

14 December 2015

To : ALL Authorized Persons  
Registered Structural Engineers  
Registered Geotechnical Engineers  
Registered Inspectors  
Registered General Building Contractors  
Registered Specialist Contractors  
Registered Minor Works Contractors

Dear Sir/Madam,

**Refrain from Bestowing Gifts or Advantages  
to Officers of Buildings Department**

With the approach of Christmas and Chinese New Year, I would like to seek your co-operation in refraining from offering gifts or advantages of any kind to officers of the Buildings Department (BD).

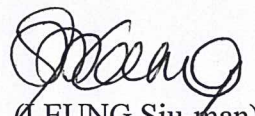
I appreciate there should be good working relationship among us. However, offering gifts or other advantages to BD officers is not the proper way to maintain such relationship. Government regulations expressly forbid the acceptance of advantages by Government servants and the offer of any gifts or advantages would damage rather than improve your relationship with them.

It could be a serious offence for Government servants to receive presents from anyone other than close relatives and close personal friends and that is also only allowed under certain prescribed conditions. Sending gifts or offering advantages to Government servants will cause embarrassment to them and may also give rise to a situation where action will be taken against either or both the senders and the receivers.

I shall be grateful if you would comply with the above spirit and instruct your subordinates to do the same.

I would also like to take this opportunity to sending you cordial greetings and well wishes for the coming festive seasons.

Yours faithfully,



(LEUNG Siu-man)

Assistant Director / Corporate Services  
for Director of Buildings