

本署檔號 Our Ref: (017RBF) in MN 10/TP/DD11/0

來函檔號 Your Ref:

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By Post

11 November 2024

Institute of Horticulture (Hong Kong)
Sha Tin Central Post Office
P.O. Box No. 1018
(Attn.: Ms. Winnie CHAN)

Dear Sir/Madam,

Re. Short Term Tenancy No. 1009 (The STT)
65 Ting Kok Road, Tai Po, New Territories
Improvement Works

I refer to your above letter requesting drainage record information.

You are welcome to inspect our record drawings showing the locations of existing public sewers/drains maintained by this Division, if any, in the vicinity of the subject sites. Please send a representative to our Drawing Office at Kowloon Government Offices, 13th Floor, 405 Nathan Road, Kowloon during office hours. For our record purpose, he should bring along the captioned location plan, if possible, and a letter stating that the bearer of the letter is instructed on behalf of the Utilities Undertaker/Developer/Project Office/Authorized Person/Consultant/ Contractor (collectively referred to as the "Responsible Party") to inspect the record drawings.

Please note that drainage record information is now accessible through the GeoInfo Map services of the Lands Department (<http://www.map.gov.hk/gm/?lg=en>). A Quick Reference Guide on the operation of the system is available in DSD homepage at "http://www.dsd.gov.hk/EN/Service_Enquiries/Drainage_Record_Plans/index.html".

Please be reminded that it is the responsibility of the Responsible Party to identify/locate the existing public drains/sewers to which drainage connections from their site are to be proposed or in the vicinity of their trench opening/site works to be commenced. The Responsible Party shall note that the information shown on the record plans/GeoInfo Map is subject to verification on site and no guarantee can be given that this is a complete record. The Responsible Party shall verify the existence of any drains/sewers/utilities and also their exact locations, levels and alignments on site in order to ascertain the positions and levels of the proposed manholes and associated connection works, and their trench opening/site works shall not be in conflict with the existing drains/sewers/utilities. The Responsible Party shall also verify that the existing drains/sewers, to which connections are proposed, are in normal working conditions and capable for taking the discharge from the site. The Responsible Party shall also note that there may be piling foundation underneath any existing culvert but not shown on the record plans for brevity, and shall refer to the relevant as-built drawings on details of the pile foundation and carry out any necessary sub-surface explorations to verify the actual site conditions.

.../P.2

Whenever there are excavation/site works in the vicinity of existing public drains/sewers, the Responsible Party shall:

(i) ensure that no construction debris, silt and sediments, or cementitious materials shall be discharged to or deposited inside the drains/sewers from the site. The Responsible Party shall monitor the internal conditions of the public drains/sewers running adjacent to/within the site with CCTV surveys (or other agreed alternatives) prior to commencement and upon completion of the Responsible Party's works to the satisfaction of this Office. The Responsible Party shall also seek agreement of this Office for the extent of the CCTV surveys (or other agreed alternatives). Nevertheless, such CCTV surveys (or other agreed alternatives) serve no intention to relieve the Responsible Party's liabilities on other drains/sewers that are not included in these surveys. The Responsible Party shall exercise extreme care when working in the vicinity of any existing drainage works in order not to disturb, interfere with or cause damage to them. Any pipe blockage or damage arising from the Responsible Party's works shall be reported to this Office immediately, in any case not later than 12 hours, and made good at the Responsible Party's cost according to the remedial proposal and programme as agreed by this Office.

(ii) if there is any site discharge in association with the proposed excavation/site works, submit a proposal for treatment of site discharge and wastewater disposal to the existing public drains/sewers to this Office. In particular, all interfaces with the public drains/sewers (including any temporary discharge point and/or connection to the drains/sewers) shall be clearly indicated in the proposal. No wastewater disposal to the drains/sewers shall be allowed without prior agreement by this Office.

(iii) at least 14 working days before backfilling the proposed excavation works, submit written notification to this Office, together with the CCTV survey/test record/as-built drawings of the affected drainage works/connections, if any, for our inspection prior to covering up. If the excavation works are of emergency opening nature, at least one-day prior notification shall be given to this Office before the backfilling works.

You are reminded that any person wilfully, except with the permission in writing of the Authority, or negligently damages, alters, disconnects or otherwise interferes with any public sewer or drain or any connection therewith, shall be guilty of an offence under Section 6 of Public Health and Municipal Services Ordinance (Cap 132).

Yours faithfully,



(Karen M Y HO)
for Chief Engineer/Mainland North
Drainage Services Department

WKW/KH/WHN