



Application for Certification

This profile enables us to provide you with the quotation/contract to meet your Management System Certification requirements. Please complete (in block capitals) and return to us by fax with a copy of corporate entity/legal status documentation such as Business Registration License, existing ISO Certificate (if any), Project List, Certification Site List, etc.

In case of enquiries, please feel free to contact us at 2377 9547.

Company

Name of Company: _____

公司名稱: _____

Business Registration No./ Legal Status Document Ref: _____

Address: _____

Certification site(s): _____

Telephone _____ Fax: _____

Contact Person: _____ Position: _____

Date: _____

Does your company consist of several premises all contributing to the overall certification? If yes, please complete a copy of project list / certification sites

Product/ Service Details (with attached sheets of details about OH&SM & EnMS)

Scope of certification: _____

**We commit to inform you all the project sites within the above scope prior to each audit.*

Apply for the certification of (please tick)

ISO 9001:2015 ISO 14001:2015 ISO 45001:2018 ISO 50001:2018

ISO 14064-1:2006 Others (please specify)

Our target date of certification: _____ Our manual is ready on _____ (date)

If your company has used consultancy relating to the management system, the company name of management consultant is _____

If your company has been certified by other certification body and want to transfer the certification to us, please give us the following information:

We have been certified to _____ by _____ Expiry date of certificate: _____

Employee Details

Total no. of employee in company: _____ Number of EnMS effective personnel: _____

They work shift systems? Yes No

For internal use only:

Reviewed by: _____

Date: _____

Hong Kong Certification Services International Limited 香港認證服務國際有限公司

Room 1605, 16/F Austin Tower, 22-26 Austin Avenue, Tsim Sha Tsui, Kowloon, Hong Kong.

Tel.: (852) 2377 9547 Fax: (852) 2957 8951 e-mail: hkcsi@hkcsi.com

Application Form APF 01 rev. 7

Process details in relation to Occupational Safety & Health Management System

Name of Company: _____

1. Key processes within the scope
2. Identification of the key hazards and OH&S risks associated with each process
3. Main hazardous materials used in the key processes
4. Applicable OH&S legislation

Note: the above input can be made reference to appropriate documented information.

Approved by:

Date:

Details in relation to Energy Management System

Name of company: _____

A. Determination of the EnMS effective personnel:

The numbers of EnMS effective personnel shall include the personnel who materially impact the EnMS. They are personnel who come from the top management, management representative(s), energy management team, person(s) responsible for major changes affecting energy performance, person(s) responsible for the effectiveness of the EnMS, person(s) responsible for developing, implementing or maintaining energy performance improvements including objectives, targets and action plans, as well as person(s) responsible for significant energy uses.

After considering the above definition, the no. of EnMS effective personnel: _____

B. Analysis on Energy Management Complexity:

1. Annual electricity consumption in the current year/ last year:

For office: <5,000 kWh 5,000-10,000 kWh 10,001-15,000 kWh
 15,001-20,000 kWh >20,000 kWh

For all sites: <5,000 kWh 5,000-10,000 kWh 10,001-15,000 kWh
 15,001-20,000 kWh >20,000 kWh

2. Annual diesel consumption in the current year/ last year:

For all sites: nil <500 kilo litre 500-1,000 kilo litre 1,001-1,500 kilo litre
 1,501-2,000 kilo litre 2,001-2,500 kilo litre 2,501-3,000 kilo litre >3,000 kilo litre

3. Annual petrol consumption in the current year/ last year:

For all sites: nil <500 kilo litre 500-1,000 kilo litre 1,001-1,500 kilo litre
 1,501-2,000 kilo litre 2,001-2,500 kilo litre 2,501-3,000 kilo litre >3,000 kilo litre

4. Annual town gas consumption in the current year/ last year: (1 unit = 48MJ)

For all sites: nil <500 units 500-1,000 units 1,001-1,500 units 1,501-2,000 units
 2,001-2,500 units 2,501-3,000 units >3,000 units

5. Annual LPG consumption in the current year/ last year:

For all sites: nil <500 kilo litre 500-1,000 kilo litre 1,001-1,500 kilo litre
 1,501-2,000 kilo litre 2,001-2,500 kilo litre 2,501-3,000 kilo litre >3,000 kilo litre

6. Annual Oxyacetylene consumption in the current year/ last year:

For all sites: _____ (sets)

7. We use

Electricity Diesel Petrol Town Gas LPG Oxyacetylene

Item of energy source for which accumulative energy consumption is less than 20% of the total consumption: _____ (name of energy source)

8. We have 1-3 **significant energy use**

4-6

7-10

11-15

≥ 16;

*Please tick appropriate box.

<u>Energy Complexity Criteria</u>	<u>Remark from pervious audit report/ client's information</u>
Annual Energy Consumption from items 1 to 6	
Number of Energy Sources from item 7	
Number of Significant Energy Use from item 8	

Approved by: _____

Date: _____

For internal use only:

Reviewed by: _____

Date: _____

Details in relation to Modular Integrated Construction

According to the requirements of PNAP ADV-36, Buildings Department, the Pre-acceptance for MiC System and granting in-principle acceptance (IPA) are:

Pre-acceptance for MiC System

To further facilitate the use of MiC in local private projects, BD has set up a pre-acceptance arrangement for granting in-principle acceptance (IPA) of individual MiC systems/components on specific performance. The pre-acceptance mechanism aims to resolve the non-site specific design and construction matters of an MiC system/component and provide a curtailed assessment on whether the design and materials used meet certain minimum standards for a particular aspect set out under the Buildings Ordinance. The application may cover a single module or a combination of various modules forming a typical floor and a building block, including the associated standard structural and connection details. Essential information which should be contained in the application is given in PNAP ADV-36.

IPA List

An MiC system accepted by BD will be assigned a unique IPA reference number, which will be included in the IPA list in the BD website and should be quoted in the formal plan submissions for a specific MiC project. General information about the accepted MiC systems/components can be found at the BD website

(<https://www.bd.gov.hk/en/resources/codes-and-references/modular-integrated-construction/mic-acceptedList.html>). To cater for advancements in construction technology and possible revision to codes of practice, the IPA of any MiC system is subject to a validity period of a maximum of 5 years.

The IPA of the MiC systems may cover certain performance aspects set under the Buildings Ordinance, for example:

- (a) structural elements;
- (b) provisions for structural performance of the modules (including material specifications and compliance standards, corrosion and fire protection of structural elements);
- (c) construction of external wall and cladding;
- (d) provisions of windows, artificial lighting and ventilation system;
- (e) sanitary fitments and associated plumbing and drainage works;
- (f) Quality Assurance Scheme and certification; and
- (h) fabrication, logistics, assembly and installation.

Hong Kong Certification Services International Limited 香港認證服務國際有限公司

Room 1605, 16/F Austin Tower, 22-26 Austin Avenue, Tsim Sha Tsui, Kowloon, Hong Kong.

Tel.: (852) 2377 9547 Fax.: (852) 2957 8951 e-mail: hkcsi@hkcsi.com

Application Form APF 01 rev. 7

Quality Assurance Scheme/ Certification

Modular units are to be fabricated by a factory with ISO 9000 or equivalent quality assurance certification. This will be imposed as a condition under item 6 in section 17(1) of the BO when giving approval of plans.

The Quality Assurance Scheme should cover the following items:

- (a) Quality control tests of materials;
- (b) Calibration of laboratory equipment for quality control tests;
- (c) Efficiency and proper operation of equipment at the prefabrication factory;
- (d) Production process;
- (e) Testing procedures and requirements;
- (f) Frequency and extent of inspection by in-house staff and independent parties; and
- (g) Frequency and extent of audit by in-house staff and independent parties.

(As extracted from the Appendix B of PNAP ADV-36, Buildings Department)

In view of these, each applicant for the new/ extended certification scope of MiC needs to prescribe the coverage of MiC elements:

Structural elements

- precast concrete slab
- precast concrete walls/ drywalls
- precast concrete staircase
- other precast concrete element: _____

Architectural works

- installation of windows
- floor works (floor screed / floor tiles / timber floor / other: _____)
- internal works (block work / drywall panel / plastering / skim coat application / wall tiles/ painting)
- external works (external rendering / wall tiling / painting / other: _____)
- ceiling works
- door and joinery works
- metal grille / railing / balustrade / other: _____
- waterproofing works at floor

Provision of building services facilities

- plumbing works (include water supply pipes and fittings / sanitary fittings / others: _____)
- drainage works (include drainage pipes and fittings / others: _____)

Hong Kong Certification Services International Limited 香港認證服務國際有限公司

Room 1605, 16/F Austin Tower, 22-26 Austin Avenue, Tsim Sha Tsui, Kowloon, Hong Kong.

Tel.: (852) 2377 9547 Fax.: (852) 2957 8951 e-mail: hkcsi@hkcsi.com

Application Form APF 01 rev. 7

electrical works (switch boxes / lighting / utility wiring / others: _____)

mechanical ventilation and air-conditioning works

fire services installation (sprinklers / emergency lighting / exit signs / others: _____)

Provision of fitting out works

floor works (floor screed / floor tiles / timber floor / other: _____)

internal works (block work / drywall panel / plastering / skim coat application / wall tiles/ painting)

door and joinery works

installation of furniture / other: _____

installation of household electrical appliance / other: _____