



**Civil Engineering and Development Department
Technical Circular No. 02/2025**

**Procedures for Acquisition of Digital Map from
Survey and Mapping Office, Lands Department**

Introduction

This technical circular (TC) sets out the procedures for acquisition of digital map (DM) from the Survey and Mapping Office, Lands Department. The DM includes Digital Topographic Map, Digital Land Boundary Map, Geo-Reference Database, Geo-Community Database, Digital Aerial Photo, Digital Orthophoto and 3D Spatial Data.

2. This TC applies to the staff, consultants and contractors of the Civil Engineering and Development Department (CEDD) who are currently using or will use DM.

Effective Date

3. This TC takes immediate effect.

Effect on Existing Circular

4. This TC supersedes CEDD TC No. 06/2017 which is hereby cancelled. The revision is to specify the new DM acquisition procedures for the consultants and contractors of the CEDD through the CEDD Spatial Data Portal.

Background

5. CEDD is one of the government departments granted with a block consent from the Lands Department for use and distribution of DM within CEDD including its consultants and contractors. In order to facilitate the DM acquisition, the Survey Division of the CEDD provides acquisition services for open and non-open DM through the web applications, Digital Map Order System (DMOS) for CEDD's staff and CEDD Spatial Data Portal for CEDD's consultants and contractors.

Digital Map Acquisition by Staff of CEDD

6. All requests from staff of the CEDD for provision of DM shall be submitted online via the DMOS (<https://gis.cedd.hksarg/dmos>) which is accessible within the departmental network.

Digital Map Acquisition by Consultants and Contractors of CEDD

7. All requests from consultants and contractors of the CEDD for provision of DM shall be submitted online via the CEDD Spatial Data Portal (<https://sdportal.cedd.gov.hk>) which is accessible through the internet.

8. CEDD's consultants or contractors shall input the corresponding project information for authentication to access the DM page in the CEDD Spatial Data Portal.

9. Consultants and contractors of CEDD who have acquired non-open DM will receive an email notification, one month before the expected end date of the contracts, to either extend or cease the use of non-open DM in the CEDD Spatial Data Portal. The consultants and contractors shall inform CEDD of their decision via the link provided in the email within 2 weeks of the email notification and cessation will be assumed, if otherwise.

Terms and Conditions

10. For DM acquisition or cessation of the use of DM, staff, consultants and contractors of the CEDD shall agree to abide by the terms and conditions prompted by the system of the DMOS and the CEDD Spatial Data Portal.

Enquiries

11. Enquiries about this TC should be addressed to CLS.

(signed)

(Michael H S FONG)

Director of Civil Engineering and Development