

填寫表格 WWO 46(01/19)指引 Guidance for Completing Form WWO 46 (01/19)

申請者可透過以下途徑遞交申請：

Application can be made through the following channels:

電郵 By Email

wsdinfo@wsd.gov.hk

傳真 By Fax

2802 7333

郵寄或人手遞交 By Mail or By Hand

香港灣仔告士打道 7 號入境事務大樓 43 樓
水務監督 收

The Water Authority
43/F Immigration Tower,
7 Gloucester Road,
Wan Chai, Hong Kong.

(1) WWO 46 第一及第二部分 WWO 46 Part I and II

- 在表格附註 1 中，對於房屋署或建築署轄下的「新建樓宇」工程而言，認可人士一欄可接受由房屋署發展計劃的工程合約經理，建築署的工程項目的建築師，或同等職位人員但不低於首長級第一級簽署。

Further to Note 1 of the Form WWO 46, for new building projects under Housing Department (HD) or Architectural Services Department (ArchSD), it is acceptable for the Contract Manager of the development under HD, or the Architect of the project under ArchSD, or officer with post equivalent to these two but not lower than D1 rank, to sign under the entries for Authorized Person.

- 請在表格第一部分列出已核准的表格 WWO 1149 的資料或隨表格附上已填妥的表格 WWO 1149。
Please indicate on Part I of the form the details of the approved WWO 1149 or attach a duly completed WWO 1149 with the form.

- 當申請類別並非「新建樓宇」時，認可人士一欄不需要填寫。
For application type other than “new building”, entries under Authorized Person are not required to be filled.

- 當申請人是以公司名義申請，請於第二部分蓋上公司印章。
For firm/company applicant, please stamp the company chop in Part II.

(2) WWO 46 第四部分 WWO 46 Part IV

- 在遞交 WWO 46 第四部分時，持牌水喉匠須參考《申請供水指引》第 4.3 節的要求。
LP shall refer to the requirements under Section 4.3 of the ‘Guide to Application for Water Supply’ when submitting WWO 46 Part IV.
- 當持牌水喉匠於第四部分清楚表示相關已完成的核准水管工程為隱藏水喉或地下水喉時，申請人或認可人士無需簽署該部分。為免誤會，就要求視察及批准全部已完成的核准水管工程時，申請人或認可人士仍需要簽署。
When LP states clearly in the Part IV that the completed approved plumbing works are confined to conceal pipes or underground pipes, signature of the applicants and the Authorized Person are not required. For the avoidance of doubt, signatures of the applicants/Authorized Person are still required when it is for inspection and approval of whole of the approved plumbing works.
- 當申請人是以公司名義申請，請於第四部分蓋上公司印章。
For firm/company applicant, please stamp the company chop in Part IV.