Process Chart for Application of Fresh Water Cooling Towers Scheme Application to Buildings Department Application to Electrical and Mechanical Services Department Application to Water Supplies Department (WSD) For direct For buildings Applicant/ Licensed Applicant submits Form CT1A to Applicant (Authorized discharge of in non-EMSD for preliminary assessment bleed-off Plumber (LP) prepare Person) to submit designated Minor for joining the Scheme. water, refer plumbing proposal. application, refer to Note 3. area, refer Works to Annex A for approval and consent to to Note 5 refer to Application the Building Authority (BA) Note 1. of Direct on the building works Discharge required for cooling tower EMSD notifies Applicant, with installation. Simplified Applicant submits Form CT1A copies to WSD & BD, if Form procedures under the plumbing proposal and CT1A is acceptable. Form WWO542 to WA Minor Works Control Form WWO542 System may be adopted, refer to Note 4. Applicant notifies EMSD of work Upon received acceptance of , mmencement via Form CT1B Form CT1B from EMSD, WA with details in Form CT4. notifies Applicant, with a copy to EMSD, if the plumbing proposal is acceptable BA to notify Applicant (Authorized Person), EMSD notifies Applicant, with a with a copy to WSD and copy to WSD, if Form CT1B and EMSD, whether approval CT4 is acceptable Form CT1B and/ or consent is Applicant and LP submit Form granted for the & WWO46 (Part I and Part II) to submitted building Form CT4 WA for permission to works proposal, with æ commences plumbing works for Applicant commences works of Form WWO46 conditions imposed if cooling tower installation by LP. cooling tower installation. (Part I and II) applicable. WA returns Form WWO46 (Part III) to applicant, with a Yes Phased completion? copy to EMSD, on whether permission to commence plumbing works is granted When the installation of No the phase is completed, Applicant submits Form CT2A together with When the whole installation is completed site completed, Applicant submits Phased completion? inspection report and Form CT2B together with Form CT3 to EMSD, refer completed site inspection to Note 6 report and Form CT3 to EMSD. When the whole plumbing Applicant and LP apply to See Note 6. work is completed, Applicant WA for inspection of Applicant (Authorized and LP apply to WA for plumbing works using Form Person) to submit FMSD examines site inspection of plumbing WWO46 (Part IV) for phased Certificate to BA to inspection report and works using the Form completion work. report completion of WWO46 (Part IV). notifies Applicant of EMSD arranges site inspection building works in EMSD's acceptance under and notifies Applicant, with accordance with the the Scheme with copies copies to WSD & BD, of the approved plans. to WSD and BD. acceptance under Scheme if the Upon the acceptance of installation is completed Form CT2A from EMSD, Upon the acceptance of satisfactorily WA arranges site Form CT2B from EMSD, WA arranges site inspection and inspection and then water Owner of cooling tower then notifies Applicant and supply to the cooling keeps monthly LP using Form WWO46 (Part tower installation under operational records via V), with a copy to EMSD, if phased completion if the Form CT3 for EMSD's the plumbing works are plumbing works are inspection upon request, completed satisfactorily completed satisfactorily. and submit annual audit report Form CT2A/2B, CT3 WA arranges water supply Form WWO46 (Part III, IV & V) BA to acknowledge Minor receipt of the Works. Applicant's certification Owner of cooling tower keeps monthly operational records via Form CT3 refer to of completion, with for EMSD's inspection upon request, and submit annual audit report Note 2. copies to WSD & EMSD. EMSD will sample check the operation records kept by Owner Form CT3

Note 1: Applicant (Authorized Person / Prescribed Registered Contractor) to submit specified forms and documents for the building works under the simplified requirements of the Minor Works

Note 3: Including building plans, structural plans, alteration and addition plans or drainage plans, where appropriate.

months after Form CT2B (or CT2A) is accepted by EMSD. Details can be referred to Section 8.5 of the FWCT Scheme Brochure

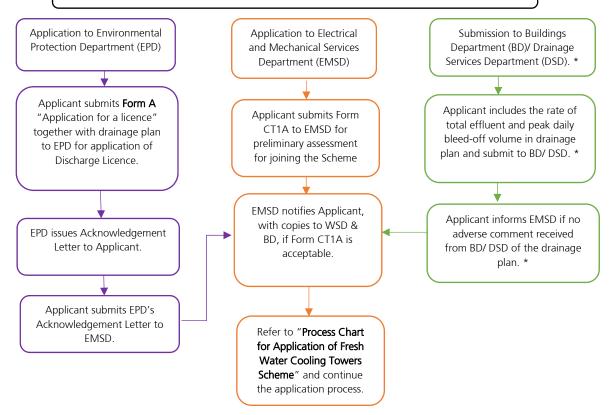
Note 2: Applicant (Authorized Person / Prescribed Registered Contractor) to provide to WSD and EMSD a copy of the acknowledgement letter issued by the BD for the certificate of completion

Note 4: Building works designated as minor works may be carried out without obtaining prior approval and consent from the BA, but should comply with the simplified requirements of the Minor Works Control System, including the appointment of prescribed building professionals and/or prescribed registered contractors. For details of the Minor Works Control System, please refer to BD web site at www.bd.gov.hk and "General Guidelines on Minor Works Control System" and "Technical Guidelines on Minor Works Control System" published by the BD.

Note 5: For building in non-designated area, application will be considered on a case-by-case basis in consultation with WSD on adequacy of fresh water supply.

Note 6: If no appropriate water supply for T&C of cooling tower, applicant may apply to WSD for temporary water supply for T&C of cooling towers if required, and submit Form CT3 within 6

Application of Direct Discharge of Bleed-off water



* Remark:

For submission to the BD, please refer to "Process Chart for Application of Fresh Water Cooling Towers Scheme".