

# Buildings Department latest counter services arrangement

The Buildings Department (BD) announced today (March 20) that the opening hours of the Receipt and Dispatch Counter (R&D Counter) for its New Buildings Divisions at 7/F, 14 Taikoo Wan Road, Taikoo Shing, Hong Kong will resume as normal, starting from next Monday (March 23). The R&D Counter will open from 8.30am to 5.30pm from Monday to Friday (except on public holidays) for receiving statutory submissions and related documents, and forms for new building works. Applicants can also collect processed plans and related documents from the R&D Counter by appointment made by the department.

The meeting rooms (except for meetings essential to meet statutory requirements and recruitment interviews) and the interview rooms in the BD's offices will continue to be not open to the public until further notice.

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 can call 1823 to make emergency reports. For general enquiries and other reports, they 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 (Buildings Department Headquarters, North Tower, West Kowloon Government Offices, 11 Hoi Ting Road, Yau Ma Tei, Kowloon). In addition, electronic information can be submitted to the department via [receipt@bd.gov.hk](mailto:receipt@bd.gov.hk).