

- 本表格須於訂明修葺完成之後14日內呈交。
- 請以正楷填寫，並在適當方格內加上「√」號。填寫前，請細閱《注意事項》。
- **Submit this form within 14 days after completion of the prescribed repair.**
- Read the "Matters to Note", complete in BLOCK LETTERS and tick the appropriate boxes.

致建築事務監督 To the Building Authority

基本資料
Basic Information

地址 Address 樓宇 Building 處所 Premises

區域 Area 香港 Hong Kong 九龍 Kowloon 新界 New Territories

地區 District **KWAI FONG**

街道/鄉 Street/Village **HING FONG RD** 街道號碼 Street No. **223**

大廈/屋苑 Building/Estate **ABC MANSION TOWER 1**

樓層 Floor **41/F** 單位/室 Flat/Room **8**

或詳細位置 Or Detailed Location (例如: 停車場、天台、店舖等等 e.g. car park, roof, shop, etc.)

本署檔號+ Our Reference No. +

MBI/1234/56/J07(MBIS12)

法定通知編號+ Statutory Notice No. +

UMB/MB0000001-001/0001

+ 如編號以“HD-”為首，請參閱《注意事項》丙部第4項。
+ If the prefix is "HD-", see "Matters to Note" item C4.

並無接獲預先知會函件 / 法定通知。
 Pre-notification Letter / Statutory Notice not received.

訂明修葺完成日期

Date of Completion of Prescribed Repair

1 2 0 5 2 0 1 6

日 dd 月 mm 年 yyyy

- ① 如空位不敷應用，請把地址另寫在附加紙張上
① If space is insufficient, please write full address on attached sheet.

樓宇修葺之證明
Certificate of Building Repair

註冊檢驗人員姓名(中文)*
Name of Registered Inspector (Chinese)* ① 姓氏先行 Surname first

陳大文

註冊檢驗人員姓名(英文)*
Name of Registered Inspector (English)* ① 姓氏先行 Surname first

CHAN TAI MAN

聯絡電話 Contact Tel. No. **97845632** 傳真號碼 Fax No. **23654987**

電郵地址^ E-mail Address^
TAIMANCHAN@AMAIL.COM

^ 作認收電郵之用 (電子呈交適用)
^ For acknowledgement email (e-submission)

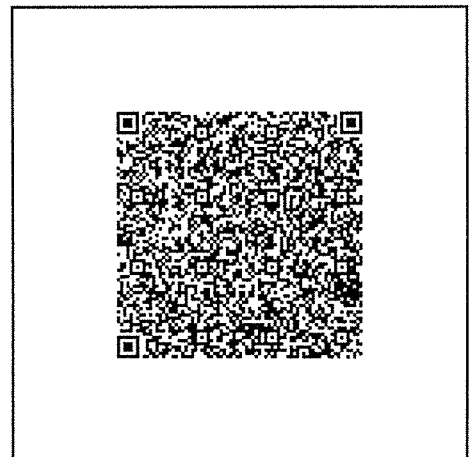
註冊證明書編號* Certificate of Registration Number*

RI(E) 0 1 / 0 1

註冊屆滿日期* Date of Expiry of Registration*

3 1 1 2 2 0 1 6

日 dd 月 mm 年 yyyy



* 根據註冊記錄
* In accordance with the registration record

1. 本人是根據《建築物條例》第 30D(1)(b) 條獲委任的註冊檢驗人員，現確認上述法定通知規定的訂明修葺已於上述日期完成。
I, being the Registered Inspector (RI) appointed under section 30D(1)(b) of the Buildings Ordinance, confirm that the prescribed repair required in the above statutory notice was completed on the above date.
2. 本人現按照《建築物（檢驗及修葺）規例》第 13(2)(b) 及 (c) 條，證明
In accordance with section 13(2)(b) and (c) of the Building (Inspection and Repair) Regulation, I certify that
- (a) 上述法定通知所要求的訂明修葺已按照《建築物條例》進行；
the prescribed repair required in the above statutory notice has been carried out in accordance with the Buildings Ordinance;
- (b) 該項訂明修葺已按照
the prescribed repair has been carried out in accordance with
- (i) 《建築物（檢驗及修葺）規例》第 12(2)(a)(iv) 條所要求的建議進行；或
the proposal as required in section 12(2)(a)(iv) of the Building (Inspection and Repair) Regulation; or
- (ii) 根據《建築物（檢驗及修葺）規例》第 22(2) 條呈交的經修訂建議進行。
the revised proposal submitted in accordance with section 22(2) of the Building (Inspection and Repair) Regulation.
- (c) 本人認為在該項訂明修葺完成後，該樓宇 / 處所已變得安全；
in my opinion the building / premises has been rendered safe after completion of the prescribed repair;
- (d) 已按照《建築物條例》擬備了一份《建築物（檢驗及修葺）規例》第 13(2)(a) 條所訂明的完工報告，並已隨此表格附上。
a completion report as prescribed in section 13(2)(a) of the Building (Inspection and Repair) Regulation is prepared in accordance with the Buildings Ordinance and is attached herewith.
- (e) 我並非獲委任進行該項樓宇修葺的註冊承建商的合夥人、董事或獲授權簽署人。
I am not a partner, director, or Authorized Signatory of the Registered Contractor appointed to carry out the prescribed repair to the above building.

註冊承建商名稱* Name of Registered Contractor* <div style="border: 1px solid black; padding: 5px; font-family: monospace; font-size: 1.2em;">ABC ENGINEERING LTD</div>	註冊證明書編號* Registration Number* <div style="display: flex; align-items: center; gap: 5px;"> <table border="1" style="border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px;">G</td><td style="width: 20px;">B</td><td style="width: 20px;">C</td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td><td style="width: 20px;"> </td></tr> </table> / <table border="1" style="border-collapse: collapse; text-align: center;"> <tr><td style="width: 20px;">2</td><td style="width: 20px;">0</td><td style="width: 20px;">1</td><td style="width: 20px;">1</td></tr> </table> </div>	G	B	C								2	0	1	1
G	B	C													
2	0	1	1												

本人已閱讀並同意於《注意事項》內所列之條款。
I have read and hereby agree the terms and conditions as stated in the "Matters to Note".

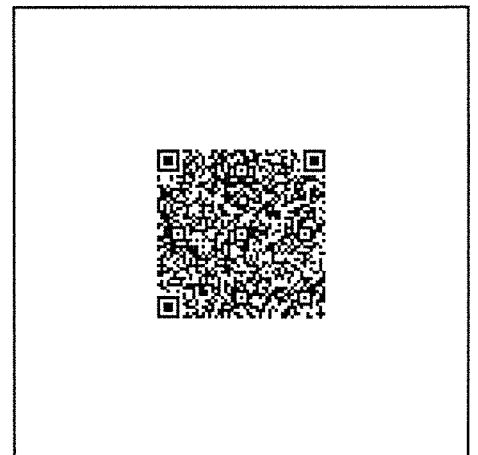
註冊檢驗人員簽署* Signature of the Appointed RI*

CHAN TAL MAN

任何失實核證或聲明可引致法律行動。##
Any false certification or declaration may be subject to legal action.##

日期 Date

1	2	0	5	2	0	1	6
日 dd		月 mm		年 yyyy			



* 根據註冊記錄
* In accordance with the registration record

注意事項

** 任何人如作出虛假聲明或就重要事項作出失實陳述即屬觸犯刑事罪行，可能會被檢控。

甲. 個人資料

收集的目的

1. 屋宇署會使用透過本表格所獲得的個人資料作下列用途：
 - (a) 處理你在本表格中所呈交的文件之相關事務；
 - (b) 處理有關上述法定通知之相關事務；及
 - (c) 方便屋宇署與你聯絡。
2. 你必須提供本表格所要求的個人資料。假如你未能提供所需資料，可能導致處理你所呈交的文件時出現延誤，或甚至導致無法處理你的申請。

獲轉交資料的部門/人士

3. 本署可能會向其他政府部門、決策局、機構或任何人士披露你透過本表格所提供的個人資料，以作上述第 1 段所列的用途。

索閱個人資料

4. 根據《個人資料（私隱）條例》，你有權查閱及改正你所提交的個人資料。屋宇署有權就有關資料索閱的要求收取合理費用。如要求查閱及改正你的個人資料，請與屋宇署強制驗樓部聯絡。

乙. 填寫表格

1. 請填妥表格載列所有有關的部分，並在表格上簽署。
2. 如需進行修葺工程，請確保有關工程需按照「小型工程監管制度」的簡化手續而進行，並填妥有關表格及連同相關文件，呈交到屋宇署；或有關工程需先取得建築事務監督的批准及同意才可進行(如適用)。
3. 如對本表格有任何疑問，請與屋宇署強制驗樓部聯絡。

丙. 呈交方法

1. 郵寄/親身呈交 - 本表格連同有關文件應郵寄或親身呈交至屋宇署強制驗樓部。
2. 電子郵件傳送 - 透過電子郵件傳送本表格及有關文件（全部必須獲香港郵政署長發出的數碼證書認證，或根據《電子交易條例》認可的其他核證機關所發出的數碼證書認證）到屋宇署的電子收件處。電郵地址為 receipt@bd.gov.hk。
3. 電子呈交 - 按本表格上的「提交」傳送本表格及有關文件（全部必須附上數碼證書認證）。請使用 Acrobat Reader 中的「附加檔案」功能，附上已數碼認證的文件。
4. 如樓宇或處所位於居者有其屋計劃屋苑、租者置其屋計劃屋邨或公共屋邨範圍內，請將已填妥的指明表格連同有關文件以郵寄或親身遞交運輸及房屋局常任秘書長（房屋）辦公室的獨立審查組辦理。

如欲查詢那些屋苑/屋邨是受建築物條例監管，可瀏覽下列網址以參閱建築物條例適用之屋邨/屋苑/設施名單：

<http://www.housingauthority.gov.hk/tc/business-partnerships/resources/index.html>

丁. 聯絡資料

屋宇署強制驗樓部

地址：新界葵芳興芳路223號新都會廣場1座41樓4108室

電話：2626 1616 (由“1823”接聽)

傳真：3162 0948

電郵：enquiry@bd.gov.hk

Matters to Note

** Any person making a false declaration or misrepresenting a material fact shall be guilty of a criminal offence and subject to prosecution.

A. Personal Data

Purposes of Collection

1. The personal data provided by means of this form will be used by the Buildings Department for the following purposes:
 - (a) activities relating to the processing of your submission in this form;
 - (b) activities relating to the above statutory notice; and
 - (c) facilitating communication between the Buildings Department and yourself.
2. It is obligatory for you to provide the information as required in the form. If you fail to provide the required data, delay may be caused in processing of your submission or even result in rejection of the application.

Classes of Transferees

3. The personal data you provided by means of this form may be disclosed to other government departments, bureaux, organisations or any persons for the purposes mentioned in paragraph 1 above.

Access to Personal Data

4. You have the right of access and correction with respect to the personal data as provided under the Personal Data (Privacy) Ordinance. The Buildings Department has the right to charge a reasonable fee for the processing of any data access request. Request for personal data access and correction should be addressed to the Mandatory Building Inspection Division of the Buildings Department.

B. Completion of Form

1. Please ensure that all relevant parts of the form are duly completed, and the form is signed.
2. When repair works are required, please ensure that the works should be carried out in accordance with the simplified procedures under the Minor Works Control System and the specified forms are duly completed together with the relevant documents and submitted to the Buildings Department; or the works should not be carried out until the approval and consent have been obtained from the Buildings Authority, if applicable.
3. Enquiries regarding this form should be addressed to the Mandatory Building Inspection Division of the Buildings Department.

C. Submission Methods

1. **By Post / In Person** - This form together with the relevant documents shall be posted to or submitted in person to the Mandatory Building Inspection Division of the Buildings Department.
2. **Through Email** - Email this form together with the relevant documents, all with identity authenticated by a digital certificate issued by the Postmaster General or other certification authorities recognized under the Electronic Transactions Ordinance to the e-Counter of the Buildings Department at receipt@bd.gov.hk.
3. **Through e-Submission** - Click the Submit button to electronically submit this form together with attachment of the relevant documents, all with identity authenticated by your digital certificates. You may attach all authenticated documents using Acrobat Reader's "Attachments" function.
4. Where buildings / premises fall within the boundary of Home Ownership Scheme (HOS) courts, Tenants Purchase Scheme (TPS) estates or Public Rental Housing estates, please submit the specified forms together with the relevant document(s) to The Independent Checking Unit of Office of the Permanent Secretary for Transport and Housing (Housing) by post or in person for processing.

Please visit the following web-address to check which Estate / Court in the List of Housing Estates / Courts / Facilities are subject to the control of the Buildings Ordinance:

<http://www.housingauthority.gov.hk/en/business-partnerships/resources/index.html>

D. Contact Details

Mandatory Building Inspection Division, Buildings Department

Address: Room 4108, Level 41, Tower 1, Metroplaza, 223 Hing Fong Road, Kwai Fong, New Territories

Tel No.: 2626 1616 (handled by "1823")

Fax No.: 3162 0948

Email: enquiry@bd.gov.hk