

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

24 May 2013


Dear Sir / Madam,

### **Premature Certification on Undated Specified Forms**

The Buildings Department has recently received information that for consideration of the award of a contract, some developers may require prospective contractors to give an undertaking to complete, sign, endorse and return undated copies of specified forms under the Buildings Ordinance, Cap. 123, for the proposed works under the contract.

The signing of undated specified forms to certify completion of building works or street works which have yet to be carried out may contravene relevant provisions of the Buildings Ordinance and other enactments. If you are asked to complete and sign undated specified forms or to take part by assisting or facilitating the commission of such act in such circumstances, please report the case to the Buildings Department for further investigation.

Yours faithfully,



( YU Tak-cheung )

Assistant Director / New Buildings 1  
for Building Authority

c.c. Real Estate Developers Association of Hong Kong