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Water Supplies Department

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檔號  
Reference (18) in WSD 3318/50 Pt.6

16 October 2017

Distribution: To all Licensed Plumbers and Authorized Persons

Dear Sirs,

## **WSD Circular Letter No. 10/2017**

### **New Commissioning Requirements for Plumbing Works in Occupied Buildings/Village Houses**

The Water Authority (WA) will implement new commissioning requirements for new/replaced plumbing works for potable water purposes in occupied buildings/village houses to strengthen the control on this type of works.

2. We promulgated under WSD Circular Letter No. 9/2017 the commissioning requirements for plumbing works in unoccupied buildings/village houses comprising systematic flushing and 6-hour stagnation (6HS) water sampling test. These measures help reduce the metal leaching from new fittings in the plumbing works. However, it is envisaged that it is not practicable to carry out systematic flushing and 6HS water sampling test for the plumbing works in occupied buildings/village houses as it would cause great inconvenience to the residents due to the prolonged water supply suspension. To avoid causing inconvenience to the residents, the requirement of pretreatment of fittings/adoption of fittings with low leaching rate has been introduced under WSD Circular Letters No. 5/2017 and 6/2017 as alternative measure to reduce metal leaching from new fittings in plumbing works in occupied buildings/village

houses. Further to the issue of these circular letters, WSD will adopt 30-minute stagnation (30MS) water sampling test in the new commissioning requirements for plumbing works in occupied buildings/village houses. Moreover, more non-destructive tests shall be carried out for solder joints under the new commissioning requirements to ensure the use of proper soldering materials in the plumbing works. The new commissioning requirements will apply to Form WWO 46 Part IV submitted for plumbing works in occupied buildings/village houses on or after 15 November 2017. The Water Supplies Department (WSD) has consulted the Technical Committee on Plumbing on these requirements. Implementation of the new commissioning requirements is detailed in the ensuing paragraphs.

### **New Commissioning Requirements**

3. Details of the new commissioning requirements are as follows:

#### **(1) Sampling Protocols**

After satisfactory completion of final inspection including conducting non-destructive tests for solder joints, the WA will first issue Form WWO 46 (1/2018) Part V(a). (There is no need for the building contractor/LP to wait for the issue of Form WWO 46 (1/2018) Part V(a) before proceeding to the next steps). The building contractor/LP shall cleanse and disinfect the pipes and fittings of the plumbing works for the potable water inside services either offsite or in-situ after they have been installed according to WSD Circular Letter No. 2/2012. After that, the building contractor/LP shall collect water samples according to the following sampling protocols:

##### **(a) Flushed Sample for Heterotrophic Plate Count (HPC)**

After flushing for 2 minutes, *250-ml water sample* is to be taken for HPC testing. The acceptance criterion is shown in Table 1.

<b>Test Parameter</b>	<b>Acceptance Criterion</b>
Heterotrophic Plate Count (cfu/mL)	≤ 20

Table 1: Acceptance criterion for Heterotrophic Plate Count

For cases where cleansing and disinfection of the pipes and fittings for the potable inside services are carried out offsite (e.g. online replumbing works), water sampling tests for HPC can be carried out for the pipes and fittings right after their offsite cleansing and disinfection.

(b) 30MS Water Samples for Other Parameters

After taking the flushed sample in (a) above, the tap shall be further flushed for 3 minutes such that the tap has been flushed for a total of 5 minutes. The water should then be allowed to stand stagnant for 30 minutes in the potable water inside services. After the stagnation, 30MS water samples shall be taken for tests as follows:

(i) Metal Parameters

The first drawn *1-litre water sample* is to be taken for the testing of the metal parameters. The acceptance criteria are shown in Table 2.

Test Parameters		Acceptance Criteria
Metal Parameters	Lead ( $\mu\text{g/L}$ )	$\leq 10$
	Chromium ( $\mu\text{g/L}$ )	$\leq 50$
	Nickel ( $\mu\text{g/L}$ )	$\leq 70$
	Cadmium ( $\mu\text{g/L}$ )	$\leq 3$
	Copper ( $\mu\text{g/L}$ )	$\leq 2,000$
	Antimony ( $\mu\text{g/L}$ )	$\leq 20$

Table 2: Acceptance criteria for Metal Parameters

(ii) Chemical and Physical Parameters

*500-ml water sample* is to be taken immediately after the first drawn *1-litre water sample* in (i) above for testing of the chemical and physical parameters.

The acceptance criteria are shown in Table 3.

Test Parameters		Acceptance Criteria
Chemical and Physical Parameters	Turbidity (NTU)	$\leq 3.0$
	Colour (HU)	$\leq 5$
	pH at 25°C	$\geq 6.5$ and $\leq 9.2$
	Free residual Chlorine (mg/L)	$> 0$ and $\leq 1.5$
	Conductivity at 25°C ( $\mu\text{S/cm}$ )	$\leq 300$

Table 3: Acceptance criteria for Chemical and Physical Parameters

(iii) Bacteriological Parameters

*Further 250-ml water sample* is to be taken finally immediately after the *500-ml water sample* in (ii) above for testing of the E. coli. The acceptance criterion is shown in Table 4.

Test Parameter	Acceptance Criterion
E. coli (cfu/100mL)	0

Table 4: Acceptance criterion for E. coli

The water sampling number and locations are shown in **Annex I**.

(2) Non-Destructive Test for Solder Joints

Non-destructive tests of lead content for solder joints shall be carried out according to the new requirement set out in **Annex I**.

**Submission of Water Sampling Test Reports**

4. The LP shall arrange with the accredited laboratories or the Water Science Division of WSD to send all the test reports for the water sampling tests directly to the WA via email following the details as set out in Paragraph 13 of WSD Circular Letter No. 2/2016. When the water sampling test reports indicating all water samples comply with the acceptance criteria stated in Table 1 to Table 4 above, the WA will issue Form WWO 46 (1/2018) Part V(b).

**Retesting arrangement**

5. If the result(s) of the water sampling test(s) fails to comply with any of the acceptance criterion stated in Table 1 to Table 4 above, the building contractor/LP should carry out remedial works such as rectification of the plumbing works, cleansing, disinfection or flushing as appropriate for the part(s) of potable water inside services

represented by the failed sample(s) and collect further water sample(s) at the same location(s) of failed sample(s) for retesting.

6. Retesting of all parameters in Tables 2 to 4 is required for any failed sample(s) in metal parameters. For any failed sample(s) other than metal parameters, retesting is required for the failed parameter(s) only.

### **Revised Form WWO 46**

7. The revised Form WWO 46 (1/2018) as promulgated under WSD Circular Letter No. 9/2017 and enclosed in **Annex II** shall be used for all submissions (Part I, II and IV) for plumbing works in occupied buildings/village houses with effect from 15 November 2017.

### **Flowchart of New Commissioning Requirements**

8. A flowchart showing the new commissioning requirements is provided at **Annex III**.

### **Enquiry**

9. Should you have any enquiry, please contact our Engineer/Technical Support(4) at telephone no. 3428 5814.

Yours faithfully,

( Original signed )

(CHAN Chung Kun)  
for Water Authority

Encl.  
(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 Limited

Real Estate Developers Association of Hong Kong

Hong Kong Institute of Vocational Education

Construction Industry Council

The Hong Kong Construction Association, Ltd

Hong Kong General Building Contractors Association Ltd

The Hong Kong Federation of Electrical & Mechanical Contractors Ltd

Contractor's Authorised Signatory 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

Hong Kong Licensed Plumbers Union Limited

Li Ka Shing Institute of Professional and Continuing Education, The Open University of Hong Kong

The Association of Electrical and Mechanical Engineering (Hong Kong) Ltd

WSD 3318/15/81

**Guidelines for Water Sampling and Solder Joint Sampling for Potable Water Inside Services in Occupied Buildings**

Type	Water Sampling Locations for Each Building	Solder Joint Sampling for Non-destructive Test of Lead Content for Each Building
(a) Building of storeys $\geq 4$	<p><u>Indirect Supply System</u> Samples shall be collected at the following locations:</p> <p>(i) For each downpipe, one sample to be collected at drinking water tap (normally kitchen tap) located at the extremities as selected by representatives of the Water Authority.</p> <p><u>Direct Supply System</u> One sample at drinking water taps at :</p> <p>(i) Extremity of supply system; and (ii) Another location selected by representatives of the Water Authority.</p> <p><u>Underground Potable Water Mains</u> One sample at each connection point selected by representatives of the Water Authority.</p>	<p>During inspections of concealed pipes and fittings, <b>three</b> joints selected by representatives of the Water Authority for each inspection.</p> <p>During final inspection, <b>three</b> joints selected by representatives of the Water Authority for every five storeys, including :</p> <p>(i) <b>Two</b> joints at communal pipes; and (ii) One joint in individual units.</p> <p>For four-storey buildings, <b>three</b> joints will be selected by representatives of the Water Authority, including:</p> <p>(i) <b>Two</b> joints at communal pipes; and (ii) one joint in individual units.</p>
(b) Village House (c) Building of storeys $< 4$	<p>One sample at drinking water tap (normally kitchen tap) selected by representatives of the Water Authority.</p> <p><u>Underground Potable Water Mains</u> One sample at each connection point selected by representatives of the Water Authority.</p>	<p><b>Three</b> joints selected by representatives of the Water Authority.</p>
(d) Separate Meter	<p>One sample at drinking water tap located at the extremity of system.</p>	<p><b>Two</b> joints selected by representatives of the Water Authority.</p>

**Remarks :**

1. In the absence of drinking water tap, samples taken at sampling tap are also accepted.
2. The method of non-destructive tests on solder joints shall be agreed by the Water Authority. The tests shall be arranged by the Licensed Plumber (LP) and witnessed by representatives of the Water Authority. The Water Authority may choose to carry out the test itself if considered necessary.
3. For non-compliance on solder joints sampled, the LP shall examine all the pipe joints in the concerned part of inside service and rectify the non-compliance. After the rectification works have been completed, the LP shall apply to the Water Authority for re-inspection of the concerned part of inside service. Sampling of the pipe joints shall be conducted for non-destructive testing in accordance with the above table.
4. 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.





**APPLICATION FOR CONSTRUCTING, INSTALLING,  
 ALTERING OR REMOVING AN INSIDE SERVICE OR FIRE SERVICE**  
**Under Section 14 of the Waterworks Ordinance (Cap. 102)**  
**and Reg. 3 / 5 of the Waterworks Regulations (Cap. 102A)**

**Part I (To be completed by the Licensed Plumber. Part I shall also be signed by the Authorized Person for new building project) (See Note 1)**

To the Water Authority,

**Inside Service or Fire Service for the Premises at**

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 -----  
 \*I/We am/are engaged by the \*consumer<sup>#</sup> / agent<sup>#</sup> / applicant for new water supply in Part II to \*construct / install / alter / remove an \*inside service / fire service at the above premises. Details of the approved plumbing proposal(s) for the inside service / fire service (“Approved Plumbing Works”) are as follows:-

WSD approval letter reference : \_\_\_\_\_ dated \_\_\_\_\_ ASN \_\_\_\_\_

Approved drawing no. (if no drawing has been required, describe briefly the plumbing works): \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_).

Approved Plumbing Works covered by this Form: \*Whole of the Works / Part of the Works (If this application relates only to part of the Approved Plumbing Works, please specify the relevant part of the plumbing works :

\_\_\_\_\_  
 \_\_\_\_\_).

Size and no. of water meters involved/required : \_\_\_\_\_

Anticipated date when water supply is required : \_\_\_\_\_ (see Note 4)

Remarks : \_\_\_\_\_

A set of duly completed Annex to this Form is attached to show details of pipes and fittings and any materials intended to be installed/used at the above premises for the Approved Plumbing Works covered by this Form.

2. **PURPOSE OF SUBMISSION** (See Note 2)

\*I/We hereby apply to the Water Authority for approval to commence the construction, installation, alteration or removal of the Approved Plumbing Works covered by this Form, which will be commenced on \_\_\_\_\_

\*I/We CERTIFY that the pipes and fittings to be installed and any materials to be used for the construction, installation, alteration or removal of the Approved Plumbing Works covered by this Form, including those as listed on the attached Annex to this Form and those not listed, shall be as prescribed by the Waterworks Regulations.

\* Delete whichever is not applicable

<sup>#</sup> The meaning of ‘consumer’ and ‘agent’ shall be as defined in Section 2 of the Waterworks Ordinance.



3. \*I/We fully understand and agree that the Water Authority may use the data collected from \*me/us in connection with this application for the purposes of, or directly related to, the processing of this application and any follow-up actions in relation to the construction, installation, alteration or removal of the inside service or fire service approved under this application. If \*I/we do not provide sufficient data, the Water Authority may not be able to process \*my/our application. \*I/We agree that the data collected may be transferred to other Government bureaux and departments [and any other relevant parties] for the aforesaid purposes. \*I/We further agree that the data (including the name of the Licensed Plumber, the Authorized Person and the details of the premises concerned) may be made known to the general public (eg. by publishing the same on the internet). \*I/We understand that \*I/we may make a request to the Departmental Secretary of the Water Supplies Department at 48/F, Immigration Tower, 7 Gloucester Road, Hong Kong for access to and correction of my/our personal data.

**Licensed Plumber**

**Authorized Person**  
 (only applicable to a new buildings project)

Plumber's Licence No : \_\_\_\_\_

Registration No.: \_\_\_\_\_

Name : \_\_\_\_\_

Name : \_\_\_\_\_

Signature : \_\_\_\_\_

Signature : \_\_\_\_\_

Date : \_\_\_\_\_

Date : \_\_\_\_\_

Tel No : \_\_\_\_\_

Tel No : \_\_\_\_\_

Fax No : \_\_\_\_\_

Fax No : \_\_\_\_\_

E-mail : \_\_\_\_\_

E-mail : \_\_\_\_\_

Company Name of Employer<sup>+</sup> : \_\_\_\_\_

\*HKID/Passport/Business Registration No. : \_\_\_\_\_

\_\_\_\_\_

Address : \_\_\_\_\_

Business Registration No. of Employer<sup>+</sup> : \_\_\_\_\_

\_\_\_\_\_

Address of Employer<sup>+</sup> : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Preferred Contact Method: \* by mail/e-mail/fax

Preferred Contact Method: \* by mail/e-mail/fax

+ The Licensed Plumber shall provide the name, business registration no. and address of the company/contractor by/for which he/she is employed or working.

\* Delete whichever is not applicable

# The meaning of 'consumer' and 'agent' shall be as defined in Section 2 of the Waterworks Ordinance.



**Part II (To be completed by the consumer<sup>#</sup> / agent<sup>#</sup> / applicant for new water supply) (See Note 1)**

To the Water Authority,

I endorse the information submitted by my Licensed Plumber \*and the Authorized Person in Part I.

I fully understand and agree that the Water Authority may use the data collected from me in connection with this application for the purposes of, or directly related to, the processing of this application of my Licensed Plumber and any follow-up actions in relation to the construction, installation, alteration or removal of the inside service or fire service approved under this application. If I do not provide sufficient data, the Water Authority may not be able to process my Licensed Plumber's application. I agree that the data collected may be transferred to other Government bureaux and departments and any other relevant parties for the aforesaid purposes. I further agree that for the aforesaid purposes the name of the premises concerned may be made known to the general public (e.g. by publishing the same on the internet). I understand that I may make a request to the Departmental Secretary of the Water Supplies Department at 48/F, Immigration Tower, 7 Gloucester Road, Hong Kong for access to and correction of my personal data.

Signature : \_\_\_\_\_ Name : \_\_\_\_\_

(\*consumer<sup>#</sup> / agent<sup>#</sup> / applicant for new water supply)

Tel No : \_\_\_\_\_

Fax No : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Date : \_\_\_\_\_

Company's chop (if applicable)

\* Delete whichever is not applicable

<sup>#</sup> The meaning of 'consumer' and 'agent' shall be as defined in Section 2 of the Waterworks Ordinance.



**Part III (To be completed by the Water Authority)**

To the Licensed Plumber,  
 Licensed Plumber Mailing Address

To the Authorized Person (if any),  
 Authorized Person Mailing Address

To the consumer/agent/applicant,  
 Consumer/agent/applicant Mailing Address

Permission is given for you to proceed with the Approved Plumbing Works covered by this Form.

	Name : _____
(Signed for the Water Authority)	Post : _____
	Tel No : _____
Date: _____	Fax No : _____

\* Delete whichever is not applicable

# The meaning of 'consumer' and 'agent' shall be as defined in Section 2 of the Waterworks Ordinance.



**Part IV (To be completed by the Licensed Plumber) (see Note 6)**

**(For new building project, also to be signed by the Applicant and the Authorized Person)**

To the Water Authority,

ASN : \_\_\_\_\_

\* The whole / part of the Approved plumbing works (please specify and submit relevant drawings : \_\_\_\_\_  
 \_\_\_\_\_) covered by this Form was/were completed on \_\_\_\_\_.

I apply for your inspection and approval of the plumbing works mentioned above. \* I also undertake the correctness of the meter positions of the plumbing works mentioned above. I certify that the pipes and fittings installed and any materials used for the construction, installation, alteration or removal of the Approved Plumbing Works covered by this Form are as prescribed by the Waterworks Regulations.

\_\_\_\_\_  
 (Signature of the Licensed Plumber in Part I) Name : \_\_\_\_\_

Plumber's License No. : \_\_\_\_\_

Date : \_\_\_\_\_

\* I am satisfied with the correctness of the meter positions indicated above by the Licensed Plumber.

\_\_\_\_\_  
 (Signature of the Applicant in Part II) Name : \_\_\_\_\_

\_\_\_\_\_  
 Company's chop (if applicable) Date : \_\_\_\_\_

\* I am satisfied with the correctness of the meter positions indicated above by the Licensed Plumber.

\_\_\_\_\_  
 (Signature of the Authorized Person in Part I) Name : \_\_\_\_\_

Registration No.: \_\_\_\_\_

Date : \_\_\_\_\_

\* Delete whichever is not applicable

# The meaning of 'consumer' and 'agent' shall be as defined in Section 2 of the Waterworks Ordinance.



**Part V(a) (To be completed by the Water Authority)**

To the Licensed Plumber,  
 Licensed Plumber Mailing Address

To the Authorized Person (if any),  
 Authorized Person Mailing Address

To the Applicant,  
 Applicant Mailing Address

Inspection, including but not limited to carrying out spot-check of the pipes and fittings at the premises, was carried out on \_\_\_\_\_ on the Approved Plumbing Works covered by this Form. There is no irregularity apparent to us during the above mentioned inspection.

Subject to the completion of random sampling of the water supply to be carried out at inside service \*and connection point with satisfactory water test results as required by the Water Authority, \*and on payment of the charge prescribed in Part 1 of Schedule 1 of the Waterworks Regulations, the WWO 46 Part V(b) will be issued. \*The connection to the main will then be made \*and the part of the inside service on land held by the Government will be installed afterwards.

	Name : _____
(Signed for the Water Authority)	Post : _____
	Tel No : _____
Date : _____	Fax No : _____

\* Delete whichever is not applicable

# The meaning of 'consumer' and 'agent' shall be as defined in Section 2 of the Waterworks Ordinance.



**Part V(b) (To be completed by the Water Authority)**

To the Licensed Plumber,  
 Licensed Plumber Mailing Address

To the Authorized Person (if any),  
 Authorized Person Mailing Address

To the Applicant,  
 Applicant Mailing Address

Random sampling of the water supply has been carried out at inside service \*and at connection point, and satisfactory water test results were received on \_\_\_\_\_ as required by the Water Authority. There is no irregularity apparent to us. \*Subject to payment of the charge prescribed in Part 1 of Schedule 1 of the Waterworks Regulations, \*the connection to the main will then be made \*and the part of the fire service or inside service on land held by the Government will be installed.

Attention of the Licensed Plumber is drawn to the Licensed Plumber's duty to construct, install, alter or remove the Approved Plumbing Works covered by this Form in compliance with the approved plumbing proposals and the Waterworks Regulations. Neither the issuance of this Form nor approval of the plumbing proposals nor the granting of the connection to the main \*and the installation of the part of the fire service or inside service on land held by the Government shall be construed as a ratification of any contravention of any of the provisions of the Waterworks Ordinance or the Waterworks Regulations.

	Name : _____
(Signed for the Water Authority)	Post : _____
	Tel No : _____
Date : _____	Fax No : _____

\* Delete whichever is not applicable

# The meaning of 'consumer' and 'agent' shall be as defined in Section 2 of the Waterworks Ordinance.

ASN: \_\_\_\_\_

**Form Serial No** \_\_\_\_\_

Premises Address \_\_\_\_\_

(For official use)

**PIPES AND FITTINGS INTENDED TO BE INSTALLED:-**

Page \_\_\_\_ of \_\_\_\_

Description of pipes and fittings (see Note 10)	Brand	Size	Manufacturer	Country of origin	Categories of compliance (each fitting may have more than one category of compliance) (see Note 8)	Location of designated products registered under WELS/combined water saving devices

Please use additional sheet(s) if required.

*Please see notes overleaf*

Signature of the Licensed Plumber : \_\_\_\_\_ Licence No. : \_\_\_\_\_ Date : \_\_\_\_\_



**Notes :-**

1. The Form is applicable to premises supplied or to be supplied with water from the Waterworks. Part I of the Form and the Annex are to be completed by the Licensed Plumber to apply for the permission by the Water Authority of the commencement of the Approved Plumbing Works covered by this Form. For a new building project, the Authorized Person, as defined in the Buildings Ordinance (Cap. 123), is required to sign in Part I also. Part II is to be completed by the consumer<sup>#</sup>/agent<sup>#</sup>/applicant of new water supply. Omission of any details in the Form and the Annex may cause delay to your application.
2. Parts I and II of this Form shall be submitted to the Water Authority for permission to commence the construction, installation, alteration or removal of the Approved Plumbing Works covered by this Form. All pipes and fittings and any materials to be used for the construction, installation, alteration or removal of the Approved Plumbing Works covered by this Form shall comply with the requirements of the Waterworks Regulations. All water taps, showers for bathing and urinal flushing valves intended to be installed shall be registered under the Water Efficiency Labelling Scheme (WELS) and comply with the prescribed water efficiency requirements stipulated in the Hong Kong Waterworks Standard Requirements for Plumbing Installation in Buildings (HKWSR). Any change of the previously approved pipes and fittings and any materials to be used for the Approved Plumbing Works covered by this Form shall be submitted to the Water Authority for approval and to the Water Supplies Department (WSD) for registration under WELS (if applicable) before installation. The Licensed Plumber, the Authorized Person and the consumer<sup>#</sup>/agent<sup>#</sup>/applicant should update and sign Parts I, II and Annex to this Form and submit the Form to the Water Authority for approval.
3. The Form with the Annex shall be mailed/faxed to the Water Authority. Submission of the copies of approval letters of the General Acceptance products are not required.
4. Different sets of Forms are required for different phases of the plumbing that require water supply at different dates. **The consumer<sup>#</sup>/agent<sup>#</sup>/applicant of new water supply in Part II and/or the Licensed Plumber/Authorized Person in Part I shall inform the Water Authority in writing whenever there is any change to the ‘anticipated date when water supply is required’ in Part I of the Form.**
5. On completion of processing the application, the Licensed Plumber, the Authorized Person and the consumer<sup>#</sup>/agent<sup>#</sup>/applicant will receive Part III of the Form with a Form Serial No. printed on it. A copy of Parts I and II of the Form will also be returned.
6. Reporting completion of part of the Approved Plumbing Works covered by this Form (including water pipe to be concealed) shall be made in Part IV of the Form. Licensed Plumber, and the Authorized Person and consumer<sup>#</sup>/agent<sup>#</sup>/applicant as appropriate, should complete Part IV of the Form and submit it together with a copy of Parts I, II and III of the Form to report completion of the Approved Plumbing Works covered by this Form. **Please quote Form Serial No. and ASN on Part IV.**
7. All pipes intended to be used for the Approved Plumbing Works covered by this Form are required to be reported in the Annex. For fittings intended to be used for the Approved Plumbing Works covered by this Form, only those fittings listed in WSD’s website and showers for bathing need to be reported in the Annex.
8. All pipes and fittings including any materials intended to be used for the construction, installation, alteration or removal of the Approved Plumbing Works covered by this Form shall comply with the relevant British Standard listed out in WSD’s website and all water taps, showers for bathing and urinal flushing valves intended to be installed shall be registered under WELS and comply with the prescribed water efficiency requirements stipulated in the HKWSR. If the following four categories apply to any pipes, fittings or materials intended to be used, the applicant should specify the relevant category on the Annex and provide the relevant supporting documents:
  - Category A – Marked in accordance with the appropriate British Standard and bearing the British Standard Institution Kitemark. The relevant approval certificate should be provided.
  - Category B – Accepted by the Water Supply (Water Fittings) Regulations, United Kingdom (formerly known as the Water Byelaws). The relevant approval certificate should be provided.
  - Category C – Accepted by the Water Authority in writing. Copies of the relevant WSD approval

letters should be provided to facilitate final inspection.

Category D – Accepted by the WSD in writing for registration under WELS and in compliance with the prescribed water efficiency requirements stipulated in the HKWSR. Copies of the relevant WSD approval letters should be provided to facilitate final inspection.

A directory of pipes and fittings including any materials with currently valid approval by the Water Authority as well as the registers of products covered by the current WELS can be found in the WSD's website. For pipes and fittings not yet approved by the Water Authority, submission of details and samples of such pipes and fittings including any materials listed in the Annex may be required. For water taps, showers for bathing and urinal flushing valves not yet registered under WELS, submission of details of such fittings listed in the Annex may be required for registration under WELS.

9. Licensed Plumber and Authorized Person should always be aware of the anti-corruption laws and avoid to contravene them during their course of works. For details, please refer to the website of Independent Commission Against Corruption at <http://www.icac.org.hk/>
10. For a water tap or shower for bathing not complying with the prescribed water efficiency requirements stipulated in the HKWSR, the Water Authority will accept the alternative of installing inside the water tap or shower for bathing a flow controller registered under WELS and of appropriate water efficiency grade to form a “combined” water saving device that meets the prescribed water efficiency requirements. To select such flow controller for non-mixing type water tap, applicant should refer to the WELS registers in WSD's website to ascertain its nominal flow rate to achieve the prescribed water efficiency requirements. Details of the WELS compliant flow controller to be installed to form a combined water saving device shall also be included in the Annex.

<sup>#</sup> The meaning of ‘consumer’ and ‘agent’ shall be as defined in Section 2 of the Waterworks Ordinance.

**Flowchart for the New Commissioning Requirements  
in Occupied Buildings/Village Houses  
(Applicable to WWO 46 Part IV submitted on or after 15 November 2017)**

