

QP DECLARATION FOR SUPERVISION OF DEVELOPMENT (WHERE THERE ARE NO CONSERVED BUILDINGS/STRUCTURES)

- 1) Select “Request for Clearance of Works Completed (Non-Conservation)” under Application Type

The screenshot shows the URA application form interface. At the top, there is a toolbar with icons for New, Open, Save, Print, Close, Exit, Help, and Fee. The main form area has several dropdown menus: 'Application Group' set to 'Clearance', 'Application Type' set to 'Request for Clearance of Works Completed (Non-Conservation)', 'Submission Type' set to 'New Submission (for fresh submission and fresh amendment submission to Written Permission)', and 'Lodgment Type' set to an empty dropdown. Below these is a 'Total Multiple Development Option' dropdown and a 'Copy information from Previous EDAform' field with a 'Browse' button. At the bottom are 'OK' and 'Cancel' buttons. A message box at the bottom states: 'This form may take you 5-10 minutes to complete. Please refer to the [important note / conditions of applications / documents to be produced / furnishing of particulars](#) before you proceed to complete the form. This form relates to any development of land where there are no conserved building/structures. Where there are conserved buildings/structures within the subject site, please select the declaration forms for "conserved buildings".'

- 2) Fill in the relevant information e.g. Written Permission and Approved Plan details accurately.
- 3) Read the QP's declaration carefully before clicking the “I agree” button.

The screenshot shows the URA application form interface with the 'Declaration' section selected in the left-hand navigation pane. The 'Declaration' section contains the following text: 'I declare to the best of my knowledge and belief that - (1) I am the qualified person appointed to supervise the carrying out of any development and/or works for the proposal (as set out in the Proposal Details section of this EDA Form) as approved by the Written Permission(s) with approved plan(s) (as set out in the Submission Information section of this EDA Form) under section 19A of the Planning Act (Cap. 232) ("the Act") (hereinafter collectively referred to as "the Proposal"); (2) I have supervised the carrying out of the development and/or works for the Proposal in accordance with the duties of a qualified person under section 24B(1) of the Act; (3) in particular, the relevant items of the Proposal listed below have been completed in accordance with the provisions of the Act, the conditions and requirements imposed in the Written Permission(s) and the approved plan(s) (as set out in the Submission Information section of this EDA Form), as the case may be: (a) building footprint including the external walls, private enclosed spaces and'. Below the declaration text is a 'Signed By:' field with a placeholder '(QP's name)' and an 'I Agree' button.

- 4) Submit as an application through CORENET under DC Submission to URA.
- 5) URA will reply within 5 working days. If the works involve specific schemes e.g. night lighting and landscape replacement areas, URA will reply within 20 working days.
- 6) Submit URA's letter to BCA together with the application for TOP/CSC.

QP DECLARATION FOR SUPERVISION OF DEVELOPMENT AND/OR WORKS INVOLVING CONSERVED AND NON-CONSERVED BUILDINGS AND/OR STRUCTURES

- 1) Select “Request for TOP/CSC Site Inspection of Conserved Buildings” under Application Type

Application Group: Clearance

Application Type: Request for TOP/CSC Site Inspection of Conserved Buildings

Submission Type: New Submission (for fresh submission and fresh amendment submission to Written Permission)

Lodgment Type: [Empty]

Total Multiple Development Option: [Empty]

Copy information from Previous EDAform: [Empty] Browse

OK Cancel

This form may take you 5-10 minutes to complete.
Please refer to the [important note / conditions of applications / documents to be produced / furnishing of particulars](#) before you proceed to complete the form.

This form relates to any development or works involving:
 (1) Conserved building(s)/structure(s); or
 (2) Conserved and non-conserved building(s)/structure(s)

- 2) Fill in the relevant information e.g. Written Permission and Approved Plan details accurately.
- 3) In the declaration tab, select the option in the red box that relates to the works involved and the relevant QP's declaration will appear.
- 4) Read the QP's declaration carefully before clicking the “I agree” button.

File Name: C:\Users\uraagflow\Desktop\yyy.edf

App. Type: Request for TOP/CSC Site Inspection of Conserved Buildings

Lod. Type: [Empty]

Sub. Type: New Submission (for fresh submission)

Submission Information

- Proposal Details
- Mukim & Lot Details
- Site Address
- Person/Organisation
- Scheme Type
- Building Plan
- Declaration**

Declaration

Which of the following does your proposal involve?

☒ Conserved building(s)/structure(s) ☐ Conserved and non-conserved building(s)/structure(s)

I declare that to the best of my knowledge and belief that -

(1) I am the qualified person appointed to supervise the carrying out of any works for the Proposal (as set out in the Proposal Details section of this EDA Form) as approved by the Written Permission(s) with approved plan(s) (as set out in the Submission Information section of this EDA Form) under 19A of the Planning Act (Cap. 232) ("the Act") (hereinafter referred to collectively as "the Proposal");

(2) I have supervised the carrying out of the works for the Proposal in accordance with the duties of a qualified person under section 24B(1) of the Act; and

(3) in particular, the works for the Proposal have been completed in accordance with the provisions of the Act, the conditions and requirements imposed in the Written Permission(s), approved plan(s) (as set out in the Submission Information section of this EDA Form), and conservation guidelines.

Signed By: [Empty]
(QP's name)

I Agree

- 5) Submit as an application through CORENET under DC Submission to URA.
- 6) URA will reply within 20 working days.
- 7) Submit URA's letter to BCA together with the application for TOP/CSC.