

# 第Ⅱ級別小型工程展開通知書

# BUILDINGS Notice of Commencement of Class II Minor Works



- 本表格及所有證明文件最遲須在展開工程7天前呈交。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 and all supporting document(s) not less than 7 days before the commencement of works.

<ul> <li>Read the "Matte</li> </ul>	ers to Note", complete in its the appropriate box	1 BLOCK									
致建築事務監督	To the Building Aut	hority	- _			, .					
Part A Notice Regist か 由安排進行/	訂明註冊承建商的委( of Appointment of tered Contractor 小型工程的人填寫 eted by the person who a	the Appointed		arried out	僅供職員使 小型工程呈 Minor Work	交編號					
1 擬進行小型	工程的位置或地址 r Address of the Pro				檢核計劃呈 Validation S Number		Submissior	1			
區域 Area 地區 District 街道/鄉 Street/Village		九龍 Kowloon	新界 New Territories 街道號碼 Street No. 456		徵收差的及 (可選擇提供 The Accou corner of t Rent (Opti	#) unt Numl he Dema	ber printed	on the	top left	-hand	nt
大廈/屋苑 Building/Estate	YZ 大廈										Ш
樓層 Floor	樓 & 2樓	單位/室 Flat/Room			① 為方便確 For easy		置或地址 ation of loca	ation or a	ddress	of work	(S
2 擬進行的小型	型工程的詳情 Details	of the Propos	ed Minor Works	to be Car	ried Out						
小型工程項目 Minor Works Iter	m (包括性質		工程描述 scription of Works ncluding the nature,		nd quantity)		屋: Relevant	關命令 / 宇署檔案 : Order / Referen	編號 ( Direct	如有) ion/No	
2.19	一改動1樓至2樓 - 統		的外牆上,包含			<b>建示系</b>		22		E	4)
劃下的訂明建築 The above wo building works	據《建築物條例》第39C 築物或建築工程(違例招 rks are alteration/ streng c (other than unauthorize enity Feature Validation	牌除外)・ thening works n d signboards) ur	ecessary for valida nder Household Mir	tion of presonor Works V	cribed building	g or eme	Add ① 如空位 If space	e is insut	ficient,		真寫
	註冊承建商的資料 Part				gistered Co	ntracto	r addition	nal shee	l(S).		
根據《建築物(小任下述的訂明註冊	型工程)規例》第28條 計承建商。	的規定,本人/	我們已就本部所述	工程委				. V SX			$\neg$
	h the provisions of sec nave appointed the pres										
訂明註冊承建商名	稱(中文)* Name of Pre	scribed Registe	ered Contractor (C	hinese)*		22	則然				
大牌成建雙建築	有限公司										-2
	稱(英文)* Name of Pre G GIN SOENG (					5					
	Certificate of Registrat	on Number*	0 9	* 根據註冊 * In accord registration	dance with the		E1.70-90	- ecu > em	MW03 ((	09/2021)	- P 1/4

	① 姓氏先行 Surname first		spondence Address 分地址相同	不用填寫地	the response
請仁造			dress as in Part A1	Skip the ac	Idress
英文名稱 Name in English CHING YAN CH	① 姓氏先行 Surname first	區域 Area 地區 District	□ 香港 Hong Kong ✓ 觀塘	九龍 Kowloon	新界 New Territor
	4	街道/鄉	型 糖 糖 糖		街道號碼 Street No. 789
身份証明 (任擇其一) Identificatio 香港身份證號碼: HKID No.: 商業登記號碼: Business Registration No.:	A 1 2 3 4 5 6 (3)	大廈/屋苑 Building/Estate 樓層	1 -	單位/室 Flat/Room	D.
ibusiness registration No.: i		Floor		FlauRoom	
號碼: No.:					
聯絡電話 Contact Tel. No.	傳真號碼 Fax No.				
21234567	21234568				
電郵地址 E-mail Address				*(	
CHINGYANCHO@EMAIL.	COM				
本人/我們已閱讀並同意於《注意 /we have read and hereby agree 安排進行小型工程的人簽署及 (如 Signature of the person who arra carried out & (if applicable) affixe	e the terms and conditions as stated in t l適用) 蓋上公司印鑑 anged for the minor works to be ed with company seal	the "Matters to No	te" section.		
CHING YAN CHO	數位簽署者: CHING YAN CHO 日期: 2021.09.05 10:57:12 +08'00'	e d			



MW03 (09/2021) - P.2/4

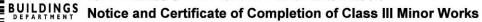
<sup>\*</sup> 根據註冊記錄 \* In accordance with the registration record

#### 訂明註冊承建商的委任確認書 Confirmation of Appointment by the Prescribed Registered Contractor Part B To be completed by the appointed prescribed registered contractor 訂明註冊承建商名稱 Name of the Prescribed Registered Contractor 早前相關的小型工程呈交編號(如適用) 中文名稱\* Name in Chinese\* Previously Related Minor Works Submission Number (if any) 大牌成建雙建築有限公司 MW 只適用於早前已獲分配相關呈交編號的文件而不能繼續處理時 英文名稱\* Name in English\* Only applicable where the previous submission with Minor Works TAI PAI SING GIN SOENG CONSTRUCTION COMPANY Submission Number assigned but cannot be further processed LIMITED 工程展開日期 Date of Commencement of the Works 4 0 9 2 0 2 年 yyyy 日dd 月mm 我們‧根據《建築物(小型工程)規例》第33條及第37條的規定‧ 1. 確認我們已獲委任為甲部所述工程的訂明註冊承建商; 2. 確認甲部所述工程將於上述日期展開; 3. 現呈交顯示甲部所述工程的訂明圖則及詳圖‧和處所實際狀況的照片; 4. 確認在本部呈交的訂明圖則及詳圖·均由我們製備和簽署 (作為已簽署有關圖則的人·我們同意為該等圖則負起《建築物條例》下的所有責任); 5. 當甲部所述工程包括對任何建築物進行修葺、改動或加建時·已核證以下事宜:在檢查該建築物後·我們認為該建築物有能力承受因第Ⅱ級別小型工 程而可能有所增加或在任何方面有所改動的荷載及應力;及 6. 當甲部所述工程涉及豎設招牌時·確認有關招牌是為某人而豎設的人士已在**丙部**提供建築事務監督所要求的詳情。 We, in accordance with the provisions of sections 33 and 37 of the Building (Minor Works) Regulation, 1. confirm that we have been appointed as the prescribed registered contractor of the works detailed in Part A; 2. confirm that the works detailed in Part A are to be commenced on the above date; 3. submit herewith the prescribed plans and details of the works detailed in Part A, and the photographs showing the physical condition of the premises where the minor works detailed in Part A are to be carried out; 4. confirm that the prescribed plans and details submitted under this Part, have been prepared and signed by us (as the person who has signed the plans, we agree to assume all responsibilities under the Buildings Ordinance regarding the plans); 5. where the works detailed in Part A comprise repairs, alterations or additions to any building, certify that, after inspecting the building, we are of the opinion that the building is capable of bearing the loads and stresses which may be increased or altered in any way as a result of the Class II minor 6. where the works detailed in Part A involve the erection of a signboard, confirm that the person for whom the signboard is to be erected has provided the particulars of the person as required by the Building Authority in Part C. 註冊證明書編號\* Certificate of Registration Number\* 獲授權簽署人姓名(中文)\* Name of the Authorized Signatory (Chinese)\* 9 9 9 2 0 0 9 G В C 授權仁 註冊屆滿日期\* Date of Expiry of Registration\* 獲授權簽署人姓名(英文)\* Name of the Authorized Signatory (English)\* 3 1 0 1 2 0 2 2 AUTHORIAZED SIGNATORY 日dd 月mm 電郵地址 E-mail Address 傳真號碼\* Fax No.\* TAIPAISINGGINSOENG@EMAILLADDRESS.HK 聯絡電話 Contact Tel. No. 26661235 26661234 訂明註冊承建商簽署 (獲授權簽署人) \* Signature of the Prescribed Registered Contractor (Authorized Signatory)\* AUTHORI 數位簽署者: 任何失實核證或聲明可引致法律行動。## Any false certification or declaration **AUTHORIZED** ZED may be subject to legal action.# SIGNATORY **SIGNATO** 日期 Date 日期:2021.09.10 0 2 1 1 0 0 9 2 11:05:57 +08'00' 年 уууу 日dd 月mm \* 根據註冊記錄 \* In accordance with the registration record

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英文名稱 Nam SIGNB(	ne in English		Surname first	區域 Area 地區 District	香港 Hong Kong 旺角	✓ 九龍 新界 New Territo
身份証明 (任擇	其一) Identification	on (Choose one)		街道/鄉 Street/Village	豉油街	街道號碼 Street No. 456
── 香港身份語 ── HKID No.:			( )	大廈/屋苑 Building/Estate	XYZ大厂	夏
✓ 商業登記號		84503832		樓層 Floor	1樓至2樓	單位/室 Flat/Room A室
護照號碼: Passport N 簽發區 Coun					簽署及 (如適用) 蓋 e signboard owner	麼上公司印鑑 · & (if applicable) affixed with
其他(請註 Others (Pl 號碼: No.:	lease specify):	傳真號碼 Fax No.		SIGNI OWNI	BOARD ER	) 數位簽署者: SIGNBOARD OWNER 日期:2021.09.09
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# 第 Ⅲ 級別小型工程完工通知及證明書





- 本表格及所有證明文件最遲須在工程完成後14天內呈交。
- 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》。

Α

- L

14 days after to Read the "Mar	the completion of works. tters to Note", complete in d tick the appropriate boxes	BLOCK				
致建築事務監督	To the Building Auth	ority	L			_
Part A Noti Reg	任訂明註冊承建商的委任 ice of Appointment of th istered Contractor 亍小型工程的人填寫		l Prescribed	僅供職員使用 For control of the control o		
1 已完成小型	型工程的位置或地址 or Address of the Comp		minor works to be carried out  Works  新界	小型工程呈交編號 MW		
Area 地區 District	□ Hong Kong V K 觀塘	owloon 🗀	New Territories	Only applicable to Works Submission		
街道/鄉 Street/Village	康寧道		街道號碼 Street No. 61A	The Account Num corner of the Dem Rent (Optional)	ber printed on the	e top left-hand
大廈/屋苑 Building/Estate	ABC中心					
樓層 Floor	地下	單位/室 Flat/Room		高 為方便確定工程 For easy identif		or address of works
4	型工程的詳情 f the Completed Minor V	/orks				
					相關命令	/ 指示 / 通知 /

小型工程項目 Minor Works Item	工程描述 <b>Description of Works</b> (包括性質、位置和數量 Including the nature, location and quantity)	相關命令 / 指示 / 通知 / 屋宇署檔案編號(如有) Relevant Order / Direction / Notice / BD Reference No. (if any)
3.48	取乳取树丛种类物工机之从人属汤园类类	
	豎設懸掛於建築物的簷篷下的室外金屬通風管道 (該管道的最大橫切面為 300毫米 X 400 毫米)	
		- 早加附加百

### 3 獲委任訂明註冊承建商的資料 **Details of the Appointed Prescribed Registered Contractor**

a. 根據《建築物(小型工程)規例》第28條的規定,本人/我們已就本部所述工程 委任下述的訂明註冊承建商。

In accordance with the provisions of section 28 of the Building (Minor Works) Regulation, I/we have appointed the prescribed registered contractor as below.

訂明註冊承建商名稱(中文)\* Name of Prescribed Registered Contractor (Chinese)\*

訂明註冊承建商名稱(英文)\* Name of Prescribed Registered Contractor (English)\*

GWO YAN PAI

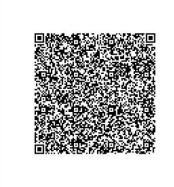
註冊證明書編號\* Certificate of Registration Number\*

M	W	С	(	W	)	6	7	8	9	,	2	0	1	0
										J				

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

多加附加貝 Additional Pages

① 如空位不敷應用,請另加紙張填寫 If space is insufficient, please attach additional sheet(s).



MW05 (09/2021) - P.1/4

CHING YAN CHO  photography (日曜其一) Identification (Choose one)  viate	中文名稱 Name in Chinese	① 姓氏先行 Surname first	AC ACTIVITY OF THE CONTROL OF THE CO	spondence Address	
Area  Area  Meng Kowloon New Territories  Area  Meng Kowloon New Territories  超速  Business Registration No.:	請人造		與甲1部份 Same add	分地址相同 dress as in Part A1 →	
### CHING YAN CHO    特別	英文名稱 Name in English	①姓氏先行 Surname first			
最初 (任揮其一) Identification (Choose one)  「香港身份證號碼: 一角	CHING YAN CH	0	地區	L	- NOWIGOTI New Territories
解的証明 (任揮具一) Identification (Choose one)    古書物の治酸輔   A 1 2 3 4 5 6 ( 3 )   大應/應為   大					(47) 若 B F X F
HKID No.:	身份証明 (任擇其一) Identificatio	on (Choose one)		觀塘道	
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	─ 護照號碼:		Floor	11/1女	Flat/Room D ±
其他 ( 請註明 ) : Others (Please specify):	簽發國家:				
Others (Please specify):					
勝絡電話 Contact Tel. No.  21234567  電郵地址 E-mail Address  CENGJANZOU@EMAIL.COM  本人/我們已閱讀並同意於《注意事項》內所列之條款。 We have read and hereby agree the terms and conditions as stated in the "Matters to Note" section.  安排進行小型工程的人簽署及 (知適用) 蓋上公司印鑑 Signature of the person who arranged for the minor works to be carried out & (if applicable) affixed with company seal  GIM CHA 製位簽署者:GIM CHA YAN 日期:2022.04.10 23:08:21 +08'00' 日期 Date	Others (Please specify):				
型型地址 E-mail Address CENGJANZOU@EMAIL.COM  本人/我們已閱讀並同意於《注意事項》內所列之條款。 We have read and hereby agree the terms and conditions as stated in the "Matters to Note" section.  安排進行小型工程的人簽署及 (知適用) 蓋上公司印鑑 Signature of the person who arranged for the minor works to be carried out & (if applicable) affixed with company seal  GIM CHA 製位簽署者:GIM CHA YAN 日期:2022.04.10 23:08:21 +08'00' 日期 Date					
图郵地址 E-mail Address CENGJANZOU@EMAIL.COM   本人/我們已閱讀並同意於《注意事項》內所列之條款。  We have read and hereby agree the terms and conditions as stated in the "Matters to Note" section.  安排進行小型工程的人簽署及 (如適用) 蓋上公司印鑑 Signature of the person who arranged for the minor works to be carried out & (if applicable) affixed with company seal  GIM CHA 數位簽署者:GIM CHA YAN  日期:2022.04.10 23:08:21 +08'00'  日期 Date  1 6 0 9 2 0 2 1	絲終爾託 Contact Tol. No.	/+ -+ D. T.C			
CENGJANZOU@EMAIL.COM  本人/我們已閱讀並同意於《注意事項》內所列之條款。 We have read and hereby agree the terms and conditions as stated in the "Matters to Note" section.  安排進行小型工程的人簽署及 (如適用) 蓋上公司印鑑 Signature of the person who arranged for the minor works to be carried out & (if applicable) affixed with company seal  GIM CHA 製位簽署者:GIM CHA YAN 日期:2022.04.10 23:08:21 +08'00' 日期 Date  1 6 0 9 2 0 2 1	min en Contact Tel. No.	傳具號碼 Fax No.			
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	Prescribed Registered Contracto	r 早前	相關的小型二	□程呈交約	扁號 ( 如	適用)			
中文名稱* Name in Chinese*							sion N	umber (if any	)
週人排		MW							
英文名稱* Name in English*								不能繼續處理問	
GWO YAN PAI								n with Minor V urther process	
工程展開日期 Date of Commencement of the Works	工程完成日期 Date of Completion of the Works								
0 8 0 9 2 0 2 1 日 dd 月 mm 年 yyyy	1 0 0 9 2 0 2 1 日 dd 月 mm 年 yyyy								
<ol> <li>核證所有甲部所述的工程・已按為已簽署有關圖則的人·本人/月</li> <li>當本人屬於根據《建築物(小型親自進行;</li> <li>當甲部所述的工程涉及豎設招牌</li> <li>We, in accordance with the prov</li> </ol>	日期展開並完成; P部所述的工程展開前及完工後的實際狀態 照《建築物條例》及於本部所呈交的圖 我們同意為該等圖則負起《建築物條例》 工程)規例》第11條註冊的小型工程 時,確認有關招牌是為某人而豎設的人	則或工程指 下的所有: 承建商【亦 士已在 <b>丙音</b>	越進行・(な 責任); 即註冊小型I	如適用)「	而該些圖 j(個人)	則均由, 】時·	本人/		
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英文名稱 Name in English  ② 姓氏先行 Surname first  题域 Area 地區 District 街道/鄉 Street No.  一 大廈/屋苑 Builiness Registration No.:		①姓氏先行 Surname first	通訊地址 Correspond		用填寫地址	
Area   Hong Kong   Kowloon   New Territorie   New Terr						
身份証明 (任揮其一) Identification (Choose one)  「香港身份證號碼: HKID No.:  「Business Registration No.:  「護照號碼。 「Passport No.:  「養發國家: Country of Issue:  「其他 (請註明 ): Others (Please specify):  「號碼。 No.:  「新名電話 Contact Tel. No.  「傳真號碼 Fax No.  「「中華」 「「「「「「「「「「「「「「「「「「」」」」」」」」 「「「「「」」」」 「「「「」」」 「「「「」」」 「「「「」」」 「「「「」」」 「「「「」」」 「「「」」」 「「「」」 「「「」」 「「「」」 「「「」」 「「「」」 「「「」」 「「「」」 「「「」」 「「」」 「「「」」 「「「」」 「「「」」 「「「」」 「「」」 「「「」」 「「」」 「「」」 「「」」 「「」」 「「」」 「「」」 「「」」 「「「」」 「「」」 「「」」 「「「」」 「「「」」 「「」」 「「「」」 「「」」 「「「」」 「「」」 「「「」」 「「」」 「「「」」 「「」」 「「」」 「「」」 「「」」 「「」」 「「」」 「「」 「	英文名稱 <b>Name in English</b>	① 姓氏先行 Surname first	Area 地區			
HKID No.:  商業登記號碼: Business Registration No.:  遊殺國家: Country of Issue:  其他 ( 請註明 ) : Others (Please specify): 號碼: No.:  #絡電話 Contact Tel. No.  傳真號碼 Fax No.   「轉真號碼 Fax No.  「轉真號碼 Fax No.  「轉真號碼 Fax No.  「中國教育學院」 「中國教育學	身份証明 (任擇其一) Identificatio	on (Choose one)	街道/鄉			
Business Registration No.:    Passport No.:   多發國家:   Country of Issue:   其他 (請註明):   Others (Please specify):   號碼:   No.:   No.:   #格電話 Contact Tel. No.   傳真號碼 Fax No.   電郵地址 E-mail Address   Applicable   affixed with company seal   日内失實核證或置明可引致法律行動・解 Any false certification or declaration may be subject to legal action.   日期 Date	HKID No.:		Building/Estate			
Country of Issue: 其他(請註明): Others (Please specify): 號碼: No.:  聯絡電話 Contact Tel. No.  傅真號碼 Fax No.  電郵地址 E-mail Address  有關招牌擁有人簽署及 (如適用) 蓋上公司印鑑 Signature of the signboard owner & (if applicable) affixed with company seal  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.##	Business Registration No.: 護照號碼: Passport No.:					
Others (Please specify):	Country of Issue: — 其他 (請註明 ):					
電郵地址 E-mail Address  有關招牌擁有人簽署及 (如適用) 蓋上公司印鑑 Signature of the signboard owner & (if applicable) affixed with company seal  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.##						
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第14年2月22日 第14年2月22日 第14年2月22日			日dd 月mm 名	F yyyyy		

MW05 已完成的小型工程的詳情的附加頁 Additional Page of Details of the Proposed Minor Works to be Carried Out for MW05	附加頁 Additional Page No.
* '	

小型工程項目 Minor Works Item	工程描述 Description of Works (包括性質、位置和數量 Including the nature, location and quantity)	相關命令 / 指示 / 通知 / 屋宇署檔案編號(如有) Relevant Order / Direction / Notice / BD Reference No. (if any)
3.6		
	改動廁所氣窗	

安排進行小型工程的人簽署及 (如適用) 蓋上公司印鑑

Signature of the person who arranged for the minor works to be carried out & (if applicable) affixed with company seal

CHING

數位簽署

者: CHING YAN

YIM

YAN YIM 日期: 2022.04.10

23:09:50 +08'00'

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 6 0 9 2 0 2 1 日 dd 月 mm 年 yyyy



MW05 (09/2021)



### 檢查及核證訂明建築物或建築工程的通知書及 相關的第11級別小型工程改動/鞏固工程的完工證明書 (小型適意設施檢核計劃)

表格 Form

Notice of Inspection & Certification of Prescribed Building or Building Works and Certificate of Completion of the associated Alteration or Strengthening Works involving Class II Minor Works (Minor Amenity Feature Validation Scheme)

- 本表格及所有證明文件須在完成檢查訂明建築物或建築工程後 14 天內呈交。
- 如涉及改動及鞏固工程,亦須在工程完成後14天內呈交。
- 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 and all supporting document(s) within 14 days after the completion of the inspection of prescribed building or building works.
- If alteration or strengthening works are involved, submit this form and all
- supporting document(s) within 14 days after the completion of such works.

  Read the "Matters to Note", complete in BLOCK LETTERS and tick the appropriate boxes.

僅供職員使用 For official use only	
檢核計劃呈交編號 Validation Scheme Submission Number	

致建築事務監督 To the Building Authority

安排進行檢查的人(同時為安排進行改動或鞏固工程的人(如適用))的通知 Notice of the Person who Arranged for the Inspection Part A (Also the Person who Arranged for the Alteration or Strengthening Works to be Carried Out if applicable)

由安排進行檢查的人(同時為安排進行改動或鞏固工程的人(如適用))填寫 To be completed by the person who arranged for the inspection (Also the person who arranged for the alteration or strengthening works to be carried out if applicable)

早前已就改動或鞏固工程呈交第Ⅱ級別小型工程展開 通知書(表格MW03)

Notice of Commencement of Class II Minor Works (Form MW03) has been previously submitted for alteration or strengthening works

小型工程文件呈交編號 Previous Submission Number

只適用於早前就第II級別改動或鞏固工程已獲分配呈交編號的文件 Only applicable where the previous submission with submission number assigned for Class II alteration or strengthening works

訂明建築物或建築工程的位置及所在地址 Location and Address of the Prescribed Building or Building Works

區域 Area	香港 Hong Kong ✓ 九龍 Kowloon —	新界 New Territories	詳細位置 Detailed Location
地區 District	旺角		
街道/鄉 Street/Village	<b>体</b> 蘭街	街道號碼 Street No. 1001	天台A
大廈/屋苑 Building/Estate	QPR 大廈		① 例如: 停車場、天台、外牆等 E.g. car park, roof, external wall, etc
樓層 Floor	天台	單位/室 Flat/Room A	

相關命令/指示/通知/屋宇署檔案編號(如有) Relevant Order / Direction / Notice / BD Reference No. (if any)

樣本 1

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# 2 經檢查的訂明建築物或建築工程的詳細資料 Details of the Prescribed Building or Building Works

下述工程項目應為《建築物(小型工程)規例》附表 3 第 4 部規定的訂明建築物或建築工程項目·並已在 2020 年 9 月 1 日 前完成或進行。 The following works items should be the prescribed building or building works items as stipulated in Part 4 of Schedule 3 of the Building (Minor Works) Regulation and have been completed or carried out before 1 September 2020

在2020年9月1日前完成或進行的訂明建築物或建築工程 Prescribed building or building works completed or carried out before 1 September 2020		A 欄 已檢查而不須改動或鞏固的訂明 建築物或建築工程數目	B.欄 已檢查而須改動或鞏固的訂明建築 物或建築工程數目^
項目編號 Item No.	措述 Description	Column A  Number of inspected prescribed building or building works which do not require alteration or strengthening	Column B Number of inspected prescribed building or building works which require alteration or strengthening^
	自建築物外牆伸出用於支承空調機的支架		
4(a)	Supporting frame for an air-conditioning unit projecting from an external wall of a building		(2.49)
5(a)	自建築物外牆伸出用於支承照明裝置的支架 Supporting frame for a light fitting projecting from an external wall of a building	Frank Page 17 and a service of the s	(2.49)
6	在地面上的實心圍牆 Solid fence wall on-grade	1 7 1 7 1000 100	(2.6)
8	在地面上的室外網欄或金屬欄杆(不論其靠地部分是否實心圍牆) External mesh fence or metal railing (with or without a solid fence wall as its lower part) on-grade		(2.7)
9(a)	在建築物屋頂上的網欄或金屬欄杆(不論其靠地部分是否實心團 腦) Mesh fence or metal railing (with or without a solid fence wall as its lower part) on a roof of a building		(2.56)
11	在地面上的實心圍牆(不包括達例實心團牆及符合指定豁免工程第5 項所述的實心團牆) 頂部的網欄或金屬欄杆 Mesh fence or metal railing on top of a solid fence wall (other than an unauthorised solid fence wall and a fence wall under designated exempted works item 5) on-grade		(2.57)
12	在地面上的室外支柱 External pole on-grade		(2.53)
13(a)	在建築物屋頂上的支柱 Pole on a roof of a building	1	(2.54)
14(b)	圍牆的金屬閘 Metal gate at a fence wall		(2.16)
17	建築物外牆上的開口的可收合遮篷 Retractable awning for an opening on an external wall of a building	# / · · · · · · · · · · · · · · · · · ·	(2.43)
18	地面花園內的花棚 Trellis in a garden on-grade		(2.44)
19(b)	在建築物屋頂上的花棚 Trellis on a roof of a building	8	(2.45)
20(a)	在地面或建築物屋頂上的室外金屬通風管道或與室外金屬通風管道相關的承托支架 External metal ventilation duct or supporting frame associated with an external metal ventilation duct on-grade or on a roof of a building		(2.47)

<sup>^</sup> 以下括號內數字為該改動或鞏固工程的相關小型工程項目 · 如工程屬指定豁免工程則除外。 The minor works item corresponding to the alteration or strengthening works is bracketed below, except that the works are designated exempted works



樣本 1

MW06-2 (09/2021) - P.2/6

- 3 安排進行檢查的人(同時為安排進行改動或鞏固工程的人(如適用))的資料及聲明 Particulars and Declaration by the Person who Arranged for the Inspection (Also the Person who Arranged for the Alteration or Strengthening Works to be Carried Out if applicable)
- a. 在甲2部描述的訂明建築物或建築工程由本人/我們安排進行檢查。 I/we am/are the person who arranged inspection to the prescribed building or building works stated in Part A2.
- b. 本人/我們確認已根據《建築物條例》第39C條及《建築物(小型工程)規例》第62A條的規定委任乙或丙部所述的訂明建築專業人士/訂明註冊承建商就甲2部描述的 訂明建築物或建築工程進行檢查。

I/we confirm that the prescribed building professional/ prescribed registered contractor stated in Part B or C has been appointed to inspect the prescribed building or building works stated in Part A2 in accordance with section 39C of the Buildings Ordinance and section 62A of the Building (Minor Works) Regulation.

c. 本人 / 我們同時作為安排進行在甲部所述的改動或鞏固工程(如有)的人・根據《建築物(小型工程)規例》第 28 條的規定・本人 / 我們已委任丙部所述的訂明註冊 承建商・作為該工程(如有)的訂明註冊承建商。 I/we am/are also the person who arranged for the alteration or strengthening works stated in Part A (if any) to be carried out, in accordance with the provisions of section 28 of the Building (Minor Works) Regulation. I/we have appointed the prescribed registered contractor stated in Part C for the works (if any).

中文姓名 Name in Chinese	① 姓氏先行 Surname first, if any	通訊地址 Corr	espondence Addre	ess		
請人炎			份地址相同 dress as in Part A1		]填寫地址	
英文姓名 Name in English	① 姓氏先行 Surname first, if any	- Carric au	□ 香港	+ #5	the address 新界	
CHING YAN YIM		Area	Hong Kong	✓ Kowloo	n New Te	erritories
身份証明(任擇其一) Identificat	ion (Choose one)	地區 District	旺角			- 11 -
▼ 香港身份證號碼: HKID No.	C 1 2 3 4 5 6 (9)	街道/鄉 Street/Village	<b>砵蘭街</b>		街道號碼 Street No.	1001
商業登記號碼: Business Registration N	o	大廈/屋苑 Building/Estate	QPR 大廈			
護照號碼: Passport No.:		樓層 Floor	天台	單位, Flat/l	/室 Room A	
簽發國家: Country of Issue: 其他(請註明): Others (Please specify): 號碼: No.:						
聯絡電話 Contact Tel. No.	傳真號碼 Fax No.	電郵地址 E-ma	ail Address			
21234567	21234568	21234567@I	EMAILADDRES	SS.HK		,es
安排進行檢查的人 ( 同時為安排 及(如適用)蓋上公司印鑑 Signature of the person who a person who arranged for the a	e the terms and conditions as stated in the 進行改動或鞏固工程的人(如適用)) 簽署 rranged for the inspection (also the ilteration or strengthening works to be applicable) affixed with company seal					
CHING	CHING YAN	任何失實核證或聲明可 Any false certification may be subject to leg	or declaration			
YAN	YIM 2021.09.02	日期 Date 0 2 0 9 2 日dd 月 mm	0 2 1 年 yyyy			
YIM	01:01:01 +08'00'	даа Этип	<del></del> уууу			

樣本1



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	Details of Owners' Corporations (if any)			
(1)	如上述訂明建築物或建築工程並非位於大廈的公用部份, 則不用填寫此部。	登記地址 Reg	istered Address	
	Skip this Part if the above prescribed building or building works was not erected at common parts of the building.	區域 Area	□ 香港	新界 rloon New Territories
(i)	請細閱《注意事項》・	地區 District		e 8
•	Read the "Matters to Note".	街道/鄉	11 2	街道號碼
	大廈已成立業主立案法團 Owners' Corporation formed	Street/Village	,	Street No.
電郵	部地址 E-mail Address	大廈/屋苑 Building/Estat	е	
	the second of the second	樓層 Floor		單位/室 Flat/Room
Z	部 認可人士、註冊結構工程師或註冊檢驗人員的證明 rt B Certification by the Authorized Person, Regis		ral Engineer or Registere	d Inspector
Pai	- Phone		rai Engineer of Registere	d Inspector
	<ul> <li>由已獲委任的認可人士、註冊結構工程師或註冊檢驗人員 To be completed by the appointed authorized person, re</li> </ul>		ral engineer or registered ins	pector
	如委任訂明註冊承建商檢查有關訂明建築物或建築工程,	則不田埴寛此部		
①	Skip this Part if a prescribed registered contractor has be			ribed building or building works
根据	據《建築物條例》第 39C 條及《建築物 (小型工程) 規例》第 6:	2A 條的規定·		
In a	accordance with the provisions of section 39C of the Buildings	ordinance and	section 62A of the Building (Mi	nor Works) Regulation,
	本人確認已獲委任為檢查 甲2部 所訂明建築物或建築工程的獲委 I confirm that I have been appointed for the inspection of the p		早前相關的檢核計劃呈交統 Previously Related Validation	偏號(如適用) on Scheme Submission Number (if any)
b. 2	building or building works stated in Part A2. 本人確認上述檢查亦已於下列日期進行。	**		i I I I I
	I confirm that the above-mentioned inspection had been carrie the date stated below.	ed out on	VS	
檢	查進行日期 Date of Inspection			亥計劃呈交編號的文件而不能繼續處理 previous submission with validation
			scheme submission numb	per assigned but cannot be further
日	dd 月 mm 年 yyyy	L	process	
,	本人核證·根據《建築物條例》第 39C 條及《建築物 (小型) 構上是安全的及符合《建築物條例》(第123章)【除《建》	工程) 規例》第 6 築物條例》第14(*	2A 條的規定·本人認為甲2部 1)條及《建築物(管理)規例》	A欄 所述的訂明建築物或建築工程的結 (第123章・附屬法例A)第25條外】
	的規定。 I certify that, in accordance with the provisions of section 39			
	Regulation, the prescribed building or building works stated Buildings Ordinance (Cap. 123) [except section 14(1) of the Regulations (Cap.123 sub. leq. A)].	in Column A of	Part A2 are structurally safe in	my opinion and comply with the
	就甲2部 <u>B欄</u> 所述的訂明建築物或建築工程而言·本人認為	有需要根據《建築	藝物條例》第39C(4)條進行小型	工程・以改動、糾正或鞏固有關訂明建
	築物或建築工程・由於有關改動或鞏固工程已於丙2部所述的 全的・及符合《建築物條例》(第123章)【除《建築物條係	例》第14(1)條及	《建築物(管理)規例》(第12	23章·附屬法例A)第25條外】的規定
	For the prescribed building or building works stated in Colu	ımn B of Part A2	. it is necessary, in my opinion	, to carry out minor works to alter,
	rectify or strengthen the prescribed building or building won		cooribad building or building w	orks stated in Column B of Part A2 ar
	rectify or strengthen the prescribed building or building work works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building	certify that the pr	p. 123) [except section 14(1) of	of the Buildings Ordinance (Cap. 123)
	rectify or strengthen the prescribed building or building works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building and regulation 25 of the Building (Administration) Regulatio	certify that the page of the p	p. 123) [except section 14(1) of	of the Buildings Ordinance (Cap. 123)
中文	works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building	certify that the programmer (Ca ps Ordinance (Ca pns (Cap.123 sub	p. 123) [except section 14(1) of	of the Buildings Ordinance (Cap. 123)
中文	works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building and regulation 25 of the Building (Administration) Regulation	certify that the programmer (Ca ps Ordinance (Ca pns (Cap.123 sub	p. 123) [except section 14(1) of	of the Buildings Ordinance (Cap. 123)
	works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building and regulation 25 of the Building (Administration) Regulatio 文姓名* Name in Chinese*	certify that the pi is Ordinance (Ca ons (Cap.123 sub ame first	p. 123) [except section 14(1) of	of the Buildings Ordinance (Cap. 123)
	works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building and regulation 25 of the Building (Administration) Regulation	certify that the pi is Ordinance (Ca ons (Cap.123 sub ame first	p. 123) [except section 14(1) c	of the Buildings Ordinance (Cap. 123)
	works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building and regulation 25 of the Building (Administration) Regulatio 文姓名* Name in Chinese*	certify that the pi is Ordinance (Ca ons (Cap.123 sub ame first	p. 123) [except section 14(1) c	of the Buildings Ordinance (Cap. 123)
英文	works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building and regulation 25 of the Building (Administration) Regulatio 文姓名* Name in Chinese*  ① 姓氏先行 Surna  文姓名* Name in English*  ① 姓氏先行 Surna	certify that the pi is Ordinance (Ca ons (Cap.123 sub ame first	p. 123) [except section 14(1) c	of the Buildings Ordinance (Cap. 123)

新絡電話 Contact Tel. No.	傳真號碼 Fax No.	電郵地址 E-mail Address	
*	* 1991 - 1 - 2		
忍可人士、註冊結構工程師或註冊	檢驗人員簽署 *	Table 1	
ignature of Authorized Person, R	egistered Structural Enginee	er or Registered Inspector*	
		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	
		日dd 月mm 年yyyy	
根據註冊紀錄 In accordance with registered record.		日 dd 月 mm 年 yyyy	
丙部 訂明註冊承建商的證明 Part C Certification by the P	書 Prescribed Registered Co	ntractor	
		THACTOR TO THE PARTY OF THE PAR	
由已獲委任的訂明註冊承建商 To be completed by the app		d Contractor	
		如沒有委任訂明註冊承建商進行進行檢查	, 則不用值實計部
■ 在檢核計劃下的檢查證明書 Certification of inspection	under validation scheme	Skip this Part if no prescribed registered	
根據根據《建築物條例》第 39C 條及	《建築物 (小型工程) 規例》第	62A 條的規定 appointed for the inspection	
accordance with the provisions of	section 39C of the Buildings C	Ordinance and section 62A of the Building (Minor Works) Regulat	ion,
. 我們確認已獲委任為檢查 <b>甲2部</b> 所 We confirm that I have been apport			Number (if any)
building or building works stated i	n Part A2.	Previously Related Validation Scheme Submission	Number (If any)
. 我們確認上述檢查亦已於下列日期 We confirm that the above-mention		ied out on VS	
the date stated below.	,	○□液甲处日並□藻八和绘核社劃日次經验的文件	而 <b>不</b> 能继续使用咕
食查進行日期 Date of inspection		只適用於早前已獲分配檢核計劃呈交編號的文件 Only applicable where the previous submission	with validation
0 2 0 9 2 0 2 1		scheme submission number assigned but cannot process	ot be further
日dd 月mm 年yyyy	第30C核节 《建筑物 /小刑工程	) 規例》第62A條的規定·我們認為甲2部 <u>A欄</u> 所述的訂明建築物:	式建筑工程的结 
一 構上是安全的及符合《建築物條		が原列。第14(1)條及《建築物(管理)規例》(第123章·附屬法	
外】的規定。 We certify that, in accordance w	ith the provisions of section 3	9C of the Buildings Ordinance and section 62A of the Building (M	linor Works)
Regulation, the prescribed build	ing or building works stated in	Column A of Part A2 are structurally safe in our opinion and com	ply with the
Regulations (Cap.123 sub. leg.		uildings Ordinance (Cap. 123) and regulation 25 of the Building (	Administration)
<ul><li>建築物或建築工程・由於有關改</li></ul>	動或鞏固工程已於丙2部所述的	要根據《建築物條例》第39C(4)條進行小型工程‧以改動、糾正 旧期完成‧我們核證:我們認為甲2部 <u>B欄</u> 所述的訂明建築物或 7條例》第14(1)條及《建築物(管理)規例》(第123章‧附屬法	建築工程在結構
rectify or strengthen the prescrib strengthening works had been of Column B of Part A2 are structure	ed building or building works ompleted on the date stated in ally safe in our opinion and co	<u>B</u> of Part A2, it is necessary, in our opinion, to carry out minor wunder section 39C(4) of the Buildings Ordinance. As the alteration Part C2, we certify that the prescribed building or building work imply with the Buildings Ordinance (Cap. 123) [except section 14 ng (Administration) Regulations (Cap.123 sub. leg. A)].	n or s stated in
改動或鞏固工程的證明書	Strongthoning Morks	如不涉及改動或鞏固工程,則不用填寫此語 Skip this Part if no alteration or strengther	
■ Certificate of Alteration or 訓級別改動或鞏固工程完成日期(		Stap the Fatth to alteration of strengther	
Pate of Completion of Class II Alte		ks (if applicable)	
		20,0	HIT '
日dd 月mm 年yyyy		□ 1/13 Security	
	改動或鞏固工程,我們現根據	《建築物(小型工程)規例》第34條及第37	70 7 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
條的規定, 1. 現已呈交顯示已完成工程的經個	多訂的訂明圖則及詳圖 ( 如 <b>有</b> )	[ [A]	

For alteration or strengthening works involving Class II minor works stated in Part A, We, in accordance with the provisions of sections 34 and 37 of the Building (Minor Works) Regulation, 1. submit herewith the revised prescribed plans and details showing the works as completed (if any) in Part E;
2. certify that all the works have been carried out in accordance with the Buildings Ordinance and the submitted prescribed plans and details; and the said prescribed plans have been prepared and signed by us (as the person who has signed the prescribed plans, we agree to assume all responsibilities under the Buildings Ordinance regarding the prescribed plans); 3. confirm that the works were completed on the date stated above; and 4. certify that the works are structurally safe in our opinion. 承建商名稱(中文)\* Name of Contractor (Chinese)\*①姓氏先行 Surname first 獲授權簽署人姓名(中文)\* Name of the Authorized Signatory (Chinese)\* 授權仁 大牌成建雙建築有限公司 承建商名稱(英文)\* Name of Contractor (English)\* ① 姓氏先行 Surname first 獲授權簽署人姓名(英文)\* Name of the Authorized Signatory (English)\* TAI PAI SING GIN SOENG CONSTRUCTION AUTHORIZED SIGNATORY COMPANY LIMITED 註冊證明書編號\* Certificate of Registration Number\* 2 GBC 9 9 9 9 0 聯絡電話 Contact Tel. No. 傳真號碼 Fax No. 註冊屆滿日期\* Date of Expiry of Registration\* 26661235 26661234 3 1 0 1 2 0 2 2 日dd 月mm 年 yyyy 電郵地址 E-mail Address 訂明承建商簽署 (獲授權簽署人) \* Signature of the Prescribed Contractor (Authorized Signatory)\* TAIPAISINGGINSOENG@EMAILLADDRESS.HK 數位簽署者: 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.## AUTHORIZED AUTHORIZEDSIGNATORY 日期 Date 日期:2021.09.03 0 3 0 9 2 0 2 SIGNATORY 02:02:02 +08'00' 日dd 月mm 根據註冊紀錄 已完成第11級別改動或鞏固工程的修訂 Part D Revisions of the Completed Class II Alteration or Strengthening Works 由已獲委任的訂明註冊承建商填寫 To be completed by the prescribed registered contractor 如已完成的涉及第11級別小型工程的改動或鞏固工程與已呈交的訂明圖則及詳圖相同,則不用填寫此部 (i) Skip this Part if the completed alteration or strengthening works involving Class II minor works are the same as those shown in the submitted prescribed plans and details 第II級別改動或鞏固工程的描述 (包括性質、位置及數量) 小型工程項目 Minor Works Item 有關差別的描述 Description of Class II Alteration or Strengthening Works Description of the Differences (Including the nature, location and quantity) 另加附加頁 Additional

Pages 「有關差別的描述」請參閱(註冊承建商作業備考)編號71。 Refer to Practice Note for Registered Contractors No.71 for the "Description of the differences".



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樣本 1



### 檢查及核證訂明建築物或建築工程的通知書及 相關的第II級別小型工程改動/鞏固工程的完工證明書 (小型適意設施檢核計劃)



Notice of Inspection & Certification of Prescribed Building or Building Works and Certificate of Completion of the associated Alteration or Strengthening Works involving Class II Minor Works (Minor Amenity Feature Validation Scheme)

- 本表格及所有證明文件須在完成檢查訂明建築物或建築工程後 14 天內呈交。
- 如涉及改動及鞏固工程,亦須在工程完成後14天內呈交。
- 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 and all supporting document(s) within 14 days after the completion of the inspection of prescribed building or building works.
- If alteration or strengthening works are involved, submit this form and all supporting document(s) within 14 days after the completion of such works.

  Read the "Matters to Note", complete in BLOCK LETTERS and tick the
- appropriate boxes.

僅供職員使用 For official use only	STATE OF THE STATE
檢核計劃呈交編號 Validation Scheme Submission Number	.61-1

致建築事務監督 To the Building Authority

安排進行檢查的人(同時為安排進行改動或鞏固工程的人(如適用))的通知 Notice of the Person who Arranged for the Inspection (Also the Person who Arranged for the Alteration or Strengthening Works to be Carried Out if applicable)

- 由安排進行檢查的人(同時為安排進行改動或鞏固工程的人(如適用))填寫 To be completed by the person who arranged for the inspection (Also the person who arranged for the alteration or strengthening works to be carried out if applicable)
- 早前已就改動或鞏固工程呈交第Ⅱ級別小型工程展開 通知書(表格MW03) Notice of Commencement of Class II Minor Works

(Form MW03) has been previously submitted for alteration or strengthening works

小型工程文件呈交編號 Previous Submission Number S 1 2 3 4 5 6 7 8 9

只適用於早前就第Ⅱ級別改動或鞏固工程已獲分配呈交編號的文件 Only applicable where the previous submission with submission number assigned for Class II alteration or strengthening works

訂明建築物或建築工程的位置及所在地址 Location and Address of the Prescribed Building or Building Works

區域 Area		新界 New Territories	詳細位置 Detailed Location
地區 District	旺角		
街道/鄉 Street/Village	体蘭街	街道號碼 Street No. 1001	天台A
大廈/屋苑 Building/Estate	QPR 大廈	例如: 停車場、天台、外牆等 E.g. car park, roof, external wall, etc	
樓層 Floor .	天台	單位/室 Flat/Room A	

相關命令 / 指示 / 通知 / 屋宇署檔案編號(如有) Relevant Order / Direction / Notice / BD Reference No. (if any)



樣本2

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# 2 經檢查的訂明建築物或建築工程的詳細資料 Details of the Prescribed Building or Building Works

下述工程項目應為《建築物(小型工程)規例》附表 3 第 4 部規定的訂明建築物或建築工程項目·並已在 2020 年 9 月 1 日 前完成或進行・ The following works items should be the prescribed building or building works items as stipulated in Part 4 of Schedule 3 of the Building (Minor Works) Regulation and have been completed or carried out before 1 September 2020

Pr	在2020年9月1日前完成或進行的訂明建築物或建築工程 escribed building or building works completed or carried out before 1 September 2020	A 欄 已檢查而不須改動或鞏固的訂明 建築物或建築工程數目	B欄 已檢查而須改動或鞏固的訂明建築 物或建築工程數目^
項目編號 Item No.	描述 Description	Column A  Number of inspected prescribed building or building works which do not require alteration or strengthening	Column B Number of inspected prescribed building or building works which require alteration or strengthening^
4(a)	自建築物外牆伸出用於支承空調機的支架 Supporting frame for an air-conditioning unit projecting from an external wall of a building	The second second second	(2.49)
5(a)	自建築物外牆伸出用於支承照明裝置的支架 Supporting frame for a light fitting projecting from an external wall of a building		(2.49)
6	在地面上的實心圍牆 Solid fence wall on-grade	W St V becapi	(2.6)
8	在地面上的室外網欄或金屬欄杆(不論其靠地部分是否實心圍牆) External mesh fence or metal railing (with or without a solid fence wall as its lower part) on-grade		(2.7)
9(a)	在建築物屋頂上的網欄或金屬欄杆 ( 不論其靠地部分是否實心園 牆 ) Mesh fence or metal railing (with or without a solid fence wall as its lower part) on a roof of a building		(2.56)
11	在地面上的實心團牆(不包括違例實心團牆及符合指定豁免工程第5 項所述的實心團牆) 頂部的網欄或金屬欄杆 Mesh fence or metal railing on top of a solid fence wall (other than an unauthorised solid fence wall and a fence wall under designated exempted works item 5) on-grade	romen ya	(2.57)
12	在地面上的室外支柱 External pole on-grade		(2.53)
13(a)	在建築物屋頂上的支柱 Pole on a roof of a building	1	1 (2.54)
14(b)	圍牆的金屬閘 Metal gate at a fence wall	To be a second of the	(2.16)
17	建築物外牆上的開口的可收合遮篷 Retractable awning for an opening on an external wall of a building	y y	(2.43)
18	地面花園內的花棚 Trellis in a garden on-grade	\$	(2.44)
19(b)	在建築物屋頂上的花棚 Trellis on a roof of a building	- 1 - 1	(2.45)
20(a)	在地面或建築物屋頂上的室外金屬通風管道或與室外金屬通風管道相關的承托支架 External metal ventilation duct or supporting frame associated with an external metal ventilation duct on-grade or on a roof of a building		(2.47)

<sup>^</sup> 以下括號內數字為該改動或鞏固工程的相關小型工程項目 · 如工程屬指定豁免工程則除外 · The minor works item corresponding to the alteration or strengthening works is bracketed below, except that the works are designated exempted works



樣本2

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- 安排進行檢查的人(同時為安排進行改動或鞏固工程的人(如適用))的資料及聲明 Particulars and Declaration by the Person who Arranged for the Inspection (Also the Person who Arranged for the Alteration or Strengthening Works to be Carried Out if applicable)
- a. 在甲 2 部描述的訂明建築物或建築工程由本人 / 我們安排進行檢查 I/we am/are the person who arranged inspection to the prescribed building or building works stated in Part A2.
- b. 本人/我們確認已根據《建築物條例》第39C條及《建築物(小型工程)規例》第62A條的規定委任乙或丙部所述的訂明建築專業人士/訂明註冊承建商就甲2部描述的 訂明建築物或建築工程進行檢查。

I/we confirm that the prescribed building professional/ prescribed registered contractor stated in Part B or C has been appointed to inspect the prescribed building or building works stated in Part A2 in accordance with section 39C of the Buildings Ordinance and section 62A of the Building (Minor Works) Regulation.

c. 本人/我們同時作為安排進行在甲部所述的改動或鞏固工程(如有)的人·根據《建築物(小型工程)規例》第28條的規定·本人/我們已委任丙部所述的訂明註冊承建商·作為該工程(如有)的訂明註冊承建商·

If we and/are also the person who arranged for the alteration or strengthening works stated in Part A (if any) to be carried out, in accordance with the provisions of section 28 of the Building (Minor Works) Regulation. I/we have appointed the prescribed registered contractor stated in Part C for the works (if any).

中文姓名 Name in Chinese	① 姓氏先行 Surname first, if any	通訊地址 Corr	espondence Address			
請人炎			份地址相同 dress as in Part A1		真寫地址 he address	
英文姓名 Name in English	① 姓氏先行 Surname first, if any		<b>4</b> #	+ #5	±c m	
CHING YAN YIM		區域 Area	□ 香港 Hong Kong	乙 九龍 Kowloon	New T	erritories
		地區 District	旺角			
身份証明(任擇其一) Identification	(Choose one)	/+= >++ //AE			街道號碼	
▼ 香港身份證號碼: HKID No.	C 1 2 3 4 5 6 (9)	街道/鄉 Street/Village	<b>砵蘭街</b>		Street No.	1001
商業登記號碼: Business Registration No.		大廈/屋苑 Building/Estate	QPR 大廈		**	я
護照號碼: Passport No.:		樓層 Floor	天台	單位/室 Flat/Ro		
簽發國家:	18					
Country of Issue:		*				
其他(請註明): Others (Please specify):						
號碼:						
No.:						
聯絡電話 Contact Tel. No.	傳真號碼 Fax No.	電郵地址 E-ma	ail Address			
21234567	21234568	21234567@1	EMAILADDRESS.I	HK		7
本人/我們已閱讀並同意於《注意事	下面》 内部列之修勒。					
	he terms and conditions as stated in the	"Matters to Note" se	ction.			
	行改動或鞏固工程的人(如適用))簽署				9	
及(如適用)蓋上公司印鑑						
	anged for the inspection (also the tration or strengthening works to be					
carried out if applicable) & (if applicable)	olicable) affixed with company seal					
CHING	CHING YAN	任何失實核證或聲明可 Any false certification may be subject to leg	or declaration			
	YIM	日期 Date	- ·			
MAN		0 1 0 9 2	0 2 1			
1 1 11 1	2021.09.01	日dd 月mm	年 yyyy	E199946	የምልመ <u>የ</u> ተሞታ	cimi

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01:01:01 +08'00

4	業主立案法團的資料 (如有) Details of Owners' Corporations (if any)			
(1)	如上述訂明建築物或建築工程並非位於大廈的公用部份, 則不用填寫此部。	登記地址 Reg	istered Address	
	Skip this Part if the above prescribed building or building works was not erected at common parts of the building.	區域 Area	□ 香港	n
(1)	請細閱《注意事項》。 Read the "Matters to Note".	地區 District		
_	大厦已成立業主立案法團	街道/鄉 Street/Village		街道號碼 Street No.
Ш	Owners' Corporation formed	大廈/屋苑		
電郵	邓地址 E-mail Address	Building/Estat 樓層	e	單位/室
		Floor		Flat/Room
	rt B Certification by the Authorized Person, Regise 由已獲委任的認可人士、註冊結構工程師或註冊檢驗人員 To be completed by the appointed authorized person, re 如委任訂明註冊承建商檢查有關訂明建築物或建築工程,	i填寫 i填寫 gistered structu 則不用填寫此剖	ral engineer or registered inspe	ctor
0	Skip this Part if a prescribed registered contractor has be	een appointed for	or the inspection of the prescribe	ed building or building works
b. a 檢証	本人確認已獲委任為檢查 甲2部 所訂明建築物或建築工程的獲計 I confirm that I have been appointed for the inspection of the pullding or building works stated in Part A2.  本人確認上述檢查亦已於下列日期進行 I confirm that the above-mentioned inspection had been carried the date stated below.  查進行日期 Date of Inspection  7 0 9 2 0 2 1  dd 月 mm 年 yyyy  本人核證・根據《建築物條例》第 39C 條及《建築物 (小型構上是安全的及符合《建築物條例》(第123章)【除《建筑的規定・I certify that, in accordance with the provisions of section 38 Regulation, the prescribed building or building works stated Buildings Ordinance (Cap. 123) [except section 14(1) of the Regulations (Cap.123 sub. leg. A)].  就甲2部 B慖 所述的訂明建築物或建築工程而言・本人認為表	工程) 規例》第 6 築物條例》第14( 9C of the Buildin d in <u>Column A</u> of e Buildings Ordin 有需要根據《建舞	Only applicable where the process  2A 條的規定·本人認為甲2部 All (1)條及《建築物(管理)規例》( 2B Ordinance and section 62A of Part A2 are structurally safe in my ance (Cap. 123) and regulation 2  24物條例》第39C(4)條進行小型工程	Scheme Submission Number (if any)  劃呈交編號的文件而不能繼續處理 evious submission with validation assigned but cannot be further  所述的訂明建築物或建築工程的終 第123章 · 附屬法例A)第25條外】 the Building (Minor Works) repinion and comply with the for the Building (Administration)  星 · 以改動、糾正或鞏固有關訂明。
7		스디밴드라 +-1	核證:本人認甲2部 B欄 所述的訂	明建築物或建築工程在結構上是安
<b>✓</b>	築物或建築工程・由於有關改動或鞏固工程已於丙2部所述的 全的・及符合《建築物條例》(第123章)【除《建築物條 For the prescribed building or building works stated in <u>Coll</u> rectify or strengthen the prescribed building or building wor works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building and regulation 25 of the Building (Administration) Regulation	例》第14(1)條及 <u>Imn B</u> of Part A2 ks under section certify that the p ps Ordinance (Ca ons (Cap.123 sub	, it is necessary, in my opinion, to 39C(4) of the Buildings Ordinanc escribed building or building work p. 123) [except section 14(1) of the	章・附屬法例A)第25條外】的規定 carry out minor works to alter, e. As the alteration or strengthenir ss stated in <u>Column B</u> of Part A2 a
中文	築物或建築工程・由於有關改動或整固工程已於丙2部所过金 全的・及符合《建築物條例》(第123章)【除《建築物條 For the prescribed building or building works stated in <u>Colverting</u> or strengthen the prescribed building or building wor works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building and regulation 25 of the Building (Administration) Regulatio	例》第14(1)條及 <u>Imn B</u> of Part A2 ks under section certify that the p ps Ordinance (Ca ons (Cap.123 sub	, it is necessary, in my opinion, to 39C(4) of the Buildings Ordinanc escribed building or building work p. 123) [except section 14(1) of the	章・附屬法例A)第25條外】的規定 carry out minor works to alter, e. As the alteration or strengthenir ss stated in <u>Column B</u> of Part A2 a
中文	築物或建築工程・由於有關改動或整固工程已於丙2部所过始全的,及符合《建築物條例》(第123章)【除《建築物條For the prescribed building or building works stated in <u>Columetric</u> rectify or strengthen the prescribed building or building wor works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building and regulation 25 of the Building (Administration) Regulation 文姓名* Name in Chinese*	列》第14(1)條及 <u>Imn B</u> of Part A2 ks under section certify that the p ps Ordinance (Ca ons (Cap.123 sub ame first	, it is necessary, in my opinion, to 39C(4) of the Buildings Ordinanc escribed building or building work p. 123) [except section 14(1) of the	章・附屬法例A)第25條外】的規定 carry out minor works to alter, e. As the alteration or strengthenir ss stated in <u>Column B</u> of Part A2 a
中郊認	築物或建築工程・由於有關改動或整固工程已於丙2部所过金 全的・及符合《建築物條例》(第123章)【除《建築物條 For the prescribed building or building works stated in <u>Colverting</u> or strengthen the prescribed building or building wor works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building and regulation 25 of the Building (Administration) Regulatio	列》第14(1)條及 <u>Imn B</u> of Part A2 ks under section certify that the p ps Ordinance (Ca ons (Cap.123 sub ame first	, it is necessary, in my opinion, to 39C(4) of the Buildings Ordinanc escribed building or building work p. 123) [except section 14(1) of the	章・附屬法例A)第25條外】的規定 carry out minor works to alter, e. As the alteration or strengthenir ss stated in <u>Column B</u> of Part A2 a
中立 認 英文 YI	築物或建築工程・由於有關改動或鞏固工程已於丙2部所述金的・及符合《建築物條例》(第123章)【除《建築物條例》(第123章)【除《建築物條例》(第123章)【除《建築物條例》(可以 cetify or strengthen the prescribed building works stated in Converse works had been completed on the date stated in Part C2, I structurally safe in my opinion and comply with the Building and regulation 25 of the Building (Administration) Regulation 文姓名* Name in Chinese*  □ 姓氏先行 Surnatured 以姓名* Name in English* □ 姓氏先行 Surnatured 以姓名* Name in English*	例》第14(1)條及 <u>Imn B</u> of Part A2 ks under section certify that the p ps Ordinance (Ca ons (Cap.123 sub ame first	, it is necessary, in my opinion, to 39C(4) of the Buildings Ordinanc escribed building or building work p. 123) [except section 14(1) of the	章・附屬法例A)第25條外】的規定 carry out minor works to alter, e. As the alteration or strengthenir ss stated in <u>Column B</u> of Part A2 a

総電話 Contact Tel. No.	傳真號碼 Fax No.	電郵地址 E-mail Address	
1234562	21234563	YINGHOYAN@EMAILADI	DRESS.ABC
	<b></b> 競驗人員簽署 *	20 10 1 10 4	
ignature of Authorized Person, Re	egistered Structural Engineer or Regis	stered Inspector*	
VINC IIO	數位簽署者:	任何失實核證或聲明可引致法律行動・## Any false certification or declaration	
YING HO	GIM CHA YAN	may be subject to legal action.## 日期 Date	
7 / N T	日期:2021.09.15	1 m Date	
YAN		1 5 0 9 2 0 2 1	
	01:30:31 +08'00'	日dd 月mm 年yyyy	
根據註冊紀錄 In accordance with registered record.		L - 1	
<b>丙部</b> 訂明註冊承建商的證明	<u> </u>		
	rescribed Registered Contractor		
★ 由已獲委任的訂明註冊承建商	填寫		
To be completed by the appo	inted Prescribed Registered Contrac	or	The Management of the Control of the
在檢核計劃下的檢查證明書			商進行進行檢查·則不用填寫此部
Certification of inspection		appointed for the inspection	
	《建築物 (小型工程) 規例》第 62A 條的 section 39C of the Buildings Ordinance		Works) Regulation,
	述的訂明建築物或建築工程的獲委任人· inted for the inspection of the prescribed	上 中 用 伯 樹 的 傚 核 計 劃 主 父 編 號 (外	
building or building works stated in	Part A2.	Previously Related Validation Sch	eme Submission Number (if any)
. 我們確認上述檢查亦已於下列日期 We confirm that the above-mention	進行 * ned inspection had been carried out on	vs	70 P
the date stated below.			D. 大场路45 大州工工业(株/吉布四叶
競查進行日期 Date of inspection		(i) 只適用於早前已獲分配檢核計劃 Only applicable where the previ	
		scheme submission number ass process	signed but cannot be further
dd 月mm 年yyyy 一 我們核證,根據《建築物條例》等	第39C條及《建築物 (小型工程) 規例》第	A PROPERTY OF THE PROPERTY OF THE PARTY OF T	述的訂明建築物或建築工程的結
一 構上是安全的及符合《建築物條例	別》(第123章)【除《建築物條例》第		
外】的規定。 We certify that, in accordance wi	th the provisions of section 39C of the E	uildings Ordinance and section 62A o	f the Building (Minor Works)
Regulation, the prescribed building Buildings Ordinance (Cap. 123) [	ng or building works stated in <u>Column A</u> except section 14(1) of the Buildings Or	of Part A2 are structurally safe in our of dinance (Cap. 123) and regulation 25	opinion and comply with the of the Building (Administration)
Regulations (Cap.123 sub. leg. A	N)].		
] 就甲2部 <u>B欄</u> 所述的訂明建築物或 建築物或建築工程。由於有關改	建築工程而言·我們認為有需要根據《發 加或鞏固工程已於丙2部所述的日期完成	E築物條例》第39C(4)條進行小型工程 ·我們核證:我們認為甲2部B欄 所述的	·以改動、糾正或鞏固有關訂明 內訂明建築物或建築工程在結構
上是安全的·及符合《建築物條例	別》(第123章)【除《建築物條例》第		
外】的規定。 For the prescribed building or bui	ilding works stated in Column B of Part	A2, it is necessary, in our opinion, to ca	arry out minor works to alter,
rectify or strengthen the prescribe	ed building or building works under sect empleted on the date stated in Part C2,	on 39C(4) of the Buildings Ordinance.	As the alteration or
Column B of Part A2 are structura	ally safe in our opinion and comply with nd regulation 25 of the Building (Admini	the Buildings Ordinance (Cap. 123) [e:	xcept section 14(1) of the
Buildings Ordinance (Cap. 123) a	nd regulation 25 or the Building (Admini		
改動或鞏固工程的證明書 Certificate of Alteration or	Strongthoning Works	① 如不涉及改動或鞏固工程, Skin this Part if no alteration	則不用填寫此部 n or strengthening works invloved
II級別改動或鞏固工程完成日期(			
	ration or Strengthening Works (if app	icable)	
0 7 0 9 2 0 2 1	*		1 425 Jac Som
日dd 月mm 年yyyy			
	收動或鞏固工程·我們現根據《建築物 (	小型工程)規例》第34條及第37	
條的規定· 1. 現已呈交顯示已完成工程的經修	。 訂的訂明圖則及詳圖(如有)・其修訂	吕經詳列於戊部;	4035
2. 核證該工程·已按照《建築物條	例》及已呈交的訂明圖則及詳圖進行· i人,我們同意就該等訂明圖則負起《建築	而該等訂明圖則均由我們製備和簽	回提別與智德
3. 確認該工程已於上述日期完成;	及	MENTER TO MICHER TO MICHINER	
4. 核證·我們認為該工程在結構上	是安全的•		
		8	

For alteration or strengthening works involving Class II minor works stated in Part A, We, in accordance with the provisions of sections 34 and 37 of the Building (Minor Works) Regulation,
1. submit herewith the revised prescribed plans and details showing the works as completed (if any) in Part E;
2. certify that all the works have been carried out in accordance with the Buildings Ordinance and the submitted prescribed plans and details; and the said prescribed plans have been prepared and signed by us (as the person who has signed the prescribed plans, we agree to assume all responsibilities under the Buildings Ordinance regarding the prescribed plans);
3. confirm that the works were completed on the date stated above; and

3. confirm that the works were completed on the date stated above; an 4. certify that the works are structurally safe in our opinion.  承建商名稱(中文)* Name of Contractor (Chinese)*①姓氏先行 Surname first	nd 獲授權簽署人姓名(中文)* Name of the Authorized Signatory (Chinese
大牌成建雙建築有限公司	授權仁
承建商名稱(英文)* Name of Contractor (English)* ① 姓氏先行 Sumame first	獲授權簽署人姓名(英文)* Name of the Authorized Signatory (English)*
TAI PAI SING GIN SOENG CONSTRUCTION	AUTHORIZED SIGNATORY
COMPANY LIMITED	註冊證明書編號* Certificate of Registration Number*
聯絡電話 Contact Tel. No. 傳真號碼 Fax No.	G B C 9 9 9 9 9 7 2 0 0 9
26661235 26661234 IT明承建商簽署(獲授權簽署人)*	註冊屆滿日期* Date of Expiry of Registration*  3 1 0 1 2 0 2 2  日dd 月 mm 年 yyyy 電郵地址 E-mail Address
Signature of the Prescribed Contractor (Authorized Signatory)*	TAIPAISINGGINSOENG@EMAILLADDRESS.HK
製位簽署者: AUTHORIZED ALITHORIZEDSIGNATORY	任何失寶核證或聲明可引致法律行動 • ## Any false certification or declaration may be subject to legal action.##
AUTHORIZED SIGNATORY 日期: 2021.09.15 02:02:02 +08'00'	日期 Date  1 5 0 9 2 0 2 1  日dd 月 mm 年 yyyy

\* 根據註冊紀錄

丁部 已完成第II級別改動或鞏固工程的修訂

Part D Revisions of the Completed Class II Alteration or Strengthening Works

田口

由已獲委任的訂明註冊承建商填寫

To be completed by the prescribed registered contractor

如已完成的涉及第II級別小型工程的改動或鞏固工程與已呈交的訂明圖則及詳圖相同,則不用填寫此部 Skip this Part if the completed alteration or strengthening works involving Class II minor works are the same as those shown in the submitted prescribed plans and details

小型工程項目 Minor Works Item	第II級別改動或鞏固工程的描述 (包括性質、位置及數量) Description of Class II Alteration or Strengthening Works (Including the nature, location and quantity)	有關差別的描述 Description of the Differences
2.54	鞏固在建築物屋頂上的支柱(支柱二)	加設石屎基座
		The second secon

另加附加頁 張 Additional Rages

「有關差別的描述」請參閱〈註冊承建商作業備考〉編號71。 Refer to Practice Note for Registered Contractors No.71 for the "Description of the differences".



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<sup>\*</sup> In accordance with registered record.



# 檢查及核證訂明建築物或建築工程的通知書及 相關的第 Ⅲ 級別小型工程改動 / 鞏固工程的完工證明書

(家居小型工程檢核計劃或小型適意設施檢核計劃)

Notice of Inspection & Certification of Prescribed Building or Building Works and Certificate of Completion of the associated Alteration or Strengthening Works involving Class III Minor Works (Household Minor Works Validation Scheme or Minor Amenity Feature Validation Scheme)



樣本

- 本表格及所有證明文件須在完成檢查訂明建築物或建築工程後 14 天內呈交。
- 如洗及改動及鞏固工程,亦須在工程完成後14天內呈交。
- 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 and all supporting document(s) within 14 days after the completion of the inspection of prescribed building or building works.
- If alteration or strengthening works are involved, submit this form and all supporting document(s) within 14 days after the completion of such works.
- Read the "Matters to Note", complete in BLOCK LETTERS and tick the appropriate boxes.

僅供職員使用 For official use only	
檢核計劃呈交編號 Validation Scheme Submission Number	

致建築事務監督 To the Building Authority

安排進行檢查的人 (同時為安排進行改動或鞏固工程的人(如適用)) 的通知 Part A Notice of the Person who Arranged for the Inspection
(Also the Person who Arranged for the Alteration or Strengthening Works to be Carried Out if applicable)

▶ 由安排進行檢查的人 (同時為安排進行改動或鞏固工程的人(如適用)) 填寫 To be completed by the person who arranged for the inspection (Also the person who arranged for the alteration or strengthening works to be carried out if applicable)

1 訂明建築物或建築工程的位置及所在地址 Location and Address of the Prescribed Building or Building Works

區域 Area	□ 香港 Hong Kong		新界 New Territor	ries	詳細位置 Detailed Location
地區 District	旺角		7.79		
街道/鄉 Street/Village	砵蘭街	1.8	街道號碼 Street No.	2211	大廈外牆
大廈/屋苑 Building/Estate	RE中心			例如: 停車場、天台、外牆等 E.g. car park, roof, external wall, etc.	
樓層 Floor	18樓	單位/室 Flat/Room	A		E.g. car park, 1001, external war, etc.

相關命令/指示/通知/屋宇署檔案編號(如有)

Relevant Order / Direction / Notice / BD Reference No. (if any)



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### 2 經檢查的訂明建築物或建築工程的詳細資料 Details of the Prescribed Building or Building Works

樣本 1

下述工程項目應為《建築物(小型工程)規例》附表 3 第 2 部規定的訂明建築物或建築工程項目·並已在 2010 年 12 月 31 日 前完成或進行·

The following works items should be the prescribed building or building works items as stipulated in Part 2 of Schedule 3 of the Building (Minor Works)

Regulation and have been completed or carried out before 31 December 2010.

Prescribe	在 2010 年 12 月 31 日前完成或進行的訂明建築物或建築工程 d building or building works completed or carried out before 31 December 2010	A 欄 已檢查而不須改動或鞏固的訂明建 築物或建築工程數目	B欄 已檢查而須改動或鞏固的訂明建築 物或建築工程數目^
項目編號 Item No.	描述 Description	Column A Number of inspected prescribed building or building works which do not require alteration or strengthening	
1	地面或平板(不包括懸臂式平板)上的,用於支承空調機、冷卻水塔或任何相關空氣管道的構築物 Supporting structure for an air-conditioning unit, water cooling tower or any associated air ducts located on-grade or on a slab (other than a cantilevered slab)		(3.34)
2	自建築物外牆伸出的.用於支承空調機或任何相關空氣管道的金屬支架 Metal supporting frame for an air-conditioning unit or any associated air ducts projecting from the external wall of a building		(3.35)
3	自建築物外牆伸出的晾衣架 Drying rack projecting from the external wall of a building		(3.36)
4	自建築物外牆伸出的簷篷 Canopy projecting from the external wall of a building		(3.37)

<sup>^</sup> 以下括號內數字為該改動或鞏固工程的相關小型工程項目‧請於丙部提供其工程的描述。

The minor works item corresponding to the alteration or strengthening works is bracketed below, descriptions of works should be provided in Part C.



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下述工程項目應為《建築物(小型工程)規例》附表 3 第 4 部規定的訂明建築物或建築工程項目·並已在2020 年 9 月 1 日前完成或進行。 The following works items should be the prescribed building or building works items as stipulated in Part 4 of Schedule 3 of the Building (Minor Works) Regulation and have been completed or carried out before 1 September 2020.

	在2020年9月1日前完成或進行的訂明建築物或建築工程 Prescribed building or building works completed or carried out before 1 September 2020	A 欄 已檢查而不須改動或鞏固的訂明建 築物或建築工程數目	B. 欄 已檢查而須改動或鞏固的訂明建築 物或建築工程數目^
項目編號 Item No.	描述 Description	Column A Number of inspected prescribed building or building works which do not require alteration or strengthening	Column B Number of inspected prescribed building or building works which require alteration or strengthening^
2	在地面或建築物屋頂(不包括悬臂式平板及非開放屋頂)上用於屋宇装備 裝置的支承構築物或該等裝置的金屬箱 Supporting structure or metal casing for a building services installation on-grade or on a roof (other than a cantilevered slab and an inaccessible roof) of a building	The second second second second	(3.50)
4(b)	自建築物外牆伸出用於支承空調機的支架 Supporting frame for an air-conditioning unit projecting from an external wall of a building	, .	(3.27)
5(b)	自建築物外牆伸出用於支承照明裝置的支架 Supporting frame for a light fitting projecting from an external wall of a building	0 152 - 0 -	(3.27)
7	在建築物屋頂上的實心團牆 Solid fence wall on a roof of a building		(3.55)
9(b)	在建築物屋頂上的網欄或金屬欄杆(不論其靠地部分是否實心圍牆) Mesh fence or metal railing, (with or without a solid fence wall on its lower part) on a roof of a building		(3.56)
13(b)	在建築物屋頂上的支柱 Pole on the roof of a building		(3.54)
14(c)	圖牆的金屬閘 Metal gate at a fence wall		(3.13)
16	自建築物外牆伸出的簷篷 Canopy projecting from an external wall of a building	1	(3.25)
20(b)	在地面或建築物屋頂上的室外金屬通風管道或與室外金屬通風管道相關 的承托支架 External metal ventilation duct or supporting frame associated with an external metal ventilation duct on-grade or on a roof of a building	·	(3.47)
21	室外金屬通風管道或與室外金屬通風管道相關的承托支架 External metal ventilation duct or supporting frame associated with an external metal ventilation duct		(3.48)

<sup>^</sup> 以下括號內數字為該改動或鞏固工程的相關小型工程項目,請於內部提供其工程的描述。

The minor works item corresponding to the alteration or strengthening works is bracketed below, descriptions of works should be provided in Part C.



樣本 1

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b. 本人/我們已 明註冊承建商 I/we confirm to prescribed bu Building (Minc c. 本人/我們同 述的訂明註冊: I/we am/are al	ne person who arra 根據《建築物條例》 就有關訂明建築物画 nat the prescribed bilding or building wo or Works) Regulatio 時作為安排進行在戸 承建商・作為該工程 iso the person who section 28 of the Bu	nged inspection t 第39C條及《建 戏建築工程進行檢 puilding professio prks in accordance no 52部所述的改動或 足(如有)的訂明 arranged for the	o the prescribed building 察物(小型工程)規例》第6 查。 aul/prescribed registered be with section 39C of the 战器固工程 ( 如有 ) 的人 注冊承建商。 alteration or strengthening rks) Regulation. I/we have	or building works stated in Part A2. 52條及第62A條(如適用)的規定委任。 d contractor stated in Part B or C has be e Buildings Ordinance and sections 62 根據《建築物(小型工程)規例》第2 ng works stated in Part C2 (if any) carre e appointed the prescribed registered 身份証明(任擇其一)Identificati	een appointed to inspect the and 62A (as appropriate) of the 8條的規定·本人/我們已委任丙部所 ied out, in accordance with the contractor stated in Part C for the
請人炎				▼ 香港身份證號碼: HKID No.	C 1 2 3 4 5 6 (9)
2004/2000   MACROSTON 1000				高業登記號碼:	
英文名稱 Name		姓氏先行 Surname	first, if any	Business Registration No:	
CHING YAN	YIM pondence Addres	•		護照號碼: Passport No.:	tal PROTESS
			en lote to	簽發國家: Country of Issue:	THE RESERVE TO SERVE THE PROPERTY OF THE PERSON NAMED IN COLUMN TO SERVE THE PERSON NAMED IN COLUMN TO
	分地址相同 ress as in Part A1	→ 不用填寫 Skip the	寫地址 e address	J 其他(請註明):	12 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -
區域	香港	九龍 Kowloon	新界	Others (Please specify): 號碼:	7
Area	☐ Hong Kong	✓ Kowloon	New Territories	No.:	
地區 District	旺角			本人 / 我們已閱讀並同意於《注 I/we have read and hereby agre as stated in the "Matters to Note	e the terms and conditions
街道/鄉 Street/Village	砵蘭街	1 1	街道號碼 Street No.		行改動及鞏固工程的人(如適用))
大廈/屋苑 Building/Estate	RE中心			Signature of the person who arra (Also the person who arranged for strengthening works to be carried	or the alteration or
樓層 Floor	18樓	單位/室 Flat/Room	A	(if applicable) affixed with compa	
聯絡電話 Conta	ct Tel. No.	傳真號碼 Fa	x No.	CHING	數位簽署者:
21234567		21234568		TZ A NI TZIN	CHING YAN YIM
電郵地址 E-mai	Address			YAN YIM	日期:2021.09.01
21234567@EN	MAILADDRESS	S.ABC	- ×	TO BUT A PLANT	01:01:01 +08'00'
4	團的資料 (如有) Owners' Corpor	ations (if any)		日期 Date  0 1 0 9 2 0 2 1 日dd 月 mm 年 yyy	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 ##
① 如上述訂明 Skip this Pa	建築物或建築工程	並非位於大廈的 escribed building	公用部份,則不用填寫 or building works was	此部 not erected at common parts of the	building
登記地址 Regist			•		
區域 Area	□ 香港 Hong Kong	✓ 九龍 Kowloon	新界 New Territories	大廈已成立業主立案法 Owners' Corporation fo	
地區 District	旺角	aps.			Fileston Assemble and
街道 / 鄉 Street/Village	<b>砵蘭街</b>		街道號碼 Street No. 2211		
大廈 / 屋苑 Building/Estate	RE中心				
樓層 Floor	地下	單位 / 室 Flat/Room	管理處		
	il Address				ETICO ABO ADRIO DE TARRA PORTA POR

Part B Certification by the Authorized Person, Registered S 由已獲委任的認可人士、註冊結構工程師或註冊檢驗人員填寫 To be completed by the appointed authorized person, registered	<b> </b>
如委任訂明註冊承建商檢查有關訂明建築物或建築工程,則不用均Skip this Part if a prescribed registered contractor has been appoint 《建築物條例》第39C條及《建築物 (小型工程) 規例》第62條及第62A accordance with the provisions of section 39C of the Buildings Ordinance equation,本人確認已獲委任為檢查甲2部所述訂明建築物或建築工程的獲委任人,I confirm that I have been appointed for the inspection of the prescribed building or building works stated in Part A2.	真寫此部 pinted for the inspection of the prescribed building or building works 條(如適用)的規定
本人確認上述檢查亦已於下列日期進行 I confirm that the above-mentioned inspection had been carried out on the date stated below.  查進行日期 Date of Inspection	VS
日 dd 月 mm 年 yyyy	scheme submission number assigned but cannot be further process
─ 物或建築工程的結構上是安全的及符合《建築物條例》(第123章)【I 例A)第25條外】的規定。 I certify that, in accordance with the provisions of section 39C of the B Building (Minor Works) Regulation, the prescribed building or building opinion and comply with the Buildings Ordinance (Cap. 123) [except s the Building (Administration) Regulations (Cap.123 sub. leg. A)].  ¬ 就甲2部 R欄所述的的訂明建築物或建築工程而言。本人認為有需要根据	works stated in <u>Column A</u> of Part A2 are structurally safe in my ection 14(1) of the Buildings Ordinance (Cap. 123) and regulation 25 of 《建築物條例》第39C(4)條進行小型工程,以改動、糾正或鞏固有關訂明建
一 祭物或建宗工任,由於为關以劉或章自工任己於內Z即仍延的日期无法 全的,及符合《建筑物條例》(第123章)【除《建築物條例》第14/1)	·本人核證:本人認為甲2部 <u>B欄</u> 所述的訂明建築物或建築工程在結構上是安條及《建築物(管理)規例》(第123章·附屬法例A)第25條外】的規定。
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art C Confirmation of Appointment, Notice and Certif	1.36-1.
To be completed by the appointed Prescribed Registered Co	ontractor 樣本 1
在檢核計劃下的檢查證明書 Certification of inspection under validation schemes	如沒有委任訂明註冊承建商進行進行檢查,則不用填寫此部 Skip this Part if no prescribed registered contractor appointed for the inspection
forks) Regulation, 本人 / 我們確認已獲委任為甲2部檢查所述的訂明建築物或建築工程 I/we confirm that I/we have been appointed for the inspection of the prescribed building or building works stated in Part A2.	
本人 / 我們確認上述檢查亦已於下列日期進行 *     I/we confirm that the above-mentioned inspection had been carried on the date stated below.	Previously Related Validation Scheme Submission Number (if any)
競查進行日期 Date of Inspection	VS
0 1 0 9 2 0 2 1 日 dd 月 mm 年 yyyy	① 只適用於早前已獲分配檢核計劃呈交編號的文件而不能繼續處理時 Only applicable where the previous submission with validation scheme submission number assigned but cannot be further process
	工程) 規例》第62條及第62A條(如適用)的規定·本人/我們認為甲2部 A欄 條例》(第123章)【除《建築物條例》第14(1)條及《建築物(管理)規例》(第
I/we certify that, in accordance with the provisions of section 39C the Building (Minor Works) Regulation, the prescribed building or	of the Buildings Ordinance and sections 62 and 62A (as appropriate) of building works stated in <u>Column A</u> of Part A2 are structurally safe in my/our ept section 14(1) of the Buildings Ordinance (Cap. 123) and regulation 25 of the
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就上述涉及第Ⅲ級別小型工程的改動或鞏固工程·本人/我們現根據《建築物(小型工程)規例》第36條及第37條的規定·

1. 確認本人 / 我們已獲委任為該工程的訂明註冊承建商;

- 1. 唯認本人/ 我们已複安任為該工任的計明在而承建制, 2. 確認該工程已分別於上述日期展開並完成; 3. 現呈交顯示有關的處所在緊接該工程展開前及完工後的實際狀況的照片·及顯示已完成工程的圖則或工程描述; 4. 核證該工程·已按照《建築物條例》及於本部所呈交的圖則或工程描述進行·(如適用)而該些圖則均由·本人/我們製備和簽署(作為已簽署有關圖則的人·本人/我們同意為該等圖則負起《建築物條例》下的所有責任);
- 5. 本人屬於根據《建築物(小型工程)規例》第 11 條註冊的小型工程承建商【亦即註冊小型工程承建商(個人)】時・核證甲部所述工程已由本人

For the above-mentioned alteration or strengthening works involving Class III minor works, I/we, in accordance with the provisions of sections 36 and 37 of the Building (Minor Works) Regulation,
1. confirm that I/we have been appointed as the prescribed registered contractor of the works;
2. confirm that the works had been commenced and completed on the above dates respectively;

- 3. submit herewith the photographs showing the physical condition of the premises immediately before the commencement and after the completion
- of the works, and the plans or description of works showing the works as completed;
  4. certify that all the works, have been carried out in accordance with the Buildings Ordinance and the plans or description of works submitted in this Part; and the said plans have been prepared and signed by me/us (as the person who has signed the plans, I/we agree to assume all

(Individual)], certify that I have personally carried out the work 承建商名稱(中文)* Name of Contractor (Chinese)* ① 姓氏先行 Su	mame first 獲授權簽署人姓名(中文)* Name of the Authorized Signatory (Chinese
檢茶仁	
承建商名稱(英文)* Name of Contractor (English)* ① 與氏先行 Sun	mame first 獲授權簽署人姓名(英文)* Name of the Authorized Signatory (English)*
GIM CHA YAN	
	註冊證明書編號* Certificate of Registration Number*
	M W C ( W ) 6 7 8 8 / 2 0 1 0
聯絡電話 Contact Tel. No. 傳真號碼* Fax No.*	電郵地址 E-mail Address
21234565 21234566	GIMCHAYAN@EMAILADDRESS.ABC
註冊屆滿日期* Date of Expiry of Registration*  0 4 0 1 2 0 2 2  日 dd 月 mm 年 yyyy	
註冊承建商簽署(獲授權簽署人) * Signature of the Registered Contractor (Authorized Signatory)*	
GIM CHA 數位簽署者: YAN GIM CHA YAN 日期: 2021.09. 02:02:02 +08'00	01 日期 Date

- \* In accordance with registered record.



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樣本 1



## 檢查及核證訂明建築物或建築工程的通知書及 相關的第 Ⅲ 級別小型工程改動 / 鞏固工程的完工證明書 (家居小型工程檢核計劃或小型適意設施檢核計劃)

Notice of Inspection & Certification of Prescribed Building or Building Works and Certificate of Completion of the associated Alteration or Strengthening Works involving Class III Minor Works (Household Minor Works Validation Scheme or Minor Amenity Feature Validation Scheme)



樣本2

• 本表格及所有證明	]文件須在完成檢查訂	明建築物或建築工	程後145	天內呈交。
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- ・如涉及改動及鞏固工程・亦須在工程完成後14天內呈交。・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 and all supporting document(s) within 14 days after the completion of the inspection of prescribed building or building works.
- · If alteration or strengthening works are involved, submit this form and all supporting document(s) within 14 days after the completion of such works.
- Read the "Matters to Note", complete in BLOCK LETTERS and tick the appropriate boxes.

僅供職員使用 For official use only	
檢核計劃呈交編號 Validation Scheme Submission Number	

#### 致建築事務監督 To the Building Authority

安排進行檢查的人 (同時為安排進行改動或鞏固工程的人(如適用)) 的通知

Part A Notice of the Person who Arranged for the Inspection

(Also the Person who Arranged for the Alteration or Strengthening Works to be Carried Out if applicable

由安排進行檢查的人(同時為安排進行改動或鞏固工程的人(如適用))填寫 To be completed by the person who arranged for the inspection (Also the person who arranged for the alteration or strengthening works to be carried out if applicable)

### 訂明建築物或建築工程的位置及所在地址

Location and Address of the Prescribed Building or Building Works 阿曼 ✓ 九龍 Kowloon 詳細位置 Hong Kong **New Territories** Detailed Location Area 地區 旺角 District 大廈外牆 街道/鄉 街道號碼 砵蘭街 2211 Street/Village Street No. 大廈/屋苑 例如: 停車場、天台、外牆等 RE中心 Building/Estate E.g. car park, roof, external wall, etc. 單位/室 樓層 18樓 Flat/Room A Floor

相關命令 / 指示 / 通知 / 屋宇署檔案編號 (如有) Relevant Order / Direction / Notice / BD Reference No. (if any)



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### 2 經檢查的訂明建築物或建築工程的詳細資料 Details of the Prescribed Building or Building Works

樣本2

下述工程項目應為《建築物(小型工程)規例》附表 3 第 2 部規定的訂明建築物或建築工程項目 · 並已在 2010 年 12 月 31 日 前完成或進行 •

The following works items should be the prescribed building or building works items as stipulated in Part 2 of Schedule 3 of the Building (Minor Works)

	and have been completed or carried out before 31 December 2010. 在 2010 年 12 月 31 日前完成或進行的訂明建築物或建築工程 d building or building works completed or carried out before 31 December 2010	A 欄 已檢查而不須改動或鞏固的訂明建 築物或建築工程數目	B欄 已檢查而須改動或鞏固的訂明建築 物或建築工程數目^
項目編號 Item No.	描述 Description	Column A Number of inspected prescribed building or building works which do not require alteration or strengthening	Column B  Number of inspected prescribee building works which require alteration or strengthening^
1	地面或平板(不包括悬臂式平板)上的,用於支承空調機、冷卻水塔或任何相關空氣管道的構築物 Supporting structure for an air-conditioning unit, water cooling tower or any associated air ducts located on-grade or on a slab (other than a cantilevered slab)		(3.34)
2	自建築物外牆伸出的·用於支承空調機或任何相關空氣管道的金屬支架 Metal supporting frame for an air-conditioning unit or any associated air ducts projecting from the external wall of a building		(3.35)
3	自建築物外牆伸出的晾衣架 Drying rack projecting from the external wall of a building		1 (3.36)
4	自建築物外牆伸出的簷篷 Canopy projecting from the external wall of a building		(3.37)

<sup>^</sup> 以下括號內數字為該改動或鞏固工程的相關小型工程項目·請於丙部提供其工程的描述。

The minor works item corresponding to the alteration or strengthening works is bracketed below, descriptions of works should be provided in Part C.



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# 附錄 V 表格樣本

下述工程項目應為《建築物(小型工程)規例》附表 3 第 4 部規定的訂明建築物或建築工程項目,並已在2020 年 9 月 1 日前完成或進行。
The following works items should be the prescribed building or building works items as stipulated in Part 4 of Schedule 3 of the Building (Minor Works) Regulation and have been completed or carried out before 1 September 2020.

			1254 1 =	
	在2020年9月1日前完成或進行的訂明建築物或建築工程 Prescribed building or building works completed or carried out before 1 September 2020	A 欄 已檢查而不須改動或鞏固的訂明建 築物或建築工程數目	B. 欄 已檢查而須改動或鞏固的訂明建築 物或建築工程數目^	
項目編號 Item No.	描述 Description	<u>Column A</u> Number of inspected prescribed building or building works which do not require alteration or strengthening	Column B Number of inspected prescribed building or building works which require alteration or strengthening^	
2	在地面或建築物屋頂(不包括戀臂式平板及非開放屋頂)上用於屋宇裝備 裝置的支承構築物或該等裝置的金屬箱 Supporting structure or metal casing for a building services installation on-grade or on a roof (other than a cantilevered slab and an inaccessible roof) of a building		(3.50)	
4(b)	自建築物外牆伸出用於支承空調機的支架 Supporting frame for an air-conditioning unit projecting from an external wall of a building		(3.27)	
5(b)	自建築物外牆伸出用於支承照明裝置的支架 Supporting frame for a light fitting projecting from an external wall of a building	*	(3.27)	
7	在建築物屋頂上的實心團牆 Solid fence wall on a roof of a building	1, .	(3.55)	
9(b)	在建築物屋頂上的網欄或金屬欄杆(不論其靠地部分是否實心圍牆) Mesh fence or metal railing, (with or without a solid fence wall on its lower part) on a roof of a building	4,1	(3.56)	
13(b)	在建築物屋頂上的支柱 Pole on the roof of a building		(3.54)	
14(c)	團牆的金屬閘 Metal gate at a fence wall	*	(3.13)	
16	自建築物外牆伸出的蒼篷 Canopy projecting from an external wall of a building	1	(3.25)	
20(b)	在地面或建築物屋頂上的室外金屬通風管道或與室外金屬通風管道相關 的承托支架 External metal ventilation duct or supporting frame associated with an external metal ventilation duct on-grade or on a roof of a building		(3.47)	
21	室外金屬通風管道或與室外金屬通風管道相關的承托支架 External metal ventilation duct or supporting frame associated with an external metal ventilation duct		(3.48)	

<sup>^</sup> 以下括號內數字為該改動或鞏固工程的相關小型工程項目 · 請於內部提供其工程的描述 • The minor works item corresponding to the alteration or strengthening works is bracketed below, descriptions of works should be provided in Part C.



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	的訂明建築物或建築		Water the country of	thening Works to be Carried O	,
I/we am/are th . 本人 / 我們已 明註冊承建商	ne person who arran 根據《建築物條例》 就有關訂明建築物或	nged inspection to 第39C條及《建築 就建築工程進行檢	o the prescribed building 築物(小型工程)規例》第6 查。		E乙或丙部所述的訂明建築專業人士 / 訂
prescribed building (Ming	lding or building wo	orks in accordanc n.	e with section 39C of the	d contractor stated in Part B or C has a Buildings Ordinance and sections 6	been appointed to inspect the 2 and 62A (as appropriate) of the i28條的規定・本人 / 我們已委任丙部所
述的訂明註冊 I/we am/are al provisions of s	承建商,作為該工程 so the person who section 28 of the Bu	程(如有)的訂明記 arranged for the	主冊承建商。 alteration or strengthenii	ng works stated in Part C2 (if any) care appointed the prescribed registere	rried out, in accordance with the
works (if any). 文名稱 Name		姓氏先行 Surname	first, if any	身份証明(任擇其一) Identifica	ation (Choose one)
青人炎				▼ 香港身份證號碼: HKID No.	C 1 2 3 4 5 6 (9)
文名稱 Name	in English ①	性氏先行 Surname	first if any	商業登記號碼:	
HING YAN		TEODET Surname	mist, ir arry	□ Business Registration No: ii 護照號碼:	
	pondence Address	s		Passport No.:	,
— 助田 1 × 4	分地址相同	不用填寫	<b>高地</b> 址	簽發國家: Country of Issue	
	ress as in Part A1		address	其他(請註明):	
區域 Area	香港 Hong Kong	✓ 九龍 Kowloon	新界 New Territories	└── Others (Please specify): 號碼: No.:	
地區 District	MONG KOK			本人 / 我們已閱讀並同意於《》 I/we have read and hereby agr as stated in the "Matters to No	ree the terms and conditions
封道/鄉 Street/Village	道/鄉				
大廈/屋苑 Building/Estate	QPR 大廈		, the	Signature of the person who an (Also the person who arranged strengthening works to be carri	for the alteration or
婁層 Floor	18/F	單位/室 Flat/Room	A	(if applicable) affixed with comp	
絡電話 Conta	ct Tel. No.	傳真號碼 Fax	k No.	CHING	數位簽署者:
1234567		21234568	730	N A N I N I N I	/ CHING YAN YIM
郵地址 E-mai	Address			YAN YIN	/1 日期:2021.09.11
1234567@EN	MAILADDRESS	S.ABC			11:01:01 +08'00'
				日期 Date 1 1 0 9 2 0 2 1	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##
	團的資料 (如有) Owners' Corpor	ations (if any)		日dd 月mm 年yyy	may be easyest to legal action.
如上述訂明	建築物或建築工程	並非位於大廈的	公用部份,則不用填寫 or building works was	此部 not erected at common parts of th	e building
記地址 Regist			×		
區域 Area	□ 香港 Hong Kong	✓ 九龍 Kowloon	新界 New Territories	大廈已成立業主立案法 Owners' Corporation	
地區 District	旺角			* .	TOTAL SERVICE TO THE
街道 / 鄉 Street/Village	砵蘭街		街道號碼 Street No.	a-	
大廈 / 屋苑 Building/Estate	QPR 大廈			©	
樓層 Floor	2樓	單位 / 室 Flat/Room	管理處		
	il Address				ETITO NAME LONDO DETROM ACTIONS

a	The state of the s
乙部 認可人士、註冊結構工師或註冊檢驗人員的證明書 Part B Certification by the Authorized Person, Registered	Structural Engineer or Registered Inspector
由已獲委任的認可人士、註冊結構工程師或註冊檢驗人員填寫 To be completed by the appointed authorized person, registerer	d structural engineer or registered inspector
如委任訂明註冊承建商檢查有關訂明建築物或建築工程,則不用	
根據《建築物條例》第39C條及《建築物 (小型工程) 規例》第62條及第62. In accordance with the provisions of section 39C of the Buildings Ordinan Regulation, a. 本人確認已獲委任為檢查甲2部所述訂明建築物或建築工程的獲委任人。 I confirm that I have been appointed for the inspection of the prescribed building or building works stated in Part A2. b. 本人確認上述檢查亦已於下列日期進行。 I confirm that the above-mentioned inspection had been carried out on the date stated below.	ce sections 62 and 62A (as appropriate) of the Building (Minor Works)  토합和關的檢核計劃呈交絕號(如適用)
	<ul><li>     只適用於早前已獲分配檢核計劃呈交編號的文件而不能繼續處理時 Only applicable where the previous submission with validation</li></ul>
檢查進行日期 Date of Inspection	scheme submission number assigned but cannot be further process
日 dd 月 mm 年 yyyy	OR OF THE PROPERTY OF THE PROP
繁物或建築工程・由於有關改動或鞏固工程已於丙2部所述的日期完成全的・及符合《建築物條例》(第123章)【除《建築物條例》第14(1 For the prescribed building or building works stated in <u>Column B</u> of Palter, rectify or strengthen the prescribed building or building works u or strengthening works had been completed on the dated stated in Pstated in <u>Column B</u> of Part A2 are structurally safe in my opinion and 14(1) of the Buildings Ordinance (Cap. 123) and regulation 25 of the	nder section 39C(4) of the Buildings Ordinance. As the alteration art C2, I certify that the prescribed building or building works d comply with the Buildings Ordinance (Cap. 123) [except section Building (Administration) Regulations (Cap.123 sub. leg. A)].
中文姓名* Name in Chinese* ① 姓氏先行 Surname first	註冊證明書編號* Certificate of Registration Number*
認可仁	<u> </u>
英文姓名* Name in English* ① 姓氏先行 Surname first	註冊屆滿日期* Date of Expiry of Registration*
YING Ho Yan	3 1 0 1 2 0 2 2
聯絡電話 Contact Tel. No. 傳真號碼* Fax No.*	日 dd 月 mm 年 yyyy 電郵地址 E-mail Address
21234562 21234563	YINGHOYAN@EMAILADDRESS.ABC
認可人士、註冊結構工程師或註冊檢驗人員簽署 *	
Signature of Authorized Person, Registered Structural Engineer or Re	egistered Inspector *
VINC LIO 數位簽署者:	
YING HO GIM CHA YAN	
YAN 日期: 2021.09.12 01:30:31 +08'00'	F1 42: 32/F1
* 根據註冊紀錄 * In accordance with registered record. 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 9 2 0 2 1 日 dd 月 mm 年 yyyy	

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在檢核計劃下的檢查證明書		
		如沒有委任訂明註冊承建商進行進行檢查‧則不用填寫此部 Skip this Part if no prescribed registered contractor appointed for the inspection and sections 62 and 62A (as appropriate) of the Building (Minor
rks) Regulation, 太人 / 我們確認已獲委任為甲2部檢查所	THE REAL PROPERTY.	
we confirm that I/we have been appoint or building works st	nted for the inspection of the	早前相關的檢核計劃呈交編號(如適用)
本人/我們確認上述檢查亦已於下列日 we confirm that the above-mentioned	朝進行・	Previously Related Validation Scheme Submission Number (if any
n the date stated below.		VS VS
查進行日期 Date of Inspection		<ul><li> 只適用於早前已獲分配檢核計劃呈交編號的文件而不能繼續處理</li></ul>
dd 月mm 年yyyy		Only applicable where the previous submission with validation scheme submission number assigned but cannot be further process
opinion and comply with the Buildings Building (Administration) Regulations 就甲2部 <u>B欄</u> 所述的訂明建築物或建築訂明建築物或建築工程·由於有關改動物或建築工程在結構上是安全的·及符法例A)第25條外】的規定。  For the prescribed building or building rectify or strengthen the prescribed buyorks had been completed on the data.	ordinance (Cap. 123) [except section (Cap. 123 sub. leg. A)]. 在程而言·本人/我們認為有需要相助或鞏固工程已於丙2部所述的日期完存合《建築物條例》(第123章)【除 works stated in Column B of Part Audiding or building works under section the stated in Part C2, I/we certify that and comply with the Buildings Ordinuiding (Administration) Regulations	works stated in <u>Column A</u> of Part A2 are structurally safe in my/our on 14(1) of the Buildings Ordinance (Cap. 123) and regulation 25 of the Buildings Ordinance (Cap. 123) and regulation 25 of the Buildings Ordinance (Cap. 123) and regulation 25 of the Buildings Ordinance (Buildings Ordinance) as the alteration or strengthening the prescribed buildings Ordinance. As the alteration or strengthening the prescribed building or building works stated in <u>Column B</u> of Part A nance (Cap. 123) [except section 14(1) of the Buildings Ordinance (Cap. 123) sub. leg. A)].  如不涉及改動或鞏固工程,則不用填寫此部 ① Skip this Part if no alteration or strengthening works involved
III 級別改動或鞏固工程展開日期(如ate of Commencement of Class III A	Alteration or Date of Co	改動或鞏固工程完成日期 (如適用) mpletion of Class III Alteration or ng Works (if applicable)
	1 1 0	9 2 0 2 1
rengthening Works (if applicable)	1   1   0	
rengthening Works (if applicable)	日dd 月r	nm 年 yyyy
rengthening Works (if applicable) 0 0 9 2 0 2 1 dd 月 mm 年 yyyy	日 dd 月 r 工程的描述 (包括性質、位置及數 cription of Class II Alteration or Streng (Including the nature, location and o	量)。
rengthening Works (if applicable)	工程的描述 (包括性質、位置及數	置) * thening Works uantity) *
rengthening Works (if applicable) 1 0 0 9 2 0 2 1 1 dd 月 mm 年 yyyy  小型工程項目 inor Works Item  Des	工程的描述 (包括性質、位置及數 cription of Class II Alteration or Streng (Including the nature, location and o	置) * thening Works uantity) *

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樣本2

就上述涉及第Ⅲ級別小型工程的改動或鞏固工程·本人/我們現根據《建築物(小型工程)規例》第36條及第37條的規定·

- 1. 確認本人/我們已獲委任為該工程的訂明註冊承建商;
- 2. 確認該工程已分別於上述日期展開並完成;
- 3. 現呈交顯示有關的處所在緊接該工程展開前及完工後的實際狀況的照片,及顯示已完成工程的圖則或工程描述;
- 4. 核證該工程·已按照《建築物條例》及於本部所呈交的圖則或工程描述進行·(如適用)而該些圖則均由·本人/我們製備和簽署(作為已簽署有 關圖則的人·本人/我們同意為該等圖則負起《建築物條例》下的所有責任)
- 5. 本人屬於根據《建築物(小型工程)規例》第 11 條註冊的小型工程承建商【亦即註冊小型工程承建商(個人)】時·核證甲部所述工程已由本人

For the above-mentioned alteration or strengthening works involving Class III minor works, I/we, in accordance with the provisions of sections 36 and 37 of the Building (Minor Works) Regulation,

- 1. confirm that I/we have been appointed as the prescribed registered contractor of the works;
- confirm that the works had been commenced and completed on the above dates respectively;
   submit herewith the photographs showing the physical condition of the premises immediately before the commencement and after the completion of the works, and the plans or description of works showing the works as completed;
- 4. certify that all the works, have been carried out in accordance with the Buildings Ordinance and the plans or description of works submitted in this Part; and the said plans have been prepared and signed by me/us (as the person who has signed the plans, I/we agree to assume all
- responsibilities under the Buildings Ordinance regarding the plans) (if applicable); and 5. where I am a contractor registered under section 11 of the Building (Minor Works) Regulation [also known as Registered Minor Works Contractor (Individual)], certify that I have personally carried out the works.

承建商名稱(中文)* Name of Co	ntractor (Chinese)* () 姓氏先行 Sumame first	獲授權簽署人姓名(中文)* Name of the Authorized Signatory (Chinese)
檢茶仁	the homeographic constraints and a second	
承建商名稱(英文)* Name of Co	ntractor (English)* (i) 姓氏先行 Sumame first	獲授權簽署人姓名(英文)* Name of the Authorized Signatory (English)*
GIM CHA YAN	Leading to the control of the contro	magnight and the more than
		註冊證明書編號* Certificate of Registration Number*  M W C ( W ) 6 7 8 8 / 2 0 1 0
聯絡電話 Contact Tel. No.	傳真號碼* Fax No.*	電郵地址 E-mail Address
21234565	21234566	GIMCHAYAN@EMAILADDRESS.ABC
註冊屆滿日期* Date of Expiry of	of Registration*	

2 0 4 0 1

註冊承建商簽署(獲授權簽署人)\*

Signature of the Registered Contractor (Authorized Signatory)\*

√I CHA<sub>數位簽署者</sub>: 日期:2021.09.12

GIM CHA YAN 日期 Date

02:02:02 +08'00'

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.##

2 0 9 2 0 日dd 月mm



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<sup>\*</sup>根據註冊紀錄

<sup>\*</sup> In accordance with registered record



### 檢查及核證違例招牌及展開改動/鞏固工程的通知書 - 第 || 級別小型工程

BUILDINGS Notice of Inspection & Certification of Unauthorised Signboard and Commencement of Alteration/Strengthening Works - Class II Minor Works



- 本表格及所有證明文件須在完成檢查違例招牌後14天內呈交。
- ・本表格亦可附加第 III 級別小型工程項目(如有)。 ・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 and all supporting document(s) within 14 days after the
- completion of the inspection of unauthorised signboard.

  Applicable for including Class III minor works items (if any).

  Read the "Matters to Note", complete in BLOCK LETTERS and tick the appropriate boxes.

致建筮事務監督	To the	Ruilding	Authority

甲部 有關招牌是為某人而豎設的人士 (即招牌擁有人) 的通知 Part A Notice of the Person for whom the Signboard was Erected (i.e. Signboard Owner)

僅供職員使用 For official use only 檢核計劃呈交文件編號 Validation Scheme Submission Number

检查進行日期

由招牌擁有人填寫 To be completed by the signboard owner

Date of Inspection

1 5 0 3 2 0 1 9 日dd 月mm

改動/鞏固工程展開日期 (如適用)

Date of Commencement of Alteration/strengthening Works (if applicable)

3 1 0 3 2 0 1 9 日dd 月mm 年 уууу

(i) 須於7日前通知 At least 7 days notice

# 1 違例招牌的位置及所在地址

Location and Address of the Unauthorised Signboard

區域 Area	香港 Hong Kong	✓ <sup>九龍</sup> Kowloon	新界 New Territo	ories	詳細位置 Detailed Location
地區 District	旺角				
街道/鄉 Street/Village	富有街		街道號碼 Street No.	304	面向富有街304號一樓的外牆
大廈/屋苑 Building/Estate	富有中心				( 例如: 停車場、天台、外腦等 E.g. car park, roof, external wall, etc.
樓層 Floor	一樓	單位/室 Flat/Room		9	

相關命令 / 指示 / 通知 / 屋宇署檔案編號 (如有)	曾呈交之相關檢核計劃呈交文件編號 (如有)		
Relevant Order / Direction / Notice / BD Reference No. (if any)	Previous Related Validation Scheme Submission No. (if any)		
	sc		



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# 2 (i) 經檢查的違例招牌的詳細資料

#### **Details of the Inspected Unauthorised Signboard**

下述工程項目應為《建築物(小型工程)規例》附表 3 第 3 部規定的訂明建築物或建築工程項目·並已在 2013 年 9 月 2 日 前完成或進行。 The following works items should be the prescribed building or building works items as stipulated in Part 3 of Schedule 3 of the Building (Minor Works) Regulation and have been completed or carried out before 2 September 2013.

工程項目編號 Works Item No.	數量 Quantity	描述 Description	相關的小型工程項目 Corresponding Minor Works Item
√ 1(b)		遠例的伸出式招牌	2.18
1(c)		Unauthorised projecting signboard	3.16
2(b)		建例的靠腦招牌 (包括舗面招牌)	2.19
2(c)		Unauthorised wall signboard (including shopfront signboard)	3.17
4(b)		固定於地面上的戶外違例招牌 (不包括擴展基腳的建造) Unauthorised outdoor signboard fixed on-grade (other than construction of the spread footing)	2.21
5		戶外的違例招牌連同擴展基腳 Unauthorised outdoor signboard with a spread footing	2.22
<u> </u>		位於不屬於懸臂式平板的露台或蓄蓬上或懸掛在其底下的違例招牌 Unauthorised signboard on or hung underneath the soffit of a balcony or canopy (other than a cantilevered slab)	2.20

### (ii) 脉會進行改動/鞏固工程 Alteration/strengthening works will be carried out

小型工程項目編號 Minor works Item No.	工程描述 (參考《建築物 (小型工程) 規例》附表 1 第 3 部) Description of Works (Refer to Part 3 of Schedule 1 of the Building (Minor Works) Regulations)
2.18	修補鋼架焊接位及在鋼材表面加鬆防銹漆兩層

# 3 招牌擁有人的資料

#### Details of the Signboard Owner

本人現代表下述公司就豎設於甲 1部分所述位置的違例招牌呈報資料以作檢核‧並在甲 6 部作出責任聲明‧

I hereby submit the validation of the unauthorised signboard erected at the location described in Part A1 on behalf of the company. I also declare my responsibility in Part A6.

XX@XX.COM

a. 業務/分行名稱(中文)+	Business/Branch Name (Chinese)+
守法百貨店	

b. 業務/分行名稱(英文)+ Business/Branch Name (English)+

SOUTHORN STORE

c. 商業登記號碼+ Business Registration Number+ 1 2 3 4 5 6 7 8 - 0 0 1 - 0 9 - 1 3 - 9

d. 業務所用名稱(中文)+ Name of Business (Chinese)\*

XX投資有限公司

e. 業務所用名稱(英文)+ Name of Business (English)\*

XX INVESTMENT COMPANY LIMITED

- ^ 作認收電郵之用 (電子呈交適用) + 依照商業登記資料
- ^ For acknowledgement email (e-submission)
- + In accordance with the Business Registration information





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區域 Area	香港 Hong Kong	九龍 Kowloon [	新界 New Territories	Ls	ame as re	信舗的登記地址 egistered addres rating business			寫此地址 nis address	
地區 District	旺角			區域 Area	bove ope	香港 Hong Kong		九龍 Kowloon	新界	erritorie
街道/鄉 Street/Village	富有街		街道號碼 Street No. 304	地區 District		<del>一 Hong Kong</del> 旺角		COWIOOIT	New I	emone
大廈/屋苑 Building/Estate	富有中心	\		街道/組 Street/		 旺財道		-	街道號碼 Street No.	123
<b>樓層</b> Floor	地下	單位/室 Flat/Room		大廈/屋	苑	开时十	賔			
· 依照商業登記資料 In accordance wi	타 th the Business Registrat	tion information		要 Building 機層 Floor	g/Estate	十樓		單位/室 Flat/Room		
已連同此表格提系 函業登記副 Copy of Bu	瘫有人呈報・該人須提 by a building owner, tl 交的文件: Document 本 siness Registration	交土地登記冊語 he person sho s submitted wi 土地登	35.0	f the Land Re	gister red 請註明: , please s					
已連同此表格提系 「商業登記副 Copy of Bustana	瘫有人呈報·該人須提 by a building owner, tl 交的文件: Document 本	交土地登記冊詞 he person sho s submitted wi 土地登 Record	記錄·以資證明· uld provide a copy o ith this form: 記冊紀錄 of Land Register	f the Land Re	請註明:					
E連同此表格提 商業登記副 Copy of Bu 第主立案系 Details of	確有人呈報・該人須提by a building owner, tl 交的文件: Document 本 siness Registration 法團的資料 (如有) 'Owners' Corporat	交土地登記冊詞 he person sho s submitted wi 土地登 Record	記錄·以資證明· uld provide a copy o ith this form: 記冊紀錄 of Land Register	f the Land Re	請註明:					
E連同此表格提 ▼ Copy of Bu # 業主立案 Details of ▼ 大厦已成立 Owners' Co	確有人呈報・該人須提by a building owner, the part of the part o	交土地登記冊詞 he person sho s submitted wi 土地登 Record	記錄·以資證明· uld provide a copy o ith this form: 記冊紀錄 of Land Register	f the Land Re	請註明:					
E連同此表格提。  Copy of Bu  # 業主立案  Details of  大厦已成立  Owners' Co  E記地址 Regis  區域	確有人呈報・該人須提by a building owner, the part of the part o	交土地登記冊 he person sho s submitted wi 土地登i Record ions (if any)	記錄·以資證明· uld provide a copy o ith this form: 記冊紀錄 of Land Register	f the Land Re	請註明:					
E連同此表格提》 Copy of Bu  ##主立案 Details of  大厦已成立 Owners Co  E記地址 Regis  區域 Area 地區	確有人呈報・該人須提by a building owner, the property of the property o	交土地登記冊i he person sho s submitted wi 土地登i Record ions (if any)	記錄·以資證明· uld provide a copy o ith this form: 記冊紀錄 of Land Register	f the Land Re	請註明:					
E連同此表格提。 Copy of Bu  # 業主立案 Details of  大厦已成立 Owners' Co  E記地址 Regis  E  E  E  E  E  E  E  E  E  E  E  E  E	確有人呈報・該人須提by a building owner, the 交的文件: Document 本 siness Registration 法團的資料 (如有) 'Owners' Corporate 業主立案法團 orporation formed tered Address  「香港 Hong Kong	交土地登記冊i he person sho s submitted wi 土地登i Record ions (if any)	記錄·以資證明· uld provide a copy o ith this form: 記冊紀錄 of Land Register	f the Land Re	請註明:					
E連同此表格提 商業登記副 Copy of Bu 第主立案系 Details of	確有人呈報・該人須提by a building owner, the policy owner owner, the policy owners owner, the policy owners	交土地登記冊i he person sho s submitted wi 土地登i Record ions (if any)	記錄·以資證明· uld provide a copy o ith this form: 記冊紀錄 of Land Register  新界 New Territories	f the Land Re	請註明:					

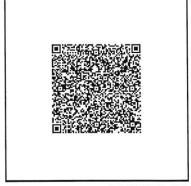
檢核的違例招牌如豎設於大廈外牆的公用部份或樓宇的其他公用部份·招牌擁有人應先與共同業主/業主立案法團、物業管理公司或有關業主商討使用公用部份的權利·特別是在展開鞏固工程(如涉及)前·並遵守大廈公契所訂定的責任·這責任包括(但不限於)第三者責任保險的安排·在未有得到共同業主/業主立案法團/物業管理公司/有關業主同意的情況下於大廈外牆的公用部分或樓宇的其他公用部分安裝招牌·則有可能違反公契·並有可能會遭受民事 起訴及須負上民事法律責任。

If the validation involves unauthorised signboard erected at the exterior or other common parts of the building, the signboard owner should liaise with the co-owners of the building/owners' corporation, the management company and/or the owners concerned regarding the right of use of these common parts, especially before the commencement of strengthening works (if any), and to observe all obligations as stipulated in the deed of mutual covenant of the building. The obligations include but are not limited to the arrangement of third-party liability insurance. Without obtaining the consent of the co-owners of the building/owners' corporation, the management company and/or the owners concerned for erection of any signboard at the exterior or other common parts of the building, the signboard owner may be in breach of the deed of mutual covenant of the building and liable to civil proceedings and bearing of civil liabilities.

# 5 獲委任人士的資料 Details of the Appointed Persons

根據《建築物(小型工程)規例》第62A(3)條的規定·本人/我們已委任乙部所述人士就本部所述的 違例招牌進行檢查及核證。

In accordance with the provision of section 62A(3) of the Building (Minor Works) Regulation, I / we have appointed the person detailed in Part B in respect of the inspection and certification of the unauthorised signboard detailed in this Part.



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## 6 招牌擁有人的聲明 Declaration of the Signboard Owner 本人/我們擬就豎設於甲1部所述位置的違例招牌作出檢核及展開改動/鞏固工程·並給予甲1至甲5部的通告· 上述的招牌是為本人豎設的·本人/我們承諾會保養該招牌·使其在任何時間內保持結構安全·本人承諾在本人結束該地址的業務時·移除該違例招牌並 I/We intend to carry out inspection and certification of unauthorised signboard and commencement of alteration/strengthening works at the location stated in Part A1, and give you the notice in Part A1 to A5. As the person for whom the aforesaid signboard was erected, I undertake to maintain the signboard in a structurally safe condition at all time. I also undertake to remove the unauthorised signboard if I cease to operate the business at this location and notify the Buildings Department. 本人/我們已閱讀並同意於《注意事項》內所列之條款。 I/we have read and hereby agree the terms and conditions as stated in the "Matters to Note" section. 招牌擁有人簽署/公司印鑑(如適用) Signature / Company Seal (if applicable) of Signboard Owner 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 7 0 3 2 0 月mm 7 安排工程人士的聲明 Declaration by the Person who Arranged the Works 由安排工程的人士填寫 To be completed by the person who arranged the works a. 在甲2部(i)及(ii)項描述的工程由本人安排進行。 I am the person who arranged the works described in Part A2(i) & (ii). b. 本人確認此表格已填妥並已根據《建築物條例》(第123章)及其規例委任下述訂明建築專業人士/訂明註冊承建商進行必要的工程。 I confirm that this form is duly completed and the following prescribed building professional/prescribed registered contractor has been appointed to carry out the works as necessary in accordance with Cap. 123 and its regulations. 訂明註冊承建商 Prescribed registered contractor 訂明建築專業人士 Prescribed building professional c. 就此次呈交檢核資料,本人同時以下述身分參與: I am also the person involved in this validation submission as below: 註冊結構工程師 Registered structural engineer 招牌擁有人 認可人士 Authorized person Signboard owner 註冊檢驗人員 註冊一般建築承建商 C類型小型工程 (招牌) 的註冊小型工程承建商 Registered minor works contractor registered for Type C minor Registered inspector Registered general building contractor works (signboard) 安排工程人士姓名 安排工程人士姓名 Name of the Person who Arranged the Works ① 姓氏先行 Surname first 陳大文 安排工程人士簽署 Signature of the Person who Arranged the Works 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 7 0 3 2 0 1 9 日dd 月mm

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乙部	
Part B Confirmation of Appointment by the Appointed Person and Notice of Ins 由已獲委任的人士分別填寫	spection and Certification
To be completed by the respective appointed persons	
1 獲委任人的委任確認書及檢查及核證通知書 Confirmation of Appointment by the Appointed Person and Notice of Inspecti	ion and Certification
L.本人/我們確認已獲委任為檢查甲2部(j)項所述的違例招牌的獲委任人,而檢查亦已於甲部所述日期進行	
<ol> <li>本人/我們依據達例招牌檢核計劃之技術指引及《認可人士、註冊結構工程師及註冊岩土工程師作業備全檢查報告、圖則、照片及描述等,以顯示甲2部(n)項所述的達例招牌在檢查之時的實際狀況;以及</li> </ol>	
<ol> <li>I/We confirm that I/we have been appointed as the appointed person for the inspection of unauthoris had been carried out on the respective date stated in Part A.</li> <li>I/We in accordance with Technical Guidelines on Validation Scheme for Unauthorised Signboards ar conditions of the signboard as inspected, safety inspection report, plans, photographs and descriptio signboard detailed in Part A2(i) as inspected; and</li> </ol>	nd PNAP APP-155, submit herewith report on physical
3 本人/我們核證·就甲2部(i)項所述的違例招牌·本人/我們認為在結構上是安全的·並符合《建	
L 123章)第 14(1)條及《建築物(管理)規例》(第 123 章・附屬法例 A)第 25 條除外 】・核i I/We certify that the unauthorised signboard detailed in Part A2(i) are structurally safe in my/o 123) [except section 14(1) of the Buildings Ordinance (Cap. 123) and regulation 25 of the Build Certification has been completed without alteration/strengthening works. 或 or	ur opinion and comply with the Buildings Ordinance (Cap.
本人/我們確認甲2部(i)項所述的違例招牌將涉及甲2部(ii)項所述的改動/鞏固工程·本人/我們确 備訂明圖則及詳圖或計算資料。在進行有關工程時·我們已考慮招牌的結構狀況·並已統籌及 SCO2C·本人/我們確認甲2部(ii)項所述工程將於甲部所述日期展開。 I/We confirm that the unauthorised signboard detailed in Part A2(i) will involve alteration/stren is suitable to carry out the alteration/strengthening works and I am / we are responsible for the and details or calculations. In carrying out the works, we have considered the structural condit coordination and supervision of the works. I/We will submit SCO2C upon completion of the alte detailed in Part A2(ii) are to be commenced on the respective date stated in Part A.	監督該工程。本人/我們會在改動/鞏固工程完成後呈交表格 igthening works detailed in Part A2(ii). I/We confirm that it e design of the works and preparation of prescribed plans ions of the signboard, and we have taken up the
註冊檢驗人員 Registered inspector  ☑ C類型小型工程 (招牌) 的註冊小型工程承建商 Registered minor works contractor registered for Type C m  — 要委任人姓名(中文)*	ral building contractor
東氏承造有限公司 MWC 9	9 6 7 8 , 2 0 1 3
要委任人姓名(英文)* Name of Appointed Person (English)*    (i) 姓氏先行 Surname first   註冊屆滿日期* Da	ite of Expiry of Registration*
CHAN X CONTRACTOR COMPANY LIMITED 1 5 0 7 2	
日 dd 月 mm 要委任人簽署* Signature of Appointed Person*	年 уууу
任何失實核證或聲明可引致法律行 Any false certification or declar may be subject to legal action.	ration
日期 Date  1 7 0 3 2 0 1  日dd 月 mm 年 yyyy	9
根據註冊記錄 In accordance with the registration record	
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\* 根據註冊記錄 \* In accordance with the registration record

Alteration/strengthening works are NOT involved Not required to	
	to fill in this Part
<ol> <li>本人/我們確認已獲委任為甲2部(ii)項所述違例招牌的改動/鞏固工程的訂明註 I/we confirm that I / we have been appointed as the prescribed registered cor Part A2(ii),</li> </ol>	邢承建商· ntractor for the alteration/strengthening works of the unauthorised signboard in
☑ 改動/鞏固工程完成後呈交表格 SC02C・ I/We confirm that unauthorised signboard detailed in Part A2(i) will involve.	/爺固工程。本人/我們確認甲部所填寫的改動/爺固工程展開日期。本人/我們會在 olve alteration/strengthening works detailed in Part A2(ii). I/We confirm the date A. I/We will submit Form SC02C upon completion of alteration/strengthening
承建商名稱(中文)* Name of Contractor (Chinese)* ① 蛀氏先行 Surname first	獲授權簽署人姓名(中文)* Name of the Authorized Signatory (Chinese
東氏承造有限公司	陳大文
承建商名稱(英文)* Name of Contractor (English)* ① 姓氏先行 Surname first	慢授權簽署人姓名(英文)* Name of the Authorized Signatory (English)*
CHAN X CONTRACTOR COMPANY LIMITED	CHAN TAI MAN
	註冊證明書編號* Certificate of Registration Number*
訂明註冊承建商類別	M W C 9 6 7 8 , 2 0 1 3
Type of Prescribed Registered Contractor — 註冊一般建築承建商	註冊屆滿日期* Date of Expiry of Registration*
Registered general building contractor	1 5 0 7 2 0 2 0
C類型小型工程 (招牌) 的註冊小型工程承建商 Registered minor works contractor registered for Type C minor works (signboard) 訂明註冊承建商簽署(獲授權簽署人) *	日 dd 月 mm 年 yyyy
Signature of the Prescribed Registered Contractor (Authorized Signator	y)*
	任何失寶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 7 0 3 2 0 1 9 日 dd 月 mm 年 yyyy
	回(255.4455)(回 7548(357.455)(回

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# 為檢查及核證違例招牌而進行改動/鞏固工程的完工證明書 - 第 II 級別小型工程

BUILDINGS Certificate of Completion of Alteration/Strengthening Works Carried Out

OBFARTMENT for Inspection and Certification of Unauthorised Signboard - Class II Minor Works



- 本表格及所有證明文件須在完成違例招牌的改動/鞏固工程後14天內呈交。
- ・本表格亦可附加第 III 級別小型工程項目(如有)。・請以正档填寫・並在適當方格內加上『√』號・填寫前・請細閱《注意事項》。
- Submit this form and all supporting document(s) within 14 days after the completion of the alteration/strengthening works of the unauthorised signboard.

  Applicable for including Class III minor works items (if any).

  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

双连来争扬血目 To the building Author	brity
甲部 完工通知及證明書 Part A Notice and Certificate of Co	mpletion
由獲委任人填寫 To be completed by the appointed person	on
檢核計劃呈交文件編號	
Validation Scheme Submission No.	
SC 1 2 3 4 5 6 7 8	
工程展開日期	工程完成日期
Date of Commencement of Works	Date of Completion of Works
1 3 0 3 2 0 1 9 日 dd 月 mm 年 yyyy	1 7 0 3 2 0 1 9 日 dd 月 mm 年 yyyy

上述檢核計劃呈交文件編號內所述的違例招牌的改動/輩固工程已完成。如已完成的工程有別於已呈交的資料。其修訂的工程內容已詳列於下表。

The alteration/strengthening works of the unauthorised signboard detailed under the above-mentioned validation scheme submission number had been completed. Any revision of the completed works that are different from the submitted details are listed below.

### 已完成改動/鞏固工程的修訂

### Revisions of the Completed Alteration/Strengthening Works

已完成的工程與早前呈交的表格 SC02 內容相同 跳至乙部 The completed works are the same as those shown in previously submitted Form SC02 Skip to Part B

小型工程項目編號 Minor works Item No.	工程描述 (参考 《建築物 (小型工程) 規例 》 附表 1 第 3 部) Description of Works (Refer to Part 3 of Schedule 1 of the Building (Minor Works) Regulations)



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乙部 訂明註冊承建商及獲委	5.亿十亿宁丁热明隶	
		gistered Contractor and Appointed Person
1 訂明註冊承建商的完工確認 Confirmation of Completion	書 on of Works by Prescribed Regi	stered Contractor
由訂明註冊承建商填寫 To be completed by prescribed	registered contractor	
訂明註冊承建商名稱 Name of Pro	escribed Registered Contractor	
中文名稱* Name in Chinese*	①姓氏先行 Surname first	英文名稱* Name in English*
陳氏承造有限公司		CHAN X CONTRACTOR COMPANY LIMITEI
<ol> <li>本人/我們現呈交顯示有關的趣例拍</li> <li>本人/我們核證所有甲部所述違例拍 簽署(作為已簽署有關圖則的人本/ 4. 由於改動/鞏固工程已經完成本人/ 例)(第123章)第14(1)條及 (建多 In accordance with the provisions of the provisions o</li></ol>	程牌的改動/鞏固工程已按照《建築物條例 人/我們同意就該等圖則負起《建築物條例 我們核證,就甲部所述的違例招牌,本人/我 長物(管理)規例)(第 123 章,附屬法例 A) of sections 34, 35 and 37 of the Buildir actor of the works, I confirm that the alte eted on the respective dates stated in Pa	前及完工後的實際狀況的照片; 以及顯示已完成工程的圖則或工程描述; )及於本部所呈交的圖則、詳圖或工程描 述進行,而該等圖則均由本人/我們製備和 ) 訂明的所有責任)(如適用);以及 們認為在結構上是安全的,並符合《建 築物條例》(第 123 章)的規定【《建築物條 頁 25 條除外】。 g (Minor Works) Regulation, ration/strengthening works of the unauthorised signboard mentioned in Part A
I/We certify that all the alteration/s Buildings Ordinance and the plans the person who has signed the plans.     As alteration or strengthening wor opinion and comply with the Buildi (Administration) Regulations (Cap	trengthening works of the unauthorised so, details or description of works submitte ns, I/we agree to assume all responsibilities ks had been completed, I / We certify the ngs Ordinance (Cap. 123) [except sections of the completed in the complete	the plans or description of works showing the works as completed; iignboard mentioned in Part A have been carried out in accordance with the d in this Part; and the said plans have been prepared and signed by me/us (as ties under the Buildings Ordinance regarding the plans) (if applicable); and it the unauthorised signboards mentioned in Part A are structurally safe in my/oun 14(1) of the Buildings Ordinance (Cap. 123) and regulation 25 of the Building
陳大文	8	M W C 9 6 7 8 , 2 0 1 3
獲授權簽署人姓名(英文)* Name o	f the Authorized Signatory (English)	註冊屆滿日期* Date of Expiry of Registration*
CHAN TAI MAN		1 5 0 7 2 0 2 0
聯絡電話* Contact Tel. No.*	傳真號碼* Fax No.*	日dd 月mm 年yyyy
21234563	21234562	
電郵地址 ^ E-mail Address ^		
XX@XX.COM		
訂明註冊承建商簽署(獲授權簽署	e terms and conditions as stated in the	
Signature of the Prescribed Regis	任何失 Any fa may b	買核證或聲明可引致法律行動 - ## Ise certification or declaration e subject to legal action.##  Date  7 0 3 2 0 1 9
	For acknowledgement email (e-submission) naccordance with the registration record	CC00C (03/2010) - R

● 由獲委任人填寫 To be completed by appointed person	
▼ 獲委任人是訂明註冊承建商 The appointed person is the prescribed registered contractor	→ 不用填寫本部份 Not required to fill in this Part
本人/我們確認在甲部所述的工程已由訂明註冊承建商依照設計完成。 I/We confirm that the works mentioned in Part A are completed by pres	acibad registered contractor in accordance with decign
認可人士  Authorized person  記可人士  Registered structural enginee	- 註冊檢驗人員
獲委任人姓名* Name of Appointed Person *  ① 姓氏先行 Surna	me first 註冊證明書編號* Certificate of Registration Number*
獲委任人簽署* Signature of Appointed Person*	註冊屆滿日期* Date of Expiry of Registration*
	任何失寶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 日期 Ddd 月 mm 年 yyyy
	н dd /энин — ууууу
,	T F



# 檢查及核證違例招牌及完成改動/鞏固工程的通知書- 第 Ⅲ 級別小刑工程



RILLI DINGS Notice of Ins	スカリハ辛エイ <del>王</del> pection & Certification of Unauthorise rengthening Works - Class III Minor W	
<ul><li>本表格及所有證明文件須在完成檢查違例</li><li>請以正楷填寫,並在適當方格內加上</li></ul>		
Submit this form and all supporting do completion of the inspection of unauth     Read the "Matters to Note", complete in appropriate boxes.	orised signboard.	
致建築事務監督 To the Building Aut	nority	L -
甲部 有關招牌是為某人而豎設的。 Part A Notice of the Person for w (i.e. Signboard Owner)	人士 (即招牌擁有人) 的通知 /hom the Signboard was Erected	僅供職員使用 For official use only 檢核計劃呈交文件編號
由招牌擁有人填寫 To be completed by the signboard own	ner	Validation Scheme Submission Number
檢查進行日期 Date of Inspection	工程展開日期 (如適用) Date of Commencement of Works (if a	工程完成日期 (如適用) f applicable) Date of Completion of Works (if applicable)
1 5 0 3 2 0 1 9 日 dd 月 mm 年 yyyy	1 6 0 3 2 0 1 9 日 dd 月 mm 年 yyyy	1 7 0 3 2 0 1 9 日 dd 月 mm 年 yyyy
1 違例招牌的位置及所在地址 Location and Address of the Un	authorised Signboard	
	九龍 新界 Kowloon New Territories	詳細位置 Detailed Location
地區 District		
街道/鄉 Street/Village XXX街	街道號碼 Street No. 209A-209B	面向XX街ZZ中心地下A舖的外牆

地區 District			Pin II			
街道/鄉 Street/Village	XX街		街道號碼 Street No.	209A-209B	面向XX街ZZ中心地下A舖的外牆	
大廈/屋苑 Building/Estate					① 例如: 停車場、天台、外牆等等 E.g. car park, roof, external wall, etc.	
樓層 Floor	地下	單位/室 Flat/Room	A			
和關合金/生子	/通知/屋宇署檔案編	594 (40 左)			曾呈交之相關檢核計劃呈交文件編號 (如有)	
		·····································	2014		盲主文之伯爾傑依可劃主文文件編號 (知月) Provious Polated Validation Schame Submission No. (if any)	

SC

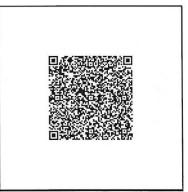
# 2 (i) 經檢查的違例招牌的詳細資料

# Details of the Inspected Unauthorised Signboard

下述工程項目應為《建築物(小型工程)規例》附表 3 第 3 部規定的訂明建築物或建築工程項目 · 並已在2013年9月2日前完成或進行・

The following works items should be the prescribed building or building works items as stipulated in Part 3 of Schedule 3 of the Building (Minor Works) Regulation and have been completed or carried out before 2 September 2013.

工程項目編號 Works Item No.	數量 Quantity	描述 Description	相關的小型工程項目 Corresponding Minor Works Item
√ 1(c)		違例的伸出式招牌 Unauthorised projecting signboard	3.16
2(c)		達例的靠牆招牌 (包括舗面招牌) Unauthorised wall signboard (including shopfront signboard)	3.17



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小型工程項目編號 Minor works Item No.	工程描述 (參考《建築物 (小型工程) 規例》 附表 1 第 3 部) Description of Works (Refer to Part 3 of Schedule 1 of the Building (Minor Works) Regulation)					
3.16		更換招牌的展	示面			т.
3 招牌擁有人的資料 Details of the Signboard	d Owner					
hereby submit the validation of esponsibility in Part A6.	即所述位置的違例招牌呈報資料以作檢核 the unauthorised signboard erected at th	ne location described in	n Part A1 on behalf o		/. I also decl	are my
. 美榜/分付名梅(平义) ** Busin	ness/Branch Name (Chinese)+		的營業店舗的登記地 ress of the Operating B		authorised Si	ignboard *
		區域 Area	□ 香港 Hong Kong ✓	九龍 Kowloon	新界 New T	erritories
. 業務/分行名構(英文)+ Busir V/A	ness/Branch Name (English)+	地區 District				
V/A		一 街道/鄉	/4-		街道號碼	209A
商業祭記號班+ Business Be		Street/Village	XX街		Street No.	-209B
商業登記號碼+ Business Re	0 1 - 0 9 - 1 3 - 9	大廈/屋苑 Building/Estate	ZZ中心			
. 業務所用名稱(中文)+ <b>Na</b> me		樓層	地下	單位/室 Flat/Room		
Y士多	of Busiless (Offilese)	Floor				
	- ( D	_	respondence Addres			
· 業務所用名稱(英文)+ Name YY STORE	or Business (English)	Same as	業店舗的登記地址相同 registered address of		真寫此地址 his address	
I I O I OILL		above ope	erating business	n 九龍	新界	
聯絡電話 Contact Tel. No.	g. 傳真號碼 Fax No.	Area 地區	☐ Hong Kong ☑	Kowloon	☐ New T	erritories
3456788	23456789	District	*			
電郵地址^ E-mail Address^		街道/鄉 Street/Village	AA街		街道號碼 Street No.	109A
X@XX.COM		大廈/屋苑	DDH ;			-109E
	^ For acknowledgement email (e-submission)	Building/Estate	BB中心	器位/索	1	
依照商業登記資料	+ In accordance with the Business Registratic information	en 樓層 Floor	地下	單位/室 Flat/Room		
<b>尤此呈報資料提交的證明</b>						
roof Submitted for This Su						
	人須提交土地登記冊記錄‧以資證明‧ vner, the person should provide a copy o	of the Land Register re	cord			]
是連同此表格提交的文件: ocuments submitted with this fo	orm.		1 22		2.5	8 <b>4</b>
	AIII.		8			À
7 商業登記副本				The Control of the Control	中国 ( 2005年 ) 基本	<b>15</b>
Copy of Business Registrati	ion		\$			Į
	ion		80.00			

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# **4** 業主立案法團的資料 (如有) Details of Owners' Corporations (if any)

▼ 大厦已成立業主立案法團 Owners' Corporation formed

登記地址 Registered Address

區域 Area	□ 香港 Hong Kong	✓ Kowloon	新界 New T	erritories
地區 District				
街道/鄉 Street/Village	XX街		街道號碼 Street No.	209A -209B
大廈/屋苑 Building/Estate	ZZ中心			
樓層 Floor	地下	單位/室 Flat/Room	管理處	

檢核的違例招牌如豎設於大廈外牆的公用部份或樓宇的其他公用部份·招牌擁有人應先與共同業主/業主立案法團·物業管理公司或有關業主商討使用公 用部份的權利·特別是在展開整固工程(如沙及)前·並遵守大廈公契所訂定的責任。這責任包括(但不限於)第三者責任保險的安排。在未有得到共同業主/業主立案法團/物業管理公司/有關業主同意的情況下於大廈外繼的公用部分或複字的其他公用部分安裝招牌·則有可能違反公契·並有可能會遭受民 事起訴及須負上民事法律責任。

If the validation involves unauthorised signboard erected at the exterior or other common parts of the building, the signboard owner should liaise with the co-owners of the building/owners' corporation, the management company and/or the owners concerned regarding the right of use of these common parts, especially before the commencement of strengthening works (if any), and to observe all obligations as stipulated in the deed of mutual covenant of the building. The obligations include but are not limited to the arrangement of third-party liability insurance. Without obtaining the consent of the co-owners of the building/owners' corporation, the management company and/or the owners concerned for erection of any signboard at the exterior or other common parts of the building, the signboard owner may be in breach of the deed of mutual covenant of the building and liable to civil proceedings and bearing of civil liabilities.

# 5 獲委任人士的資料 Details of the Appointed Persons

根據《建築物(小型工程)規例》第 62A(3) 條的規定·本人 /我們已委任**乙部及丙部**所述人士就本部所述的違例招牌進行檢查及核證。

In accordance with the provision of section 62A(3) of the Building (Minor Works) Regulation, I / we have appointed the person detailed in Part B & C in respect of the inspection and certification of the unauthorised signboard detailed in this Part.

# 6 招牌擁有人的聲明

### Declaration of the Signboard Owner

本人/我們擬就堅設於甲1部份所述位置的違例招牌作出檢核及展開改動/鞏固工程·並給予甲1至甲5部份的通告。

上述的招牌是為本人豎設的,本人/我們承諾會保養該招牌,使其在任何時間內保持結構安全。本人承諾在本人結束該地址的業務時,移除該違例招牌並

I/We intend to carry out inspection and certification of unauthorised signboard and commencement of alteration/strengthening works at the location stated in Part A1, and give you the notice in Part A1 to A5.

As the person for whom the aforesaid signboard was erected, I undertake to maintain the signboard in a structurally safe condition at all time. I also undertake to remove the unauthorised signboard if I cease to operate the business at this location and notify the Buildings Department.

本人/我們已閱讀並同意於《注意事項》內所列之條款。

I/we have read and hereby agree the terms and conditions as stated in the "Matters to Note" section.

招牌擁有人簽署/公司印鑑(如適用)

Signature / Company Seal (if applicable) of Signboard Owner



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<b>7</b> 安排工程人士的聲明 Declaration by the Person who 由安排工程的人士填寫 To be completed by the person wh		
a. 在甲2部(i)及(i)項描述的工程由本人安排進 I am the person who arranged the works	·····································	
b. 本人確認此表格已填妥並已根據《建築物》	条例》(第 123章)及其規例委任下述訂明建 and the following prescribed building profess	築專業人士 / 訂明註冊承建商進行必要的工程。 ional/prescribed registered contractor has been appointed to carry out
訂明建築專業人士 Prescribed building professional	訂明註冊承建商 Prescribed registered contracto	r
c. 就此次呈交檢核資料·本人同時以下述身分類 am also the person involved in this valid.		
招牌擁有人 Signboard owner	註冊結構工程師 Registered structural engineer	註冊一般建築承建商 Registered general building contractor
認可人士 Authorized person	註冊檢驗人員 Registered inspector	註冊小型工程承建商(個人) Registered minor works contractor (Individual)
C類型小型工程 (招牌) 的註冊小型□ Registered minor works contractor		
安排工程人士姓名 Name of the Person who Arranged the N	Norks ① 姓氏先行 Surname first	
陳大文	volte (Caronina III and Caronina III and	
安排工程人士簽署 Signature of the Person who Arranged th	ne Works	
	Any fals	質核證或聲明可引致法律行動。## se certification or declaration subject to legal action.##
	日期口	rate



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乙部 獲委任人的委任確認書及檢查及核證通知書 Part B Confirmation of Appointment by the Appointed Person	n and Notice of Inspection and Certification
▶ 由已獲委任的人士分別填寫 To be completed by the respective appointed persons	
1 獲委任人的委任確認書 Confirmation of Appointment by the Appointed Person	
1. 本人/我們確認已獲委任為檢查甲2部(i)項所述的違例招牌的獲委任人,而檢查 2. 本人/我們依據違例招牌檢核計劃之技術指引及《認可人士、註冊結構工程師及 全檢查報告、圖則、照片及描述等,以顯示甲2部(i)項所述的違例招牌在檢查之	な註冊岩土工程師作業備考》APP-155 · 現呈交受檢驗的招牌的實際情況報告、安
I. I/We confirm that I/we have been appointed as the appointed person for the in had been carried out on the respective date stated in Part A.	
I/We in accordance with Technical Guidelines on Validation Scheme for Unau conditions of the signboard as inspected, safety inspection report, plans, phot signboard detailed in Part A2(i) as inspected; and	uthorised Signboards and PNAP APP-155, submit herewith report on physical tographs and description showing the physical condition of the unauthorised
3. 本人/我們核證·就甲2部(i)項所述的違例招牌·本人/我們認為在結構上 123章)第14(1)條及《建築物(管理)規例》(第123章·附屬法例A	是安全的·並符合《建築物條例》(第 123 章)的規定【《建築物條例》(第 \) 第 25 條除外】。核證已經完成·並無進行攻動/鞏固工程。
I/We certify that the unauthorised signboard detailed in Part A2(i) are s 123) [except section 14(1) of the Buildings Ordinance (Cap. 123) and re Certification has been completed without alteration/strengthening works	tructurally safe in my/our opinion and comply with the Buildings Ordinance (Cap. egulation 25 of the Building (Administration) Regulations (Cap.123 sub. leg. A)].
或 or	鞏固工程·本人/我們確認該工程適宜進行·以及由本人/我們負責工程設計、製
L▼」 備訂明圖則及詳圖或計算資料。在進行有關工程時,我們已考慮招牌的終 I/We confirm that the unauthorised signboard detailed in Part A2(i) will	结構狀況·並已統籌及監督該工程。 involve alteration/strengthening works detailed in Part A2(ii). I/We confirm that it are responsible for the design of the works and preparation of prescribed plans
獲委任人的專業身份 Professional Capacity of Appointed Person	
認可人士 註冊結構工程師 Registered structural engineer	註冊一般建築承建商 Registered general building contractor
註冊檢驗人員 Registered inspector Registered minor works contractor (Individual)	☑ C類型小型工程 (招牌) 的註冊小型工程承建商 Registered minor works contractor registered for Type C minor works (signboard)
獲委任人姓名(中文)* Name of Appointed Person (Chinese)*  (i) 姓氏先行 Sumame first	註冊證明書編號* Certificate of Registration Number*
陳氏承造有限公司	M W C 9 6 7 8 , 2 0 1 3
獲委任人姓名(英文)* Name of Appointed Person (English)* (1) 姓氏先行 Surname first	註冊屆滿日期* Date of Expiry of Registration*
CHAN X CONTRACTOR COMPANY LIMITED	1   5   0   7   2   0   2   0     日 dd 月 mm 年 yyyy
獲委任人簽署* Signature of Appointed Person*	
任何失 <b>页</b> Any fals	聲核證或聲明可引致法律行動 ◆ ## se certification or declaration subject to legal action.##
日期D	ate
1 7 日 dd	7 0 3 2 0 1 9 月 mm 年 yyyy
	, pr
	国际海型研究的
*根據註冊記錄 *In accordance with the registration record	
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art C Confirmation of Appointment and Notice of Completic Completion of Works by Appointed Person		d Registered	Contractor and Notice of
→ 不涉及改動/鞏固工程	分 o fill in this Part		
訂明註冊承建商的委任確認書及完工通知書 Confirmation of Appointment and Notice of Completion of	Works by Prescribed Re	gistered Cont	ractor
由訂明註冊承建商填寫 To be completed by prescribed registered contractor			
明註冊承建商名稱 Name of Prescribed Registered Contractor			
文名稱* Name in Chinese* ① 姓氏先行 Surname first	英文名稱* Name in Engli	sh*	①姓氏先行 Surname first
氏承造有限公司	CHAN X CONTR	ACTOR C	OMPANY LIMITED
accordance with the provisions of sections 36 and 37 of the Building (M. I/we confirm that I/we have been appointed as the prescribed registered cor Part A2(ii),  As the prescribed registered contractor of the works, I/we confirm that the at A2(ii) had been commenced and completed on the respective dates stated. I/We submit herewith the photographs showing the physical condition of the completion of the alteration/strengthening works detailed in Part A2(ii), and. I/We certify that all the alteration/strengthening works of the unauthorised si accordance with the Buildings Ordinance and the plans or description of wo me/us (as the person who has signed the plans, I/we agree to assume all reand. As alteration or strengthening works had been completed, I / We certify that opinion and comply with the Buildings Ordinance (Cap. 123) [except section (Administration) Regulations (Cap.123 sub. leg. A)]	ntractor for the alteration/streng Iteration/strengthening works o in Part A. unauthorised signboard imme the photographs or description gnboard detailed in Part A2(ii), rks submitted in this Part; and o esponsibilities under the Buildin the unauthorised signboard de	f the day unauthor diately before the of works showin have been carric he said plans ha gs Ordinance reg tailed in Part A2	commencement and after the g the works as completed; and out and completed in we been prepared and signed by parding the plans) (if applicable); (if) are structurally safe in my/our
授權簽署人姓名(中文)* Name of the Authorized Signatory (Chinese)	* 註冊證明書編號* Certification	ate of Registrat	on Number*
大文	M W C 9 6	7 8	/ 2 0 1 3
授權簽署人姓名(英文)* Name of the Authorized Signatory (English)*	註冊屆滿日期* Date of E	cpiry of Registra	ation*
CHAN TAI MAN	1 5 0 7 2 0 1 日 dd 月 mm 年 yyy	2 0 y	
明註冊承建商簽署(獲授權簽署人) * gnature of the Prescribed Registered Contractor (Authorized Signator	ry)*		
任何生實	核證或聲明可引致法律行動・#		2
Any false	subject to legal action.##		

由獲委任人填寫 To be completed by appoint	Works by the Appointed Person	
		T D to the Left I/A
▼ 獲委任人是訂明註冊承建商 The appointed person is the	e prescribed registered contractor	不用填寫本部份 ▶ Not required to fill in this Part
	的工程已由訂明註冊承建商依照設計完成 ed in Part A2(ii) are completed by pres	; • cribed registered contractor in accordance with design.
□□認可人士	註冊結構工程師	- 註冊檢驗人員
Authorised person	Registered structural engineer	Registered inspector
獲委任人姓名(中文)* Name of Appointed Person (Ch	inese)*	first 註冊證明書編號* Certificate of Registration Number*
獲委任人姓名(英文)* Name of Appointed Person (En	glish)* (i) 姓氏先行 Surname	first 註冊屆滿日期* Date of Expiry of Registration*
獲委任人簽署* Signature of App	pointed Person*	日 dd 月 mm 年 yyyyy
		任何失費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
		日 dd 月 mm 年 yyyy
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		□ 5886

 重設 Reset 🖶 列印 Print 儲存 Save 屬 家居小型工程檢核計劃及 BUILDINGS 小型適意設施檢核計劃安全檢查報告 註: 填寫前,請細閱《注意事項》。 請以正楷填寫,並在適當方格內加上『√』號。 僅供職員使用 • 將不適用的刪去。 • 本安全檢查報告可供多於一個訂明建築物或建築工程("訂明建築物")使用。如 檢核計劃呈交編號 在同一項目下有多於一個不同描述的訂明建築物,則須為該等不同的訂明建築 物提交個別的安全檢查報告。 致建築事務監督 經檢查的建築物或建築工程的詳細資料 建築物或建築工程的位置 龍旺角豉油街456號XYZ大廈6樓 地段編號 早前相關的檢核計劃呈交編號(如適用) VS ✓ 新提交 更新 只適用於早前已獲分配檢核計劃呈交編號的文件而不能繼續處理時 符合訂明建築物或建築工程的準則 家居小型工程檢核計劃 (1) 2010年12月31日前已完成或進行的訂明建築物

違例	<b>構築物的類型</b>
	位於地面或平板上用於支承空調機、冷卻水塔或相關空氣管道的構築物
	自外牆伸出用於支承空調機或相關空氣管道的金屬支架
	<b>晾衣架</b> Managana and and an

### 小型適意設施檢核計劃

(2) 2020年9月1日前已完成或進行的訂明建築物

違例構	<b>\$</b> 築物的類型
	屋宇裝備裝置 <sup>1</sup> ("裝置")的支承構築物或金屬箱
<b>V</b>	自建築物外牆伸出的空調機 / 照明裝置的金屬承托支架
	實心圍牆
	室外網欄或金屬欄杆
	支柱
	金屬閘
	<b>蒼篷 / 可收合遮篷</b>
	花棚 2
	室外金屬通風管道或任何相關的承托支架

<sup>1 《</sup>建築物(小型工程)規例》附表1第1部描述的屋宇裝備裝置
(a)包括—(i)太陽能熱水系統、光伏系統、天線、收發器、空調機、冷卻水塔、照明裝置及泵裝置(裝置);及(ii)與任何該等裝置相關的管道;及
(b)不包括水箱、升降機、樓梯升降機、升降平台、通風管道及無線電通訊站;

<sup>&</sup>lt;sup>2</sup> 《建築物(小型工程)規例》附表1第1部描述的花棚。

第1部 –	
符合訂明建築物或建築工程	的準則

## 小型適意設施檢核計劃

項目編號4	相對應的小型工程項目	違例構築物的描述
自建築物外	』 牆伸出的空調機/照明	裝置的金屬承托支架
4	2.49	自建築物外牆伸出的空調機承托支架  「不會對任何懸臂式平板造成額外荷載; 「伸出≤600毫米; 」該空調機>100公斤但≤150公斤;及 」該支架的最高點與毗鄰地面或屋頂的距離>3米・上述構築物的數量:
	3.27	自建築物外牆伸出的空調機承托支架      不會對任何懸臂式平板造成額外荷載;      自建築物外牆伸出<600毫米;      該空調機≤100公斤;及      該支架的最高點與毗鄰地面或屋頂的距離>3米。      上述構築物的數量: 4
5	2.49	自建築物外牆伸出的照明裝置承托支架  不會對任何懸臂式平板造成額外荷載;  伸出≤600毫米;  該照明裝置>100公斤但≤150公斤;及  該支架的最高點與毗鄰地面或屋頂的距離>3米。  上述構築物的數量:
	3.27	自建築物外牆伸出的照明裝置承托支架  不會對任何懸臂式平板造成額外荷載;  伸出≤600毫米;  該照明裝置≤100公斤;及  該支架的最高點與毗鄰地面或屋頂的距離>3米・ 上述構築物的數量:

<sup>4</sup> 項目編號應為 (建築物 (小型工程)規例) 附表3第4部的訂明建築物或建築工程項目註明編號・

<sup>□</sup> 在適用的方格內加上"✓"號

<sup>\*</sup> 將不適用的刪去

名稱/姓名\*

檢茶仁

訂明註冊承建商(獲授權簽署人)/訂明建築專業人士簽署\*

數位簽署

GIM CHA 者: GIM CHA

YAN

日期:2022.04.06

18:47:19 +08'00'

\* 根據註冊記錄

任何失賈核證或聲明可引致法律行動·##

日期

0 6 0 4 2 0 2 2 日 月 年

		如需另加"第2部"·請在方格內加上"√"號	數量
清單	資料詳情		
1. 項目編號	* <u>家居小型工程檢核計劃</u> / <u>小型適意設施檢核計劃</u> 項目編號:4 訂明建築物的數量:4		
2. 構築物的建築物料及細節	(A) 物料:    ✓ 鋼 / 金屬	)	
3. 構築物的整體情況	(A) 鋼 / 金屬構件  ✓ 沒有銹蝕情況  ✓ 沒有破損跡象・例如 (i) 失修及破損; (ii) 嵌固件鬆脫 / 欠妥;或 (iii) 變形或移位  不適用  (B) 鋼筋混凝土  ✓ 沒有破損跡象・例如 (i) 鋼筋出現銹漬或銹蝕; (ii) 出現裂縫或結構損壞跡象; (iii) 剝落;		

# 附錄 V 表格樣本

清單	資料詳情	
77-		
	(iv) 脫層剝落; (v) 鋼筋外露; (vi) 空洞/呈蜂窩狀;或 (vii) 變形或移位 不適用	
65		
	(C) 磚牆 沒有破損跡象・例如	
* B	(i) 出現裂縫或結構損壞跡象; (ii) 傾斜;或 (iii) 變形或移位	
	(Ⅲ) 受形或移位  ✓ 不適用	
5	(D) 其他構件	
	請註明:	
	沒有欠妥跡象	
	→ 不適用	
4. 結構穩定性	没有結構不穩的跡象	
	✓ 用作支承訂明建築物的主體建築物結構構件沒有破損跡象或明顯變形	
5. 對主體建築物的影響	影響	
a :	▼ 不會對懸臂式平板造成額外荷載	
*	不破壞屋頂的防水層  ✓	
	如樓層或屋頂被指定為庇護層・有關庇護層的設計沒有受影響 ✓	
	沒有阻塞或阻礙逃生路徑	
	不影響屋頂的排水系統	
24 :		
<ul><li>一 在適用的方格內加上"√"號</li><li>* 將不適用的刪去</li></ul>		
HA I WALLING HOSEY		

# 乙部 訂明建築物的照片





# 附錄 V 表格樣本

# 乙部 訂明建築物的照片(續)



3 照片描述 顯示裝配細節的照片:

照片編號



# 照片編號

# 照片描述

顯示主體建築物嵌固件 細節的照片:

	100000000000000000000000000000000000000				10.4
フカロ	★T□日	建築物	勿百万日	22 PJ	/4高)
(10)		生光作	クロリド	ᄗ	【台目】

照片編號 照片描述 顯示訂明建築物於工程 展開前實際狀況的照片 (只適用於屬第Ⅲ級別小 型工程的改動/鞏固工程): 附上圖片 (JPG格式檔案)

### 註:

- 五1. 每張照片須配以照片編號。
  2. 夾附圖則於表格編號PRZ或PR3以顯示訂明建築物及照片拍攝的位置。
  3. 標示訂明建築物的尺寸於照片或上述第2項所述的圖則上。
  4. 如有需要,可提供其他相關照片於表格編號PR1。

名稱/姓名\*

訂明註冊承建商(獲授權簽署人)/訂明建築專業人士簽署\*

數位簽署 GIM CHA者: GIM CHA YAN YAN

日期:2022.04.06

18:48:30 +08'00'

任何失實核證或聲明可引致法律行動。##

0 6 0 4 2 0 2 2

\* 根據註冊記錄

第3部 – 獲委任人的證明書		
由已獲委任的人士填寫		
1. 認可人士		
中文姓名*	① 姓氏先行	註冊證明書編號*
英文姓名*	<b>〕</b> 姓氏先行	- 註冊屆滿日期* 7
認可人士簽署*	9	]
		任何失實核證或聲明可引致法律行動・##
		日期
		日月年
2. 註冊結構工程師的證明書		
2. 社而結構工任即的證明音		
如有關違例構築物屬指明	建築結構・則不須委任註冊結構工程	呈師(根據《建築物(小型工程)規例》第62A(3)(a)(i)條)。
中文姓名*	· <b>①</b> 姓氏先行	註冊證明書編號*
		RSE ,
 英文姓名*	① 姓氏先行	」 註冊屆滿日期*
	0	直工川/百/柳 口初
	<u> </u>	
註冊結構工程師簽署*	<u> </u>	日月年
註冊結構工程師簽署*	<u> </u>	
註冊結構工程師簽署*	<u> </u>	] 日月年
註冊結構工程師簽署*	<u> </u>	日 月 年 任何失實核證或聲明可引致法律行動·##
註冊結構工程師簽署*		日 月 年 任何失實核證或聲明可引致法律行動·##
3. 訂明註冊承建商的證明書		日 月 年  任何失實核證或聲明可引致法律行動・## 日期 日 月 年
3. 訂明註冊承建商的證明書承建商名稱(中文)*	① 姓氏先行	日月年 任何失實核證或聲明可引致法律行動·##日期 日月年 獲授權簽署人姓名(中文)*
3. 訂明註冊承建商的證明書 承建商名稱(中文)* 檢茶仁	①姓氏先行	任何失實核證或聲明可引致法律行動·## 日期 日 月 年 獲授權簽署人姓名(中文)*
3. 訂明註冊承建商的證明書 承建商名稱(中文)* 檢茶仁 承建商名稱(英文)*		任何失實核證或聲明可引致法律行動·## 日期 日 月 年  獲授權簽署人姓名(中文)*  檢茶仁 獲授權簽署人姓名(英文)*
3. 訂明註冊承建商的證明書 承建商名稱(中文)* 檢茶仁	①姓氏先行	日 月 年  任何失實核證或聲明可引致法律行動・## 日期 日 月 年  獲授權簽署人姓名(中文)*   検茶仁   獲授權簽署人姓名(英文)*   GIM CHA YAN
3. 訂明註冊承建商的證明書 承建商名稱(中文)* 檢茶仁 承建商名稱(英文)* GIM CHA YAN	①姓氏先行	日 月 年  任何失實核證或聲明可引致法律行動・## 日期 日 月 年  獲授權簽署人姓名(中文)*  檢茶仁 獲授權簽署人姓名(英文)*  GIM CHA YAN 註冊證明書編號*
3. 訂明註冊承建商的證明書 承建商名稱(中文)* 檢茶仁 承建商名稱(英文)*	①姓氏先行	日 月 年  任何失實核證或聲明可引致法律行動・## 日期 日 月 年  獲授權簽署人姓名(中文)*  檢茶仁 獲授權簽署人姓名(英文)*  GIM CHA YAN 註冊證明書編號*
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3. 訂明註冊承建商的證明書承建商名稱(中文)*檢茶仁 承建商名稱(英文)* GIM CHA YAN  訂明註冊承建商的類型 註冊一般建築承建商  《註冊小型工程承建商	① 姓氏先行	日 月 年  任何失實核證或聲明可引致法律行動・## 日期 日 月 年  獲授權簽署人姓名(中文)*  検茶仁 獲授權簽署人姓名(英文)*  GIM CHA YAN 註冊證明書編號* M W C ( W ) 6 7 8 8 / 2 0 1 0
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3. 訂明註冊承建商的證明書承建商名稱(中文)*檢茶仁承建商名稱(英文)*GIM CHA YAN  訂明註冊承建商的類型 註冊一般建築承建商	① 姓氏先行	日 月 年  任何失實核證或聲明可引致法律行動・## 日期 日 月 年  獲授權簽署人姓名(中文)* 検 添仁 獲授權簽署人姓名(英文)*  GIM CHA YAN 註冊證明書編號* M W C ( W ) 6 7 8 8 , 2 0 1 0

#### 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。
- 1. 若有關小型工程涉及在樓宇公用地方進行建築工程·訂明註冊承建商應留意有關樓宇公契中的相關條文·並於展開工程前通知有關樓宇的物業管理公司 或業主立案法團。
- 2. 在可行的情況下·訂明註冊承建商應在工程所處地點或其附近的顯眼位置張貼通告·以便其他業主及可能受影響的佔用人能及早知悉有關工程·
- 3. 於進行檢查、改動或鞏固工程(如適用)前·安排進行檢查或該工程的人應先取得該違例構築物的擁有人或有關業主的同意。
- 4.被檢核的訂明建築物或建築工程如位於大廈的公用部份,安排進行檢查的人應先與共同業主/業主立案法團及/或物業管理公司商討使用公用部份的權 利,特別是在展開鞏固工程(如涉及)前,並遵守大廈公契所訂定的責任,這責任包括(但不限於)第三者責任保險的安排,在未有得到共同業主/業 主立案法團及/或物業管理公司同意的情況下於大廈的公用部分進行工程·則有可能違反公契·並有可能會遭受民事起訴及須負上民事法律責任·
- 5. 訂明計冊承建商應採用合適的措施·以確保妥善處置有關的建築廢料·
- 6. 你須確保政府在使用或管有你所呈交的文件時不會侵犯任何人的知識產權;如有關文件包含屬於第三者的知識產權資料‧你須確保已獲得有必須的許可 證・如侵犯任何第三者的知識產權、你須承擔政府可能蒙受的任何損失或損害・就版權事宜的細則、你可參考《版權條例》的條文・

#### 甲. 個人資料

- 1. 屋字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的相關事務;
- (b) 處理有關上述小型工程的相關事務;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. 為保障個人資料·請確保所呈交的文件並不包含任何與《建築物條例》所述的事宜無關的個人資料·就私隱事宜的細則·你可參考《個人資料(私隱)
- 4. 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

5. 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·請與屋宇署招牌監管小組聯絡·

### 乙. 填寫表格

- 1. 請填妥表格所有有關的部份·並在表格上簽署。
- 2. 所提供的資料如有不全或錯誤,屋宇署將不能處理呈交的文件。
- 3. 所有呈交的文件·都會隨機抽取進行審核·以確保該工程已按照《建築物條例》及其規例和呈交的證明文件進行·
- 4. 如對本表格有任何疑問·請與屋宇署小型工程小組聯絡。

### 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: 九龍油麻地海庭道11號西九龍政府合署北座屋宇署總部地下一般查詢及收件處。
- 2.電子郵件傳送-透過電子郵件傳送本表格及附上有關文件(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」 ❷ 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。

### 丁. 聯絡資料

屋宇署小型工程小組

地址: 九龍油麻地海庭道11號西九龍政府合署北座屋宇署總部電話: 2626 1616 (由 "1823" 接聽)

傳真: 3162 0006 電郵:enquiry@bd.gov.hk

# 附錄 V 表格樣本

