

# Buildings Department extends special work arrangements to March 4

As the local epidemic situation remains severe, it is necessary for the Government to continue to take measures to significantly reduce the flow of people and social contacts to stop the virus from spreading in the community. The Buildings Department (BD) announced today (February 18) that it will continue to provide emergency and essential public services until March 4. The basic public services will remain the same as in the past two weeks, as detailed below.

Submission of the following applications and documents in person should be through:

1. A drop-in box located at G/F, BD Headquarters, North Tower, West Kowloon Government Offices, 11 Hoi Ting Road, Yau Ma Tei, Kowloon, for documents from members of the public from 8.30am to 5.30pm from Monday to Friday. The BD will issue receipts/acknowledgements of submissions in due course;
2. A tender/quotation box located at G/F, BD Headquarters, for tender/quotation documents from 8.30am to 5.30pm from Monday to Friday; and
3. The receipt and dispatch counter at the office of the BD's New Buildings Division on 7/F, 14 Taikoo Wan Road, Taikoo Shing, Hong Kong, for collection of statutory applications and related documents and forms for new building works from 9.30am to 4.30pm from Monday to Friday. Applicants will be contacted for collecting the processed plans and related documents by appointment.

Under the special work arrangements, the handling time of the BD's services may be longer than usual.

The Building Information Centre at 2/F of the BD Headquarters (a hotline at 3842 5375 has been set up to handle enquiries on requests for inspection of building records), the receipt counter and general enquiry counter at G/F of the BD Headquarters and all meeting rooms of the BD will not be open to the public until further notice. All appointments, meetings (except meetings essential to meet statutory requirements such as Minor Works Contractors Registration Committee meetings) and inspections scheduled for the period will be rescheduled to later dates and the individuals concerned will be notified in due course.

The BD appeals to the public to minimise visiting the department's offices in person unless they genuinely require its public services urgently. The public may call 1823 to make emergency reports. For general enquiries and reports, members of the public may call 1823 or inform the department by email ([enquiry@bd.gov.hk](mailto:enquiry@bd.gov.hk)), online reporting ([eform.one.gov.hk/form/bd0001/en](http://eform.one.gov.hk/form/bd0001/en)), fax (2537 4992) or post (North Tower, West Kowloon Government Offices, 11 Hoi Ting Road, Yau Ma Tei, Kowloon). In addition, electronic information can be submitted to the BD via

[receipt@bd.gov.hk](mailto:receipt@bd.gov.hk).