

HOW TO APPLY FOR REGISTRATION AS A GAS CONTRACTOR

Purpose of Registration

The purpose of the registration scheme is to ensure that only competent gas contractors, who employ registered gas installers and have appropriate material resources, undertake gas installation work for enhancing the safety of gas users and members of the public.

Who Should Register

Any gas contractor who wants to commence or carry on business as a gas contractor shall be registered with the HKSAR Government.

No person shall employ a person other than a registered gas contractor to carry out any gas installation work.

Gas installation work undertaken by a gas contractor is associated with gas service pipes and controls, and all downstream gas fittings including gas appliances, as defined in the Gas Safety (Registration of Gas Installers and Gas Contractors) Regulations, (Cap. 51). There are eight classes of work and these are listed in the Appendix.

How to Apply

Applications for registration as Registered Gas Contractors can be made to the Electrical and Mechanical Services Department (EMSD). The procedures for application are as follows:

- (1) Obtain an application form (Form 2 – New Application for Registration as a Gas Contractor) from the EMSD Customer Services Office, 3 Kai Shing Street, Kowloon, Hong Kong.

- (2) Complete the application form carefully according to the instruction sheets attached to the form.
- (3) Submit the completed application form together with an application fee of \$5,110 for each application (may be subject to periodic revision) to the EMSD Registration and Collection Office.

Application fees are not refundable. Therefore, an applicant should not submit more than one application form at any one time.

An Inspector on behalf of the Gas Authority will contact the applicant in order to examine the submitted application, with particular reference to business resources deployed and scope of gas installation work previously undertaken.

A Certificate of Registration will be issued to the successful applicant. This certificate will remain valid until the holder surrenders it to EMSD for reasons stated in the Gas Safety (Registration of Gas Installers and Gas Contractors) Regulations, (Cap. 51).

Enquiries

For further information, please call the government hotline 1823.

Note: This leaflet is not a legal document and is prepared for general information only.

Appendix

Definition of Classes of Gas Installation Work

Class 1 – Installation, commissioning and routine maintenance of a domestic gas appliance which is a hotplate supplied by not more than one cylinder.

Class 2 – Installation of –

- (a) a service pipe, and any gas flow control, primary meter or primary meter installation used in connection with such pipe, in domestic premises; or
- (b) an installation pipe in domestic premises.

Class 3 – Installation and commissioning of –

- (a) a service pipe, and any gas flow control, primary meter or primary meter installation used in connection with such pipe, in domestic premises;
- (b) an installation pipe in domestic premises; or
- (c) a domestic gas appliance.

Class 4 – Installation of domestic gas appliances to existing, adjacent gas supply points and commissioning and servicing of domestic gas appliances.

Class 5 – Installation of –

- (a) a service pipe, and any gas flow control, primary meter or primary meter installation used in connection with such pipe, in non-domestic premises; or
- (b) an installation pipe in non-domestic premises.

Class 6 – Installation and commissioning of –

- (a) a service pipe, and any gas flow control, primary meter or primary meter installation used in connection with such pipe, in non-domestic premises; or
- (b) an installation pipe in non-domestic premises; or
- (c) a non-domestic gas appliance.

Class 7 – Installation of non-domestic gas appliances to existing, adjacent gas

supply points and commissioning and servicing of non-domestic gas appliances.

Class 8 – Installation, commissioning and servicing of a gas appliance which forms part of an industrial process.