

香港特別行政區政府
The Government of the Hong Kong Special Administrative Region

政府總部
環境運輸及工務局
香港花園道美利大廈



Environment, Transport
and Works Bureau
Government Secretariat
Murray Building, Garden Road,
Hong Kong

Ref : ETWB(G) 1-50/1/3

12 March 2007

Environment, Transport and Works Bureau
Technical Circular (Works) No. 1/2007

Retention of Technical Circulars

Introduction

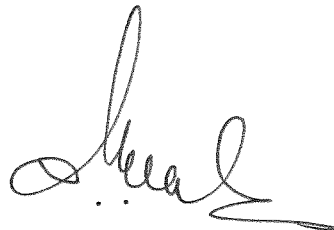
This Circular supersedes WBTC No. 1/2006, which is hereby cancelled.

Technical Circulars Remaining in Force

2. Attached to this Circular is an index of PWD, LWB and WB Technical Circulars and ETWB Technical Circulars (Works) which are still in force.
3. Technical Circulars deleted from the list have either been superseded or are no longer necessary. Technical Circulars that were superseded during 2006 are tabulated below :

Circular Superseded	Title	Superseded by ETWB TCW
WBTC 18/95	Drainage Impact Assessment Process for Public Sector Projects	2/2006
WBTC 14/2002	Tree Preservation	3/2006
WBTC 6/91 & 17/2002	Delivery of Capital Works Projects	4/2006
TCW 28/2002	Procedures for the Issue of a Technical Circular	5/2006

4. For the ease of reference, a list of related Works Branch General Circulars, Planning, Environment and Lands Bureau Technical Circulars and Financial Circulars are included in this Circular.



(MAK Chai-kwong)
Permanent Secretary for the Environment,
Transport and Works (Works)

PUBLIC WORKS DEPARTMENTAL TECHNICAL CIRCULARS

<u>Ref. No.</u>	<u>Index Group</u>	<u>Subject</u>
14/73	8	Discovery of Antiquities etc. by the Public Works Department
39/73	15	Preparation of Tender Documents
42/73	2, 15	Preliminary Advice to Contractors after submission of tenders
47/73	5, 15	Notification to tenderers of the approximate annual value of Maintenance Contracts
11/76	12, 15	Sale of Plans to Tenderers for P.W.D. Projects
13/78	11	Compaction of New Fill Slopes
8/79	3, 9	Authority for the imposition of liquidated damages
7/80	13	The processing of applications for permission to install ground anchors in Crown Land

Lands and Works Branch Technical Circulars

4/83	16	Works and services carried out by Government and the Kowloon-Canton Railway Corporation on each other's behalf. Procedure for authorisation and payment
7/83	16	Works and services carried out by Government and the Kowloon-Canton Railway Corporation on each other's behalf. Procedure for authorisation and payment
27/83	2	Appointment of nominated sub-contractors and specialist contractors and the vetting of the financial capability of contractors to undertake public works contracts
9/84	1	Engineering & Associated Consultants Selection Board, Consultants Remuneration - Fees on a Percentage Basis
11/84	4	Contract Transport
2/85	1	Engineering and Associated Consultants Selection Board Consultants Remuneration - Fees on a Percentage Basis
6/85	10	Typhoon & Rainstorm Damage; Dangerous or Potentially Dangerous Situations
7/85	7	Products with B.S.I. Kitemark Certification
14/85	5	Extensions of Time for Completion of Contracts
22/85	5	Contract Signing Procedures
26/85	12	Provision of Land for Government Projects or use
27/85	5	Note to Engineers and Architects on the assessment of contract completion times and grant of extensions of time in relation to inclement weather in the 1985 Conditions of Contract
4/86	12	Hong Kong 1980 Geodetic Datum
15/86	10	Day Labour and Plant Hire Schedule for Engineering Works on Term Contracts

<u>Ref. No.</u>	<u>Index Group</u>	<u>Subject</u>
7/87	3, 15	Minimum Amount of an Interim Payment
7/88	5	Management of Multi-disciplinary Projects
11/88	3	Judgement Debt Rate
14/88	2, 6	Consultants related to Contractors
15/88	12	Street Widening - Procedures for Approval and Land Acquisition
16/88	5	Sub-contract Articles of Agreement and Conditions for Building Works and Civil Engineering Works
6/89	5	Sections Subject to Excision in Civil Engineering Contracts
9/89	6	Adjustment of Consultants' Remuneration by the Civil Engineering Works Index

Works Branch Technical Circulars

3/89	14	Opening Ceremonies for Public Works Projects
6/90	5	Greenhouse Effect - Allowance in Design
9/90	6	Adjustment of Consultants' Remuneration for Uncharacteristic Tenders
13/90	11	Ground Investigation
14/90	7	The Use of PFA in Structural Concrete
7/91	4, 5	Delegation of Authority to Engineer's Representative under the General Conditions of Contract for Term Contracts for Civil Engineering Works (1988 Edition)
10/91	11	Monitoring and Maintenance of Horizontal Drains
13/91	1	The Role of the Conditions of Contract Committee
16/91	6	Administration of Consultants
3/92	12	Abatement of Sanitary Nuisance from Defective Drains and Sewers in Private Streets and Service Lanes
4/92	15	Pre and Post Tender Meetings
8/92	3, 5	Note to Engineers and Architects on the Assessment of Contract Completion Times and Grant of Extensions of Time in Relation to Inclement Weather in the General Conditions of Contract (1990 Edition)
10/92	12	Provision of Refuse Containment Booms in Reclamation Contracts Involving Public Dumping
18/92	3, 5	General Specification and Standard Method of Measurement for Civil Engineering Works
20/92	4, 5	Delegation of Authority to Engineer's Representative under the General Conditions of Contract for Civil Engineering Works (1990 Edition)
25/92	12	Allocation of Space for Urban Street Trees
28/92	12	Damage to Crops and Property on Agricultural Lands
32/92	7, 12	The Use of Tropical Hardwood on Construction Sites

<u>Ref. No.</u>	<u>Index Group</u>	<u>Subject</u>
2/93	12	Public Dumps
*2/93B	12	Public Filling Facilities
8/93	17	Maintenance of Computer Facilities
12/93	5	Sectional Commencement in Capital Works Contracts
19/93	5, 17	Filing Practice for Works-Contracts
21/93	5	Standard Phraseology of [Bills of Quantity] Item Descriptions (SPID)
21/93A	5	Standard Phraseology of [Bills of Quantities] Item Descriptions (SPID)
21/93B	5	Standard Phraseology of [Bills of Quantities] Item Descriptions (SPID)
22/93	5	Estimating Using Risk Analysis
23/93	13	Supply, Installation and Maintenance of Room Air Coolers and Dehumidifiers in Government Buildings and Installations
24/93	1	Construction Standards Used in Hong Kong
25/93	12, 11	Control of Visual Impact of Slopes
29/93	5	Procedure for Incorporation of Waterworks into other Capital Works Contracts
31/93	13	Responsibility for the Carrying out of Road, Marine, Drainage and Other Special Civil Engineering Works in Military Establishments
36/93	3, 5	Final Accounts Certificates for Final Payment and Certificates for Re-entered Contracts
5/94	7	Specification Clauses to Guard Against the Occurrence of Alkali-aggregate Reaction in Concrete Structures
9/94	8, 11	Restrictions on the Use of Hand-dug Caissons for foundations and Geotechnical Works
14/94	7	Use of PFA as General Fill in Reclamations
25/94	5	Standard Form of Domestic Sub-contract (for specialist works)
6/95	5, 15	Incorporation of amendments of Contract Documentation
6/95A	5, 15	Incorporation of amendments of Contract Documentation
6/95B	5, 15	Incorporation of Amendments into Contract Documentation
7/95	5	General Conditions of Contract for Term Contracts for Electrical and Mechanical Engineering Works
10/95	5, 7	Importation of Sand from the People's Republic of China by Barges
10/95A	5, 7	Additional Requirements Concerning Barge Routes and Third Party Insurance
11/95	5, 8	Construction Site Safety Manual
16/95	6	Selection and Remuneration of Engineering and Associated Consultants

*refers to Works Bureau Technical Circular

<u>Ref. No.</u>	<u>Index Group</u>	<u>Subject</u>
*16/95A	6	Selection and Remuneration of Engineering and Associated Consultants Revisions to Works Bureau Technical Circular No. 16/95
16/95B	6	Selection & Remuneration of Engineering and Associated Consultants
17/95	15	The Use of Lump Sum Bills of Quantities Contracts for Civil Engineering Works
17/95A	15	The Use of Lump Sum Bills of Quantities Contracts for Civil Engineering Works
19/95	1, 12	Land and Engineering Survey Board
25/95	12	Preservation of Survey Monuments and Marks (PELBTC 2/95)
3/96	3	Audit Queries
9/96	11	Standards of Good Practice for Maintenance of Man-made Slopes and Retaining Walls
10/96	5	Extension of Time in Respect of a Cause Arising During a Period of Culpable Delay by the Contractor
16/96	12	Wet Soil in Public Dumps
17/96	2, 5, 15	Specialist List for Supply of Bituminous Pavement Materials and Construction of Special Bituminous Surfacing
19/96	17	Administration of Digital Geographic Data (PELBTC No. 2/96)
20/96	17	Documentation for Digital Geographic Data (PELBTC No. 3/96)
3/97	5, 8, 11, 15	Independent Checking of the Design, Erection, Use and Removal of Temporary Works
4/97	12	Guidelines for Implementing the Policy on Off-site Ecological Mitigation Measures (PELBTC No. 1/97)
10/97	3, 5, 9	Use of Performance Bonds Security and Retention Moneys and Standard Form of Bond

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10/97A	3, 5, 9	Use of Performance Bonds Security and Retention Moneys and Standard Form of Bond
13/97	12	Revised Administrative Arrangements for Reclamation Works (PELBTC No. 3/97)
13/97A	12	Revised Administrative Arrangements for Reclamation Works
19/97	5, 9	Contractor's Liability to Indemnify Government under Clause 22/24 of the General Conditions of Contract
4/98	12	Use of Public Fill in Reclamation & Earth Filling Projects
4/98A	12	Use of Public Fill in Reclamation & Earth Filling Projects
8/98	6	Memorandum of Agreement and General Conditions of Employment of Engineering and Associated Consultants (1997 Edition)

*refers to Works Bureau Technical Circular

<u>Ref. No.</u>	<u>Index Group</u>	<u>Subject</u>
9/98	10	Natural Disaster Emergency Organisation Responsibilities of the Works Bureau and the Planning, Environment and Lands Bureau Groups of Departments (PELBTC No. 5/98)
11/98	10	Aircraft Crash & Salvage Responsibilities of the Works Bureau and the Planning, Environment and Lands Bureau Groups of Departments (PELBTC No. 7/98)
13/98	8	Liaison with Labour Department and Marine Department on Construction Site Safety Matters
17/98	5, 12	Environmental Impact Assessment Ordinance - Guidance on the Preparation of Briefs for Architectural/Engineering and Association Consultancy Agreements
21/98	5	General Holiday
25/98	5	Valuation of Material on Site for Interim Payment Purpose
26/98	5	Deletion of extensions of time for inclement weather
4/99	5	Construction Mediation Rules (1999 Edition) and Administrative Guidelines
4/99A	5	Construction Mediation Rules (1999 Edition) & Administrative Guidelines
7/99	5	Special Condition of Contract for Construction Mediation Rules (1999 Edition)
13/99	11	Geotechnical Manual for Slopes Guidance on Interpretation and Updating
15/99	2, 5	Improvement to Quality of Maintenance Works
15A/99	2, 5	Improvement to Quality of Maintenance Works
15/99B	2, 5	Improvement of Quality of Maintenance Works
16/99	3, 5	Contractual and Financial Procedures for Determination of the Contractor's Employment
16/99A	3, 5	Contractual and Financial Procedures for Determination of the Contractor's Employment
16/99B	3, 5	Contractual and Financial Procedures for Determination of the Contractor's Employment
16/99C	3, 5	Contractual & Financial Procedures for determination of the Contractor's Employment
21/99	2, 5, 8	Construction Site Safety Manual - Updating of Chapters other than Chaps 3 & 12
24/99		Restrictions on the award of maintenance and minor works term contracts
25/99	5, 12	Incorporation of Information on Construction and Demolition Material Management in Public Works Subcommittee Papers
25/99A	5, 12	Incorporation of Information on Construction and Demolition Material Management in Public Works Subcommittee Papers
25/99C	5, 12	Incorporation of Information on Construction and Demolition Material Management in Public Works Subcommittee Papers

<u>Ref. No.</u>	<u>Index Group</u>	<u>Subject</u>
26/99	11	Maintenance of Man-made Slopes and Emergency Repair on Stability of Land
31/99	5	Administrative Procedures for Use with the Government of the Hong Kong Special Administrative Region General Conditions of Contract for Design and Build Contracts 1999 Edition
32/99	8	Second Stage of the Independent Safety Audit Scheme (ISAS)
5/2000	5, 15	Works Subject to Excision in Tender Evaluation
7/2000	5	Electronic Drawings
7/2000A	5	Electronic Drawings
9/2000	11	Registration and Updating of the Catalogue of Slopes
10/2000	11	Display of Slope Registration Number on Site by Maintenance Departments
12/2000	1. 12	Fill Management
13/2000	3, 5	Deed of Assignment of Contractor's Financial Benefits
14/2000	7, 11	Usage of Public Works Laboratories in Public Works Projects
15/2000	7, 11	Funding Arrangement for Public Works Regional Laboratories Operating, Monitoring and Accounting Procedures
16/2000	12	Provision and Collation of Land Survey and Mapping Data
17/2000	11	Improvement to the Appearance of Slopes
18/2000	5	Works Bureau Library of Standard Special Conditions of Contract For use with GCC for Building Works, Civil Engineering Works and Electrical & Mechanical Engineering Works 1999 Edition
18/2000A	5	Works bureau library of standard special conditions of contract for use with GCC for building works, civil engineering works & electrical & mechanical engineering works 1999 edition
18/2000B	5	Works Bureau Library of Standard Special Conditions of Contract for use with GCC for Building Works, Civil Engineering Works and E&M Engineering Works 1999 Editions
19/2000	5	General Conditions of Contract for Building Works, 1999 Edition General Conditions of Contract for Electrical and Mechanical Engineering Works, 1999 Edition
20/2000	5	General Conditions of Contract for Civil Engineering Works, 1999 Edition
23/2000	6, 17	Computer Facilities in Consultancy Agreements
25/2000	5	Resolving Interdepartmental Issues in Relation to Implementation of Public Works Projects
26/2000	2, 8	Score Card for Assessment of Site Safety Performance
30/2000	2, 5, 8	Construction Site Safety Manual Second Updating of Chapters 3 and 12
3/2001	17	Dissemination of Information through Internet

<u>Ref. No.</u>	<u>Index Group</u>	<u>Subject</u>
4/2001	5	Model for Placing Waterworks Projects in the PWP when carried out in association with New Town or Strategic Growth Area Developments
8/2001	6	Interest on Overdue Payments for Consultancy Agreements
9/2001	12	Procedures for Gazetting under the Foreshore and Sea-bed (Reclamations) Ordinance (Chapter 127)
9/2001A	12	Procedures for Gazetting under the Foreshore & Sea-bed (Reclamations) Ordinance (Chapter 127)
11/2001	3, 5	Interim Certification after Determination of the Contractor's Employment
12/2001	2, 6, 8	Safety Training for Departmental Staff and Resident Site Staff
13/2001	2, 5, 6	Quality Management System Certification of Consultants and Contractors for Public Works Administered by the Works Groups of Departments
13/2001A	2, 5, 6	Quality Management System Certification of Consultants and Contractors for Public Works Administered by the Works Group of Departments
15/2001	6	Fee Proposal for Consultancy Agreement Lump Sum Fee and Summary Breakdown of Lump Sum Fee
17/2001	6, 17	Electronic Dissemination of Invitation Documents for Consultancies
19/2001	7, 12	Metallic Site Hoardings and Signboards
20/2001	11	Geotechnical Information Unit (GIU)
22/2001	6	Approval of Major Revisions to Approved Documents and Referral and Reporting by Consultants of Variations, Claims and Delay in Works Contracts
24/2001	15	Simplified Tendering Arrangement for Capital Works
25/2001	2, 15	Admission of EMSTF onto the List of Approved Suppliers of Materials and Specialist Contractors for Public Works under 25 Categories of E&M, Electronic & Building Services
25/2001A	2, 15	Admission of EMSTF onto the List of Approved Suppliers of Materials and Specialist Contractors for Public Works under 25 Categories of E&M, Electronics & Building Services
31/2001	6, 17	Electronic Submission of Consultancy Proposals on Removable Media
3/2002	5, 6	Releasing Contract Rates or Related Information to Consultants for the Purpose of Cost Estimation or Cost Analysis
4/2002	5	Independent Auditing for Prevention of Sub-standard Works in Public Works Construction
6/2002	5, 12	Enhanced Specification for Site Cleanliness and Tidiness
6/2002A	5, 12	Enhanced Specification for Site Cleanliness & Tidiness
7/2002	12	Tree Planting in Public Works
8/2002	6	Invitation of Expression of Interest
9/2002	5, 6	Technical Audits on Consultancy Agreements

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11/2002	2, 5, 7, 11, 12	Control of Site Crushers
12/2002	5, 12	Specification Facilitating the Use of Recycled Aggregates
13/2002	2, 4, 15	Employment of Qualified Tradesman & Intermediate Tradesman by Contractors of Public Works Contracts
15/2002	1, 5	Contract Advisers & Technical Audits on Works Contracts
16/2002	5	General Conditions of Contract for Term Contracts for Civil Engineering Works, 2002 Edition
18/2002	6	Projects Implemented in Phases
19/2002	16	Mass Transit Railway Protection
24/2002	2	Contractors' Performance Index System
26/2002	5	Special Conditions of Contract for Use in Mega Project Contracts

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29/2002	11	Geotechnical Control for Slopes and Retaining Walls
29/2002A	11	Geotechnical Control for Slopes and Retaining Walls
30/2002	8	Implementation of Site Safety Cycle and Provision of Welfare Facilities for Workers at Construction Sites
31/2002	5	HKCA Schedules for Plant Used in Dayworks carried out Incidental to Contract Work
33/2002	5, 7, 12	Management of C&D Material including Rock
34/2002	5,12	Management of Dredged/Excavated Sediment
35/2002	5	Implementation of Value Management in Public Works Projects
37/2002	6	Use of Legal Consultants in connection with Works-related Consultancy Studies
38/2002	5, 17	Computer-Aided-Drafting Standard for Works Projects
38/2002A	5, 17	Computer-Aided-Drafting Standard for Works Project
41/2002	15	Correction Rules for Tender Errors
42/2002	2, 6	Feedback & Debriefing to Unsuccessful Bidders for Consultancies & Works Contracts
45/2002	6	Procedures in the Selection of Consultants for Small Consultancy Assignment
46/2002	1	Conditions of Contract Sub-committee
47/2002	2, 4, 5, 15	Management of Sub-contractor by Contractors
50/2002	2, 3, 15	Contractors Joint Venture
53/2002	1, 5	Manual for Technical Audits on Works Contracts
54/2002	5	Guidance on Execution of Public Works Contracts under Seal

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55/2002	12	Village Resite and Expansion Areas Schedule of Maintenance Responsibilities
56/2002	5	Form of Tender
56/2002A	5	Form of Tender
57/2002	5, 7	Quality Assurance for Structural Concrete
2/2003	2, 8, 12	Regulating Actions where a serious incident has or a site safety or environmental offences have occurred on a construction site
2/2003A	2, 8, 12	Regulating Action where a serious incident has or site safety or environmental offences have occurred on a construction site
2/2003B	2, 8, 12	Regulating Action where a Serious Incident has or Site Safety or Environmental offences have occurred on a Construction Site
2/2003C	2, 8, 12	Regulating Action where a Serious Incident has or Site Safety or Environmental offences have occurred on a Construction Site
3/2003	2, 4, 5	Monthly Return of Site Labour Deployment and Wage Rates for Construction Works
4/2003	15	Assessment of Liquidated Damages
5/2003	2, 3, 15	Joint and Several Liability of Partners and Unincorporated Joint Venture Participants
6/2003	6	Professional indemnity insurance for consultancy services' works contract involving contractor's design or independent checking engineers' services including design & build contract
7/2003	12, 17	Provision of Electronic Version of Layout Plans to Utility Undertaking
7/2003A	12, 17	Provision of Electronic Version of Layout Plans to Utility Undertakings
8/2003	5, 6, 15	Rejection of Unreasonably Low Bids
9/2003	13	Electrical & Mechanical Services in Government Buildings & Installations
12/2003	2, 4, 15	Employment of technician apprentices & building & civil engineering graduates by contractors of public works contracts
13/2003	2, 5, 6, 12	Guidelines & procedures for environmental impact assessment of government projects and proposals
13/2003A	2, 5, 6, 12	Guidelines & Procedures for Environmental Impact Assessment of Government Projects and Proposals Planning for Provision of Noise Barriers
14/2003	8, 12	Role of departmental safety and environmental advisor on health, safety and environmental protection on construction sites
16/2003	1, 17	Environment, transport and works information technology committee
18/2003	2, 5	Substitution of Listing Status and Transfer of Benefit and Obligations of Contracts
19/2003	1, 6	Review of Preliminary Design before Proceeding of the detailed Design

<u>Ref. No.</u>	<u>Index Group</u>	<u>Subject</u>
21/2003	3, 5	Contract Price Fluctuation System for Civil Engineering and Building Contracts
22/2003	2, 8, 12	Additional Measures to Improve Site Cleanliness and Control Mosquito Breeding on Construction Sites
22/2003A	2, 8, 12	Additional Measures to improve Site cleanliness and Control Mosquito Breeding on Construction sites
23/2003	6	Consultants' Fees for Additional Services
23/2003A	6	Consultants' Fees for Additional Services
23/2003B	6	Consultants' Fees for Additional Services
24/2003	11	Permanent Reinforcement Fill Structures and Slopes
25/2003	6	Listing and Selecting of AACSB Consultants
26/2003	2, 6	Post-completion Review on Major Consultancy Agreements and Major Works Contracts under Public Works Programme
27/2003	12	Land Acquisition Prioritization Exercise
28/2003	9, 11	Protection of Harbour Area Treatment Scheme Stage 1 Sewerage Tunnels
29/2003	5, 6	Confidentiality clauses in work contracts and consultancy agreements
30/2003	5	Control of Client-initialed changes for Capital Works Projects
31/2003	6	Direct Employment of Resident Site Staff by Consultants
31/03A	6	Direct Employment of Resident Site Staff by Consultants
33/2003	16	West Rail Protection
34/2003	12	Community Involvement in Greening Works
2/2004	12	Maintenance of Vegetation and Hard Landscape Features
3/2004	2, 5, 6, 9	Ethical Commitment by Consultants and Contractors
3/2004A	2, 5, 6, 9	Ethical Commitment by Consultants & Contractors
4/2004	5, 11	Checking of Foundation Works in the Scheduled Areas of Northwest New Territories and Ma On Shan and the Designated Area of Northshore Lantau
5/2004	5	Final Payment Certificates under GCC for Building Works 1999 Edition
6/2004	5	General Conditions of Contract for Term Contracts for Building Works 2004 Edition
7/2004	15	Examination of Tenders and Submission of Tender Reports
8/2004	15	Tender Evaluation of Works Contracts
9/2004	5	Proof of Plant Ownership
10/2004	2, 3, 15	Tenderer's eligibility for the award of works contracts
11/2004	16	Cyber Manual for Greening

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13/2004	2,5	Engagement of Domestic Sub-contractors registered from Voluntary Sub-contractor Registration Scheme
14/2004	9, 10 & 12	Maintenance of Stormwater Drainage Systems and Natural Watercourses
16/2004	11	The Use of Permanent Prestressed Ground Anchors in Government Project
17/2004	5	Impossibility/Unforeseen Ground Conditions/ Utility Interference
19/2004	6	Consultants' Performance Information System and the Management of Consultants' Performance
20/2004	11	GEO Checking Certificate for Slopes and Retaining Walls
21/2004	1, 7	Standing Committee on Concrete Technology
23/2004	5	Right of the Employer to Terminate for Convenience and Risk Allocation with respect to Changes in Law
24/2004	5, 12	Specification Facilitating the Use of Concrete Paving Units made of Recycle Aggregate
25/2004	5	Contractors' Designs & Alternative Designs
26/2004	15	Library of General Conditions of Tender, Special Conditions of Tender & Notes to Tenderers
28/2004	6	Consultants Selection Assessment Panels
29/2004	5, 12	Registration of Old and Valuable Trees, and Guidelines for their Preservation
30/2004	6	Consultancy Agreements – Retention of Documents and Inspection
31/2004	5, 7, 12	Trip Ticket System for Disposal of Construction & Demolition Materials
32/2004	5	Reference Guide on Selection of Procurement Approach and Project Delivery Techniques
33/2004	15	Tender Procedures for Procurement governed by the Agreement on Government Procurement of the World Trade Organization
34/2004	6	Retention of Money Payable to Non-resident Consultants for Settlement of Profits Tax in Consultancy Agreements
35/2004	15	Prequalification of Tenderers for Public Works Contracts
36/2004	1	The Advisory Committee on the Appearance of Bridges and Associated Structures (ACABAS)
2/2005	16	Capital Works or Maintenance Works (including Tree Planting) Within or Adjacent to the Kowloon-Canton Railway (Hong Kong) Section, Tsim Sha Tsui Extension and Ma On Shan Rail
3/2005	6	Novation of Consultancy Agreements
4/2005	2, 4, 5, 8	Monthly Return on Construction Site Employment Statistics
5/2005	8, 12	Protection of Natural Streams/Rivers from Adverse Impacts arising from Construction Works

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7/2005	3, 5	Procurement of Construction Related Insurance
8/2005	1	Aesthetic Design of Ancillary Buildings in Engineering Projects
9/2005	2, 5	Contractor Management Handbook – Revision B
10/2005	12	Planting on Footbridges and Flyovers
11/2005	15, 17	Electronic Dissemination of Tender Documents & Electronic Submission of Tender Returns on Removable Media
13/2005	11	Prescriptive Measures for Stabilisation and Improvement of Man-made Slopes and Standardised Debris-resisting Barriers for Mitigation of Natural Terrain Landslide Hazards
14/2005	6	Resident Site Staff Database
15/2005	5, 7	Geotechnical Control for Tunnel Works
16/2005	12	Adoption of Energy Efficient Features and Renewable Energy Technologies in Government Projects and Installation
18/2005	6	Consultancy Agreement – Conflict of Interest and Debarring
19/2005	2, 5, 7, 8, 12	Environmental Management on Construction Sites
20/2005	10	Upward Reporting of Major Emergency Incidents from Works Departments
2/2006	12	Drainage Impact Assessment Process for Public Sector Projects
3/2006	5, 12	Tree Preservation
4/2006	5, 6, 12, 15	Delivery of Capital Works Project
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Housing Planning and Lands Bureau/Environment, Transport and Works Bureau Joint Technical Circular

1/2004	12	Protection of the Harbour Ordinance
1/2006	12	Air Ventilation Assessments

Planning, Environment and Lands Branch Technical Circular

2/95	12	Preservation of Survey Monuments and Marks (WBTC No. 25/95)
2/96	17	Administration of Digital Geographic Data (WBTC No. 19/96)
3/96	17	Documentation for Digital Geographic Data (WBTC No. 20/96)
1/97	12	Guidelines for Implementing the Policy on Off-site Ecological Mitigation Measures (WBTC No. 4/97)
3/97	12	Revised Administrative Arrangements for Reclamation Works (WBTC No. 13/97)

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7/98	10	Aircraft Crash & Salvage Responsibilities of the Works Bureau and the Planning, Environment and Lands Bureau Groups of Department (WBTC No. 11/98)

Works Branch General Circulars

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Financial Circulars

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4/89	3	Furniture and Equipment
9/90	3	Furniture and Equipment for Projects in the Public Works Programme
13/94	6	Creation of Positions for Directorate Level Consultancies for Individual
4/95	3, 5	Money of the Day Project Estimates in the Non-ACP Public Works Programme and Capital Subvention Building Projects
5/95	3	Full Annual Staff Cost at Mid-point
9/96	6	Estimates of Consultants' Fees for Projects in the Public Works Programme and for Capital Subvention Building Projects
10/97	15	WTO Agreement on Government Procurement
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25/2001A Admission of EMSTF onto the List of Approved Suppliers of Materials and Specialist Contractors for Public works under 25 Categories of E&M, Electronics & Building Services

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20/92 Delegation of Authority to Engineer's Representative under the General Conditions of Contract for Civil Engineering Works (1990 Edition)

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13/2002 Employment of Qualified Tradesman & Intermediate Tradesman by Contractors of Public Works Contracts

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18/92 General Specification and Standard Method of Measurement for Civil Engineering Works

20/92 Delegation of Authority to Engineer's Representative under the General Conditions of Contract for Civil Engineering Works (1990 Edition)

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26/98	Deletion of extensions of time for inclement weather
4/99	Construction Mediation Rules (1999 Edition) and Administrative Guidelines
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7/99	Special Condition of Contract for Construction Mediation Rules (1999 Edition)
15/99	Improvement to Quality of Maintenance Works

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21/99	Construction Site Safety Manual - Updating of Chapters other than Chapters 3 & 12
25/99	Incorporation of Information on Construction and Demolition Material Management in Public Works Subcommittee Papers
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31/99	Administrative Procedures for Use with the Government of the Hong Kong Special Administrative Region General Conditions of Contract for Design and Build Contracts 1999 Edition
5/2000	Works Subject to Excision in Tender Evaluation
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18/2000	Works Bureau Library of Standard Special Conditions of Contract for use with GCC for Building Works, Civil Engineering Works and Electrical & Mechanical Engineering Works 1999 Edition
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16/2002	General Conditions of Contract for Term Contracts for Civil Engineering Works, 2002 Edition
26/2002	Special Conditions of Contract for Use in Mega Project Contracts

Environment, Transport and Works Bureau, Technical Circular (Works)

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38/2002	Computer-Aided-Drafting Standard for Works Projects
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4/2004	Checking of Foundation Works in the Scheduled Areas of Northwest New Territories and Ma On Shan and the Designated Area of Northshore Lantau
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6/2004	General Conditions of Contract for Term Contracts for Building Works 2004 Edition
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15/2005	Geotechnical Control for Tunnel Works
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4/95	Money of the Day Project Estimates in the Non-ACP Public Works Programme and Capital Subvention Building Projects
11/2001	Requirement for Project Definition Statement and Technical Feasibility Statement for Capital Works Projects
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16/95B Selection and Remuneration of Engineering and Associated Consultants

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8/98 Memorandum of Agreement and General Conditions of Employment of Engineering and Associated Consultants (1997 Edition)

23/2000 Computer Facilities in Consultancy Agreements

8/2001 Interest on Overdue Payments for Consultancy Agreements

12/2001 Safety Training for Departmental Staff and Resident Site Staff

13/2001 Quality Management System Certification of Consultants and Contractors for Public Works Administered by the Works Groups of Departments

13/2001A Quality Management System Certification of Consultants and Contractors for Public Works Administered by the Works Group of Departments

15/2001 Fee Proposal for Consultancy Agreement Lump Sum Fee and Summary Breakdown of Lump Sum Fee

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23/2003A Consultants' Fees for Additional Services

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32/92 The Use of Tropical Hardwood on Construction Sites

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14/94 Use of PFA as General Fill in Reclamations

10/95 Importation of Sand from the People's Republic of China by Barges

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19/2001 Metallic Site Hoardings and Signboards

11/2002 Control of Site Crushers

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33/2002 Management of C&D Material including Rock

57/2002 Quality Assurance for Structural Concrete

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31/2004 Trip Ticket System for Disposal of Construction & Demolition Materials

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Works Branch Technical Circulars

9/94 Restrictions on the Use of Hand-dug Caissons for foundations and Geotechnical Works

11/95 Construction Site Safety Manual

3/97 Independent Checking of the Design, Erection, Use and Removal of Temporary Works

Works Bureau Technical Circulars

13/98 Liaison with Labour Department and Marine Department on Construction Site Safety Matters

21/99 Construction Site Safety Manual - Updating of Chapters other than Chapters 3 & 12

32/99 Second Stage of the Independent Safety Audit Scheme (ISAS)

26/2000 Score Card for Assessment of Site Safety Performance

30/2000 Construction Site Safety Manual Second Updating of Chapters 3 and 12

12/2001 Safety Training for Departmental Staff and Resident Site Staff

Environment, Transport and Works Bureau, Technical Circular (Works)

30/2002 Implementation of Site Safety Cycle and Provision of Welfare Facilities for Workers at Construction Sites

2/2003 Regulating Actions where a serious incident has or a site safety or environmental offences have occurred on a construction site

2/2003A Regulating Action where a serious incident has or site safety or environmental offences have occurred on a construction site

2/2003B Regulating Action where a serious incident has or site safety or environmental offences have occurred on a construction site

2/2003C Regulating Action where a Serious Incident has or Site Safety or Environmental offences have occurred on a Construction Site

14/2003 Role of departmental safety and environmental advisor on health, safety and environmental protection on construction sites

22/2003 Additional Measures to Improve Site Cleanliness and Control Mosquito Breeding on Construction Sites

22/2003A Additional Measures to improve Site cleanliness and Control Mosquito Breeding on Construction sites

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Environment, Transport and Works Bureau, Technical Circular (Works)

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Public Works Departmental Technical Circulars

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Works Bureau Technical Circulars

10/97 Use of Performance Bonds Security and Retention Moneys and Standard Form of Bond

10/97A Use of Performance Bonds Security and Retention Moneys and Standard Form of Bond

19/97 Contractor's Liability to Indemnify Government under Clause 22/24 of the General Conditions of Contract

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28/2003 Protection of Harbour Area Treatment Scheme Stage 1 Sewerage Tunnels

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14/2004 Maintenance of Stormwater Drainage Systems and Natural Watercourses

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- 15/86 Day Labour and Plant Hire Schedule for Emergency Works on Term Contracts

Works Bureau Technical Circular

- 9/98 Natural Disaster Emergency Organisation Responsibilities of the Works Bureau and the Planning, Environment and Lands Bureau Groups of Departments
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- 11/98 Aircraft Crash & Salvage Responsibilities of the Works Bureau and the Planning, Environment and Lands Bureau Groups of Departments
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Environment, Transport and Works Bureau, Technical Circular (Works)

- 14/2004 Maintenance of Stormwater Drainage Systems and Natural Watercourses
- 20/2005 Upward Reporting of Major Emergency Incidents from Works Departments

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- 5/98 Natural Disaster Emergency Organisation Responsibilities of the Works Bureau and the Planning, Environment and Lands Bureau Groups of Departments
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- 7/98 Aircraft Crash & Salvage Responsibilities of the Works Bureau and the Planning, Environment and Lands Bureau Groups of Departments
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Works Branch Technical Circulars

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10/91 Monitoring and Maintenance of Horizontal Drains

25/93 Control of Visual Impact of Slopes

9/94 Restrictions on the Use of Hand-dug Caissons for foundations and Geotechnical Works

9/96 Standards of Good Practice for Maintenance of Man-made Slopes and Retaining Walls

3/97 Independent Checking of the Design, Erection, Use and Removal of Temporary Works

Works Bureau Technical Circulars

13/99 Geotechnical Manual for Slopes Guidance on Interpretation and Updating

26/99 Maintenance of Man-made Slopes and Emergency Repair on Stability of Land

9/2000 Registration and Updating of the Catalogue of Slopes

10/2000 Display of Slope Registration Number on Site by Maintenance Department

14/2000 Usage of Public Works Laboratories in Public Works Projects

15/2000 Funding Arrangement for Public Works Regional Laboratories Operating, Monitoring and Accounting Procedures

17/2000 Improvement to the Appearance of Slopes

20/2001 Geotechnical Information Unit (GIU)

11/2002 Control of Site Crushers

Environment, Transport and Works Bureau, Technical Circular (Works)

29/2002 Geotechnical Control for Slopes and Retaining Walls

29/2002A Geotechnical Control for Slopes and Retaining Walls

24/2003 Permanent Reinforcement Fill Structures and Slopes

28/2003 Protection of Harbour Area Treatment Scheme Stage 1 Sewerage Tunnels

GROUP 11 (CONT'D)

Environment, Transport and Works Bureau, Technical Circular (Works)

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| 4/2004 | Checking of Foundation Works in the Scheduled Areas of Northwest New Territories and Ma On Shan and the Designated Area of Northshore Lantau |
| 16/2004 | The Use of Permanent Prestressed Ground Anchors in Government Project |
| 20/2004 | GEO Checking Certificate for Slopes and Retaining Walls |
| 13/2005 | Prescriptive Measures for Stabilisation and Improvement of Man-made Slopes and Standardised Debris-resisting Barriers for Mitigation of Natural Terrain Landslide Hazards |

GROUP 12 : LAND/PLANNING/SURVEY/ENVIRONMENT

Public Works Departmental Technical Circulars

11/76 Sale of Plans to Tenderers for P.W.D. Projects

Lands and Works Branch Technical Circular

26/85 Provision of Land for Government Projects or Use
4/86 Hong Kong 1980 Geodetic Datum
9/87 Maintenance and Control of Stability of Land
15/88 Street Widening - Procedures for Approval and Land Acquisition

Works Branch Technical Circulars

3/92 Abatement of Sanitary Nuisance from Defective Drains and Sewers in Private Streets and Service Lanes
10/92 Provision of Refuse Containment Booms in Reclamation Contracts Involving Public Dumping
25/92 Allocation of Space for Urban Street Trees
28/92 Damage to Crops and Property on Agricultural Lands
32/92 The Use of Tropical Hardwood on Construction Sites
2/93 Public Dumps
*2/93B Public Filling Facilities
25/93 Control of Visual Impact of Slopes
19/95 Land and Engineering Survey Board
25/95 Preservation of Survey Monuments and Marks
16/96 Wet Soil in Public Dumps
4/97 Guidelines for Implementing the Policy on Off-site Ecological Mitigation Measures (PELBTC No. 1/97)

Works Bureau Technical Circulars

13/97 Revised Administrative Arrangements for Reclamation Works (PELBTC No. 3/97)
13/97A Revised Administrative Arrangements for Reclamation Works

*refers to Works Bureau Technical Circular

GROUP 12 (CONT'D)

Works Bureau Technical Circulars

4/98	Use of Public Fill in Reclamation & Earth Filling Projects
4/98A	Use of Public Fill in Reclamation & Earth Filling Projects
17/98	Environmental Impact Assessment Ordinance Guidance - on the Preparation of Briefs for Architectural/Engineering and Association Consultancy Agreements
25/99	Incorporation of Information on Construction and Demolition Material Management in Public Works Subcommittee Papers
25/99A	Incorporation of Information on Construction and Demolition Material Management in Public Works Subcommittee Papers
25/99C	Incorporation of Information on Construction and Demolition Material Management in Public Works Subcommittee Papers
12/2000	Fill Management
16/2000	Provision and Collation of Land Survey and Mapping Data
9/2001	Procedures for Gazetting under the Foreshore and Sea-bed (Reclamations) Ordinance (Chapter 127)
9/2001A	Procedures for Gazetting under the Foreshore and Sea-bed (Reclamations) Ordinance (Chapter 127)
19/2001	Metallic Site Hoardings and Signboards
6/2002	Enhanced Specification for Site Cleanliness and Tidiness
6/2002A	Enhanced Specification for Site Cleanliness & Tidiness
7/2002	Tree Planting in Public Works
11/2002	Control of Site Crushers
12/2002	Specification Facilitating the Use of Recycled Aggregates

Environment, Transport and Works Bureau, Technical Circular (Works)

33/2002	Management of C&D Material including Rock
34/2002	Management of Dredged/Excavated Sediment
55/2002	Village Resite and Expansion Areas Schedule of Maintenance Responsibilities
2/2003	Regulating Actions where a serious incident has or a site safety or environmental offences have occurred on a construction site

GROUP 12 (CONT'D)

Environment, Transport and Works Bureau, Technical Circular (Works)

2/2003A	Regulating Action where a serious incident has or site safety or environmental offences have occurred on a construction site
2/2003B	Regulating Action where a serious incident has or site safety or environmental offences have occurred on a construction site
2/2003C	Regulating Action where a Serious Incident has or Site Safety or Environmental offences have occurred on a Construction Site
7/2003	Provision of Electronic Version of Layout Plans to Utility Undertaking
7/2003A	Provision of Electronic Version of Layout Plans to Utility Undertakings
13/2003	Guidelines & procedures for environmental impact assessment of government projects and proposals
13/2003A	Guidelines & Procedures for Environmental Impact Assessment of Government Projects and Proposals Planning for Provision of Noise Barriers
14/2003	Role of departmental safety and environmental advisor on health, safety and environmental protection on construction sites
22/2003	Additional Measures to Improve Site Cleanliness and Control Mosquito Breeding on Construction Sites
22/2003A	Additional Measures to improve Site cleanliness and Control Mosquito Breeding on Construction sites
27/2003	Land Acquisition Prioritization Exercise
34/2003	Community Involvement in Greening Works
2/2004	Maintenance of Vegetation and Hard Landscape Features
14/2004	Maintenance of Stormwater Drainage Systems and Natural Watercourses
24/2004	Specification Facilitating the Use of Concrete Paving Units made of Recycle Aggregate
29/2004	Registration of Old and Valuable Trees, and Guidelines for their Preservation
31/2004	Trip Ticket System for Disposal of Construction & Demolition Materials
5/2005	Protection of Natural Streams/Rivers from Adverse Impacts arising from Construction Works
10/2005	Planting on Footbridges and Flyovers
16/2005	Adoption of Energy Efficient Features and Renewable Energy Technologies in Government Projects and Installation
19/2005	Environmental Management on Construction Sites

GROUP 12 (CONT'D)

Environment, Transport and Works Bureau, Technical Circular (Works)

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| 2/2006 | Drainage Impact Assessment Process for Public Sector Projects |
| 3/2006 | Tree Preservation |
| 4/2006 | Delivery of Capital Works Project |

Housing, Planning and Lands Bureau/Environment, Transport and Works Bureau Joint Technical Circular

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| 1/2004 | Protection of the Harbour Ordinance |
| 1/2006 | Air Ventilation Assessment |

Planning, Environment and Lands Branch Technical Circular

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| 2/95 | Preservation of Survey Monuments and Marks
(WBTC No. 25/95) |
| 1/97 | Guidelines for Implementing the Policy on Off-site Ecological Mitigation Measures
(WBTC No. 4/97) |
| 3/97 | Revised Administrative Arrangements for Reclamation Works (WBTC No. 13/97) |

GROUP 13 : GOVERNMENT AND MILITARY PROPERTY/MANAGEMENT/ INSTALLATIONS

Public Works Departmental Technical Circulars

7/80 The processing of applications for permission to install ground anchors in Crown Land

Works Branch Technical Circulars

23/93 Supply, Installation and Maintenance of Room Air Coolers and Dehumidifiers in Government Buildings and Installations

31/93 Responsibility for the Carrying out of Road, Marine, Drainage and Other Special Civil Engineering Works in Military Establishments

Environment, Transport and Works Bureau, Technical Circular (Works)

9/2003 Electrical & Mechanical Services in Government Buildings & Installations

GROUP 14 : PUBLIC RELATIONS/PUBLICITY/PRESS

Works Branch Technical Circulars

3/89 Opening Ceremonies for Public Works Projects

GROUP 15 : TENDER PROCEDURE

Public Works Departmental Technical Circulars

- 39/73 Preparation of Tender Documents
- 42/73 Preliminary Advice to Contractors after submission of tenders
- 47/73 Notification to tenderers of the approximate annual value of Maintenance Contracts
- 11/76 Sale of Plans to Tenderers for P.W.D. Projects

Lands and Works Branch Technical Circulars

- 7/87 Minimum Amount of an Interim Payment

Works Branch Technical Circulars

- 4/92 Pre and Post Tender Meeting
- 6/95 Incorporation of amendments to Contract Documentation
- 6/95A Incorporation of amendments to Contract Documentation
- 6/95B Incorporation of Amendments into Contract Documentation
- 17/95 The Use of Lump Sum Bills of Quantities Contracts for Civil Engineering works
- 17/95A The Use of Lump Sum Bills of Quantities Contracts for Civil Engineering Works
- 17/96 Specialist List for Supply of Bituminous Pavement Materials and Construction of Special Bituminous Surfacing
- 3/97 Independent Checking of the Design, Erection, Use and Removal of Temporary Works

Works Bureau Technical Circulars

- 5/2000 Works Subject to Excision in Tender Evaluation
- 24/2001 Simplified Tendering Arrangement for Capital Works
- 25/2001 Admission of EMSTF onto the List of Approved Suppliers of Materials and Specialist Contractors for Public Works under 25 Categories of E&M, Electronic & Building Services
- 25/2001A Admission of EMSTF onto the List of Approved Suppliers of Materials and Specialist Contractors for Public works under 25 Categories of E&M, Electronics & Building Services
- 13/2002 Employment of Qualified Tradesman & Intermediate Tradesman by Contractors of Public Works Contracts

GROUP 15 (CONT'D)

Environment, Transport and Works Bureau, Technical Circular (Works)

41/2002	Correction Rules for Tender Errors
47/2002	Management of Sub-contractor by Contractors
50/2002	Contractors Joint Venture
4/2003	Assessment of Liquidated Damages
5/2003	Joint and Several Liability of Partners and Unincorporated Joint Venture Participants
8/2003	Rejection of Unreasonably Low Bids
12/2003	Employment of technician apprentices & building & civil engineering graduates by contractors of public works contracts
7/2004	Examination of Tenders and Submission of Tender Reports
8/2004	Tender Evaluation of Works Contracts
10/2004	Tenderer's eligibility for the award of works contracts
26/2004	Library of General Conditions of Tender, Special Conditions of Tender & Notes to Tenderers
33/2004	Tender Procedures for Procurement governed by the Agreement on Government Procurement of the World Trade Organization
35/2004	Prequalification of Tenderers for Public Works Contracts
11/2005	Electronic Dissemination of Tender Documents & Electronic Submission of Tender Returns on Removable Media
4/2006	Delivery of Capital Works Project

Financial Circulars

10/97	WTO Agreement on Government Procurement
11/97	Access to tender information
14/97	Store and Procurement Regulations
5/2001	Guidelines for Trading Funds Bidding for Government Contracts
6/2001	Use of Trading Fund Services
10/2001	Simplified Tendering Arrangement for Capital Works
2/2003	Initiating Works-related Tendering and Consultant Selection Procedures Before Funding is Secured
5/2006	Charging Arrangements for Trading Fund

GROUP 16 : TRANSPORT - KCRC/MTRC/AIRPORT

Lands and Works Branch Technical Circulars

- 4/83 Works and services carried out by Government and the Kowloon-Canton Railway Corporation on each other's behalf. Procedure for authorisation and payment
- 7/83 Works and services carried out by Government and the Kowloon-Canton Railway Corporation on each other's behalf. Procedure for authorisation and payment
- 14/88 Consultants related to Contractors

Works Bureau Technical Circulars

- 19/2002 Mass Transit Railway Protection

Environment, Transport and Works Bureau, Technical Circular (Works)

- 33/2003 West Rail Protection
- 11/2004 Cyber Manual for Greening
- 2/2005 Capital Works or Maintenance Works (including Tree Planting) Within or Adjacent to the Kowloon-Canton Railway (Hong Kong) Section, Tsim Sha Tsui Extension and Ma On Shan Rail

GROUP 17 : COMPUTER

Works Branch Technical Circulars

8/93	Maintenance of Computer Facilities
19/93	Filing Practice for Works-Contracts
19/96	Administration of Digital Geographic Data (PELBTC No. 2/96)
20/96	Documentation for Digital Geographic Data (PELBTC No. 3/96)

Works Bureau Technical Circulars

23/2000	Computer Facilities in Consultancy Agreements
3/2001	Dissemination of Information through Internet
17/2001	Electronic Dissemination of Invitation Documents for Consultancies
31/2001	Electronic Submission of Consultancy Proposals on Removable Media

Environment, Transport and Works Bureau, Technical Circular (Works)

38/2002	Computer-Aided-Drafting Standard for Works Projects
38/2002A	Computer-Aided-Drafting Standard for Works Project
7/2003	Provision of Electronic Version of Layout Plans to Utility Undertaking
7/2003A	Provision of Electronic Version of Layout Plans to Utility Undertakings
16/2003	Environment, transport and works information technology committee
11/2005	Electronic Dissemination of Tender Documents & Electronic Submission of Tender Returns on Removable Media

Planning, Environment and Lands Branch Technical Circular

2/96	Administration of Digital Geographic Data (WBTC No. 19/96)
3/96	Documentation for Digital Geographic Data (WBTC No. 20/96)
12/2004	Computer Facilities for Works Contracts