

RN Ref. 來函檔號: \_\_\_\_\_ Date 日期: \_\_\_\_\_

Excavation Permit No/Plan\_ID: \_\_\_\_\_ Utility Code: \_\_\_\_\_

挖掘准許證編號/工程計劃編號: \_\_\_\_\_ 公共服務編碼: \_\_\_\_\_

To : HyD Regional Office  Permit Section, Urban(HK)  Permit Section, Urban(K)  Permit Section, NT

致 : 路政署分區辦事處 港島部許可證組 九龍部許可證組 新界部許可證組

Fax No 傳真號碼: 2576 6244 Fax No 傳真號碼: 2758 3394 Fax No 傳真號碼: 2714 5228  
 (E&S): toxphes.u@hyd.gov.hk tock8.u@hyd.gov.hk toxp1.nt@hyd.gov.hk  
 (N&W): toxphnw.u@hyd.gov.hk toxp2.nt@hyd.gov.hk

**Completion Notice 完成通知書**

Please be informed that the commencement date and completion date of are as follows:

下述挖掘工程的開工及完工日期是:

Commencement Date 開工日期: \_\_\_\_\_ Completion Date 完工日期: \_\_\_\_\_

**PART A 甲部:** Excavation(s) as follows were completed and permanently reinstated by us.

持證人已完成下述的挖掘工程，並永久修復受影響的路面。

 Please note that the excavation(s) as follow are to be reinstated by:

下述挖掘工程，將由有關公司/機構負責修復。 有關公司/機構名稱: \_\_\_\_\_

A copy of Undertaking attached  Name of Contact Person: \_\_\_\_\_夾附有關公司/機構承諾書  聯絡人姓名: \_\_\_\_\_

The associated Excavation Permit ID/Contract No.\*: \_\_\_\_\_

相關之挖掘准許證/工程合約\*編號為: \_\_\_\_\_

 Please carry out permanent reinstatement and inform us of the actual costs of the reinstatement in due course.

請進行永久修復工程，並通知本持證人有關工程的確實費用。

 Please note that the excavation(s) as follows has/have been backfilled and temporary reinstated.

下述挖掘工程已完成，受影響的路面已臨時修復，臨時建築物/設施將稍後清理。

The temporary structure/installation will be removed on: \_\_\_\_\_

預計清理日期: \_\_\_\_\_

 No excavation has been carried out on site.

沒有進行掘路工程。

Remarks:

備註: \_\_\_\_\_

\* As-constructed plan attached. \*詳情見夾附完工圖則。

## Location of excavation works 挖掘工程地點:

Item 項目	Length 長度	Width 闊度	Depth 深度	Location 位置				
				Carriageway 行車道	Footway 行人道	Side Lane 後巷	Verge 路肩	Cycle Track 單車徑
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**PART B 乙部:**Photograph submission to show compliance of minimum depth requirements

提交相片證明遵守最少深度要求

 No photograph submission is required.

不需要提交相片。

 Photograph/certified as-built drawing\* attached.

夾付相片/經核證完工圖\*。

Remarks:

備註 : \_\_\_\_\_

**Declaration 聲明:**

I, as Permittee of this Excavation Permit, declare that all the works completed under this Excavation Permit comply with the XP conditions. I also confirm that all the documents submitted and information presented under this XP are genuine and valid.

本人為本掘路准許證的持證人，本人聲明所有就本掘路准許證已完成的工程遵守准許證條款。本人並確認所有已提交的文件及資料均為真確及有效。

(Signed 簽署) \_\_\_\_\_

Name in Block Letter 姓名: \_\_\_\_\_

Name of Company/Government Department 公司/政府部門名稱: \_\_\_\_\_

For further information, please contact 如有查詢，請聯絡:

Name of Contact Person 聯絡人姓名: \_\_\_\_\_

Work Phone Number 工作用電話: \_\_\_\_\_

 Tick as appropriate. 請在適當方格內劃上✓號。

\* Delete whichever is not applicable. 請將不適用者刪去。

## For HyD Use 供路政署職員填寫

**PART A 甲部:**

- The permanent reinstatement was completed and certified on:  
有關的永久修復工程已證實完工。 視察日期: \_\_\_\_\_  
The liability period shall be 1 year and will expire on:  
保養期為 1 年。 保養屆滿日期: \_\_\_\_\_
- The permanent reinstatement was found unsatisfactory and inspected on:  
有關的永久修復工程不符合規定標準。 視察日期: \_\_\_\_\_  
The permittee has been informed to rectify the defects and to resubmit a Completion Notice.  
已要求持證人重修，以及從新提交完工通知書。
- The permanent reinstatement is to be carried out by other parties:  
永久修復工程將由其他公司負責。 負責公司名稱: \_\_\_\_\_
- The permanent reinstatement is to be carried out by HyD term contractor. Works Order No.:  
永久修復工程將由路政署定期合約承建商負責。 工程令編號: \_\_\_\_\_
- Reinstatement is not required until removal of temporary structure/installation.  
永久修復工程暫時不能進行，直至臨時建築物/設施被清理為止。
- No excavation on site has been confirmed.  
證實沒有進行掘路工程。
- Information provided by permittee is incorrect/insufficient and the Completion Notice cannot be processed.  
Submission of another Completion Notice is required.  
由於持證人提供的資料不正確/不足夠，此完工通知書未能處理，持證人必須重新提交完工通知書。

**PART B 乙部:**

- Submission/Resubmission of photograph is required.  
持證人必須提交/再提交相片。
- Submission of certified as-built drawing is required.  
持證人必須提交經核證完工圖。

Remarks:

備註 : \_\_\_\_\_

(Signed 簽署) \_\_\_\_\_

Name of Inspector of Works 工程督察姓名: \_\_\_\_\_

Post of Inspector of Works 工程督察職位: \_\_\_\_\_