Form EMSD EE CT1B

Fresh Water Cooling Towers Scheme

Notice of Commencement of Cooling Tower Installation Work

Date: _____

To : Director of Electrical and Mechanical Services

Part A : (To be completed by the Designer of the installation(s))

1. General Details		
1.1	Building name:	
1.2	Building address:	
1.3	Building type:	a) * New Building / Existing Building (Issue date of Occupation Permit: _____) b) * Commercial / Composite Building / Educational / Government / Hospital & Healthcare / Hotel / Logistics / Public Transport / Public Utilities / Industrial / Science & Technology Estate / Data Centre / Restaurant / Food Factory / Other (please specify) _____
1.4	Number of cooling towers to be installed:	
1.5	Floor area served by A/C installation:	_____ m^2
2. Cooling Tower Information		
2.1	Cooling capacity:	Duty: _____ kW; Standby: _____ kW
2.2	Heat rejection capacity:	Duty: _____ kW; Standby: _____ kW
3. Cooling Tower Installation Commencement and Completion Dates		
3.1	Anticipated commencement date of the cooling towers installation:	
3.2	Anticipated completion date of the cooling towers installation:	
4. Declaration by the Designer of the Installation(s)		
	I submit installation details as in Form CT4 and notify EMSD of the commencement of cooling tower installation work. Re-submission will be made in case of any changes of details before completion of work. Signature of Designer: _____ Full name of Designer: _____ RPE Registration No.: _____ (*Building Services / Mechanical Engineering Discipline) Company: _____ Tel. No.: _____ Fax No.: _____ Email: _____ Corresponding address: _____ _____ Date: _____	Company Chop

* delete as appropriate

Part B : (To be completed by the Owner of the installation(s))

Declaration by the Owner of the Installation(s)		
	I, as the Owner of the cooling tower installation(s), understand the conditions and obligations of participation in the Scheme, and confirm that the cooling tower installation(s) would not be put in operation until the Electrical and Mechanical Services Department is satisfied with the installation and the Water Supplies Department has approved the connection of mains water supply to the installation. Signature of Owner or his Representative:_____ Full name of Owner or his Representative:_____ Company:_____ Tel. No.:_____ Fax No.: _____ Email:_____ Corresponding address:_____ _____ Date:_____	Company Chop:

Part C : (to be completed by EMSD)

File Ref. No.: EMSD/EEO/WC/13/01/

EMSD Cooling Tower Registration No.: PS-

The installation details in this form, Form CT4 and associated document / drawings submitted by the applicant have been checked and found complying with the requirements of the Fresh Water Cooling Towers Scheme, including the WSD's permit conditions related to the design and installation aspects.

5-year validity period for this application will lapse on_____ (DD/MM/YYYY).

_____

( )

Post: _____

Telephone Number: _____

Date: _____

Personal Data Privacy Statement

Purpose of Personal Data Collection

1. The personal data provided by means of this form will be used by the Government for the following purposes:
   a. activities relating to the processing of the submission in this form;
   b. activities relating to requirements stipulated in the Fresh Water Cooling Towers Scheme; and
   c. facilitating communication between Government and yourself.

Classes of Transferees

2. Upon receipt of your information submission, all personal data that are collected in this form and all documents submitted along with this form will be kept at the Electrical and Mechanical Services Department and will be disclosed to the data users of the department only for activities relating to the Fresh Water Cooling Towers Scheme.

Access to Personal Data

3. You have a right of access and correction with respect to personal data as provided for in sections 18 and 22, and Principle 6 of Schedule 1 of the Personal Data (Privacy) Ordinance. Your right of access includes the right to obtain a copy of your personal data provided by this form

Enquiries

4. Enquiries concerning the personal data collected by means of this form, including the making of access and correction, should be submitted in writing and addressed to the Director of Electrical and Mechanical Services by posting to Electrical and Mechanical Services Department, 3 Kai Shing Street, Kowloon, Hong Kong, or via email info@emsd.gov.hk. For other enquiries relating to the Fresh Water Cooling Towers Scheme, please call 3912 0642 or contact the 1823 Call Centre.

Prevention of Bribery

Any attempt to offer advantage (as defined in the Prevention of Bribery Ordinance ("POBO") (Chapter 201 of the Laws of Hong Kong)) to any Government officer with a view to influencing the outcome of this application constitutes an offence under the POBO and renders the application invalid. The case will be reported to the Independent Commission against Corruption. You should report to the ICAC (Telephone No.: 2526-6366) if any government officers or their agents solicits an advantage from you in relation to this application.