Certificate on Completion of Building Works Resulting in a New Temporary Building, a New Building or Part of a New Building and Application for Temporary Occupation Permit in respect of such Building or Part

To : Public Housing Building Control Section

*I / We (name in full) _____(Chinese) _____ _____, registered contractor of (address) _____

_____

certify that ☐the new temporary building ☐the new building ☐the part of new building namely, (describe part which is completed) _____

being erected at (address of site / project title) _____

_____

on (☐PHCP (Phase) ☐STT ☐VO ☐LOT No.) _____ has been completed on (date) ___/___/ 20___ (dd/mm/yyyy) and has been erected in accordance with the provision of Buildings Ordinance and Regulations[#], and the plans approved in respect of the new building by the Public Housing Building Control Section. You consented to the above works on (date) ___/___/ 20___ (dd/mm/yyyy) by your ☐memo ☐letter of HD( )'s Ref. No. : _____.

_____ _____

Name in English of the Authorized Signatory Name in Chinese of the Authorized Signatory

_____ Date : ___/___/ 20___

Signature of the Registered Contractor (dd/mm/yyyy)

Certificate of BD Registration No.: _____

Date of Expiry of BD Registration (dd/mm/yyyy): ___/___/ 20___

I (name in full) _____, (Chinese) _____, Chief Structural Engineer[+] of (address) _____

_____

certify that the above-mentioned ☐new temporary building ☐part of the new building ☐new building has been erected in accordance with the provisions of the Buildings Ordinance and Regulations, and the plans approved in respect of the new building by the Public Housing Building Control Section (HD( )'s Ref. No. _____) and is, in my opinion, structurally safe.

Date : ___/___/ 20___ _____

(dd/mm/yyyy) Signature of Chief Structural Engineer[+]

[Source : Form BA 12 Rev. 01/2021]

I (name in full) _____, (Chinese) _____
Chief Geotechnical Engineer+ of (address) _____

_____

certify that the above-mentioned ☐new temporary building ☐part of the new building ☐new building has been erected in accordance with the provisions of the Buildings Ordinance and Regulations, and the plans approved in respect of the new building by the Public Housing Building Control Section (HD( )'s Ref. No. _____) and is, in my opinion, geotechnically safe.

Date : _____ / / 20 _____ _____
(dd/mm/yyyy) Signature of Chief Geotechnical Engineer+

I (name in full) _____, (Chinese) _____,
Chief Professional+ of (address) _____

_____

certify that the above-mentioned ☐new temporary building ☐part of the new building ☐new building has been erected in accordance with the provisions of the Buildings Ordinance and Regulations, and the plans approved in respect of the new building by the Public Housing Building Control Section (HD( )'s Ref. No. _____) and is, in my opinion, structurally safe.

I hereby apply for a temporary occupation permit to be issued to occupy and use the said ☐new temporary building ☐such part of the new building ☐new building for the purposes as described in the plans approved by you for a period of _____ ☐year(s) ☐month(s).

Date : _____ / / 20 _____ _____
(dd/mm/yyyy) Signature of Chief Professional+

+ For explanatory notes on signing capacity, please refer to Appendix B of Instruction 04.
* Please delete whichever is inapplicable
# Except the administrative control specified in Buildings Regulations which is replaced by relevant Public Housing Building Control Section's Instructions.
☐ Please check as appropriate

[Source : Form BA 12 Rev. 01/2021]