



Mr. Anthony HUNG Ling Chi	Chief Building Surveyor/NTW, Building Department
Mr. LEE Koon Yau	Deputy Chief Fire Officer (Licensing & Certification), Fire Services Department
Mr. LAU Edmond Chin Hung	Chief Electrical & Mechanical Engineer/Maintenance (Ag.), WSD

Secretary

Mr. IP Chit Ki	Senior Engineer/Technical Support (1), WSD
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Note Taker

Ms. Celine YEUNG Sze Ling	Engineer/Technical Support (1), WSD
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In Attendance

Mr. Kevin LEE Hong Nin	Senior Engineer/Technical Support (2), WSD
Mr. Ken CHENG Tsz Mau	Engineer/Technical Support (2), WSD

Absent with Apologies

Mr. Artur AU YEUNG Chi King	The Hong Kong Institute of Architects
Mr. Ricky NG Ka Wai	The British Standards Institution Hong Kong
Mr. Stanley CHAN Man Kwong	The Association of Construction Materials Laboratories Limited

**Action by**

**Opening Remarks**

1. The Chairman welcomed all presents to the 12<sup>th</sup> meeting of Technical Committee on Plumbing (TCP).

**Agenda Items**

**Item 1 – Confirmation of Minutes of Last Meeting**

2. The minutes of the 11<sup>th</sup> TCP meeting were confirmed without amendment.

**Item 2 – Matters Arising from Last Meeting**

*(i) Installation of security seal to meters of size 40mm and above for prevention of meter tampering (para. 13 of last meeting refers)*

3. WSD reported that the requirements for installation of security seals for newly installed water meters of size 40mm or above had been published in Circular Letter No. 9/2019,

subsequently subsumed under Section 4.2.4 and Appendix 35 of “Guide to Application for Water Supply” and Section 3.1.12 of “Technical Requirements for Plumbing Works in Buildings”.

(ii) Time limits for submission of supplementary information or amendments to plumbing proposals in response to WSD comments (para. 15 of last meeting refers)

4. WSD reported that TCP Paper No. 4/2020 entitled “Time Frame for Issuing Reminders and Cancellation of Applications for Water Supplies” had been endorsed by the Members, and the associated proposal had been operated smoothly.

**Item 3 – Membership of Next Term of TCP from 2022 to 2025**

5. WSD informed the Members that the current term of TCP would expire on 23 March 2022 and briefed the Members on the proposed membership of the next term from 24 March 2022 to 23 March 2025 (re **Appendix**). WSD would issue appointment letters to the nominated representatives of the upcoming term in due course.

[Post meeting notes – Appointment letters dated 14.3.2022 have been issued.]

**Item 4 – Any other business**

(iii) Communication with Licensed Plumbers during Epidemic

6. In view of the epidemic situation, WSD explained to Members that their comments and views would usually be sought by paper circulation rather than face-to-face meeting temporarily. Members could raise the request to the Secretary for organizing a zoom meeting to discuss particular issues.

7. Members expressed that the circulation time for some TCP papers was relatively short and requested a longer circulation period if possible. WSD noted the Members’ request and would endeavor to allow more time for circulation.

8. WSD strongly encouraged Members to disseminate a reminder to licensed plumbers to provide their contact telephone numbers, including their office and mobile contacts, in their submission of application for water supply so that the WSD staff could discuss the matter over the phone with them rather than face-to-face meeting where appropriate so as to speed up the overall process.

9. To work together on social distancing during the epidemic, WSD updated Members

that a drop box had been provided at 43/F lift lobby outside our Document Management Center for receiving submissions.

10. WSD appealed for Members' assistance in setting up epidemic compulsory isolation and treatment facilities which were to be commissioned under a very tight programme. In view of the urgent need for the facilities, WSD had streamlined the water supply application procedures as far as possible. Licensed plumbers involved in those projects should closely liaise with WSD's Regional Customer Service colleagues to expedite the completion of the associated plumbing works without compromising the requirements for water safety.

11. There being no other business, the meeting was adjourned at 3:15pm.

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**Membership of TCP**  
**for the Term from 24 March 2022 to 23 March 2025**

<b>Membership Category</b>	<b>Name of Organisation</b>
Chairperson	Assistant Director/New Territories, WSD
Professionals	A representative from each of the following professional bodies:
	• The Hong Kong Institution of Engineers
	• The Hong Kong Institute of Architects
	• The Hong Kong Institute of Surveyors
Plumbing Trade	A representative from each of the following associations/institutions:
	• Hong Kong Plumbing and Sanitary Ware Trade Association Ltd.
	• The Chartered Institute of Plumbing and Heating Engineering – HK Branch Ltd.
	• The Hong Kong Institution of Plumbing and Drainage Ltd.
	• Hong Kong Licensed Plumbing Professionals Association Ltd.
	• Hong Kong Water Works Professionals Association Ltd.
	• Plumbing Technology Student Association
Contractor Associations	A representative from each of the following associations:
	• The Hong Kong Construction Association Ltd.
	• Hong Kong General Building Contractors Association Ltd.
	• Contractor's Authorised Signatory Association Ltd.
	• Registered Minor Works Contractor Signatory Association Ltd.
	• The Hong Kong Registered Contractors Association Co., Ltd.
	• The Hong Kong Federation of Electrical and Mechanical Contractors Ltd.
	• The Association of Registered Fire Service Installation Contractors of Hong Kong Ltd.
Plumbing Suppliers	4 suppliers to be nominated by the Hong Kong Plumbing and Sanitary Ware Trade Association Ltd.
	• 2 suppliers supplying mainly pipes and fittings;
	• 1 supplier supplying mainly valves; and
	• 1 supplier supplying mainly taps and sanitary wares.
Standard Organisation	A representative from BSI Hong Kong
Laboratory Association	A representative from The Association of Construction Materials Laboratories Ltd.
Property Sector	A representative from The Real Estate Developers Association of Hong Kong
Official Members	Chief Engineer/Technical Support, WSD
	Chief Electrical & Mechanical Engineer/Maintenance, WSD
	A representative from Architectural Services Department
	A representative from Housing Department
	A representative from Buildings Department
	A representative from Fire Services Department
Secretary	Senior Engineer/Technical Support(1), WSD