

**To: The Director of Water Supplies
47/F Immigration Tower
7 Gloucester Road
Wan Chai
Hong Kong**

Quality Water Supply Scheme for Buildings – Fresh Water (Plus)

I/We* apply for acceptance to the Quality Water Supply Scheme for Buildings – Fresh Water (Plus) (referred to as the “Scheme” below).

Type of application (please check ONE box)	Area of participation (please check APPROPRIATE box(es))
<input type="checkbox"/> New Application¹ (validity of certificate ² being 2 years) <input type="checkbox"/> Renewal Application (validity of certificate ² being 2 years for current certificate holder submitting application within 3 months before or after expiry of current certificate)	<input type="checkbox"/> Basic Plan <ul style="list-style-type: none"> ● for communal area in domestic and non-domestic buildings <input type="checkbox"/> Extended Plan (please also check ONE box in Part B of Annex I to Form A) <ul style="list-style-type: none"> ● for non-communal area in domestic buildings only

A. Type of Building(s)

Please indicate the type of building(s) applying to join the Scheme by checking ONE box below:

- Hotels – Licence no.: _____
- Restaurants – Licence no.: _____
- Buildings (residential) – Total no. of residential flats: _____
- Buildings (commercial or combined commercial and residential) – Total no. of residential flats: _____

¹ Renewal application beyond 3 months after the expiry of the latest certificate will be treated as a new application.

² Three grades of certificates will be classified according to the following criteria:
 Blue Certificates: New participation or continuous participation with less than 4 years (any lapse between 2 certificates for less than 3 months will be treated as continuous participation);
 Silver Certificates: Continuous participation with 4 years or more but less than 6 years; and
 Gold Certificates: Continuous participation with 6 years or more.

The grade of the existing certificate will be maintained if the application is submitted within 3 months after the implementation of the captioned Scheme or the expiry of the existing certificate.

The qualifying period of participation for those existing applicants remains the same as in the old scheme (i.e. 3 years for silver certificates and 5 years for gold certificates).

Others (please specify): _____

B. Particulars of the Applicant

Name of Owner / Owners' Corporation (If applicable, Registration Certificate No.: _____) / Owners' Committee / Operator / Management Agent / Government Departments / Others*:

Correspondence address: _____

Name of contact person: _____

Post / Title of contact person: _____

Contact tel. no. / fax no.: _____

Contact e-mail address: _____

I/We* wish to receive future correspondence relating to the Scheme by e-mail / fax / mail*

C. Name(s), Age(s) and Address(es) of the Building(s) / Hotel(s) / Restaurant(s) to be included in the application (please use additional sheets if necessary):

Name(s): _____

Age(s): _____

Address(es): _____

D. Preferred Format of the Scheme Certificate(s)

Please indicate the preferred format of the Scheme certificate(s) by checking ONE of the boxes below:

One certificate for each building / hotel / restaurant

One certificate for the whole estate / development / phase* and this application covers all blocks therein. The preferred name is:

E. Documents³ to be included in the application

The application shall be submitted together with the following documents for each building:

1. Completed checklists on water tank cleansing, enhanced water quality examination and plumbing inspection (Annex I to Form A).
2. At least 3 immediately past records of water tanks cleansing (e.g. record photos, copies of signed completion certificates or confined space – Permit-to-Work certificates that show the locations and dates of cleansing and signatures of Competent Persons).
3. Enhanced water quality examination results (samples should not be taken earlier than 3 months from the date of application)
4. At least 3 immediately past results of plumbing inspection related to water quality.

F. Random Sampling for Water Quality Examination by the WSD

Applications will be randomly selected for physical, chemical and bacteriological analyses testing of water samples taken at both communal system and individual household (selected from those sampled by the applicant) by the WSD staff for audit checking to assess the quality of water inside the building concerned according to the following table:

Basic Plan – Communal Area

<i>No. of households in each building</i>	<i>No. of sets of samples to be taken for audit checking (A)+(B)</i>	
	<i>Communal system (A)</i>	<i>Communal system or individual household (applicable if it involves plumbing system of household maintained by the applicant) (B)</i>
≤ 70	1	1
71 – 350	1	2
> 350	1	3

Extended Plan – Non-communal Area

<i>No. of samples taken from individual household in each building</i>	<i>No. of sets of samples to be taken for audit checking</i>
5	1
10	2
15	3

³ Please refer to the alternative arrangement detailed in Part C of Annex I to Form A.

If the samples failed in the water examination, the applicant will be requested to identify and rectify any defect by relevant professionals, including licensed plumbers, building services engineers or building surveyors, etc. and inform the WSD for re-testing at the same sampling points when the rectification works have been completed.

G. Declaration of Water Quality Complaints

(This Scheme would also accept cases involving water quality complaints before application if the applicant could demonstrate, by the information given below, to have taken appropriate resolution to the complaints within reasonable time.)

1. Any water quality complaints in the past 12 months?
Yes / No*, number of complaints: _____
2. Nature of complaints: _____

3. Average handling time: _____
4. Remedial actions taken: _____

5. All complaints cleared? Yes / No*

Outstanding Complaints

<i>Nature</i>	<i>No. of cases</i>

H. Terms and Conditions

1. I/We* declare that all the information and supporting documents provided for the purpose of this application are true, accurate and complete.
2. I/We* have maintained the internal plumbing system up to a high standard for keeping the good quality of government water supplies throughout the inside service up to the consumers' taps.
3. I/We* shall ensure that all my/our staff are fully aware of and observe the assessment criteria of the Scheme at all times during the validity period of the certificate.
4. I/We* shall co-operate with the Water Supplies Department (WSD) for

- checking the compliance of the prescribed criteria of the Scheme if considered necessary by the WSD.
5. I/We* agree that none of the members of the WSD nor the Advisory Committee on Water Resources and Quality of Water Supplies (ACRQWS) shall have any responsibility or liability whatsoever in relation to any dealings between the Scheme certificate holder and the holder's customers arising from the Scheme.
 6. I/We* shall not behave in a manner which may jeopardize or damage the reputation or interests of the Government of the HKSAR, the WSD or the ACRQWS.
 7. I/We* agree to abide by the Terms and Conditions that the certificate remains the property of the WSD and shall return the certificate if required by the WSD, for example, failure to submit documents to demonstrate continuous effort in the upkeep of the internal plumbing system as requested by the WSD or if non-compliance with assessment criteria is verified. For the non-compliance rectified (after verification by the WSD) within 3 months from the date of return of the certificate, the WSD will return the same to the holder and the validity of the certificate will not be affected or otherwise new application for a certificate shall be submitted.
 8. I/We* shall not transfer the certificates to other persons or organisations without the permission of the WSD.
 9. I/We* shall handle all direct/referred enquiries/requests for data/information of the testing results and the associated households.
 10. I/We* shall take full accountability and responsibility for disclosure of the test data/information as well as information pertaining to the households being tested upon request by third parties.
 11. I/We* agree to abide by the Terms and Conditions of the Scheme.

Applicant

Authorised signature: _____ Date: _____

Name & title: _____ Company chop: _____

Management contract valid till date: _____

I. Supported by Owner / Owners' Corporation / Owners' Committee / Government Departments

(To be completed for application submitted by applicants other than Owner / Owners' Corporation / Owners' Committee / Government Department)

1. I/We* support that the applicant has adequate capacity and has committed to performing and observing the Terms and Conditions as specified under Part H of this form.
2. I/We* understand that if there is a change in building management company the certificate of the Scheme will expire on that day. For the certificate to remain valid, I/We* shall instruct the new company to submit an "Undertaking Form for Incoming Building Management Company" (Form B – downloadable from www.wsd.gov.hk) within 1 month and to continue to perform and observe all the requirements of and the Terms and Conditions of the Scheme).

Authorised signature: _____ Date: _____

Name & title: _____ Chop: _____

Name of Owner / Owners' Corporation / Owners' Committee / Government Department*:

Correspondence address: _____

** please delete whichever not applicable.*