

**INDUSTRIAL TRAINING (CONSTRUCTION INDUSTRY) ORDINANCE**

**工業訓練(建造業)條例**

**(Cap 317)<sup>1</sup>**

**(第317章)**

**1A**

**Section 24(1) Notice of Commencement of Construction Works  
(including Decoration, Renovation and Alteration Works)**

**第二十四條第(一)款 建造工程(包括裝修、翻新及改建工程) 開始施工通知書**

Case No.  
檔案號碼

Form 1 (A)  
表格一 (A)

**To the Finance Department of Construction Industry Council [Attention: Levy Section] (Fax No. 2100 9339): In accordance with the captioned provision, I/we hereby give notice of commencement of the following construction works (including Decoration, Renovation and Alteration Works).**

**致建造業議會財務部徵款課(傳真號碼 2100 9339): 茲依照上述條例的規定,申報有關以下工程(包括裝修、翻新及改建工程)的開工事宜。**

Contractor 承建商		1.	Name 名稱	2.	Telephone No. 電話號碼	
3.	Address 地址					
<b>Authorized Person</b> (appointed under Section 34) - a person shall be appointed under Section 4 of the Buildings Ordinance (Cap. 123), otherwise, he shall be appointed by the Owner. 獲授權人(按條例第卅四條的規定)---根據《建築物條例》(第123章)第4條所委任的人士,否則,須為業主所委任的人士。						
		4.	Name 名稱	5.	Telephone No. 電話號碼	
6.	Address 地址					
Owner 業主		7.	Name 名稱	8.	Telephone No. 電話號碼	
9.	Address 地址					
<b>Construction works particulars 建造工程細則</b>						
10.	Location of works (number, name of street and district) 工程地點(門牌號碼、街名及地區)				11.	Lot Number (if applicable) 地段號碼(如適用)
12.	Government or Public Utility Contract No. (if applicable) 政府或公共事業合約號碼(如適用)				13.	Government or Public Utility Works Order No. (if applicable) 政府或公共事業施工通知書號碼(如適用)
14.	BD Reference No. (if applicable) 屋宇署檔號(如適用)				15.	Building Type (if applicable) 樓宇種類 (如適用)
16.	Work Type (e.g. superstructure /decoration/ renovation) 工程類別(例如:上蓋工程/裝修/翻新工程)				17.	Total G.F.A. approved by B.D. (if applicable) 屋宇署核准的總建築樓面面積 (如適用)
						M <sup>2</sup> 平方米
18.	Tender Submission Date 投標書呈交日期 <b>(Please provide a copy of contract document and tender summary and/or bills of quantities 請同時附上合約文件及標書及/或工程數量清單)</b>					
19.	Terms of payment (e.g. monthly payment) 付款期限 (例如每月付款)	Every 每隔	month(s)/week(s)* 月/星期*	20.	Date of commencement 開始施工日期	
21.	Estimated date of completion 預算完工日期				22.	Estimated value of works 工程估計價值
					HKD 港幣	

- Notes: 1) The Contractor/Authorized Person who fails to fill in all relevant items in Form 1 without reasonable excuse shall be guilty of an offence and shall be liable on conviction to a fine of HK\$1,000 under Section 31(4).  
備註 任何承建商/獲授權人若未能填妥以上各項有關資料而沒有給予合理辯解,即屬犯罪,一經定罪,可按法例第三十一條第(四)款罰款港幣\$1,000。
- 2) The Contractor/Authorized Person is obliged to submit a similar Form 1 to Pneumoconiosis Compensation Fund Board.  
承建商/獲授權人必須同時向肺塵埃沉着病補償基金委員會呈交表格一。

*\*Delete whichever is inapplicable  
請將不適用者刪去*

Date 日期

Signature of Authorized Person/Contractor\* and Co. Chop  
獲授權人/承建商\*簽署及公司蓋章

**Personal Information Collection Statement 收集個人資料聲明**

- 1) The Council will use the information provided by you for levy assessment purposes and will handle it in accordance with Section 31 of the Ordinance. Such data may be disclosed to government departments and other organizations under the requirements of any law binding on the Council. 你提供的資料將用於評估徵款用途及依據《工業訓練(建造業)條例》第31條處理。議會會遵守有關的法律要求將本表格內的資料給予政府部門及其他機構。
- 2) Under the provisions of the Personal Data (Privacy) Ordinance, you have the right to request access to or correction of personal data at a reasonable fee. Written requests should be addressed to the Council. 根據《個人資料(私隱)條例》,你有權在繳付合理費用後要求查閱和更改個人資料,有關申請須以書面向議會提出。

<sup>1</sup> By virtue of section 83 of the Construction Industry Council Ordinance (Cap 587), Cap 317 continues to apply to construction operations which had been tendered or had commenced before 1 January 2008. 根據《建造業議會條例》(第587章)第83條的規定,第317章繼續適用於在2008年1月1日前招標或在2008年1月1日前已開始施工的建造工程。

**Warning 警告:** Under Section 35 of the Ordinance, the Contractor / Authorized Person who gives false documents or information to the Council for levy evasion purposes shall be guilty of an offence and shall be liable on conviction to a fine of HK\$5,000 or 3 times the amount of any levy that was or was intended to be evaded by his conduct, whichever is the greater. 根據《工業訓練(建造業)條例》第35條,任何承建商/獲授權人若規避徵款而提供虛假的文件或資料給予議會,即屬違法。一經定罪,可被處罰款港幣\$5,000或該人藉其行為逃繳或意圖逃繳的徵款的3倍,兩者以較大的款額為準。