



Quality Water Supply Scheme for Buildings – Fresh Water (Management System)



大廈優質供水認可計劃 – 食水(管理系統)

Risk assessment with control measures

+

Regular inspection and maintenance

+

Regular audit and review

=

Quality Fresh Water ON TAP



透過風險評估，制定控制措施

+

定期檢查及維修

+

定期審核及檢討

=

優質食水 安心飲用



大廈優質供水認可計劃－食水(管理系統)

1. 引言

水務署於2002年7月推行了「食水系統優質維修認可計劃」，計劃名稱於2008年1月，2015年3月及同年12月分別更改為「大廈優質食水認可計劃」，「大廈優質供水認可計劃－食水」及「大廈優質供水認可計劃－食水(2.0版)」(下稱「2.0版」)，標誌著本署推出新猷以優化計劃。

儘管水務署供應的食水可供安全飲用，水質仍會受到大廈內部水管系統不同內在因素影響，例如食水水箱未有妥善清洗，內部水管系統因缺乏妥善保養而導致污染物進入，或於內部水管系統使用了不合規格的喉管物料。就此，水務署邀請專家顧問協助按照世界衛生組織(世衛)的建議制定以風險管理為本的建築物水安全計劃的指引和範本，包括透過辨認內部水管系統潛在污染風險及制定相應的控制措施，保障食水質素。世衛對水務署制定有關指引和範本表示歡迎，認為有助推廣實施建築物水安全計劃。上述指引和範本更獲世衛及國際水協會上載其共同管理的網站。

為向業主及物業管理人推廣採用建築物水安全計劃及對已實施建築物水安全計劃的業主及物業管理人給予認可，水務署在水務諮詢委員會的支持下於2017年11月6日推出自願參與「大廈優質供水認可計劃－食水(管理系統)」(下稱「QMS」)的新計劃，將建築物水安全計劃的元素融合至「大廈優質供水認可計劃」內，以鼓勵業主及物業管理人實施建築物水安全計劃以進一步保障大廈食水的質素。

業主及物業管理人透過聘請已接受有關建築物水安全計劃培訓及通過評核的合資格人士根據《香港建築物食水安全計劃指引》和建築物水安全計劃範本協助制定及實施建築物水安全計劃，即可申請 QMS。

2. 目的

QMS 的目的是：

- 透過制定及實施建築物水安全計劃對內部水管系統的內在風險進行評估，執行相應的控制措施，定期檢查及維修內部水管系統和定期審核及檢討建築物水安全計劃，以推廣及協助業主及物業管理人進一步保障大廈食水的質素；
- 提高業主、物業管理人及用戶對妥善保養內部水管系統的重要性及在內部水管系統中使用合規格的喉管物料等意識；
- 增強本港居民及海外訪客對自來水水質的信心；
- 提升物業管理人在服務增值方面的能力，以滿足用戶對自來水水質的要求；以及
- 對達至計劃所訂準則的業主及物業管理人，給予認可。

3. 計劃

水務署負責管理此計劃。計劃屬自願參與性質，申請或續期申請費用全免。參與對象主要為業主、業主立案法團及物業管理人。申請人須填妥表格A(及表格B(用於更換物業管理人))，然後交給本署。(表格可於網頁www.wsd.gov.hk下載)。

本署會向合資格的大廈頒發證書，以表揚其內部水管系統得到妥善保養。大廈、業主立案法團(如適用)及物業管理人的名稱會印在證書上，以示嘉許。證書的正本或副本可於獲認可的大廈內及在文具、宣傳物品上展示，但須遵守水務署的指引。證書分為3個級別，按照大廈參與計劃的持續時間而定：

證書種類	持續參與年期*	有效期
藍證書－新參與	4年以下	2年
藍證書－續期	4年以下	
銀證書－續期	4年或以上但不足6年	
金證書－續期	6年或以上	

*「2.0版」的參與者於證書到期後的三個月內申請QMS，其「2.0版」證書的級別自動延至 QMS。

持續參與計劃者，須在現獲發的證書到期日之前或之後三個月內遞交續期申請。而現有證書到期三個月後才遞交的續期申請，會作新申請辦理。

4. 評核申請的準則

申請須連同以下所訂文件一同遞交：

新申請	續期申請
一般大廈(如住宅或辦公室大廈)及學校 <ul style="list-style-type: none">大廈的水安全計劃(申請人須根據上載於水務署QMS網頁的指引和範本來建立建築物水安全計劃)，該計劃須包括：<ul style="list-style-type: none">大廈的基本描述供水流程圖風險評估摘要表已實施的一般大廈或學校的水安全常規檢查清單(參閱上載於水務署QMS網頁的範本的D部分及E部分)，其中對於檢查頻率為一個月的項目，應至少包括一次檢查。	一般大廈(如住宅或辦公室大廈)及學校 <ul style="list-style-type: none">一份內部審核報告，建議有關審核由一個有接受內部審核培訓，並沒有參與該幢大廈的水安全計劃的獨立人士執行。審核工作應重點關注實施建築物水安全計劃方面(參閱水務署QMS網站提供的審核清單範本)；以及一份確認已完成所有按照建築物水安全計劃定下的巡查/檢查聲明(蓋上公司印章)及由合資格人士執行的每年巡查/檢查記錄。水務署稍後會通知申請人提供至少3份每月巡查/檢查記錄作抽樣查核。(參閱水務署QMS網站提供的範本的D部分及E部分)；以及一份最新版本的建築物水安全計劃，若該計劃已經更新。 所有使用焊接銅喉，並有6歲或以下學童就讀的學校，如小學或某些特殊學校，但不包括幼稚園。 <ul style="list-style-type: none">除上述文件外，每年至少須進行一次水質檢查，相關測試報告須連同續期申請表一同遞交。建議學校連續2年在至少一個飲用及/或煮食用途的水龍頭抽取樣本作年度測試，檢測食水的鉛含量，若水質測試結果連續兩年達標，測試頻率可降至每5年一次。水樣本應採用30分鐘靜水(30MS)取樣規程抽取，詳情可向化驗室查詢或瀏覽水務署QMS網頁。

上述的新申請/續期申請準則已涵蓋大多數情況。若個案特殊，水務署會按個別情況考慮申請個案，而水務署就申請作出的決定是最終決定。

為了優化此計劃，於2020年7月1日後遞交的新申請/續期申請，均需由已接受有關建築物水安全計劃培訓及通過評核的合資格人士(請見上載至水務署建築物水安全網頁的已接受有關建築物水安全計劃培訓的合資格人士名單)簽署當中的建築物水安全計劃內的丙部－建築物風險評估簡表；及戊部表2－合資格人士執行的常規檢查/巡視。

5. 保障私隱

水務署會把所有申請資料保密，並只會公布獲認可大廈的名稱。本署在任何情況下均不會向第三者透露個別申請的詳情及水樣本的測試數據(如適用)。在此情況下，申請人須處理所有有關數據/資料的直接/轉介查詢/要求，並須對該數據/資料的公開或發放負全責。

6. 住戶教育

要有效通知並教育業主妥善維修內部水管系統和使用合規格的喉管物料，申請人(如物業管理人或業主立案法團)在新計劃上的角色尤為重要。申請人可張貼刊物(如專題海報和單張)、舉辦講座，或把「保養內部水管系統」列為業主立案法團定期會議議程內的常設項目。為此，本署建議及鼓勵申請人採用上述的方法教育業主，傳達以上重要訊息。

7. 查詢

如欲了解上述計劃及申請詳情，可透過水務署熱線或傳真或電子郵件，向本署查詢。水務署亦已設立服務台(熱線：2829 5696、傳真：2877 4935、電郵：wspb_help_desk@wsd.gov.hk)為業主或物業管理人提供有關建築物水安全計劃的技術支援。

諮詢熱線：2824 5000 電子郵遞：wsdinfo@wsd.gov.hk
傳真：2824 0578 網址：www.wsd.gov.hk

Quality Water Supply Scheme for Buildings – Fresh Water (Management System)

1. Introduction

The Water Supplies Department (WSD) launched “Fresh Water Plumbing Quality Maintenance Recognition Scheme” in July 2002. The said scheme was re-titled “Quality Water Recognition Scheme for Buildings”, “Quality Water Supply Scheme for Buildings – Fresh Water” and “Quality Water Supply Scheme for Buildings – Fresh Water (Plus)” (Q-Plus) in January 2008, March 2015 and December 2015 respectively to signify enhancement features.

Tap water quality can be affected by various factors inherent to a building's internal plumbing systems, despite the fact that the water supplied by the WSD is safe for consumption, such as a lack of proper cleaning of the drinking water tank, a lack of proper maintenance of the internal plumbing systems causing contamination, or the use of non-compliant materials in the internal plumbing systems. Noting this, the WSD invited expert consultants to assist in developing a set of risk-management based guidelines and templates for the water safety plan for buildings (WSPB) in accordance with the recommendations of the World Health Organization (WHO). The guidelines and templates encompass the identification of potential contamination risks in internal plumbing systems and the formulation of corresponding control measures to safeguard the quality of drinking water. The WHO welcomed the WSD's action in devising these guidelines and templates, which are considered conducive to promoting the implementation of the WSPB. The guidelines and templates have been uploaded to a website jointly managed by the WHO and the International Water Association for international reference.

To promote WSPB to property owners and property management agents and give recognition to property owners and property management agents who have implemented WSPB, WSD launched a voluntary scheme “Quality Water Supply Scheme for Buildings – Fresh Water (Management System)” (QMS) with support from the Advisory Committee on Water Supplies by integrating WSPB with the “Quality Water Supply Scheme for Buildings on 6 November 2017 to encourage the property owners and property management agents to implement WSPB for safeguarding the quality of drinking water.

Property owners and property management agents who have engaged a Qualified Persons trained in WSPB and passed assessments to develop and implement WSPB according to “Guidelines for Drinking Water Safety Plans for Buildings in Hong Kong” and WSP templates can apply QMS.

2. Objectives

QMS aims to :

- promote to and assist property owners and property management agents to safeguard drinking water quality in their buildings by developing and implementing WSPB through assessments of risks inherent to the internal plumbing systems, execution of the corresponding control measures, regular inspection and maintenance of the internal plumbing systems together with regular audit and review of the WSPB;
- raise the awareness of building owners, property management agents and customers of the importance of proper maintenance and the use of compliant materials for the internal plumbing systems;
- enable the public and overseas visitors to have greater confidence of the water quality at the tap;
- strengthen the capability of property management agents to achieve value-added performance in meeting the needs of customers with respect to quality of tap water; and
- give recognition to building owners and property management agents who can demonstrate consistent compliance with the prescribed criteria under the Scheme

3. The Scheme

The Scheme is administered by the WSD. Participation in the Scheme is voluntary and there is no application or renewal fee. The main target groups to join the Scheme are owners, owners' corporations and property management agents. They shall submit new/renewal applications to the WSD using Form A (and Form B (for change of property management agents)) (available on www.wsd.gov.hk).

The WSD will award certificates to successful buildings to recognise the responsible parties' efforts in maintaining the internal plumbing systems properly. The names of the buildings, the owners' corporations (if applicable) and property management agents are shown on the certificates to commend their contributions. The certificates or their copies could be displayed in those awarded buildings, stationeries and promotional materials, subject to the WSD's guidelines. The certificates are classified into three grades according to the length of the continuous period for which a building has joined the Scheme:

Type of certificate	Length of continuous participation*	Validity
Blue – new application	Less than 4 years	2 years
Blue – renewal	Less than 4 years	
Silver – renewal	4 years or more but less than 6 years	
Gold – renewal	6 years or more	

* Q-Plus participants who have submitted application for QMS within 3 months after the expiry of their Q-Plus certificate the grade of their Q-Plus certificates will be automatically carried forward to the Scheme.

For continuous participation, renewal applications have to be made within 3 months before or after the expiry date of the current certificates. Renewals made more than 3 months after the expiry date will be considered as new applications.

4. Assessment of Applications

Applications shall be submitted together with the prescribed documents as follows:

New application	Renewal
All general buildings (such as residential or office buildings) and schools <ul style="list-style-type: none">A WSP for the building (applicant should develop the WSPB based on the guidelines and templates available from the WSD's website on QMS), which should contain the following:<ul style="list-style-type: none">General description of the buildingWater supply flow diagramsRisk assessment summary tablePractised routine water safety checklist for general buildings or schools (see Part D and Part E of the templates available from the WSD's website on QMS), which should include at least one inspection for items with checking frequency of one month	All general buildings (such as residential or office buildings) and schools <ul style="list-style-type: none">An internal audit report for which the audit is to be carried out by independent parties not involved in the implementation of WSP for the audited building, who should preferably be trained for conducting internal audits. The audit should focus on the aspects regarding the implementation of WSPB (see the audit checklist template available in the WSD's website on QMS); andA declaration (with applicant's company chop) confirming all checking/inspections have been duly undertaken at interval as specified in the WSPB and the annual checking/inspection record by the Qualified Person. Water Supplies Department will later inform the applicant to provide at least 3 sets of monthly routine checking/inspection record for sampled checking (see Part D and Part E of the templates available in the WSD's website on QMS); andAn up-to-date WSPB if the document has been revised. All schools that use copper pipes connected with soldering and serve students aged at or below 6, e.g. primary or some special schools but excluding kindergartens. <ul style="list-style-type: none">In addition to the above, water quality examination should be carried out at least once a year and the corresponding test report to be submitted with the renewal application. It is suggested annual water quality testing for lead be carried out for at least one tap for drinking and/or food preparation purposes for two consecutive years. The testing frequency may be reduced to once every 5 years if the testing results are satisfactory. The water samples should be taken using the 30-minute stagnation (30MS) protocol. For details of the sampling protocol, please refer to the testing laboratory or the WSD's website on QMS.

The entry/renewal criteria stipulated above should be able to cover most of the scenarios. Should it be a special case, WSD will assess individual application on a case-by-case basis and the decision of the WSD on the application shall be final.

To enhance QMS, all new and renewal applications of QMS submitted from 1 July 2020 shall require a QP on the List of Qualified Persons Trained in Water Safety Plan for Buildings and passed assessments (see the List of Qualified Persons Trained in Water Safety Plan for Buildings uploaded in the WSD website on Water Safety in Buildings) to certify Part C – Risk Assessment Summary Table for Building and Part E Table 2 - Routine Checking/Inspection by the QP of the WSPBs.

5. Privacy Protection

The WSD will keep all details of the applications confidential and will only publish the names of successful buildings. The WSD will not disclose details of individual application and the test data of water samples (if applicable) to any third party. In this regard, the applicant should handle all direct/referred enquiries/requests for such data/information, and is held fully accountable and responsible for such disclosure.

6. Education to Residents

Underpinning the Scheme is the pivotal role of applicants (e.g. property management agents or owners' corporations) in effectively informing and educating building owners the importance of proper maintenance and use of compliant materials for the internal plumbing systems. These may take the forms of display of publications (e.g. topical posters and leaflets), talks and making “maintenance of the internal plumbing systems” a standing agenda item in regular meetings of the owners' corporations. To this end, applicants are advised and encouraged to educate and properly inform building owners of the above importance through the above-proposed forms.

7. Enquiry

Enquiry about the details of the Scheme and application can be made through the WSD telephone enquiry hotline or by fax or by e-mail. The WSD also set up a dedicated help desk (Hotline: 2829 5696, Fax: 2877 4935, Email: wspb_help_desk@wsd.gov.hk) to provide technical guidance on WSPB to building owners and property management agents.

Enquiry hotline: 2824 5000 E-mail: wsdinfo@wsd.gov.hk
Fax: 2824 0578 Website: www.wsd.gov.hk