Form EMSD EE CT2B

Fresh Water Cooling Towers Scheme

Notification of Completion of Cooling Tower Installation

Date: _____

Part A : (To be completed by a Registered Professional Engineer of Building Services or Mechanical Engineering Discipline)

To : Director of Electrical and Mechanical Services

I, as a Registered Professional Engineer (*Building Services / Mechanical Engineering Discipline), certify that the cooling tower system(s) installed at (building name and address of premises) _____

_____

has/have been completed and details of the cooling towers are as stated in the latest submitted Form CT1B and Form CT4.

☐ I attach herewith a completed Site Inspection Report with Form CT3 and 2-week log sheets.

☐ I attach herewith a completed Site inspection Report with 2-week log sheets. I would like to apply for temporary water supply for testing and commissioning and submit Form CT3 within 6 months.

Signature of RPE: _____ Date: _____

Full Name of RPE and Registration No: _____	Company Chop:
Company: _____	
Tel No.: _____ Fax No.: _____	
Email: _____	
Correspondence Address: _____	

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

I, as the owner of the installation(s), undertake:-

(a) to keep monthly operational information including Form CT3 for EMSD's inspection upon request;

(b) to conduct annual audit of the installation and submit a report annually to EMSD;

(c) to operate and maintain the cooling tower installation in accordance with the Scheme requirements; and

(d) to notify EMSD any change of the installation details, and the correspondence details of the new owner via Form CT5 if ownership is transferred.

Signature of Owner: _____ Date: _____

Full Name of Owner: _____	Company Chop:
Company: _____	
Tel No.: _____ Fax No.: _____	
Email: _____	
Correspondence Address: _____	

Part C : (to be completed by EMSD)

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

EMSD Cooling Tower Registration No: PS

Date:

For the completed cooling tower installation at (building name and address of premises)

as notified by the participant,

☐ the Form CT2B and Form CT3 are accepted under the Scheme. The participant will be notified accordingly.

☐ the Form CT2B is accepted under the Scheme. The participant should obtain temporary water supply from WSD for testing and commissioning and submit Form CT3 to EMSD on or before (DD / MM / YYYY).

( )

Post:

Tel No.:

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.