



Office of the Water Authority

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Reference

檔號 (51) in WWO 1/22/1047/95

Date

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Distribution: To all Licensed Plumbers and Authorized Persons

Dear Sir,

WSD Circular Letter No. 4/96 Submission of Drawings for Approval

In order to improve the efficiency and effectiveness in processing plumbing proposals, the following requirements shall apply to all drawings submitted to this Authority for approval:

- (a) Drawings shall be identified by drawing numbers and drawing titles;
- (b) Drawings shall be folded to a plan size not exceeding the A4 size (i.e. 297 mm by 210 mm) and in such a way to display the drawing numbers and drawing titles;
- (c) For revised drawings, details of all the amendments shall be listed as notes to the drawings and the amendments shall also be highlighted or coloured in the drawings for easy identification.

Commencing 1 May 1996, drawings not complying with the above requirements will be returned to the applicant for rectification.

Yours faithfully,

(CHAN Chi-chiu)
for Water Authority