## **Appendix A3: Check List on Documents for Inclusion in Plumbing Proposals**

Part I – General Information					
Addre	ess of Premises:				
Name	e of Consumer: (In English)(In Chinese)				
Conta	act Tel No.:				
Email	address:				
ASN	No. / CCID No. (if applicable):				
WSD	Reference No. (if applicable):				
Part II – Documents to be included  The plumbing proposal/supplementary information includes: -  Please tick the appropriate boxes  Enclosed in Not					
		plumbing proposals	Applicable		
(1)	Form WWO542 duly completed and signed				
(2)	<ul> <li>Site location plan</li> <li>in scale of not less than 1:1000</li> <li>showing the location and boundary of the development</li> <li>locations should be marked with datum level</li> </ul>				
(3)	Connection layout plan  - showing the alignment and size of the proposed connection pipes from the government main up to the sump tank of the development				

(4)	Underground pipes layout plan - showing the proposed alignment and size of underground pipes to be laid in the development	Enclosed in plumbing proposals	Not Applicable
(5)	Vertical plumbing line diagrams (VPLD)  - indicating the draw-off points and their locations, the valves, the pipe materials and sizes and joint methods to be used  - containing information on the type and nature of water using apparatus including water heater, kitchen equipment, drink dispenser, drinking fountain etc.		
(6)	Building Floor Layout Plan (applicable to the drawings of the developments having restaurants, retails, etc., under separate meter arrangement)  - showing the locations of these types of businesses and their respective meter positions		Ш
(7)	<ul> <li>Meter room/box layout</li> <li>indicating typical meter room(s)/box(es) only</li> <li>showing the detailed layout of the meter room/box with dimensions</li> <li>showing details including the fittings at the meter positions</li> </ul>		
(8)	Meter schedule - showing the address of each premises in the building that requires individually metered water supply		
(9)	<ul> <li>Fitment schedule</li> <li>number of flats/units in each block of the building</li> <li>number of draw-off points and sanitary fittings in each/unit</li> <li>estimated daily consumption for all trade purposes with calculation</li> </ul>		

		Enclosed in plumbing proposals	Not Applicable
(10)	Water storage tank schedule		
	<ul> <li>showing the capacities of the water storage tanks</li> <li>showing water consumption of water using apparatus</li> </ul>	]	]
(11)	Pump schedule  - the capacity and working head of the pumps shall be provided.		
(12)	Consent from relevant Registered Consumer(s) for meter relocation (if applicable)		
(13)	Other information required by the Water Authority.  Please specify:		

(Remarks: Catalogues of water using apparatus are no longer required to be submitted at the Proposal Stage (Form WWO542). However, such catalogues shall be submitted to the WA for information together with the submission of Form WWO 46 Part I and II.)