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**Application for Excavation Permit for Works on Public Road -  
Circulation of Proposal to Utility Undertakers**

**Introduction**

For any excavation for building works, such as sheet-piling, trial pits, ground investigation works and erection/demolition of hoardings, covered walkways and gantries, to be carried out on public roads maintained by the Highways Department (HyD), an Excavation Permit from the Director of Highways is required under section 10 of the Land (Miscellaneous Provisions) Ordinance (Chapter 28). Failure to obtain the necessary permit would constitute an offence under the Ordinance.

**Protection of Public Utilities**

2. A considerable number of cases have been reported on damage to public utilities caused by excavation on public roads. This damage arose as a result of failure to identify the location of utilities beneath the roads or to take necessary precautions prior to commencement of the works. In order to prevent possible damage to underground public utilities; to allow ample time for utility undertakers to disconnect utility services in case of demolition works; and to carry out associated road works in a properly co-ordinated manner, HyD will reject an application for Excavation Permit if it is not accompanied by documentary evidence that advance notices of the intended works have been circulated to all relevant utility undertakers and that their requirements have been properly responded to. A list of utility undertakers is shown in Table 1 of Appendix A to Conditions of Excavation Permit attached to the Excavation Permit Processing Manual of HyD and may be downloaded at HyD's web site (<http://www.hyd.gov.hk/eng/public/publications/xppm/index.htm>).

**Precaution**

3. In addition to obtaining the required Excavation Permit, APs, RSEs and RGEs should also note that as a precaution, suitable investigations (eg hand-dug trial pits) to ascertain the exact position of the utilities in the vicinity should be carried out before using any heavy plant for road excavation to avoid damage to public utilities.

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BD GP/BREG/P/16 Pt V

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