

## 水務署

## **Water Supplies Department**

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檔 號 Reference (1) in WSD 3318/50 Pt.5 T/J(11)

3 June 2016

Distribution: To all Licensed Plumbers and Authorised Persons

Dear Sirs,

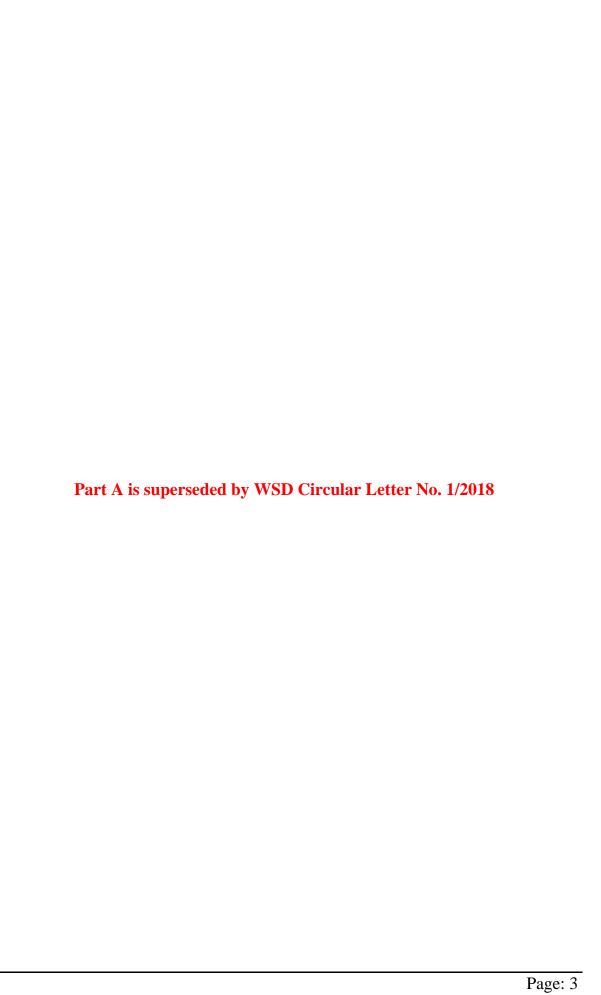
## WSD Circular Letter No. 2/2016 Inspection and Approval of Plumbing Works

The Water Authority (WA) has reviewed the existing procedures on inspection and approval of completed plumbing works with a view to facilitating early effecting of water supply. It reveals that the procedures on carrying out interim inspection on underground pipes, final inspection of completed plumbing works and the submission of test report on water samples before effecting water supply could be enhanced. To this end, this Circular Letter promulgates the following arrangements:

- (A) Submission of inspection checklists

  (Part A is superseded by WSD Circular Letter No. 1/2018)
- (B) Submission of water sample test report

Part A is superseded by WSD Circular Letter No. 1/2018



## (B) Submission of water sample test report

13. After final inspection of newly completed inside service and proper disinfection and cleansing, LPs are required to arrange accredited laboratories<sup>2</sup> and/or Water Science Division of Water Supplies Department<sup>3</sup> to collect and test water samples taken from newly completed inside service and/or at connection point. LPs will then submit the test reports for WA's examination before effecting water supply. To enhance and shorten the submission process, the LP is required to state in their request forms for the accredited laboratories or the Water Science Division of Water Supplies Department that the completed test reports should be sent directly to WA via email and with a copy to the LP. The LP is not required to submit the test reports to WA. The test reports should include the address of the premises, location of samples with photos, ASN number and CCID of the application case. Details of the email addresses per section are set out below:

Section	Email Address
Hong Kong & Island Section	samplereport_hk@wsd.gov.hk
Lantau Section	samplereport_lantau@wsd.gov.hk
Kowloon Section	samplereport_k@wsd.gov.hk
New Territories East Section	samplereport_nte@wsd.gov.hk
New Territories West Section	samplereport_ntw@wsd.gov.hk

14. Should you have any enquiries, please contact our Engineer Ms. K L FOK at tel. no. 2829 5657.

Yours faithfully,

(Signed)

(LAM Ching Man) for Water Authority

Encl.

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<sup>2</sup> Please refer the following website for HOKLAS accredited laboratories for: General water sample testing:

http://www.itc.gov.hk/en/quality/hkas/hoklas/directory.htm (under Environmental Testing); and Perform analysis of lead, cadmium, chromium and nickel in water: http://www.itc.gov.hk/en/quality/hkas/doc/CAB accredited for all 4 trace metals.pdf.

<sup>3</sup> Water sample for connection point for underground pipes larger than 40mm diameter shall be collected and tested by Water Science Division of the Water Supplies Department whereas water samples taken at newly completed inside service, connection point for underground pipe diameter less than or equal to 40mm and all above ground connection points are collected and tested by accredited laboratories.

(with Chinese translation)

c.c.

Housing Department (Attn: SM/QM)

**Buildings Department** 

**Architectural Services Department** 

Fire Services Department

The Hong Kong Housing Society

The Hong Kong Institute of Architects

The Hong Kong Institution of Engineers

The Hong Kong Institute of Surveyors

The Chartered Institute of Plumbing and Heating Engineering - Hong Kong Council

Hong Kong Plumbing and Sanitary Ware Trade Association Ltd

Hong Kong Licensed Plumbing Professionals Association Ltd

Hong Kong Plumbing General Union

Hong Kong Water Works Professionals Association Ltd

The Hong Kong Institution of Plumbing and Drainage Ltd

Plumbing Technology Student Association

The Association of Registered Fire Service Installation Contractors of Hong Kong Ltd

Real Estate Developers Association of Hong Kong

Hong Kong Institute of Vocational Education

**Construction Industry Council** 

Hong Kong Construction Association Ltd

Registered Minor Works Contractor Signatory Association Ltd.

Hong Kong Registered Contractors Association Company Ltd

Building Services Operation and Maintenance Executives Society

The Hong Kong Air Conditioning and Refrigeration Association Ltd

WSD 3318/15/81

Appendix	
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This appendix is superseded by WSD Circular Letter No. 1/2018

Appendix II

This appendix is superseded by WSD Circular Letter No. 1/2018