# Certificate on Completion of Building Works Resulting in a New Building and Application for Permit to Occupy such Building

To : Public Housing Building Control Section

*I / We (name in full) _____ (Chinese) _____, registered general building contractor of (address) _____ _____ certify that the new building 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 provisions of Buildings Ordinance and Regulations#, and the plans approved in respect of the new building by the Public Housing Building Control Section. You consented the above works on (date) ☐see attached list (dd/mm/yyyy) by your ☐memo ☐letter ☐Permit No. _____ of HD(_)'s Ref. No. _____.

| | |
|---|---|
| _____ | _____ |
| Certificate of BD Registration No. | Name in Chinese of the Authorized Signatory |
| Date of expiry of BD Registration __/__/20__ (dd/mm/yyyy) | _____ |
| | Name in English of the Authorized Signatory |
| _____ | Date __/__/20__ |
| Signature of the Registered General Building Contractor | (dd/mm/yyyy) |

I (name in full) _____ (Chinese) _____, Chief Structural Engineer+ of (address) _____ _____ certify that the above 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 13 Rev. 01/2021]

I (name in full) _____ (Chinese) _____,
Chief Geotechnical Engineer+ of (address) _____
_____ certify that the above 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 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 an occupation permit to be issued to occupy and use the said new building for the purposes as described in the plans approved by you / submitted to you.

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

Notes :
Chief Professional and Chief Structural Engineer and/or Chief Geotechnical Engineer are reminded to provide two sets of Record/Latest Approved plans (for site formation works, three sets are required) indicated with Public Housing Building Control Section's reference when submitting this form on completion of a new building and other requirements as stipulated in PNAP APP-13.

+ 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 Building Regulations which is replaced by relevant Public Housing Building Control Section's Instructions.
☐ Please check as appropriate



[Source : Form BA 13 Rev. 01/2021]