



水務署
Water Supplies Department

總部 Headquarters

香港灣仔告士打道七號入境事務大樓 48 樓

48/F, Immigration Tower, 7 Gloucester Road, Wan Chai, Hong Kong

本署檔號 : (1) in WSD 3318/50 Pt. 9 T/J(4)
Our ref.
來函檔號 :
Your ref.

電話 : 2829 4355
Tel.
傳真 : 2824 0578
Fax.

10 January 2025

Distribution: To all Licensed Plumbers and Authorized Persons

Dear Sirs,

WSD Circular Letter No. 1/2025

**Streamlined Procedure of Fresh Water Cooling Towers Scheme
in respect of Application for Water Supply**

This Circular Letter promulgates a streamlining measure on the application procedures under the Fresh Water Cooling Towers (FWCT) Scheme.

Previous Practice

2. In accordance with the previous procedures under the FWCT Scheme in respect of applying for water supply, the Water Authority (WA) accepts Form WWO 542 submissions based on the acceptance of Form CT1B by the Electrical and Mechanical Services Department (EMSD).

Streamlined Procedures

3. As a streamlining measure in support of the industry, in cases where plumbing proposals are submitted before Form CT1B approved or submitted, the acceptance of Form WWO 542 submissions will be advanced to base upon EMSD's acceptance of Form CT1A instead of Form CT1B, provided that the FWCT design shall comply with EMSD's requirements. Nevertheless, the acceptance of Form CT1B should be obtained and attached, together with the duly signed declaration form (**Appendix I**), in the submission of Form WWO 46 (Parts I and II) to the WA by the applicant and the responsible licensed plumber for seeking permission to commence the plumbing works proposed for cooling tower installation.

4. To this end, the process chart of application for the FWCT Scheme is amended as shown in **Appendix II**. The revised process chart can be accessed via EMSD's website with the following link:

https://www.emsd.gov.hk/filemanager/en/content_296/Scheme_Application_Flow_Chart.pdf

Effective Date

5. The above streamlined procedures take immediate effect.

Enquiry

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

Yours faithfully,

(Original Signed)

(CHAN Chi Yuen, Stanley)
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 Form

Address: _____

To the Water Authority,

I refer to the Form WWO 46 Parts I and II enclosing supporting documents, including the acceptance of Form CT1B by the Electrical and Mechanical Services Department under the Fresh Water Cooling Towers Scheme.

I confirm that the approved plumbing proposals covered by the above Form WWO 46 comply with all respects under the requirements set out in the Technical Requirements for Plumbing Works in Buildings issued by the Water Authority as applicable on the date of submitting Form WWO 46 Parts I and II.

Licensed Plumber

Applicant for Water Supply

Signature of Licensed Plumber

Signature of Applicant for Water Supply

Name in Full

Name in Full

Plumber's Licence No.

Telephone No.

*Email / Correspondence Address

*Email / Correspondence Address

Company's Chop (if applicable)

Date: _____

Date: _____

* Delete where inappropriate

Proposed Amendment to the Process Chart for Application of Fresh Water Cooling Towers Scheme

