

**Buildings Ordinance, Cap 123**  
**Specified Forms**

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In exercise of the powers under section 22(4) of the Buildings Ordinance,  
I have specified the forms listed at Appendix A.

2. Where a section of the Buildings Ordinance or a Regulation requires an application, a notice or a certificate to be submitted in a specified form, the form listed in Appendix A for the relevant purpose should be used and should not be altered or amended in any way. Failure to use the specified form may invalidate the application, notice or certificate.

3. The specified forms will be kept under regular review and revised as necessary. The most updated versions of the specified forms as well as the list at Appendix A can be obtained by downloading from the website of the Buildings Department ([www.info.gov.hk/bd](http://www.info.gov.hk/bd)) or from the reception counter on 12/F of Buildings Department's headquarters at Pioneer Centre, 750 Nathan Road, Kowloon during office hours.

  
( H W CHEUNG )  
Building Authority

Ref. : BD GP/BREG/A/1

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Index under : Specified forms

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Form No.	Purpose	Relevant section of Cap 123 or Regulation	Revision Date
BA1 BA1A BA1B	Application for registration as authorized person (AP) / registered structural engineer (RSE) / registered geotechnical engineer (RGE) <ul style="list-style-type: none"> <li>• for inclusion</li> <li>• for retention of name</li> <li>• for restoration of name</li> </ul>	BOs 3(6) BOs 3(9B) BOs 3(12)	12/2005 12/2004 12/2004
BA2 BA2A BA2B BA2C	Application for registration as registered general building contractor (RGBC) / registered specialist contractor (RSC) <ul style="list-style-type: none"> <li>• for inclusion</li> <li>• for renewal of registration</li> <li>• for restoration of name</li> <li>• for approval of technical director/ other officer / person appointed to act for the purposes of the Buildings Ordinance</li> </ul>	BOs 8B BOs 8C(2) BOs 8D(2) BOs 8B	12/2004 12/2004 12/2004 12/2004
BA4	Notice of appointment of AP and/or RSE and/or RGE	B(A)R 23(1A)	12/2005
BA5	Application for approval of plans of building works and/or street works, and certificate of preparation of plans	B(A)R 29(1), B(A)R 18A	12/2005
BA6	Stability certificate of AP and/or RSE	B(A)R 18	11/1994
BA7	Notice of urgent works required as a result of accident or emergency	BOs 19(1), B(A)R 28	12/2005
BA8	Application for consent to the commencement & carrying out of building works or street works	B(A)R 31	1/1996
BA9	Application for renewal of consent to the carrying out of building works or street works	BOs 20(2)	1/1996
BA10	Notice of appointment of RGBC/RSC, notice of commencement of building works or street works and undertaking by RGBC/RSC	B(A)R 20	5/2004
BA 11	Notice from RGBC/RSC on ceasing to be appointed in respect of building works or street works and certificate in respect of that part of the building works or street works carried out by the RGBC/RSC	B(A)R 24	5/2004

Form No.	Purpose	Relevant section of Cap 123 or Regulation	Revision Date
BA12	Certificate on completion of building works resulting in a new temporary building, a new building or part of a new building and application for temporary occupation permit in respect of such building or part	B(A)R 25, BOs 21(2)	12/2005
BA13	Certificate on completion of building works resulting in a new building and application for permit to occupy such building	B(A)R 25, BOs 21(2)	12/2005
BA14	Certificate on completion of building works not resulting in a new building or of street works	B(A)R 25 & 26	12/2005
BA14A	Certificate on completion of demolition works	B(A)R 25	12/2005
BA15	Notice of intended material change in the use of a building	BOs 25(1)	1/1996
BA16	Application for modification of and/or exemption from the provisions of the Buildings Ordinance and/or Regulations made thereunder	BOs 42(2)	9/2000
BA17	Application for permit to erect a temporary building	B(P)R 51	1/1996
BA18	Application for permit to erect a contractor's shed	B(P)R 53(1)	5/2004
BA19	Application for permit to erect hoardings, covered walkways or gantries	B(P)R 64	1/1996
BA20	Notice of technically competent person or persons appointed to supervise demolition works	B(DW)R 8(3)	5/2004
BA21	Notice of nomination by AP/RSE/RGE of another AP/RSE/RGE to act in his stead during temporary inability to act	B(A)R 23(2)	12/2005
BA22	Application for authorization to carry out and/or maintain groundwater drainage works	BOs 28B(1)	1/1996
BA23	Application for grant/renewal of licence for an oil storage installation	B(OSI)R 6(1) & 7(3)	1/1996
BA24	Notification to the BA of change of business address of AP/RSE/RGE/RGBC/RSC	B(A)R 45	2/2005