlining measure, the BD has expanded the scope of secondary structural element works (see footnote 1) eligible for concurrent application for approval and consent. Authorized persons (AP)/RSE may submit the revised BD Form BA&A together with the plan submission in respect of such secondary structural element works for BD's processing of the concurrent application for approval and consent. PNAP ADM-19 has been revised accordingly.

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¹ Including curtain wall, window wall, cladding, space frame, precast element, canopy, skylight, balustrade, external ceiling, grille/louvre, ventilation duct, maintenance platform and similar secondary structural elements not affecting the overall stability of the building.

Modification concerning Minor Amendments of Secondary Structural Element Works

3. To further streamline the administrative procedure on the application for modification of regulation 33 (1) of the Building (Administration) Regulations (B(A)R) in respect of minor amendment of superstructure works covering secondary structural elements, AP/RSE is only required to submit BD Form BA16 once for modification of regulation 33(1) of the B(A)R in respect of all minor amendments of superstructure works, in which the first approval and consent of the superstructure works have been obtained and the minor amendments fulfill the requirements specified in Appendix G of PNAP ADM-19. BD will grant the modification to cover the respective superstructure works including the secondary structural element works in one go.

4. Revised PNAP ADM-19 and APP-18, Practice Note for Registered Contractors (PNRC) 52 and Form BA 8A may be downloaded via the links below:

PNAP ADM19 “Building Approval Process”

<https://www.bd.gov.hk/doc/en/resources/codes-and-references/practice-notes-and-circular-letters/pnap/ADM/ADM019.pdf>

PNAP APP-18 "Code of Practice for Foundation 2017"

<https://www.bd.gov.hk/doc/en/resources/codes-and-references/practice-notes-and-circular-letters/pnap/APP/APP018.pdf>

PNRC 52 “Minor Amendment Works”

<https://www.bd.gov.hk/doc/en/resources/codes-and-references/practice-notes-and-circular-letters/pnrc/Pnrc52.pdf>

Form BA8A “Application for Concurrent Consent to the Commencement of Building Works”

<https://eform1.bd.gov.hk/GetForm.aspx?FN=BA8A>

Yours faithfully,



(LAI Ho-cheong)
Assistant Director/New Buildings 2
for Building Authority