

Excavation Permit Processing Manual

Lists of Latest Editions and Revisions (as at 20.12.2022)

I. List of Editions

Description	Status	Issue Date
Excavation Permit Processing Manual	Current	26.3.2004

II. List of Revisions

Rev. No.	Issue Date	Brief Description of Amendment
9-2-1	19.4.2004	<u>Chapter 9, Section 2</u> - Appendix 9.2.1; 1) Version of AI Checklist was amended from 4a to 4c. 2) Name of inspection and contact telephone number were deleted. 3) Checking against compliance with requirement of completion notice was deleted. 4) Checklist items (22) and (34) were amended. 5) Checklist sub-item (40)c was deleted. 6) Checklist sub-item (51)a was changed to (51)h, other sub-items of item (51) were rearranged. - Appendix 9.2.2; 1) Version of Guidelines for Marking Defects was amended from 5a to 5c. 2) Reason 3 of Item (14)c was amended. 3) Sub-item (40)c was deleted. 4) Sub-item (51)a was changed to (51)h, other sub-items of item (51) were rearranged.
-	14.5.2004	<u>Related Documents</u> The following are added as related documents: - Conditions of Excavation Permit for Capital Works. - Conditions of Excavation Permit for Landscape Softworks. - Conditions of Excavation Permit for Parking Meters and Associated Facilities.
2-1-1	3.6.2004	<u>Chapter 2</u>

Rev. No.	Issue Date	Brief Description of Amendment
		<ul style="list-style-type: none"> - Appendix 2.1.1; flow after “apply to TD for temporary alteration of traffic signs/ road markings/ parking meters” was amended. - Appendix 2.1.2; note 3b was amended. - Appendix 2.1.3; description of Item 1 was amended.
4-1-1	3.6.2004	<p><u>Chapter 4, Section 1</u></p> <ul style="list-style-type: none"> - Para. 2.5; new para. Reminding the applicant to check whether the proposed works will affect LRT, MTRC, KCRC and LCSD immediately after registration. - Para. 3.5; time periods required by the IOW to complete PPA for standard works and non-standard works are added. - Para. 4.1; adding a requirement that a party is not allowed to carry out excavation at a location twice or more within 6 months. - Para. 4.3; seeking TD’s approval should be immediately after forming case, not after the case being marked “coordinated”. - Para. 12.1; elaborating completion of works reporting process; - Para. 12.4; clarifying that the permittee shall keep all as-built records in respect of level and alignment of the underground services and installations laid or placed for 7 years from the date of submission of the completion notice.
4-2-1	3.6.2004	<p><u>Chapter 4, Section 2</u></p> <ul style="list-style-type: none"> - Para. 6.1 and 6.2; elaborating completion of works reporting process; - Para. 6.3; clarifying that the permittee shall keep all as-built records in respect of level and alignment of the underground services and installations laid or placed for 7 years from the date of submission of the completion notice. - Appendix 4.2.1; new appendix showing the charging mechanism for emergency incident.
4-3-1	3.6.2004	<p><u>Chapter 4, Section 3</u></p> <ul style="list-style-type: none"> - Para. 5.1 and 6.1; combining 2 para.. As the works are continued under an XP instead of an EXP, the procedures in respect of completion of works and reinstatement of works within defect liability period described in Section 1 – Excavation Permit Administration Procedure should be followed.
4-5-1	3.6.2004	<p><u>Chapter 4, Section 5</u></p> <ul style="list-style-type: none"> - Para. 2.1; excavation permit for Small Scale Works is extended to cover minor works affecting carriageway. - Para. 2.2; deleted. - Para. 4.2; the sentence “The permittee must state the location of the proposed Small Scale Works in the AN.” Is deleted. - Appendix 4.5.1; deleted.

Rev. No.	Issue Date	Brief Description of Amendment
4-7-1	3.6.2004	<u>Chapter 4, Section 7</u> - Appendix 4.7.1; new appendix showing the detailed procedure of nomination of nominated permittee for IIUMS users.
4-8-1	3.6.2004	<u>Chapter 4, Section 8</u> - Para. 3.1; AD/Headquarters is amended to AD/Technical.
4-10-1	3.6.2004	<u>Chapter 4, Section 10</u> - Para. 4.1; minor amendment.
4-11-1	3.6.2004	<u>Chapter 4, Section 11</u> Appendix 4.11.1; items applicable to Tramways are added.
4-12-1	3.6.2004	<u>Chapter 4, Section 12</u> - Para. 3.2; minor amendment.
5-1-1	3.6.2004	<u>Chapter 5, Section 1</u> - Para. 2.1(v); new para. Reminding the applicant to check whether the proposed works will affect LRT, MTRC, KCRC and LCSD immediately before submitting an application for an XP. The applicant should approach the corresponding party to resolve the issue if any. - Para. 11.4; clarifying that the permittee shall keep all as-built records in respect of level and alignment of the underground services and installations laid or placed for 7 years from the date of submission of the completion notice. - Para. 17.1; new para. About cancellation of an XP or an extension of an XP.
-	3.6.2004	<u>Related Documents</u> Conditions of Excavation Permit (for Small Scale Works) Version 2.0 is uploaded for utility undertakings' reference. - The additional condition A2 is revised to cover small scale works on carriageway.
4-4-1	11.10.2004	<u>Chapter 4, Section 4</u> - General revision.
5-1-2	11.10.2004	<u>Chapter 5, Section 1</u> - Para. 4.1(i); the procedure of checking repeated openings is added. - Para. 7.1; minor amendment. - Para. 10.2; new para. About site audit inspection results. - Para. 10.3; new para. Reminding the permittee to fulfill the requirement of Clause 6 of the Conditions of Excavation Permit. - Appendix 5.1.1 – new appendix showing the procedure of checking site audit inspection results for non-IIUMS users. - Appendix 5.1.2 – standard form for reporting completion of

Rev. No.	Issue Date	Brief Description of Amendment
		non-compliance rectification.
-	2.11.2004	<u>Related Documents</u> UTLC Paper 5/2000 (Rev. Mar_2003) is superseded by UTLC Paper 1/2004 (Rev. B).
-	12.11.2004	<u>Related Documents</u> The initial effective dates of Conditions of Permits are added (at the bottom of each page) for easy reference. Please note that no amendment has been made to any content of the Conditions of Permits.
4-1-2	1.12.2004	<u>Chapter 4, Section 1</u> <ul style="list-style-type: none"> - Para. 2.3(ii); a note “(sample of the form is at Appendix 4.1.1)” is added after the words “Form UMS-1A”. - Para. 8.8; the last two sentences of the former para. 8.8 have been deleted. - Para. 9.1; minor amendment. - Para. 9.2; since the requirement of reporting work progress has been abandoned after the implementation of UTLC Paper 1/2004, the procedure related to reporting work progress in the former para. 9.2 and 9.3 have been deleted. In addition, the requirements of cancellation of AN and resubmission of AN are further elaborated. - Para. 11.1; minor revision. - Para. 12.1; a new reinstatement type, i.e. “No excavation has been carried out on site”, is added for cancellation of issued XPs. - Para. 12.4; revising the paragraph to incorporate the latest requirements. - Appendix 4.1.1 is added, i.e. a sample of the Form UMS-1A.
4-5-2	1.12.2004	<u>Chapter 4, Section 5</u> <ul style="list-style-type: none"> - Para. 1.2; the maximum duration of a SSW Block XP is revised to 183 days instead of 6 months. - Para. 2.1 (iii) & (vi); the maximum area of excavation for SSW, excluding the permanent reinstatement area, is relaxed to 4m². - Para. 4.3; procedures of cancellation and resubmission of AN are added.
4-7-2	1.12.2004	<u>Chapter 4, Section 7</u> <ul style="list-style-type: none"> - General revision to Appendix 4.7.1. (i.e. Procedure of Nomination of Nominated Permittee for IIUMS Users)
4-11-2	1.12.2004	<u>Chapter 4, Section 11</u> <ul style="list-style-type: none"> - Para. 1.1; minor revision. - Para. 3.1(vii); the words “form UMS-1” are revised to “Form UMS-1A”. In addition, a note “(sample of the form is at Appendix 4.11.2)” is added after the words “Form

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		<p>UMS-1A”.</p> <ul style="list-style-type: none"> - Para. 8.2; adding “HKPF’s and” in front of “TD’s comments”. - Para. 9.1; revising the whole para. In order to emphasize that AN submitted less than 2 working days prior to the commencement of works is acceptable for Urgent XPs. In addition, if a NC of AN requirement is found, the NC will be included in the performance statistics. As such, the sentence “Urgent works will not be included in the statistics of non-compliance with AN’s requirement” has been deleted. - Appendix 4.11.1; item no. 20 is added to the list of urgent works, i.e. “Construction of run-in/repair damaged footpath”. - Appendix 4.11.2 is added, i.e. a sample of the Form UMS-1A.
5-1-3	1.12.2004	<p><u>Chapter 5, Section 1</u></p> <ul style="list-style-type: none"> - Para. 6.1(iii); minor amendment. - Para. 7.1; procedure of submission of AN is revised (i.e. submit Form HYD 91). - Para. 7.2; procedures of cancellation of AN and resubmission of AN are added. - Para. 10.1; minor amendment. - Para. 11.1(iv); minor amendment. - Para. 11.1(v); a new reinstatement type, i.e. “no excavation works has been carried out on site”, is added. - Para. 17.1; procedures of cancellation of XP and cancellation of extension of XP have been revised.
-	1.12.2004	<p><u>Related Documents</u></p> <p>Conditions of Excavation Permit (for Small Scale Works) Version 3.0 is uploaded for utility undertakings’ reference.</p> <ul style="list-style-type: none"> - The additional conditions A2(B)(II) and A2(C)(I) are revised. The total area of excavation (excluding the extent for permanent reinstatement) at each discrete location is relaxed to 4m².
-	16.12.2004 (To supersede Conditions of Permits uploaded on 3.12.2004.)	<p><u>Related Documents</u></p> <p>Conditions of Excavation Permit (for Small Scale Works) Version 4.0 is suspended.</p> <p>Conditions of Excavation Permit (for Small Scale Works) Version 3.0 is re-uploaded for utility undertakings’ reference.</p>
-	16.12.2004 (To supersede Conditions of Permits uploaded on 3.12.2004.)	<p><u>Related Documents</u></p> <p>Conditions of Excavation Permit Version 2.0 is suspended.</p> <p>Conditions of Excavation Permit Version 1.0 is re-uploaded for utility undertakings’ reference.</p>
-	16.12.2004	<p><u>Related Documents</u></p>

Rev. No.	Issue Date	Brief Description of Amendment
	(To supersede Conditions of Permits uploaded on 3.12.2004.)	Conditions of Emergency Excavation Permit Version 2.0 is suspended. Conditions of Emergency Excavation Permit Version 1.0 is re-uploaded for utility undertakings' reference.
-	16.12.2004 (To supersede Conditions of Permits uploaded on 3.12.2004.)	<u>Related Documents</u> Conditions of Excavation Permit (for Capital Works) Version 2.0 is suspended. Conditions of Excavation Permit (for Capital Works) Version 1.0 is re-uploaded for utility undertakings' reference.
-	16.12.2004 (To supersede Conditions of Permits uploaded on 3.12.2004.)	<u>Related Documents</u> Conditions of Excavation Permit (for Landscape Softworks) Version 2.0 is suspended. Conditions of Excavation Permit (for Landscape Softworks) Version 1.0 is re-uploaded for utility undertakings' reference.
-	16.12.2004 (To supersede Conditions of Permits uploaded on 3.12.2004.)	<u>Related Documents</u> Conditions of Excavation Permit (for Parking Meters and Associated Facilities) Version 2.0 is suspended. Conditions of Excavation Permit (for Parking Meters and Associated Facilities) Version 1.0 is re-uploaded for utility undertakings' reference.
9-2-2	17.1.2005	<u>Chapter 9, Section 2</u> - Para. 1.1 , 5.3.1 and 7.1, and Appendix 9.2.1 Small Scale Works is included to the audit inspection schedule. - Para. 5.2.1 The priority of “new site without AN submission” is higher in the audit inspection schedule. - Para. 5.4.3 Permittee will not receive notification of NC recorded at audit inspection via fax. - Para. 6.1 Permittee may apply for appeal against NC item(s) recorded at audit inspection within 9 working days from the date of inspection. - Para. 7.3 The criteria for referring case to Enforcement Team is amended. - Appendix 9.2.1 Reason 13 is added to sub-item 13C - Appendix 9.2.2 Sub-item 13C – the provision of hazard warning lantern on footpath is amended, Item 22 – Exemption of erecting display board on site due to inclement weather is amended. - Appendix 9.2.3 The calculation of performance % is revised. - Appendix 9.2.4 is added.

Rev. No.	Issue Date	Brief Description of Amendment
9-2-2	25.2.2005	<u>Chapter 9, Section 2</u> - Appendix 9.2.1 (Chinese Translation) - Appendix 9.2.2 (Chinese Translation)
9-2-3	10.3.2005	<u>Chapter 9, Section 2</u> - A new paragraph is inserted between Paragraph 6.1 and 6.2 of the previous revision, namely 6.2, to cope with appeal directly filed by nominated permittee. Paragraph 6.2 of the previous revision is then amended to be 6.3. - Appendix 9.2.1 For clarification purpose, the revised requirements of provision of lighting are named as 13C13 and 13C14. - Appendix 9.2.2 <ul style="list-style-type: none"> • For clarification purpose, Reason 13C12 (1 no. of lantern at rail of each barrier) of the original version is reverted with a note – “This reason is obsolete with effective from 17 January 2005.” The revised requirements are named as 13C13 (the maximum spacing of each lantern at rail should not be more than 4m) and 13C14 (at least 1 lantern to be provided near each corner of the delineated area). • Reason 16E3 is amended to be in line with Reasons 13C13 and 13C14. - Appendix 9.2.4 The Standard Appeal Application Form is revised to cope with appeal directly filed by nominated permittee. - Appendix 9.2.5 The Standard Appeal Reply Form originally in Appendix 9.2.4 is transferred to this new appendix.
9-2-3	10.3.2005	<u>Chapter 9, Section 2</u> - Appendix 9.2.1 (Chinese Translation) Reason 13C14 is added to be in line with English version. - Appendix 9.2.2 (Chinese Translation) <ul style="list-style-type: none"> • Reason 13C12 of the original version is reverted and the new requirements are named as 13C13 and 13C14. • Reason 16E3 is amended to be in line with Reasons 13C13 and 13C14.
-	4.4.2005	<u>Related Document</u> - Chinese translation of Conditions of Excavation Permit Version 1.0 is uploaded for reference - Chinese translation of Conditions of Emergency Excavation Permit Version 1.0 is uploaded for reference - Chinese translation of Conditions of Excavation Permit (for Capital Works) Version 1.0 is uploaded for reference - Chinese translation of Conditions of Excavation Permit (for Small Scale Works) Version 3.0 is uploaded for reference

Rev. No.	Issue Date	Brief Description of Amendment
	13.5.2005	<p>The current version of the following Conditions of Permits are relocated from the “Related Document” of XPPM to a separate table “Conditions of Permits” on the same page:</p> <ul style="list-style-type: none"> - Conditions of Excavation Permit - Conditions of Emergency Excavation Permit - Conditions of Excavation Permit (for Capital Works) - Conditions of Excavation Permit (for Small Scale Works) - Conditions of Excavation Permit (for Landscape Softworks) - Conditions of Excavation Permit (for Parking Meters and Associated Facilities)
-	13.7.2005	<p><u>Table of Contents</u></p> <p>There are some minor changes to the list of “RELATED DOCUMENTS”, i.e.</p> <ul style="list-style-type: none"> - the title “Conditions of Permits” is used to represent all types of Conditions of Permits; and - the title “UTLC Papers” is used to represent all UTLC papers
4-1-3	13.7.2005	<p><u>Chapter 4, Section 1</u></p> <ul style="list-style-type: none"> - Para. 7.3; for rejected Preliminary Consent cases, the workflow is revised to allow the applicant to resubmit revised works proposal instead of rejecting the new plan. - Para. 9.1; the earliest time to submit AN is recommended to be not more than 14 days in advance of the intended commencement date. - Appendix 4.1.1 is separated from Chapter 4, Section 1. The header of Appendix 4.1.1 is changed from “Rev. 4-1-2 Appendix 4.1.1” to “Appendix 4.1.1_V1”. There is no change to the contents of this appendix.
4-2-2	13.7.2005	<p><u>Chapter 4, Section 2</u></p> <ul style="list-style-type: none"> - Para. 3.2 to para. 3.6; the major changes are as: <ul style="list-style-type: none"> (i) IIUMS Users are required to apply EXP through IIUMS; (ii) A user guide to EXP application through IIUMS is introduced, i.e. Appendix 4.2.2; and (iii) The List of Emergency Works is appended to this Chapter for reference, i.e. Appendix 4.2.3. - Para. 4.1; a note is added to remind EXP permittees to verify whether the location of the emergency incident is maintained by HyD through IIUMS before obtaining the emergency serial number. - All relevant appendices are separated from Chapter 4, Section 2. - Appendix 4.2.1 is separated from Chapter 4, Section 2. The header of Appendix 4.2.1 is changed from “Rev. 4-2-1 Appendix 4.2.1” to “Appendix 4.2.1_V2”. There is a minor change to the standard sentence in the standard letter for reporting completion (i.e. after “<i>In accordance with section 10L(2)(b)</i>”, add “<i>of the Land (Miscellaneous</i>

Rev. No.	Issue Date	Brief Description of Amendment
		<p><i>Provisions) Ordinance”</i>).</p> <ul style="list-style-type: none"> - Appendix 4.2.2_V1 (i.e. Guide to EXP Application through IIUMS) is added. - Appendix 4.2.3_V1 (i.e. List of Emergency Works) is added.
4-7-3	13.7.2005	<p><u>Chapter 4, Section 7</u></p> <ul style="list-style-type: none"> - Para. 2.1; the procedure for nomination of nominated permittee is revised. - Para. 3.1; due to the change of the nomination procedure, the contents of the previous para. 3.1 have become outdated. Therefore, the whole paragraph is revised. - Para. 7.6; the last sentence is revised to “The list may be viewed through IIUMS.” - Appendix 4.7.1 (i.e. Procedure of Nomination of Nominated Permittee for IIUMS Users) is separated from Chapter 4, Section 7. - The new Appendix 4.7.1_V3 is slightly revised to tally with the change mentioned in the new para. 2.1. In general, the procedure for nomination of nominated permittee by the permittee and the procedure for consent of nomination by the contractor remain unchanged.
5-1-4	13.7.2005	<p><u>Chapter 5, Section 1</u></p> <ul style="list-style-type: none"> - Para. 3.1(ii); new requirements are added and shown in para. 3.1(ii)(e) & 3.1(ii)(f). - Para. 3.2 (<i>in the previous version</i>) is deleted. - Para. 5.1 & 5.2; the nomination procedure of nominated permittee is revised. - Para. 7.1; the earliest time to submit AN is recommended to be not more than 14 days in advance of the intended commencement date. - Appendix 5.1.1 and Appendix 5.1.2 are separated from Chapter 5, Section 1. The headers of these two appendices are changed from “Rev. 5-1-3 Appendix 5.1.1” and “Rev. 5-1-3 Appendix 5.1.2” to “Appendix 5.1.1_V1” and “Appendix 5.1.2_V1” respectively. There is no change to the contents of these two appendices.
5-2-1	13.7.2005	<p><u>Chapter 5, Section 2</u></p> <ul style="list-style-type: none"> - General revision. There is no major change to the current procedure.
5-3-1	13.7.2005	<p><u>Chapter 5, Section 3</u></p> <ul style="list-style-type: none"> - General revision. There is one major change in para. 3.1. The maximum permit period can be applied for is relaxed from 6-month to 1-year.

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8-1-1	13.7.2005	<u>Chapter 8, Section 1</u> - General revision. There is no major change to the current procedure.
8-2-1	13.7.2005	<u>Chapter 8, Section 2</u> - General revision. There is no major change to the current procedure.
10-1-1	13.7.2005	<u>Chapter 10, Section 1</u> - General revision. The responsibilities of R&DD and QM Unit of HyD are updated.
10-2-1	13.7.2005	<u>Chapter 10, Section 2</u> - General revision. There is no major change to the current procedure.
-	13.7.2005	<u>Related Document</u> - List of Emergency Works (Rev. May 2005) is added. - Apart from UTLC Paper No. 1/98, 2/98 and 1/2004(Rev. B), the following UTLC papers have been uploaded to HyD's web site for reference: 1/99; 2/2000; 3/2000; 4/2001; 4/2002; and 3/2003(Rev. 4).
-	20.10.2005	<u>New Section for Non-IIUMS Users</u> - Chapter 5, Section 4 – Extremely Urgent Excavation Permit Administration Procedure for Non-IIUMS Users - Appendix 5.4.1
5-0-1	20.10.2005	<u>Chapter 5, Introduction</u> - Add “Chapter 5, Section 4” to the introductory page of Chapter 5
-	23.11.2005	<u>Related Documents</u> UTLC Paper No. 1/2005 endorsed and uploaded to HyD's web site for reference.
9-2-4	1.1.2006	<u>Chapter 9, Section 2</u> <u>Appendix 9.2.1;</u> - Checklist sub-item (54)c was added. - Clause reference of Header 14 was added. <u>Appendix 9.2.2;</u> - Clause (4)f was amended. - Clause (24)e was amended. - Clause (54)c was added.

Rev. No.	Issue Date	Brief Description of Amendment
-	5.1.2006	<p><u>Related Document</u></p> <ul style="list-style-type: none"> - Revision of Table 2 of Appendix A of Conditions of Excavation Permit Version 1.0 - Revision of Table 2 of Appendix A of Conditions of Emergency Excavation Permit Version 1.0 - Revision of Table 2 of Appendix A of Conditions of Excavation Permit (for Small-scale Works) Version 3.0 - Revision of Table 2 of Appendix A of Conditions of Excavation Permit (for Capital Works) Version 1.0 - Revision of Table 2 of Appendix A of Conditions of Excavation Permit (for Landscape Softworks) Version 1.0 - Revision of Table 2 of Appendix A of Conditions of Excavation Permit (for Parking Meters and Associated Facilities) Version 1.0
4-5-3	1.2.2006	<p><u>Chapter 4, Section 5</u></p> <ul style="list-style-type: none"> - Para. 1.2; the maximum duration of a SSW Block XP is revised to 184 days. - Para. 4.2; for works NOT affecting carriageway, the lead time for submission of AN is reduced to 1 working day. - Para. 4.3; the requirement for re-submission of AN is revised to tally with the change in para. 4.2.
-	1.2.2006	<p><u>Related Document</u></p> <p>Revision of Clause A6(A) of Additional Conditions of Permit (for Small-scale Works)</p>
Version 3 of XP Conditions	20.4.2006	<p><u>Related Document</u></p> <ul style="list-style-type: none"> - Revision of Clauses 1(B)(I)(a), 6(B)(III), 12, 20(H), 44(A)(II)&(III) and 46(C) of the following : Conditions of Excavation Permit Conditions of Excavation Permit (for Capital Works) Conditions of Excavation Permit (for Landscape Softworks) Conditions of Excavation Permit (for Parking Meters and Associated Facilities) - Revision of Clauses 1(B)(I)(a), 19(H), 42(A)(II)&(III) and 44(C) of the Conditions of Emergency Excavation Permit
Version 4 of SSW XP Conditions	20.4.2006	<p><u>Related Document</u></p> <ul style="list-style-type: none"> - Revision of Clauses 1(B)(I)(a), 6(B)(III), 12, 20(H), 44(A)(II)&(III) and 46(C) of the Conditions of Excavation Permit (for Small-scale Works)
Draft 3	20.5.2006	<p><u>Related Document</u></p> <p>Revision of the Approved Work List for Exemption from Submission of the Test Certificate/Report to include emergency works under EXP if the total excavation area does not exceed 4m².</p>
10-1-2	1.6.2006	<p><u>Chapter 10, Section 1</u></p> <p>Amendment to Paragraph I3</p>

Rev. No.	Issue Date	Brief Description of Amendment
9-2-5	1.7.2006	<u>Chapter 9, Section 2</u> - Amendment to Paragraph 5.4.2 - Amendment to Items 1, 10, 14, 23, 26, 27, 28 & 29 and addition of Item 30 on the Header Page of Appendix 9.2.1
-	1.7.2006	<u>Related Documents</u> - Dig Permit Procedures for Excavation Works in Penny's Bay Development Area is added. - Gazette Notice G.N. 1625 is superseded by G.N. 3836
-	1.7.2006	<u>Table of Contents</u> The "Contents" page is revised to reflect the above-mentioned changes under "Related Documents"
4-1-4	15.7.2006	<u>Chapter 4, Section 1</u> - Para. 4.1(iii); a short note is added to clarify that trial hole/trench excavations should not be taken into account as repeated openings. - Para. 4.4; the 2 nd sentence is slightly revised to clarify that the new comer just need to liaise with other parties in the existing conflicting case who have plans within 30m of his proposed alignment.
-	15.7.2006	<u>Chapter 4, Section 2</u> Appendix 4.2.3_V2; item no. 23 is added to the List of Emergency Works
-	15.7.2006	<u>Chapter 4, Section 11</u> - Appendix 4.11.1 and Appendix 4.11.2 are separated from Chapter 4, Section 11. The headers of these two appendices have been changed from "Rev. 4-11-2 Appendix 4.11.1" and "Rev. 4-11-2 Appendix 4.11.2" to "Appendix 4.11.1_V2" and "Appendix 4.11.2_V1" respectively. - Appendix 4.11.1_V2; a new item no. 21 is added to the "List of Urgent Works that Do Not Require Separate Justification Document". The new item is applicable to HyD's works only.
9-2-6	15.7.2006	<u>Chapter 9, Section 2</u> Appendices 9.2.1 and 9.2.2 : Item (18) amended.
-	15.7.2006	<u>Related Documents – UTLC Paper</u> UTLC Paper No. 2/2005 is uploaded.

Rev. No.	Issue Date	Brief Description of Amendment
Version 4 of XP Conditions	1.8.2006	<u>Related Document</u> - Revision of Clause 18 of the following : Conditions of Excavation Permit Conditions of Emergency Excavation Permit Conditions of Excavation Permit (for Capital Works) Conditions of Excavation Permit (for Landscape Softworks) Conditions of Excavation Permit (for Parking Meters and Associated Facilities)
Version 6 of SSW XP Conditions	1.8.2006	<u>Related Document</u> - Revision of Clause 18 of the Conditions of Excavation Permit (for Small-scale Works)
9-2-7	15.9.06	<u>Chapter 9, Section 2</u> Appendices 9.2.1 and 9.2.2 : Items (44) and (45) amended.
5-1-5	31.10.2006	<u>Chapter 5, Section 1</u> - Para. 4.1(i) & 4.1(iii); general revision of the internal workflow. - Para. 4.1(vii); for an extremely urgent application, the applicant is reminded to provide the original receipt of the DN payment to the Account Section of the respective HyD Regional Office to demonstrate the settlement of permit fee. - Para. 6.1(iii); a new Internet function is introduced which can help the permittee to check all existing and being planned excavation works in the vicinity of his proposed works in order to avoid possible conflicts. - New appendices “Appendix 5.1.3” and “Appendix 5.1.4” are added.
Version 4 of XP Conditions	31.10.2006	<u>Related Document</u> - For the following clauses, the word ‘latter’ is revised to ‘later’ and the word ‘准’ in the Chinese version is revised to ‘准’. Clause 46© of Conditions of Excavation Permit Clause 44© of Conditions of Emergency Excavation Permit Clause 46© of Conditions of Excavation Permit (for Capital Works) Clause 46© of Conditions of Excavation Permit (for Landscape Softworks) Clause 46© of Conditions of Excavation Permit (for Parking Meters and Associated Facilities)
Version 6 of SSW XP Conditions	31.10.2006	<u>Related Document</u> - The word ‘latter’ in Clause 46© of Conditions of Excavation Permit (for Small-scale Works) is revised to ‘later’ and the word ‘准’ in the Chinese version is revised to ‘准’.

Rev. No.	Issue Date	Brief Description of Amendment
Version 1.1	30.11.2006	<u>Chapter 9, Section 2, Annex I to Appendix 9.2.3</u> Revision of the formulae for calculating the performance % of each group and overall performance % of a permit site in order to tally with those in Appendix 9.2.3.
9-2-8	20.12.06	<u>Chapter 9, Section 2</u> Appendices 9.2.1 and 9.2.2 : Item (54) amended.
5-1-6	5.1.2007	<u>Chapter 5, Section 1</u> - Para. 3.1(i), 9.2(i), 11.2, 15.1, 15.2 & 19.1(ii)(f); minor revisions.
5-1-6 (中文版)	5.1.2007	<u>Chapter 5, Section 1 (Chinese Version)</u> - New issue.
-	5.1.2007	<u>Related Documents</u> - Gazette Notice G.N. 1624 is superseded by G.N. 7233. For the English version of G.N. 7233, it should be read in conjunction with G.N. 7936, which is a Corrigendum of the English version of G.N. 7233.
Version 5 of XP Conditions	5.2.2007	<u>Related Document</u> - Revision of Clauses 9, 37 & 44© of the following : Conditions of Excavation Permit Conditions of Excavation Permit (for Capital Works) Conditions of Excavation Permit (for Landscape Softworks) Conditions of Excavation Permit (for Parking Meters and Associated Facilities)
Version 5 of EXP Conditions	5.2.2007	<u>Related Document</u> Revision of Clauses 10, 35 & 42© of the Conditions of Emergency Excavation Permit
Version 7 of SSW XP Conditions	5.2.2007	<u>Related Document</u> - Revision of Clause 9, 37 & 44© of the Conditions of Excavation Permit (for Small-scale Works)
Version 5 of EXP Conditions	12.2.2007	<u>Related Document</u> Revision of Clause 12 of the Chinese Version of the Conditions of Emergency Excavation Permit
9-2-9	5.3.2007	<u>Chapter 9, Section 2</u> Appendices 9.2.1 and 9.2.2 : Items (4), (5), (6), (14), (24), (25), (41) & (42) amended.
9-2-10	10.4.07	<u>Chapter 9, Section 2</u> Paragraph 8 incorporated.
9-2-11	1.7.07	<u>Chapter 9, Section 2</u> Appendices 9.2.1 and 9.2.2 : Items (13), (14), (16), (20) & (54) amended. <u>Related Document</u> 'Description of works' in the 'Approved Work List for Exemption from Temporary Decking over Excavation not being Worked On' amended.
-	18.7.2007	<u>Related Document</u> - Detailed Requirements on Support of Utility Services

Rev. No.	Issue Date	Brief Description of Amendment
-	1.8.2007	<u>Related Document</u> Detailed Requirements on Support of Utility Services - On page 5, column 4 of the table of “Support of Utility Services 2007.doc”, the status of guidelines for DSD’s pipes and manholes should be “N”, i.e. not available yet - HEC’s leaflets (both English and Chinese versions) in Attachment 1 have been updated
4-1-5	5.9.2007	<u>Chapter 4, Section 1</u> - Para. 7.2, minor amendment. The current procedure of “Preliminary Consent” stage remains unchanged. - Para. 12.1 to para. 13.1, general revision. The completion notice (CN) submission procedure for IIUMS users is simplified. Submission of signed hard copy CN or electronically signed softcopy CN is no longer required.
4-2-3	5.9.2007	<u>Chapter 4, Section 2</u> - Para. 6.1 to para. 7.1, general revision. The completion notice (CN) submission procedure for IIUMS users is simplified. Submission of signed hard copy CN or electronically signed softcopy CN is no longer required.
-	25.9.2007	<u>Related Document</u> - Final Report – Recommendations to Enhance Measures for Prevention of Damage to Utilities and Procedures for Reporting Damage to Utilities During Excavation Work is uploaded
9-2-12	5.11.2007	<u>Chapter 9, Section 2</u> - Para. 6.1 to para. 6.3, general amendments to the enhancement work of the Audit Inspection Management System allowing Noniminated Permittee to submit appeal online.
-	27.11.2007	<u>Related Document – Dig Permit Procedures for Excavation Works in Penny’s Bay Development Area</u> - HyD’s Supplementary Procedures for Dig Permit covered by HyD’s Excavation Permit is added - Attachment B-1 is amended - Attachment E-1 is amended
4-1-6	1.1.2008	<u>Chapter 4, Section 1</u> - Para. 12.1 to para. 13.1, general revision. The procedure of submission of completion notice after permit expiry date is revised.
5-1-7 & 5-1-7 (中文版)	1.1.2008	<u>Chapter 5, Section 1</u> - Para. 3.1, 4.1 & 4.2, general revision. The workflow of permit application is changed. - Para. 11.1 to 11.7 and 15.1, general revision. The procedure of submission of completion notice after permit expiry date is revised.
4-1-7	9.1.2008	<u>Chapter 4, Section 1</u> - Para. 12.1 and 12.2 in Rev. No. 4-1-6 are combined.

Rev. No.	Issue Date	Brief Description of Amendment
5-1-8 & 5-1-8 (中文版)	9.1.2008	<u>Chapter 5, Section 1</u> - Para. 11.1 and 11.2 in Rev. No. 5-1-7 are combined.
6-1-1	28.3.2008	<u>Chapter 6, Section 1</u> - General revision. The role of the then Secretary for Environment, Transport and Works (SETW) is taken up by the Secretary for Development (SDEV).
8-1-2	28.3.2008	<u>Chapter 8, Section 1</u> - General revision. The role of the then Secretary for Environment, Transport and Works (SETW) is taken up by the Secretary for Development (SDEV).
8-2-2	28.3.2008	<u>Chapter 8, Section 2</u> - General revision. The role of the then Secretary for Environment, Transport and Works (SETW) is taken up by the Secretary for Development (SDEV).
10-1-3	28.3.2008	<u>Chapter 10, Section 1</u> - General revision. The role of the then Secretary for Environment, Transport and Works (SETW) is taken up by the Secretary for Development (SDEV).
10-2-2	28.3.2008	<u>Chapter 10, Section 2</u> - General revision. The role of the then Secretary for Environment, Transport and Works (SETW) is taken up by the Secretary for Development (SDEV).
-	30.6.2008	<u>Related Documents</u> - Gazette G.N. 4276 supersedes G.N. 7233
-	23.7.2008	<u>Related Documents</u> - The Gazette G.N. 4276 should be read in conjunction with its Corrigendum G.N. 4941.
4-4-2	19.1.2009	<u>Chapter 4, Section 4</u> - Para. 10.1, the minimum extent of reinstated area for sectional handing over is reduced from 450m to 200m diameter circular boundary. - Appendix 4.4.1 and Appendix 4.4.2 are separated from Chapter 4, Section 4. - Appendix 4.4.1, minor amendment. Kowloon-Canton Railway Corporation is deleted from the list of members of Site Liaison Group.

Rev. No.	Issue Date	Brief Description of Amendment
Version 6 of XP Conditions & (中文版)	1.4.2009	<u>Related Document</u> - Clause 1(B)(I)(a) is revised: 12 is replaced by 12(A)&(B); - Clause 1(B)(I)(b) is revised: 12(C) is added.
UTLC Papers	27.5.2009	UTLC Paper No. 1/2008 UTLC Paper No. 2/2009
Version 2.0 of Appendix 9.1.1	12.6.2009	<u>Appendix 9, Section 1, Appendix 9.1.1</u> - General amendments to tally with the updated conditions of excavation permits. - Note the amendments in the rows of XP clause nos. 6(A) to (B); 12(C); 18(C); 19; and 42(A) & (B).
9-2-13	22.6.2009	<u>Chapter 9, Section 2</u> - Adding of NC items 55f and 55g to the Permit Audit Inspection Checklist and Guidelines for Marking Defective Items in Audit Inspection Checklist.
Version 7 of XP Conditions & (中文版)	22.6.2009	<u>Related Document</u> - Clause 40 is revised.
Version 6 of EXP Conditions & (中文版)	22.6.2009	<u>Related Document</u> - Clause 38 is revised.
Version 6 of CWXP Conditions & (中文版)	22.6.2009	<u>Related Document</u> - Clause 40 is revised.
Version 8 of SSWXP Conditions & (中文版)	22.6.2009	<u>Related Document</u> - Clause 40 is revised.
Version 6 of LWXP Conditions & (中文版)	22.6.2009	<u>Related Document</u> - Clause 40 is revised.

Rev. No.	Issue Date	Brief Description of Amendment
Version 6 of PMXP Conditions & (中文版)	22.6.2009	<u>Related Document</u> - Clause 40 is revised.
Version 12 of Appendix 9-2-1-©	22.6.2009	<u>Chapter 9, Section 2</u> - Adding of NC items 55f and 55g (Chinese version) to the Permit Audit Inspection Checklist and Guidelines for Marking Defective Items in Audit Inspection Checklist.
Version 12 of Appendix 9-2-2-©	22.6.2009	<u>Chapter 9, Section 2</u> - Adding of NC items 55f and 55g (Chinese version) to the Permit Audit Inspection Checklist and Guidelines for Marking Defective Items in Audit Inspection Checklist.
9-2-14	13.7.2009	<u>Chapter 9, Section 2</u> - Items 1(a), 3(b) and 14(C)(4) of Guidelines for Marking Defective Items in Audit Inspection Checklist are amended.
Version 13 of Appendix 9-2-2-©	13.7.2009	<u>Chapter 9, Section 2</u> - Items 3(b) and 14(C)(4) of Guidelines for Marking Defective Items in Audit Inspection Checklist are amended.
Version 8 of XP Conditions & (中文版)	13.7.2009	<u>Related Document</u> - Clauses 9A(II) and 33B is revised.
Version 7 of EXP Conditions & (中文版)	13.7.2009	<u>Related Document</u> - Clauses 10A(II) and 31B is revised.
Version 7 of CWXP Conditions & (中文版)	13.7.2009	<u>Related Document</u> - Clauses 9A(II) and 33B is revised.
Version 9 of SSWXP Conditions & (中文版)	13.7.2009	<u>Related Document</u> - Clauses 9A(II) and 33B is revised.

Rev. No.	Issue Date	Brief Description of Amendment
Version 7 of LWXP Conditions & (中文版)	13.7.2009	<u>Related Document</u> - Clauses 9A(II) and 33B is revised.
Version 7 of PMXP Conditions & (中文版)	13.7.2009	<u>Related Document</u> - Clauses 9A(II) and 33B is revised.
-	24.8.2009	A new computer system, namely Excavation Permit Management System (XPMS), is launched to replace the Internet Interface Utility Management System (IIUMS) on 24.8.2009. In this connection, the following chapters and appendices have been revised to reflect the changes.
Version 6	24.8.2009	● Contents
Version 2	24.8.2009	● Chapter 1
Version 2	24.8.2009	● Chapter 2
Version 3	24.8.2009	● Appendix 2.1.1
Version 3	24.8.2009	● Appendix 2.1.2
Version 2	24.8.2009	● Appendix 2.1.3 (<i>is obsolete</i>)
Version 2	24.8.2009	● Chapter 3 – Introduction
Version 1	24.8.2009	● Chapter 3, Section 1 (<i>new</i>)
Version 2	24.8.2009	● Chapter 4 – Introduction
Version 9	24.8.2009	● Chapter 4, Section 1
Version 2	24.8.2009	● Appendix 4.1.1
Version 1	24.8.2009	● Appendix 4.1.2
Version 5	24.8.2009	● Chapter 4, Section 2
Version 3	24.8.2009	● Appendix 4.2.1
Version 2	24.8.2009	● Appendix 4.2.2
Version 2	24.8.2009	● Appendix 4.2.3 (<i>is obsolete</i>)
Version 3	24.8.2009	● Chapter 4, Section 3
Version 4	24.8.2009	● Chapter 4, Section 4
Version 3	24.8.2009	● Appendix 4.4.1
Version 2	24.8.2009	● Appendix 4.4.2
Version 5	24.8.2009	● Chapter 4, Section 5
Version 2	24.8.2009	● Chapter 4, Section 6
Version 5	24.8.2009	● Chapter 4, Section 7
Version 3	24.8.2009	● Appendix 4.7.1 (<i>is obsolete</i>)

Rev. No.	Issue Date	Brief Description of Amendment
Version 3	24.8.2009	● Chapter 4, Section 8
Version 2	24.8.2009	● Chapter 4, Section 9
Version 3	24.8.2009	● Chapter 4, Section 10
Version 4	24.8.2009	● Chapter 4, Section 11
Version 1	24.8.2009	● Appendix 4.11.2 (<i>is obsolete</i>)
Version 3	24.8.2009	● Chapter 4, Section 12
Version 3	24.8.2009	● Chapter 5 – Introduction
Version 10	24.8.2009	● Chapter 5, Section 1
Version 2	24.8.2009	● Appendix 5.1.1
Version 2	24.8.2009	● Appendix 5.1.3
Version 1	24.8.2009	● Appendix 5.1.4 (<i>is obsolete</i>)
Version 3	24.8.2009	● Chapter 5, Section 2
Version 2	24.8.2009	● Chapter 5, Section 4
Version 3	24.8.2009	● Chapter 6, Section 1
9-1-2	24.8.2009	● Chapter 9, Section 1
9-2-15	24.8.2009	● Chapter 9, Section 2
& (中文版)		● Appendix 9-2-1 © V 13 & 9-2-2 © V 14
		● Item 5.1.2 (e) – HyDTC No. 1/2007 (<i>is obsolete</i>)
Version 9 of XP Conditions & (中文版)	24.8.2009	<u>Related Document</u> - The Chinese wordings “公用設施工程管理系統” are changed to “挖掘准許證管理系統”. - The wordings “Utility Management System (UMS)” are changed to “Excavation Permit Management System (XPMS)”
Version 8 of EXP Conditions & (中文版)	24.8.2009	<u>Related Document</u> - The Chinese wordings “公用設施工程管理系統” are changed to “挖掘准許證管理系統”. - The wordings “Utility Management System (UMS)” are changed to “Excavation Permit Management System (XPMS)”
Version 10 of SSW XP Conditions & (中文版)	24.8.2009	<u>Related Document</u> - The Chinese wordings “公用設施工程管理系統” are changed to “挖掘准許證管理系統”. - The wordings “Utility Management System (UMS)” are changed to “Excavation Permit Management System (XPMS)”

Rev. No.	Issue Date	Brief Description of Amendment
Version 8 of CW XP Conditions & (中文版)	24.8.2009	<u>Related Document</u> - The Chinese wordings “公用設施工程管理系统” are changed to “挖掘准許證管理系统”. - The wordings “Utility Management System (UMS)” are changed to “Excavation Permit Management System (XPMS)”
Version 8 of LW XP Conditions & (中文版)	24.8.2009	<u>Related Document</u> - The Chinese wordings “公用設施工程管理系统” are changed to “挖掘准許證管理系统”. - The wordings “Utility Management System (UMS)” are changed to “Excavation Permit Management System (XPMS)”
Version 8 of PM&AF XP Conditions & (中文版)	24.8.2009	<u>Related Document</u> - The Chinese wordings “公用設施工程管理系统” are changed to “挖掘准許證管理系统”. - The wordings “Utility Management System (UMS)” are changed to “Excavation Permit Management System (XPMS)”
Version 3	27.8.2009	<u>Chapter 5, Section 1</u> - Appendix 5.1.1 – The password(s) for non-XPMS users to access the XPMS for checking audit inspection results have been amended.
Version 10 of XP Conditions & (中文版)	7.9.2009	<u>Related Document</u> - Item (iii) under Table 2 of Appendix A was amended
Version 9 of EXP Conditions & (中文版)	7.9.2009	<u>Related Document</u> - Item (iii) under Table 2 of Appendix A was amended.
Version 11 of SSW XP Conditions & (中文版)	7.9.2009	<u>Related Document</u> - Item (iii) under Table 2 of Appendix A was amended.
Version 9 of CW XP Conditions & (中文版)	7.9.2009	<u>Related Document</u> - Item (iii) under Table 2 of Appendix A was amended.

Rev. No.	Issue Date	Brief Description of Amendment
Version 9 of LW XP Conditions & (中文版)	7.9.2009	<u>Related Document</u> - Item (iii) under Table 2 of Appendix A was amended.
Version 9 of PM&AF XP Conditions & (中文版)	7.9.2009	<u>Related Document</u> - Item (iii) under Table 2 of Appendix A was amended.
9-2-16	14.9.2009	<u>Chapter 9, Section 2</u> - Adding of NC items 20f and 20g to the Permit Audit Inspection Checklist and Guidelines for Marking Defective Items in Audit Inspection Checklist. <u>Related Document</u> - Item 20f and 20g of Appendix 9-2-1© and 9-2-2© were added.
-	21.9.2009	<u>Related Documents</u> - Gazette Notice G.N. 3836 is superseded by G.N. 5802
9-1-2	28.9.2009	<u>Chapter 9, Section 1</u> - Item 4.1 was amended
Version 11 of XP Conditions & (中文版)	13.1.2010	<u>Related Document</u> - Clause 26© was added
Version 10 of EXP Conditions & (中文版)	13.1.2010	<u>Related Document</u> - Clause 24© was added
Version 12 of SSW XP Conditions & (中文版)	13.1.2010	<u>Related Document</u> - Clause 26© was added
Version 10 of CW XP Conditions & (中文版)	13.1.2010	<u>Related Document</u> - Clause 26© was added

Rev. No.	Issue Date	Brief Description of Amendment
Version 10 of LW XP Conditions & (中文版)	13.1.2010	<u>Related Document</u> - Clause 26© was added
Version 10 of PM&AF XP Conditions & (中文版)	13.1.2010	<u>Related Document</u> - Clause 26© was added
Version 15 of Appendix 9-2-1-©	13.1.2010	<u>Chapter 9, Section 2</u> - NC items 14a(8) and 14a(9) were added
Version 16 of Appendix 9-2-2-©	13.1.2010	<u>Chapter 9, Section 2</u> - NC items 14a(8) and 14a(9) were added
9-2-17	13.1.2010	<u>Chapter 9, Section 2</u> - NC items 14a(8) and 14a(9) were added
5-3-2	28.1.2010	<u>Chapter 5, Section 3</u> - The whole section is revised.
Version 12 of XP Conditions & (中文版)	19.3.2010	<u>Related Document</u> - Clause 37 (A) to (C) were amended - Table 2 of Appendix A was amended
Version 11 of EXP Conditions & (中文版)	19.3.2010	<u>Related Document</u> - Clause 35 (A) to (C) were amended - Table 2 of Appendix A was amended
Version 13 of SSW XP Conditions & (中文版)	19.3.2010	<u>Related Document</u> - Clause 37 (A) to (C) were amended - Table 2 of Appendix A was amended
Version 11 of CW XP Conditions & (中文版)	19.3.2010	<u>Related Document</u> - Clause 37 (A) to (C) were amended - Table 2 of Appendix A was amended

Rev. No.	Issue Date	Brief Description of Amendment
Version 11 of LW XP Conditions & (中文版)	19.3.2010	<u>Related Document</u> - Clause 37 (A) to (C) were amended - Table 2 of Appendix A was amended
Version 11 of PM&AF XP Conditions & (中文版)	19.3.2010	<u>Related Document</u> - Clause 37 (A) to (C) were amended - Table 2 of Appendix A was amended
Version 16 of Appendix 9-2-1-©	19.3.2010	<u>Chapter 9, Section 2</u> - NC items 23, 24 and 25 were amended - NC item 20 title (condition cross reference) was amended
Version 17 of Appendix 9-2-2-©	19.3.2010	<u>Chapter 9, Section 2</u> - NC items 23, 24 and 25 were amended
9-2-18	19.3.2010	<u>Chapter 9, Section 2</u> - NC items 14a(8) and 14a(9) were added - NC item 20 title (condition cross reference) was amended
Version 14 of SSW XP Conditions & (中文版)	26.3.2010	<u>Related Document</u> - Additional Conditions A9 and A10 were added
Version 3	29.3.2010	<u>Chapter 4, Section 11</u> - Appendix 4.11.1 was updated to incorporate HAD's urgent works
4-8-3	30.4.2010	<u>Chapter 4, Section 8</u> - General revision
-	11.6.2010	<u>Related Document</u> - A new document "Guidance Note on Applications for Excavation Permits for Supply of Electricity for 2-Storey Warehouses in Rural Areas" is added.
Version 18 of Appendix 9-2-2-©	15.6.2010	<u>Chapter 9, Section 2</u> - Appendix 9.2.2© - items 13(a) (1) to (4) were amended.

Rev. No.	Issue Date	Brief Description of Amendment
9-2-19	15.6.2010	<u>Chapter 9, Section 2</u> - Paragraphs 4.3.1, 4.3.2 and 5.2.1(b) were amended. - Appendix 9.2.2 – items 13(a) (1) to (4) were amended.
Version 11 of PM&AF XP Conditions & (中文版)	23.6.2010	<u>Related Document</u> - A brand new version of Conditions of Permit (for Parking Meters and Associated Facilities) is issued. The effective date is 20.9.2010.
Version 3 of Appendix 4.2.2	2.8.2010	<u>Chapter 4, Section 2</u> - Appendix 4.2.2 is revised and renamed “List of Emergency Excavations”.
4-2-5	2.8.2010	<u>Chapter 4, Section 2</u> - Para. 3.4 – the term “List of Emergency Works” is replaced by “List of Emergency Excavations”. - Para. 4.1 – just some minor amendments (without any change of the procedure) - Para. 4.2 – the process of verification of emergency plan registration is added.
Version 15 of SSW XP Conditions & (中文版)	22.9.2010	<u>Related Document</u> - Additional Conditions A2(B)(II) & A2(C)(I) were amended. - Additional Condition A11 was added.
Version 2 of Appendix 4.1.2	27.1.2011	<u>Chapter 4, Section 1</u> - Appendix 4.1.2 is revised to replace “Guidance Notes RD/GN/025 – Utilities Coordination under the Utility Management System”.
New Appendix 4.1.3	27.1.2011	<u>Chapter 4, Section 1</u> - A new Appendix 4.1.3 is added, which provides some simple guidelines on common trench cooperation for users’ reference.
5-1-10	27.1.2011	<u>Chapter 5, Section 1</u> - Para. 1.2 – A new paragraph for reiterating the policy of issuing XP to the promoter of excavation works. - Para. 4.3(ii)© – Examples of document to prove the status of the promoter of excavation works. - Para. 6.3 – The “Guidance Notes RD/GN/025 – Utilities Coordination under the Utility Management System” is superseded by Appendix 4.1.3.

Rev. No.	Issue Date	Brief Description of Amendment
Version 13 of XP Conditions & (中文版)	21.2.2011	<u>Related Document</u> - Condition 26 (D) was added
Version 12 of EXP Conditions & (中文版)	21.2.2011	<u>Related Document</u> - Condition 24 (D) was added
Version 16 of SSW XP Conditions & (中文版)	21.2.2011	<u>Related Document</u> - Condition 26 (D) was added
Version 12 of CW XP Conditions & (中文版)	21.2.2011	<u>Related Document</u> - Condition 26 (D) was added
Version 12 of LW XP Conditions & (中文版)	21.2.2011	<u>Related Document</u> - Condition 26 (D) was added
Version 13 of PM&AF XP Conditions & (中文版)	21.2.2011	<u>Related Document</u> - Condition 26 (D) was added
Version 17 of Appendix 9-2-1-©	21.2.2011	<u>Chapter 9, Section 2</u> - NC items 54b3 and 54b4 were added
Version 19 of Appendix 9-2-2-©	21.2.2011	<u>Chapter 9, Section 2</u> - NC items 54b3 and 54b4 were added
9-2-20	21.2.2011	<u>Chapter 9, Section 2</u> - NC items 54b3 and 54b4 were added with descriptions

Rev. No.	Issue Date	Brief Description of Amendment
-	9.3.2011	<u>Related Document</u> The “ <i>Guidance Note – Applications for Excavation Permits for Supply of Electricity for 2-Storey Warehouses in Rural Areas</i> ” is renamed as “ <i>Guidance Note – Applications for Excavation Permits for Supply of Electricity for 2-Storey Warehouses in Non-residential Areas</i> ”. The content of the Guidance Note has been generally revised to incorporate the change.
-	9.3.2011	<u>Related Document</u> A new document “ <i>Control of trenchless works carried out by non-government utility undertakers affecting public roads</i> ” is added.
Version 3 Appendix 4.1.1	11.3.2011	<u>Chapter 4, Section 1</u> Appendix 4.1.1 is amended for rectifying a typographical error in the first sentence of paragraph 2(iii).
4-1-9	25.3.2011	<u>Chapter 4, Section 1</u> - Para. 9.1 – the earliest time to submit AN should be not more than 14 <u>working</u> days in advance of the intended commencement date.
4-1-4	25.3.2011	<u>Chapter 4, Section 1</u> - Para. 9.1 – the earliest time to submit AN should be not more than 14 <u>working</u> days in advance of the intended commencement date.
5-1-11	25.3.2011	<u>Chapter 5, Section 1</u> - Para. 10.1 – the earliest time to submit AN should be not more than 14 <u>working</u> days in advance of the intended commencement date.
Version 14 of XP Conditions & (中文版)	18.4.2011	<u>Related Document</u> - Condition 36 (A) was amended - Condition 39 (D) was added
Version 13 of EXP Conditions & (中文版)	18.4.2011	<u>Related Document</u> - Condition 34 (A) was amended - Condition 37 (D) was added
Version 17 of SSW XP Conditions & (中文版)	18.4.2011	<u>Related Document</u> - Condition 36 (A) was amended - Condition 39 (D) was added

Rev. No.	Issue Date	Brief Description of Amendment
Version 13 of CW XP Conditions & (中文版)	18.4.2011	<u>Related Document</u> - Condition 36 (A) was amended - Condition 39 (D) was added
Version 13 of LW XP Conditions & (中文版)	18.4.2011	<u>Related Document</u> - Condition 36 (A) was amended - Condition 39 (D) was added
Version 14 of PM&AF XP Conditions & (中文版)	18.4.2011	<u>Related Document</u> - Condition 36 (A) was amended - Condition 39 (D) was added
Version 18 of Appendix 9-2-1-©	18.4.2011	<u>Chapter 9, Section 2</u> - NC item 41a7 was added
Version 20 of Appendix 9-2-2-©	18.4.2011	<u>Chapter 9, Section 2</u> - NC item 41a7 was added
9-2-21	18.4.2011	<u>Chapter 9, Section 2</u> - NC item 41a7 was added with descriptions. NC item 41a4 was amended.
4-1-10	7.7.2011	<u>Chapter 4, Section 1</u> - Para. 13.3 – A short note is added to describe the rule of spatial checking for rectification permits. - Para. 14.1 – Minor amendment. - Para. 14.2 – Advance notification of the expiry of DLP is specified to be sent out by the XPMS two months before the expiry date.
Version 3 of Appendix 4-1-2	7.7.2011	<u>Chapter 4, Section 1</u> - Para. 3.5 of Appendix 4.1.2 – Measures to improve coordination are added.
4-5-5	7.7.2011	<u>Chapter 4, Section 5</u> - Para. 3.1 – The application lead time for SSWXP is shortened from 1 month to 2 weeks.

Rev. No.	Issue Date	Brief Description of Amendment
4-6-2	7.7.2011	<u>Chapter 4, Section 6</u> - Para. 2.1 – The deadline of late XP extension application and the application procedure are updated.
4-11-4	7.7.2011	<u>Chapter 4, Section 11</u> - Para. 1.1 – Clarification is added to emphasize that urgent XP applications have no exemption from road opening restriction and repeated opening restriction.
Version 21 of Appendix 9-2-2-©	1.9.2011	<u>Chapter 9, Section 2</u> - NC item 44a3 was amended
9-2-22	1.9.2011	<u>Chapter 9, Section 2</u> - NC item 44a3 was amended
Version 15 of XP Conditions & (中文版)	1.9.2011	<u>Related Document</u> - Condition 18 (A)(I)(a)(ii) was amended
Version 14 of EXP Conditions & (中文版)	1.9.2011	<u>Related Document</u> - Condition 18 (A)(I)(a)(ii) was amended
Version 18 of SSW XP Conditions & (中文版)	1.9.2011	<u>Related Document</u> - Condition 18 (A)(I)(a)(ii) was amended
Version 14 of CW XP Conditions & (中文版)	1.9.2011	<u>Related Document</u> - Condition 18 (A)(I)(a)(ii) was amended
Version 14 of LW XP Conditions & (中文版)	1.9.2011	<u>Related Document</u> - Condition 18 (A)(I)(a)(ii) was amended
Version 15 of PM&AF XP Conditions & (中文版)	1.9.2011	<u>Related Document</u> - Condition 18 (A)(I)(a)(ii) was amended

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Version 15 of EXP Conditions & (中文版)	24.10.2011	<u>Related Document</u> - Condition 6 (B)(I) was amended
-	24.10.2011	<u>Related Document</u> - The Notice G.N.6855 gazetted on 21.10.2011 takes effect on 24.10.2011 and supersedes the Notice G.N.4276 gazetted on 27.6.2008.
Version 19 of Appendix 9-2-1-©	31.10.2011	<u>Chapter 9, Section 2</u> - NC item 20h was added
Version 22 of Appendix 9-2-2-©	31.10.2011	<u>Chapter 9, Section 2</u> - NC item 20h was added
9-2-23	31.10.2011	<u>Chapter 9, Section 2</u> - NC item 20h was added
-	14.11.2011	<u>Related Document</u> - New Simplified Guideline for Infrequent Excavation Permit (XP) Applicants on How to Apply for an XP through Hardcopy Submissions - New Simplified Guideline for Infrequent Excavation Permit (XP) Applicants on How to Apply for an XP through the Excavation Permit Management System (XPMS)
Version 3 of Appendix 5-1-3	14.11.2011	<u>Chapter 5, Section 1</u> - The list of Leisure and Cultural Services Department's contact points is added.
-	1.2.2012	<u>Related Document</u> - New Guideline on Permit Period Assessment for Utility Trench Works
-	2.2.2012	<u>Related Document</u> - The content of the "Guidance Note on Applications for Excavation Permits for Supply of Electricity for 2-storey Warehouses in Non-residential Areas" has been generally revised to incorporate the change.
	10.2.2012	<u>Related Document</u> The title of the "Guidance Note on Applications for Excavation Permits for Supply of Electricity for 2-storey Warehouses in Non-residential Areas" has been <u>renamed</u> as "Guidance Note on Applications for Excavation Permits for Supply of Electricity for 2-storey Warehouses in Non-residential or Rural Areas"
	11.5.2012	<u>Related Document</u>

Rev. No.	Issue Date	Brief Description of Amendment
		- UTLC Paper No. 1/2012 is uploaded and UTLC Paper No. 2/2005 is thereby superseded.
9-2-24	1.8.2012	<u>Chapter 9, Section 2</u> - Para. 4.5.3 – monitoring of inspection frequency changes from “quarterly” to “bi-weekly”; - Para. 5.1.2 – Update of no. for superseded HyDTC; - Para. 5.2.1(b) – Update of planning for inspection based upon new DPL system; - Para. 7.2 and 7.4 – Update of actions taken against non-compliance with permit conditions - Introduction of new para. 9 for “Demerit Point System and Sanctioning Measure”.
Version 3 of Appendix 9.1.1	1.8.2012	<u>Appendix 9, Section 1, Appendix 9.1.1</u> - Note the amendments in the row of XP clauses no. 18(A) & (B).
10-1-5	1.8.2012	<u>Chapter 10, Section 1</u> - Para. 3 – Revised principles in issuing advisory letters on suspected contravention of minimum depth requirement on service installation, and others (i.e. 3(d), (e) and (g)).
4-1-11	5.10.2012	<u>Chapter 4, Section 1</u> - Para. 3.7 – A table of pledge time is added; - Para. 6.1 – Minor revision; - Para. 8.1 – Minor revision; and - Para. 13.3 – A note is added
Version 4	5.10.2012	<u>Chapter 4, Section 11</u> - Appendix 4.11.1 was updated to incorporate a new urgent work item in association with building development projects
5-1-12	5.10.2012	<u>Chapter 5, Section 1</u> - Para. 4.4 – A note is added; - Para. 5.1(ii) – Some hints are added; and - Para. 7.1 – Minor revision and a note is added.
-	5.10.2012	<u>Chapter 5, Section 1</u> - A new Appendix 5.1.4 is added.
-	5.10.2012	<u>Related Document</u> - Simplified Guideline for Infrequent Excavation Permit (XP) Applicants on How to Apply for an XP through Hardcopy Submissions is amended. - Simplified Guideline for Infrequent Excavation Permit (XP) Applicants on How to Apply for an XP through the Excavation Permit Management System (XPMS) is amended.
-	10.12.2012	<u>Related Document</u>

Rev. No.	Issue Date	Brief Description of Amendment
		- A new reference document namely “Good Practice in Preparation of Temporary Traffic Management Submissions”
4-1-12	2.1.2013	<u>Chapter 4, Section 1</u> - Para. 3.3 – The storage capacity of uploaded documents is increased to 13MB; - Para. 4.3 – A hint is added; - Para. 6.1 – Minor amendment to Hint (i); - Para. 6.5 – Minor amendment; - Para. 8.5 – Minor amendment and a hint is added; - Para. 13.1 & 13.2 – Amendments to the CN submission procedure; and - Para 13.3 – Note (1) & (2) are amended.
4-4-5	2.1.2013	<u>Chapter 4, Section 4</u> - Para. 7.1 & 7.2 – Minor amendments
5-1-13	2.1.2013	<u>Chapter 5, Section 1</u> - Para. 4.4 – Minor amendment to the note; - Para. 6.2 – A hint is added; - Para. 12.10 – New paragraph and note; and - Para. 14.2 – A hint is added.
-	2.1.2013	<u>Related Document</u> - Simplified Guideline for Infrequent Excavation Permit (XP) Applicants on How to Apply for an XP through the Excavation Permit Management System (XPMS) is amended.
-	11.1.2013	<u>Related Document</u> - The content of the “ <i>Guidance Note on Applications for Excavation Permits for Supply of Electricity for 2-storey Warehouses in Non-residential or Rural Areas</i> ” has been generally revised.
4-1-13	21.3.2013	<u>Chapter 4, Section 1</u> - Para. 13.3(ii) - The administration procedure for excavation permits without sufficient remaining permit period for completion of rectification works is amended.
-	29.5.2013	<u>Related Document</u> - The “Guideline on Permit Period Assessment for Utility Trench Works” is superseded by the “Guideline on Permit Period Assessment for Road Excavation Works.”
4-1-14	30.6.2013	<u>Chapter 4, Section 1</u> - A new Para. 13.7 is added to incorporate the requirements

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		<p>of photograph submission in association with Completion Notice submission.</p> <ul style="list-style-type: none"> - A new Appendix 4.1.4 is added which provides details of photograph submission criteria.
4-2-6	30.6.2013	<p><u>Chapter 4, Section 2</u></p> <ul style="list-style-type: none"> - A new Para. 6.7 is added to incorporate the requirements of photograph submission in association with Completion Notice submission.
4-4-6	30.6.2013	<p><u>Chapter 4, Section 4</u></p> <ul style="list-style-type: none"> - A new Para. 10.6 is added to incorporate the requirements of photograph submission in association with Completion Notice submission.
4-5-6	30.6.2013	<p><u>Chapter 4, Section 5</u></p> <ul style="list-style-type: none"> - A new Para. 6.3 is added to incorporate the requirements of photograph submission in association with Completion Notice submission.
9-2-25	11.7.2013	<p><u>Chapter 9, Section 2</u></p> <ul style="list-style-type: none"> - Para. 9.1.6, 9.2.1 & 9.2.2 and Appendices 9.2.6 & 9.2.7 – Amendments to incorporate the calculation of demerit point for failure to submit certified as-built records.
Version 19 of SSW XP Conditions & (中文版)	1.8.2013	<p><u>Related Document</u></p> <ul style="list-style-type: none"> - Additional Condition A2 is amended
Version 4 of Appendix 2.1.2	4.2.2014	<p><u>Chapter 2, Appendix 2.1.2</u></p> <ul style="list-style-type: none"> - Amend the word “IIUMS” in Note 1 to “XPMS”.
3-1-2	4.2.2014	<p><u>Chapter 3, Section 1</u></p> <ul style="list-style-type: none"> - Para. 2.4 was amended and para. 2.5, 3.1 and 3.2 were added to provide further guidance on user account management.
5-1-15	4.2.2014	<p><u>Chapter 5, Section 1</u></p> <ul style="list-style-type: none"> - Para. 3.4 was added to provide further guidance on management of infrequent user accounts.
9-2-26	4.2.2014	<p><u>Chapter 9, Section 2</u></p> <ul style="list-style-type: none"> - Para. 9.1.6, 9.2.1 & 9.2.2 and Appendices 9.2.6 & 9.2.7 were amended to introduce the new Demerit Point for the non-compliance resulted from overdue submission of test certificates / reports after Completion Notice submission.
-	3.3.2014	<p><u>Related Document</u></p> <ul style="list-style-type: none"> - The content of the “<i>Guidance Note on Applications for Excavation Permits for Supply of Electricity for 2-storey</i>”

Rev. No.	Issue Date	Brief Description of Amendment
		<i>Warehouses in Non-residential or Rural Areas</i> ” has been generally revised.
-	31.3.2014	<u>Related Document</u> Detailed Requirements on Support of Utility Services - WSD’s “How to Prevent Damage to Water Mains”, “Photos” and “Support” in Attachment 13 have been updated.
-	21.5.2014	<u>Related Document</u> - Revision of Table 1 and 2 of Appendix A of Conditions of Excavation Permit Version 16 & (中文版) - Revision of Table 1 and 2 of Appendix A of Conditions of Emergency Excavation Permit Version 16 & (中文版) - Revision of Table 1 and 2 of Appendix A of Conditions of Excavation Permit (for Small-scale Works) Version 20.0 & (中文版) - Revision of Table 1 and 2 of Appendix A of Conditions of Excavation Permit (for Capital Works) Version 15.0 & (中文版) - Revision of Table 1 and 2 of Appendix A of Conditions of Excavation Permit (for Landscape Softworks) Version 15.0 & (中文版) - Revision of Table 1 and 2 of Appendix A of Conditions of Excavation Permit (for Parking Meters and Associated Facilities) Version 16.0 & (中文版)
Version 4 of Appendix 4.2.2	21.5.2014	<u>Chapter 4, Section 2</u> - Para 1.1 and 1.2 of Appendix 4.2.2 are revised to further elaborate the emergency cases of roadworks.
Version 2 of Appendix 5.4.1	21.5.2014	<u>Chapter 5, Section 4</u> - Contact list for XP Application in Appendix 5.4.1 is updated.
4-1-15	30.9.2014	<u>Chapter 4, Section 1</u> - Para 12.1 is appended to state the compliance of minimum depth requirement stipulated in XP conditions.
9-2-27	30.9.2014	<u>Chapter 9, Section 2</u> - Correction of minor typos in Para 6.4, 9.1.1, 9.1.6, 9.3.2 & 9.3.3. - Appendices 9.2.1 and 9.2.2 are amended upon the completion of audit inspection checklist review.
Version 20 of Appendix 9-2-1-©	30.9.2014	<u>Chapter 9, Section 2</u> - Chinese version of Appendix 9.2.1 is amended upon the completion of audit inspection checklist review.

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Version 23 of Appendix 9-2-2-©	30.9.2014	<u>Chapter 9, Section 2</u> - Chinese version of Appendix 9.2.2 is amended upon the completion of audit inspection checklist review.
4-1-16	30.11.2014	<u>Chapter 4, Section 1</u> - A new Para. 13.8 is added to incorporate the requirements of submission of the certified true copy of material delivery slip or document for the reinstatement of bituminous surfacing on submission of Completion Notice.
4-2-7	30.11.2014	<u>Chapter 4, Section 2</u> - A new Para. 6.8 is added to incorporate the requirements of submission of the certified true copy of material delivery slip or document for the reinstatement of bituminous surfacing on submission of Completion Notice.
4-4-7	30.11.2014	<u>Chapter 4, Section 4</u> - A new Para. 10.7 is added to incorporate the requirements of submission of the certified true copy of material delivery slip or document for the reinstatement of bituminous surfacing on submission of Completion Notice.
Version 17 of XP Conditions & (中文版)	30.11.2014	<u>Related Document</u> - Condition 44 (A) was amended
Version 17 of EXP Conditions & (中文版)	30.11.2014	<u>Related Document</u> - Condition 42 (A) was amended
Version 16 of CWXP Conditions & (中文版)	30.11.2014	<u>Related Document</u> - Conditions 44 (A) and A 10(A) were amended
-	8.1.2015	<u>Related Document</u> - The processing time stated in Para. 7 and 8 of the “Guidance Note on Applications for Excavation Permits for Supply of Electricity for 2-storey Warehouses in Non-residential or Rural Areas” is shortened.
Version 4 of Appendix 4.2.1	26.3.2015	<u>Chapter 4, Section 2</u> XP fees information in Appendix 4.2.1 is updated.
4-1-17	26.3.2015	<u>Chapter 4, Section 1</u> - XP fees information in para. 3.8 is updated.

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4-4-8	26.3.2015	<u>Chapter 4, Section 4</u> - XP fees information in para. 4.3 is updated.
4-5-7	26.3.2015	<u>Chapter 4, Section 5</u> - XP fees information in para. 3.3 is updated.
5-2-3	26.3.2015	<u>Chapter 5, Section 2</u> - XP fees information in para. 4.1 is updated.
5-3-3	26.3.2015	<u>Chapter 5, Section 3</u> - XP fees information in para. 3.3 is updated.
8-2-3	26.3.2015	<u>Chapter 8, Section 2</u> - XP fees information in para. 1.1 is updated.
-	26.3.2015	<u>Form no. HYD 14</u> - XP fees information is updated.
-	26.3.2015	<u>Form no. HYD 16</u> - XP fees information is updated.
-	26.3.2015	<u>Simplified Guideline for Infrequent XP Applicants through Hardcopy Submission</u> - XP fees information in para. 6 (vi) is updated.
Version 18 of XP Conditions & (中文版)	1.1.2016	<u>Related Document</u> - Condition 25 and Table 2 of Appendix A are amended.
Version 18 of EXP Conditions & (中文版)	1.1.2016	<u>Related Document</u> - Condition 1(B) and Table 2 of Appendix A are amended - Condition 23a is added.
Version 21 of SSW XP Conditions & (中文版)	1.1.2016	<u>Related Document</u> - Condition 25 and Table 2 of Appendix A are amended.
Version 17 of CW XP Conditions &	1.1.2016	<u>Related Document</u> Condition 25 and Table 2 of Appendix A are amended

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(中文版)		
Version 16 of LW XP Conditions & (中文版)	1.1.2016	<u>Related Document</u> Condition 25 and Table 2 of Appendix A are amended
Version 17 of PM&AF XP Conditions & (中文版)	1.1.2016	<u>Related Document</u> Condition 25 and Table 2 of Appendix A are amended
-	18.1.2016	<u>Related Document</u> - The processing time stated in Para. 7 and 8 of the “Guidance Note on Applications for Excavation Permits for Supply of Electricity for 2-storey Warehouses in Non-residential or Rural Areas” is shortened. Minor amendments in para 5(b) and 5(c).
4-1-18	2.3.2016	<u>Chapter 4, Section 1</u> - Para. 2.7, 3.7, 7.0 and 7.1 are updated to clarify the seeking of advice/consent from responsible maintenance authorities for works affecting any tree and/or Old and Valuable Tree.
4-4-9	2.3.2016	<u>Chapter 4, Section 4</u> - The conditions for Capital Works Excavation Permit in para. 1.1 is updated.
4-5-8	2.3.2016	<u>Chapter 4, Section 5</u> - A new para. 1.3 is added to require applicant to apply separate normal XP for excavation works affecting any Old and Valuable Tree. - Para. 2.1 is updated to clarify the criteria for block type SSW.
4-10-4	2.3.2016	<u>Chapter 4, Section 10</u> - Para. 4.1: minor amendment.
4-11-5	2.3.2016	<u>Chapter 4, Section 11</u> - Para. 5.2 is updated to clarify the seeking of advice/consent from responsible maintenance authorities for works affecting any tree and/or Old and Valuable Tree.
5-1-16	2.3.2016	<u>Chapter 5, Section 1</u> - Para. 5.1 is updated to clarify the seeking of advice/consent from responsible maintenance authorities for works affecting any tree and/or Old and Valuable Tree.

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		- Minor amendment in Para. 17.1.
5-4-3	2.3.2016	<u>Chapter 5, Section 4</u> - Para. 5.2 is updated to clarify the seeking of advice/consent from responsible maintenance authorities for works affecting any tree and/or Old and Valuable Tree.
Version 4 of Appendix 2.1.1	2.3.2016	<u>Chapter 2, Appendix 2.1.1</u> - The flow chart is amended to clarify the seeking of advice/consent from responsible maintenance authorities for works affecting any tree and/or Old and Valuable Tree. - A foot note is added to require the applicant to submit Advance Notification separately for authorities other than HyD, HKPF and TD.
Version 5 of Appendix 2.1.2	2.3.2016	<u>Chapter 2, Appendix 2.1.2</u> - Note 5 is updated to clarify the seeking of advice/consent from responsible maintenance authorities for works affecting any tree and/or Old and Valuable Tree.
-	2.3.2016	<u>Simplified Guideline for Infrequent XP Applicants through the Excavation Permit Management System (XPMS)</u> - Para 15, 20 and 33 are updated to clarify the seeking of advice/consent from responsible maintenance authorities for works affecting any tree and/or Old and Valuable Tree.
-	2.3.2016	<u>Simplified Guideline for Infrequent XP Applicants through Hardcopy Submission</u> - Para 6(e) and Annex B are updated to clarify the seeking of advice/consent from responsible maintenance authorities for works affecting any tree and/or Old and Valuable Tree.
9-2-28	9.3.2016	<u>Chapter 9, Section 2</u> NC item 33a was revised and NC item 33b was added to the Permit Audit Inspection Checklist and Guidelines for Marking Defective Items in Audit Inspection Checklist.
Version 21 of Appendix 9-2-1-(C)	9.3.2016	<u>Chapter 9, Section 2</u> NC item 33a was revised and NC item 33b was added to the Permit Audit Inspection Checklist and Guidelines for Marking Defective Items in Audit Inspection Checklist.
Version 24 of Appendix 9-2-2-(C)	9.3.2016	<u>Chapter 9, Section 2</u> NC item 33a was revised and NC item 33b was added to the Permit Audit Inspection Checklist and Guidelines for Marking Defective Items in Audit Inspection Checklist.

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Version 19 of XP Conditions & (中文版)	31.3.2016	<u>Related Document</u> Condition 41(A) is amended
Version 19 of EXP Conditions & (中文版)	31.3.2016	<u>Related Document</u> Condition 39(A) is amended
Version 22 of SSW XP Conditions & (中文版)	31.3.2016	<u>Related Document</u> Condition 41(A) is amended
Version 18 of CW XP Conditions & (中文版)	31.3.2016	<u>Related Document</u> Condition 41(A) is amended
Version 17 of LW XP Conditions & (中文版)	31.3.2016	<u>Related Document</u> Condition 41(A) is amended
Version 18 of PM&AF XP Conditions & (中文版)	31.3.2016	<u>Related Document</u> Condition 41(A) is amended
4-1-19	19.4.2016	<u>Chapter 4, Section 1</u> - Para. 8.1 is updated requiring the applicant to make declaration on the possession of necessary land/block licence granted by LandsD for the proposed work.
UTLC Papers	22.4.2016	<u>Related Documents</u> UTLC Papers No. 2/2013 and No. 2/2015 are uploaded for reference.
UTLC Paper	10.8.2016	<u>Related Documents</u> UTLC Paper No. 1/2015 is uploaded.
9-2-29	28.9.2016	<u>Chapter 9, Section 2</u> - Audit inspection checklist item (1) is amended in “Permit Site Audit Inspection Checklist” and “Guidelines for

Rev. No.	Issue Date	Brief Description of Amendment
		<p>Marking Defective Items in Audit Inspection Checklist” in Appendices 9.2.1 and 9.2.2 respectively;</p> <ul style="list-style-type: none"> - General review for clarity and minor updates in main text; - Minor updates in Appendix 9.2.3 and its annex, and Appendices 9.2.4 and 9.2.5; - Soft copies of all appendices (9.2.1 to 9.2.8) are individually downloadable via HyD website.
-	29.9.2016	<p><u>Related Documents</u></p> <ul style="list-style-type: none"> - Final Report – Recommendations to Enhance Measures for Prevention of Damage to Utilities and Procedures for Reporting Damage to Utilities During Excavation Work and its Appendix 2 are removed from HyD website.
9-2-30	25.11.2016	<p><u>Chapter 9, Section 2</u></p> <ul style="list-style-type: none"> - Para. 8.2 <ul style="list-style-type: none"> • Existing DPL 2A is updated and new DPL 2AA is added to enhance the measure for deterring delayed follow-up of rejected completion notice; and • Minor revision.
Version 4	25.11.2016	<ul style="list-style-type: none"> - Appendix 9.2.6 <ul style="list-style-type: none"> • List of risk weighting factors is updated; and • Minor revision.
Version 4	25.11.2016	<ul style="list-style-type: none"> - New Appendix 9.2.7 <ul style="list-style-type: none"> • Definition of DPL 2A and DPL 2AA is added.
Version 2	25.11.2016	<ul style="list-style-type: none"> - Appendix 9.2.7 - renumbered to Appendix 9.2.8 <ul style="list-style-type: none"> • Worked example of DPL calculation is updated.
Version 1	25.11.2016	<ul style="list-style-type: none"> - Appendix 9.2.8 - renumbered to Appendix 9.2.9 (No amendment to the content)
Version 3	1.1.2017	<p>Related Document</p> <ul style="list-style-type: none"> - Item 25 is added to “List of Standard Reasons for Idle Site”.
-	9.3.2017	<p><u>Related Document</u></p> <ul style="list-style-type: none"> - The Notice G.N.7161 gazetted on 16.12.2016 takes effect on 19.12.2016
2-3	18.8.2017	<p><u>Chapter 2</u></p> <ul style="list-style-type: none"> - Para 2.3 is updated.
Version 6 of Appendix 2.1.2	18.8.2017	<p><u>Chapter 2, Section 2</u></p> <ul style="list-style-type: none"> - Note 3a and note 7: Terminology update for TTA/LSG plan - Note 5a: Pledge Time of LCSD to give advice is 14 working days
4-1-20	18.8.2017	<p><u>Chapter 4, Section 1</u></p> <ul style="list-style-type: none"> - Para 2.7, 3.7 and 7.1: Applicant should obtain responsible authorities’ consent if the works affect any tree/OVT

Rev. No.	Issue Date	Brief Description of Amendment
		<ul style="list-style-type: none"> - Para 3.7: Pledge Time of LCSD to give advice is 14 working days - Para 6.1, 6.2, 6.4, 6.5, 8.1, 10.3 and 13.3: Terminology update for TTA/LSG plan - Para 7.1: Applicant is required to upload site photos showing affected trees/OVT by the works - Para 13.1: XPMS will submit CN automatically on permittees' behalf when the whole duration of an XP/XP extension is completely used to finish up the planned works and the reinstatement works - Para 13.2: The requirement for the CN type of temporary structure/ installation is updated - Para 14.1: Update of permittee's maintenance liability after submission of sectional completion notice
Version 1 of Appendix 4.1.5	18.8.2017	<p><u>Chapter 4, Section 1</u></p> <ul style="list-style-type: none"> - Addition appendix for sample photos showing affected trees/OVT by the works
4-2-8	18.8.2017	<p><u>Chapter 4, Section 2</u></p> <ul style="list-style-type: none"> - Para 2.1: Typo amended - Para 3.4: Measures on control of abuse of EXP are added - Para 4.1: Requirement on EO registration is updated - Para 4.2: Requirement on EO registration is updated - Para 6.3: Measure on control of abuse of EXP is added - Para 6.3: XPMS will submit CN automatically on permittees' behalf when the whole duration of an XP/XP extension is completely used to finish up the planned works and the reinstatement works - Para 8.1: Update of permittee's maintenance liability after submission of sectional completion notice
Version 5 of Appendix 4.2.2	18.8.2017	<p><u>Chapter 4, Section 2</u></p> <ul style="list-style-type: none"> - Para A: Typo amended
4-3-4	18.8.2017	<p><u>Chapter 4, Section 3</u></p> <ul style="list-style-type: none"> - Para 1.1, 1.2 and 5.2: Minor amendments - Para 3.1: New workflow of CEXP is updated
Version 1 of Appendix 4.3.1	18.8.2017	<p><u>Chapter 4, Section 3</u></p> <ul style="list-style-type: none"> - Addition appendix for the new workflow of CEXP
4-4-10	18.8.2017	<p><u>Chapter 4, Section 4</u></p> <ul style="list-style-type: none"> - Para 12.1: Update of permittee's maintenance liability after submission of sectional completion notice
4-5-9	18.8.2017	<p><u>Chapter 4, Section 5</u></p> <ul style="list-style-type: none"> - Para 6.1: Auto submission of CN by XPMS in SSW - Para 8.1: Update of permittee's maintenance liability after submission of sectional completion notice

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4-7-6	18.8.2017	<u>Chapter 4, Section 7</u> - Para 3.4: Update of Bureau name.
4-10-5	18.8.2017	<u>Chapter 4, Section 10</u> - Para 2.5: New arrangement of result of assessment of EC refund is updated
4-11-6	18.8.2017	<u>Chapter 4, Section 11</u> - Para 2.1 and 3.1: requirement of Urgent XP registration is updated. - Para 5.2: Applicant should obtain responsible authorities' consent if the works affect any tree/OVT
Version 5 of Appendix 4.11.1	18.8.2017	<u>Chapter 4, Section 11</u> - Requirement of Urgent XP registration is updated.
5-1-17	18.8.2017	<u>Chapter 5, Section 1</u> - Para 5: Applicant is required obtain responsible authorities' consent if the works affect any tree/OVT and upload site photos showing affected trees/OVT by the works - Para 5.1, 7.1 and 11.1: Terminology update for TTA/LSG plan - Para 14.1 and 18.1: XPMS will submit CN automatically on permittees' behalf when the whole duration of an XP/XP extension is completely used to finish up the planned works and the reinstatement works - Para 14.2: The requirement for the CN type of temporary structure/ installation is updated - Para 14.7: photo submission for minimum depth requirement added - Para 14.8: test report requirement added - Para 15.6: New arrangement of result of assessment of EC refund is updated - Para 18.2: para deleted
Version 4 of Appendix 5.1.3	18.8.2017	<u>Chapter 5, Section 1</u> - Updated of contact information
5-4-4	18.8.2017	<u>Chapter 5, Section 4</u> - Para 2.1: Typo amended
-	18.8.2017	<u>Simplified Guideline for Infrequent XP Applicants through the Excavation Permit Management System (XPMS)</u> - Para 11, 28, 29, 31, 32, 34 and Appendix D: Terminology update for TTA/LSG plan - Para 20: Pledge Time of LCSD to give advice is 14 working days

Rev. No.	Issue Date	Brief Description of Amendment
		<ul style="list-style-type: none"> - Para 15, 33 and Appendix E: Applicant is required obtain responsible authorities' consent if the works affect any tree/OVT and upload site photos showing affected trees/OVT by the works - Appendix A: Updated of contact information
-	18.8.2017	<p><u>Simplified Guideline for Infrequent XP Applicants through Hardcopy Submission</u></p> <ul style="list-style-type: none"> - Para 6: Terminology update for TTA/LSG plan - Para 6, Annex B and Annex D: Applicant is required obtain responsible authorities' consent if the works affect any tree/OVT and upload site photos showing affected trees/OVT by the works
-	18.8.2017	<p><u>Approved Work List for Exemption from Submission of the Test Certificate/Report</u></p> <ul style="list-style-type: none"> - Requirement of submission of test results under Government contracts updated
UTLC Paper	30.8.2017	<p><u>Related Documents</u></p> <p>UTLC Paper No. 1/2017 is uploaded</p>
9-2-31	22.11.2017	<p><u>Chapter 9, Section 2</u></p> <ul style="list-style-type: none"> - Para. 8.1.6, 8.2.1, 8.2.2, 8.2.3: Updated for the new Demerit Point Levels (DPL) to enhance the demerit point system as per UTLC Paper No. 1/2017 - Para. 8.3.2, 8.3.3, 8.3.4: Updated for the new sanctioning measure as per UTLC Paper No. 1/2017 - Appendix 9.2.6 – Revised risk weightings for DPL 2AA, and added risk weightings for DPL 2D, DPL 2E and DPL 2F. - Appendix 9.2.7 – Added definitions of DPL 2D and DPL 2E. - Appendix 9.2.8 – New worked example of enhanced demerit point system - Appendix 9.2.9 – Obsoleted
Version 23 of Appendix 9.2.1 (English version) & Version 26 of Appendix 9.2.2 (English version)	1.1.2018	<p><u>Chapter 9, Section 2</u></p> <ul style="list-style-type: none"> - Appendix 9.2.1 NC Item nos. 13a, 13b, 13d, 13h, 13i, 13k, 14b, 14c, 19a and 20a are amended upon the completion of audit inspection checklist review according to the latest version of Code of Practice for the Lighting, Signing and Guarding of Road Works. - Appendix 9.2.2 <ul style="list-style-type: none"> ➤ The guideline for NC Item nos. 13a, 13b, 13c, 13d, 13e, 13f, 13g, 13h, 13i, 13j, 13k, 14a, 14b, 14c, 14d, 16b, 16c, 16e, 19a and 20a were amended according to the latest version of Code of Practice for the Lighting, Signing and Guarding of Road Works.

Rev. No.	Issue Date	Brief Description of Amendment
		➤ NC Item nos. 7a and 15b and 16d – minor corrections were made
4-1-21	28.3.2018	<u>Chapter 4, Section 1</u> - Para 6.1: Revised TTA requirement by TD. A grace period would be allowed such that the revised TTA requirement will be effective on 1 September 2018.
4-11-7	28.3.2018	<u>Chapter 4, Section 11</u> - Para 4.1: Revised TTA requirement by TD. A grace period would be allowed such that the revised TTA requirement will be effective on 1 September 2018.
5-1-18	28.3.2018	<u>Chapter 5, Section 1</u> - Para 5.1: Revised TTA requirement by TD. A grace period would be allowed such that the revised TTA requirement will be effective on 1 September 2018.
-	28.3.2018	<u>Simplified Guideline for Infrequent XP Applicants through the Excavation Permit Management System (XPMS)</u> - Para 28: Revised TTA requirement by TD. A grace period would be allowed such that the revised TTA requirement will be effective on 1 September 2018.
-	28.3.2018	<u>Simplified Guideline for Infrequent XP Applicants through Hardcopy Submission</u> - Para 6: Revised TTA requirement by TD. A grace period would be allowed such that the revised TTA requirement will be effective on 1 September 2018.
-	3.5.2018	<u>Related Documents</u> <u>Colour Code of Underground Facilities is uploaded</u>
9-2-32 and Version 6 of Appendix 9.2.6	1.1.2019	<u>Chapter 9, Section 2</u> - Para. 8.3.2 - Updated for the new sanctioning measure as per UTLC Paper No. 1/2017 - Appendix 9.2.6 – Updated risk weightings of DPL 2AA as per UTLC Paper No. 1/2017
Version 5 of Appendix 2.1.1	18.7.2019	<u>Chapter 2, Appendix 2.1.1</u> - A foot note is added to highlight the appropriate prescribed fee upon application of XP.
Version 1 of Appendix 2.1.3	18.7.2019	<u>Chapter 2, Appendix 2.1.3</u> - Prescribed fees for XP added.

Rev. No.	Issue Date	Brief Description of Amendment
4-1-22	18.7.2019	<u>Chapter 4, Section 1</u> - Para 3.8: Details of prescribed fee added. - Para 4.1: Enhanced measures to reduce overall duration of excavation. - Para 10.6: Details of prescribed fee added.
Version 5 of Appendix 4.2.1	18.7.2019	<u>Chapter 4, Appendix 4.2.1</u> - Para 1.0, 2.0, 3.0 and 4.0: Details of prescribed fee amended.
Version 5 of Appendix 4.2.2	18.7.2019	<u>Chapter 4, Appendix 4.2.2</u> - Para A: typo amended.
4-4-11	18.7.2019	<u>Chapter 4, Section 4</u> - Para 4.3: Details of prescribed fee amended.
4-5-10	18.7.2019	<u>Chapter 4, Section 5</u> - Para 3.1: Clarify the procedures to agree standard list of works items under SSW XP (NB: this procedures were enforced since 2011) - Para 3.3: Details of prescribed fee amended. - Para 6.2: Enhance the guideline to strengthen the detective control under SSW XP against any unauthorized works
5-2-4	18.7.2019	<u>Chapter 5, Section 2</u> - Para 4.1: Details of prescribed fee amended.
5-3-4	18.7.2019	<u>Chapter 5, Section 3</u> - Para 3.3: Details of prescribed fee amended.
8-2-4	18.7.2019	<u>Chapter 8, Section 2</u> - Para 1.1: Details of prescribed fee amended.
-	18.7.2019	<u>Simplified Guideline for Infrequent XP Applicants through the Excavation Permit Management System (XPMS)</u> - Para 22: Enhanced measures to reduce overall duration of excavation. - Para 35: Details of prescribed fee added.
-	18.7.2019	<u>Simplified Guideline for Infrequent XP Applicants through Hardcopy Submission</u> - Para 6: Details of prescribed fee amended.

Rev. No.	Issue Date	Brief Description of Amendment
8-1-3	9.10.2019	<u>Chapter 8, Section 1</u> - General amendments for clarity and consistency. - Para 3.3.1(f): Textural changes for more accurate and precise reflection of the wording used in the Land (Miscellaneous Provisions) Ordinance, Cap 28 (the Ordinance).
8-2-5	9.10.2019	<u>Chapter 8, Section 2</u> - General amendments for clarity and consistency. - Para 2.2: Table updated to reflect the composition of the current Review Panel. - Para 3 and Part I of Appendix 8.2.1: Textural changes for more accurate and precise reflection of the wording used in the Ordinance. - A foot note amended to provide access to the current list of Review Panel.
-	22.10.2020	<u>Related Documents</u> Colour Code of Underground Facilities is updated.
Rev. 5/2020	22.10.2020	<u>Application Form No. HYD 14</u> - A note reminding permittee to observe permit conditions to obtain utility record plans is added.
Rev. 6/2020	22.10.2020	<u>Application Form No. HYD 91</u> - A note reminding permittee to observe permit conditions to obtain utility record plans is added.
Version 4	5.11.2020	<u>Related Document</u> - Item 26 is added to “List of Standard Reasons for Idle Site”.
Version 5 of Appendix 5.1.3	25.02.2021	<u>Chapter 5, Section 1, Appendix 5.1.3</u> - Contact details of Excavation Permit Processing Teams in HyD are amended.
Version 3 of Appendix 5.4.1	25.02.2021	<u>Chapter 5, Section 4, Appendix 5.4.1</u> - Contact details of Excavation Permit Processing Teams in HyD are amended.
4-2-9	29.03.2021	<u>Chapter 4, Section 2</u> - Para 3.1: Name of the department is updated.
Version 4 of Appendix 4.4.1	29.03.2021	<u>Chapter 4, Section 4, Appendix 4.4.1</u> - Names of the department are updated.

Rev. No.	Issue Date	Brief Description of Amendment
5-1-19	26.07.2021	<p><u>Chapter 5, Section 1</u></p> <ul style="list-style-type: none"> - Para. 4.6 and 4.7: Requirement for submission of various types of waivers is provided. - Para. 4.8: Requirement for submission of supporting information in permit period assessment is provided. - Para. 6.1: The spatial check in XPMS and justifications by UU for excavation works carried out at the same location within 4-6 months before/after another works carried out by other UU is provided. - Para. 11.1: Requirement for submission of supporting information in application for extension of XP is updated. - Para. 14.1: Requirement for assessment of completion notification (CN) is updated.
-	26.07.2021	<p><u>Simplified Guideline for Infrequent XP Applicants through the Excavation Permit Management System (XPMS)</u></p> <ul style="list-style-type: none"> - Para. 13 and 14: Requirement for submission of various types of waivers is provided. - Para. 19: Requirement for submission of supporting information in permit period assessment is provided. - Appendix A: Contact details of Excavation Permit Processing Teams in HyD are amended.
-	26.07.2021	<p><u>Simplified Guideline for Infrequent XP Applicants through Hardcopy Submission</u></p> <ul style="list-style-type: none"> - Appendix A: Contact details of Excavation Permit Processing Teams in HyD are amended.
-	23.08.2021	<p><u>Related Documents</u></p> <ul style="list-style-type: none"> - UTLC Paper No. 1/2021 is uploaded - UTLC Paper No. 1/2018 is superseded
Rev. 1/2022	08.04.2022	<p><u>Notification of Roadworks Affecting Traffic Aids</u></p> <ul style="list-style-type: none"> - An electronic submittable format of the application form using digital certificate is produced.
-	30.08.2022	<p><u>Related Documents</u></p> <ul style="list-style-type: none"> - UTLC Paper No. 1/2022 is uploaded.
-	20.12.2022	<p><u>Related Documents</u></p> <p>Colour Code of Underground Facilities is updated.</p>