



水務署
Water Supplies Department

香港灣仔告士打道七號入境事務大樓
Immigration Tower, 7 Gloucester Road, Hong Kong.

電子郵件
e-mail wsdinfo@wsd.gov.hk

電話
Telephone 2824 5000

圖文傳真
Facsimile 2824 0578

檔號
Reference (5) in WSD 3318/50 Pt.10

14 January 2026

Distribution: To all Licensed Plumbers and Authorised Persons

Dear Sirs,

WSD Circular Letter No. 2/2026
Changes in Application for Water Supply (AWS)
in Line with Implementation of Advanced Metering Infrastructure (AMI)

This Circular Letter promulgates changes to procedures for application for water supply (AWS) in line with the implementation of Advanced Metering Infrastructure (AMI) (formerly known as Automatic Meter Reading (AMR)) at new developments.

Proposed Amendments

2. With the progressive deployment of AMI at new developments, the Water Supplies Department proposed to introduce related requirements into the AWS procedures. Upon consultation with the stakeholders, the following changes will be imposed:

- (a) A declaration form for the works related to AMI (Appendix A) shall be duly completed and submitted along with Form WWO 542 and Form WWO 46 Part I/II to the Water Authority by the applicants of new water supply / Authorised Persons (APs) or Licensed Plumbers (LPs). Such declaration form shall be signed by the applicant for new water supply and/or the AP, and attached with supporting documents such as the latest AMI System/AMR Outstation Technical Proposal Approval Letter and relevant land documents (if applicable); and

- (b) In cases where collection of smart water meters for fresh water supply is necessary, corresponding APs or LPs shall submit copy of the latest AMI System/AMR Outstation Technical Proposal Approval Letter along with the written notice for meter acquisition and “Collection Notes” as per Section 4.2 of “Guide to Application of Water Supply”.

Effective Date

3. The above changes shall take effect for the first submissions of Form WWO 542 and/or Form WWO 46 (any parts thereof) from 1 February 2026 onward.

Enquiry

4. Should you have any enquiry, please contact our Engineer/Technical Support(4) at telephone no. 2829 5657.

Yours faithfully,

(Original Signed)

(YIP Ka-chun, Gary)
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 Branch

Hong Kong Plumbing and Sanitary Ware Trade Association Ltd.

Hong Kong Licensed Plumbing Professionals Association Ltd.

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

The Hong Kong Construction Association, Ltd.

Hong Kong Registered Contractors Association Company 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 General Building Contractors Association Ltd.

Hong Kong Institute of Vocational Education

Hong Kong Institute of Construction, Construction Industry Council

Hong Kong Licensed Plumbers Union Limited

Hong Kong Metropolitan University Li Ka Shing School of Professional and Continuing Education

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

Pipeman Engineering (International) Limited

Hong Kong Institute of Water and Sanitation Safety

Hong Kong Plumbing General Union

WSD 3318/15/81

Declaration of the AMI System/AMR Outstations at New Developments

(To be completed and signed by the applicant for new water supply and/or the Authorized Person)

To the Water Authority,

ASN: _____

Address of works: _____

I hereby submit to you the following declaration regarding AMI System/AMR Outstations of the works mentioned above: (Please tick (✓) as appropriate)

- ☐ I hereby undertake that the AMI System/AMR Outstations together with facilitates and associated equipment as required by the Water Authority will be provided and installed to the satisfaction of the Water Authority on or before ____ (YYYY-MM-DD) _____. Copy of the latest AMI System/AMR Outstations Technical Proposal Approval Letter (for submission along with WWO 46 only) and, if applicable, relevant land documents¹ indicating the requirements are attached on separate sheet(s) for record and checking.
- ☐ There is **no** requirement of installation of AMI System/AMR Outstations, or AMR for fresh water supplies, in relevant land documents. I hereby undertake that the AMI System/AMR Outstations together with facilitates and associated equipment as required by the Water Authority will be provided and installed to the satisfaction of the Water Authority on or before ____ (YYYY-MM-DD) _____. Copy of the latest AMI System/AMR Outstations Technical Proposal Approval Letter (for submission along with WWO 46 only) are attached on separate sheet(s) for record and checking.
- ☐ I hereby confirm that there is **no** requirement of installation of AMI System/AMR Outstations, or AMR for fresh water supplies, in relevant land documents.

I hereby declare that the information given in this submission is true, correct and complete.

_____ (Signature of Applicant in WWO 542/ WWO 46 Part II*) *Please delete as appropriate	Name: _____
_____ Company's chop (if applicable)	Date: _____
_____ (Signature of the Authorised Person ² in WWO 46 Part I) (for submission along with WWO 46 only)	Name: _____
	Registration No.: _____ Date: _____

¹ If the AMI System/AMR Outstations is not completed by the date as prescribed in the land documents, it may constitute a breach of lease conditions and enforcement actions would be taken by the corresponding agencies.

² The Authorised Person (AP) shall be aware that he/she is obligated to carry out professional duties as set out in related statutory requirements and practice notes. Failure to meet these obligations through negligent or misconduct may subject the corresponding AP to disciplinary action.