

APPLICATION FORM 申請表
APPROVAL OF DOMESTIC GAS APPLIANCES 住宅式氣體用具的批准

A. Applicant Information 申請人資料

Applicant: *importer / local manufacturer**
申請人：進口商 / 本地製造商*

First-time Applicant: *Yes/No**
是否首次申請：是/否*

Company Name 公司名稱： _____ BRC No. 商業登記： _____

Registered Address 註冊地址： _____

Contact Person 聯絡人： _____ Telephone 電話： _____

Fax 傳真： _____ Email Address 電子郵箱： _____

B. Gas Appliance Information 氣體用具資料

The following models of gas appliances are submitted for *initial approval / renewal of approval** (Note)
現呈交以下氣體用具型號作 初始批准 / 批准續期* (註)

Type 種類	Brand 牌子	Model No. 型號	TG/LPG 煤氣/石油氣	Operating Gas Pressure 操作氣壓

(Note : Use separate form(s) unless models are functionally equivalent)
(註：除非型號功能上等同，否則需填寫另一表格)

C. Document / Certificates 文件 / 證明書

We enclose the following documentation with reference to the "Conditions for Approval of Domestic Gas Appliances" and have put a "✓" against the appropriate box(es) for processing of our application for approval.
本公司據「住宅式氣體用具批准之條件」附上所需文件，並於空格內加上"✓"號申請辦理氣體用具的批准

I. For Initial Approval 初始批准

- (1) Initial Type-test Certificate issued by a Recognized Certification Authority (RCA)
認可核證機構發出的初始類型設計測試證明書

- (2) Agreement of product surveillance between the manufacturer and a RCA
製造商與認可核證機構簽訂的產品監察協議
- (3) Production Process Quality System Certificate (e.g. ISO 9000)
生產程序品質核證證明書 (例如 ISO 9000)
- (4) Basic Safety Assessment Certificate(s) and Test Report(s) issued by a recognised laboratory
認可實驗室發出的基本安全評估證明書及檢測報告
- (5) Agreement with manufacturer to supply appliance spare parts
由製造商發出關於氣體用具的備用零件供應協議
- (6) Technical specification (product photographs / catalogues, construction drawings, Towngas governor details (if applicable), glass top plate information including evidence of compliance with recognized safety standard (if applicable), etc)
技術規格 (產品照片 / 目錄、構造圖、煤氣穩壓裝置詳情(如適用)、玻璃面板資料包括符合認可安全標準的證明(如適用)等)
- (7) Installation and servicing instructions (includes safety clearance for appliance sides and, for built-in hob, installation clearance for appliance bottom, use of approved flexible gas tubing for cooking appliance, flue pipe connection diagram and flue pipe specification, etc)
安裝及維修說明 (包括氣體用具側的安全間距及嵌入式煮食爐底部安裝間距、使用獲批准氣體接駁軟喉接駁煮食爐具、烟道接駁圖及烟道規格等)
- (8) User instructions (includes operating procedure, safety precautions, etc)
使用說明 (包括使用程序、注意事項等)
- (9) Data label (indicating product safety standard identification and certification authority label or description, etc.)
資料標籤 (含識別產品安全標準資料、核證機構標誌或名稱及其他資料)
- (10) Undertaking of compliance with all post-approval conditions including the arrangement of product quality assurance tests (i.e. quality assurance inspection certification for each 12-month period from the date of approval) and partnership agreement with a Registered Gas Contractor
遵守所有批准後的條件包括安排批准後每十二個月期間進行一次產品品質保證測試的承諾及與一間註冊氣體工程承辦商的合作協議
- (11) Declaration of conformity by manufacturer / applicant and supporting documents as required by the Electrical Products (Safety) Regulation of Hong Kong (if applicable)
依據香港電氣產品 (安全) 條例所要求的生產商符合標準聲明 / 進口商聲明及相關文件 (如適用)
- (12) Manual of Remedial Measures
補救措施手冊

II. For Renewal of Approval 批准續期

- (1) Revalidation Certificate(s) issued by an RCA
認可核證機構發出的覆驗證明書
- (2) Quality Assurance Certificate(s) and Test Report(s) for each year of importation within the five-year period
五年期內每個進口年度的品質保證證明書及檢測報告

Note 備註:

- (1) Incomplete or erroneous information pertaining to the above may cause hiatus or delay in processing application(s).
以上有關資料如有不全或錯漏，可能導致處理申請暫停或延誤。
- (2) For first-time applicant, EMSD may request an assessment to be carried out at the registered address to assess the organization structure and resource capability of the applicant.
在首次申請的情況下，機電工程署可要求在公司註冊地址進行公司結構及資源評估。
- (3) After scrutinizing the above documents, EMSD may request the applicant to submit relevant supplementary information to satisfy the requirements of the above items and a product sample for inspection and photo-taking for record purpose. The applicant is responsible for collecting the product sample from EMSD when he/she collects the approval letter.
在審視所提交文件後，機電工程署可要求提供補充資料以滿足上述項目的要求及產品樣本供檢查及拍照存檔。申請人負責在到機電工程署領取批准文件時取回產品樣本。
- (4) Application for renewal of approval should be supplemented with part of the above requested information which was not previously submitted during initial approval.
續期申請須補交在初始批准時未提交的部份資料。

D. Declaration 聲明

We declare that the information given in this form and in any documents attached to our application for approval of domestic gas appliance(s) is true and correct. We undertake to abide by the Gas Safety Ordinance and its subsidiary legislation and understand that the domestic gas appliance(s) under application is/are not permitted to be imported into Hong Kong or manufactured in Hong Kong unless approval has been granted by the Gas Auditor.

本公司謹此聲明，申請表所填報及所有隨本住宅式氣體用具批准申請的附件所呈報的資料均屬真確。本公司承諾遵守氣體安全條例及附屬法例。本公司明白在氣體用具獲得氣體安全監督批准之前，不可進行進口或在香港生產有關氣體用具。

Authorized Signature 授權人簽署 : _____
Name of Authorized Person 授權人姓名 : _____
Title of Authorized Person 授權人職位 : _____
Date 日期 : _____

Company Chop 公司蓋印
