

Project Administration Handbook for Civil Engineering Works**2024 Edition****AMENDMENT NO. 1/2025****CHAPTER 1 PROJECT PLANNING****PARAGRAPH 1 OVERVIEW**

- (a) Para. 1.4.8 **Replace “DEVB TCW Nos. 2/2021 and 8/2021” with “DEVB TCW Nos. 8/2021 and 1/2025”.**

PARAGRAPH 9 REFERENCES

- (b) **Replace “DEVB TCW No. 2/2021” with “DEVB TCW No. 1/2025”.**

CHAPTER 2 LAND MATTERS**PARAGRAPH 1 CHECK-LIST FOR PROCEDURES AND SUBMISSIONS UNDER THE PUBLIC WORKS PROGRAMME**

- (c) Item No. 3.3 **Add “and 10 May 2024” after “DEVB (W) 546/94/02 dated 29 December 2023” in the remarks.**

CHAPTER 3 LAND MATTERS**PARAGRAPH 5 MANAGEMENT OF SITES**

- (d) Para. 5.4.3 **Replace “DEVB TCW No. 2/2021” with “DEVB TCW No. 1/2025”.**

APPENDICES

- (e) Appendix 3.30 **Replace “DEVB TCW No. 2/2021” with “DEVB TCW No. 1/2025” in the footnote.**

CHAPTER 4 PROJECT DESIGN AND ESTIMATES**PARAGRAPH 1 GENERAL CONSIDERATIONS FOR DESIGN**

- (f) Para. 1.9 **Replace “DEVB TCW No. 2/2021” with “DEVB TCW No. 1/2025” at the end of second paragraph.**

PARAGRAPH 6 REFERENCES

- (g) **Replace “DEVB TCW No. 2/2021” with “DEVB TCW No. 1/2025”.**

CHAPTER 7 CONTRACT MANAGEMENT**PARAGRAPH 7 ARRANGEMENT FOR PAYMENTS TO CONTRACTOR**

- (h) Para. 7.1 **Replace “for payment in cheque” with “otherwise” in the first paragraph.**

Add the following paragraph after the first paragraph:

“As a new measure promulgated by FSTB via memo ref. TsyB E 00/735/1/0(C) Pt.8 on 29 November 2024, for all government procurement exercises invited from 1 June 2025 onwards, regardless of value, including quotations and tenders as well as contracts awarded by way of direct engagement, the Government will make payments to Contractors by electronic means, and will no longer use cheques. The electronic means options include (i) bank transfer via traditional or digital bank accounts; and (ii) payment made by using Faster Payment System (FPS) proxy through Hong Kong Identity Card number or FPS identifier. For the avoidance of doubt, there will be no change to payment methods for procurement exercises invited before 1 June 2025.”

PARAGRAPH 18 PROCEDURE ON COMPLETION OF WORKS

- (i) Para. 18.3.6 **Replace “DEVB TCW No. 2/2021” with “DEVB TCW No. 1/2025” in the first paragraph.**

PARAGRAPH 21 MISCELLANEOUS

- (j) Para. 21.14.3 **Replace “DEVB(W) 510/94/02 dated 28.3.2019 and 10.4.2024” with “DEVB(W) 510/94/02 dated 28.3.2019 and 11.12.2024” after the header.**

Replace “seven trades, viz. (1) Concreting; (2) Concreting Formwork; (3) Curtain Wall; (4) Demolition; (5) Erection of Concrete Precast Component; (6) Reinforcement Bar Fixing; and (7) Scaffolding” with “a total of twenty-one trades as listed below” and replace “the registered subcontractors in the SRS under the seven designated trades have been automatically transferred” with “the registered subcontractors in the SRS under the first seven designated trades were automatically transferred” in the second paragraph.

Delete the third, fourth and fifth paragraph.

Add the following table after the fifth paragraph:

	Trades included under the Register of Specialist Trade Contractors	Date of Inclusion
(1)	Concreting	1 April 2019
(2)	Concreting Formwork	1 April 2019
(3)	Curtain Wall	1 April 2019
(4)	Demolition	1 April 2019
(5)	Erection of Concrete Precast Component	1 April 2019
(6)	Reinforcement Bar Fixing	1 April 2019
(7)	Scaffolding	1 April 2019
(8)	Plastering	1 January 2021
(9)	Suspended Ceiling	1 April 2022
(10)	Tower Crane (Erecting, Dismantling, Altering Height)	1 April 2022
(11)	Building Drainage Installation	1 September 2022
(12)	Levelling and Setting Out	1 March 2023
(13)	Building Maintenance	1 October 2023
(14)	Interior Fitting-out	1 October 2023
(15)	Painting	1 May 2024
(16)	Metal Work	1 May 2024
(17)	Structural Steelwork	1 May 2024
(18)	Horticultural Works	1 May 2024
(19)	Arboriculture Works	1 May 2024
(20)	Skyrise Greenery Works	1 May 2024
(21)	Truss-out Scaffolding	1 January 2025

Add “as promulgated by DEVB on 28 March 2019” after “Under the new arrangement” and “the” after “under the RSTCS and” in the last paragraph.

Add the following paragraphs at the end:

“Streamlining Requirements on Subcontractor Registration

(Ref.: SDEV’s memo ref. () in DEVB(W) 546/83/01 dated 24.4.2024)

The prevailing requirements on subcontractors in public works contracts are outlined in the following contract provisions:

- (a) ACC V:5 under ECC HK Edition / ACC C3 under NEC4 ECC – Requirement on Specialist Contractors
- (b) ACC V:4 under NEC ECC HK Edition / ACC C6 under NEC4 ECC – Requirement on Subcontractor Registration Scheme

As the policy intent of requirements (a) and (b) above are different and the registration requirement for the former is generally more stringent than that of the latter, DEVB on 24 April 2024 revised the standard contract provisions concerned such that when both requirements apply, the subcontractor is no longer required to fulfill both of them. Instead, compliance with requirement (a) suffices to meet the policy intent. In other words, the subcontractor concerned does not need to be registered in the RSTCS if it is already a specialist subcontractor on the List of Approved Contractors for Public Works / the List of Approved Suppliers of Materials and Specialist Contractors for Public Works.

For ongoing works contracts, supplementary agreements could be executed between the contracting parties for the purpose of bringing in the revised requirements, through the exchange of correspondence.”

- (k) Para. 21.30

Add the following paragraph before the last sentence:

“For construction works tenders with BIM adoption to be invited on or after 1 April 2025, the design BIM models shall form part of tender and shall be contractually binding including the parts of BIM models of the proposed works corresponding to the information on the 2-dimensional tender drawings, while Mechanical, Electrical and Plumbing installations, existing site conditions and attributes involving proprietary products, etc. will serve as reference.”

Replace “2/2021” with “1/2025” in the last sentence.

PARAGRAPH 22 REFERENCES

- (l) **Replace “DEVB TCW No. 2/2021” with “DEVB TCW No. 1/2025”.**

Add the following reference:

SDEV’s memo ref. () in DEVB WB WP4S-022-009-002-P001 dated 11.12.2024	Addition of “Truss-out Scaffolding” as Designated Trades under the Registered Specialist Trade Contractors Scheme of the Construction Industry Council
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APPENDICES

- (m) Appendix 7.80 & 7.81 **Replace “THERESHOLD” with “THRESHOLD” at the header.**

CHAPTER 8 TERM CONTRACT WORKS

PARAGRAPH 5 TERM CONTRACTS

- (n) Para. 5.2.2 **Replace “and SDEV’s memo ref. () in DEVB(W) 546/83/01 dated 22.9.2023” with “, SDEV’s memo ref. () in DEVB(W) 546/83/01 dated 22.9.2023 and 20.9.2024” at the header.**

Replace “and” with “.” after “from \$300,000 to \$800,000” and delete “further” after “SDEV’s memo ref. () in DEVB(W) 546/83/01 dated 22.9.2023” in the fourth paragraph.

Add the following at the end of the fourth paragraph:
“SDEV’s memo ref. () in DEVB(W) 546/83/01 dated 20.9.2024 further increases the threshold of the constraints on the power of the Engineer to order variation and the related matters from \$1,000,000 to \$1,400,000. ”

PARAGRAPH 6 REFERENCES

- (o) **Replace “SDEV’s memo ref. () in DEVB(W) 546/83/01 dated 22.9.2023” with “ SDEV’s memo ref. () in DEVB(W) 546/83/01 dated 20.9.2024”.**