Fax Transmission

10 May 2017

Our Ref: 0200026944

By Mass Fax

To All HKCA Members Page (with this page): 2

Dear HKCA Members,

Briefing to HKCA Member on the New Form GF527 (Rev. 1/2017)

Under DEVB Technical Circular (Works) No. 3/2003A

The Index Committee was working with the Development Bureau to finalize the content of the new Form GF527 that was promulgated on 27 March 2017. A seminar is arranged to brief Site Administration staff of Members on the detail of the requirements under Technical Circular (Works) No. 3/2003A and the important points to note during the parallel submission period.

Details of the briefing are as follows:

Date:

19 May 2017 (Friday)

Time:

9:30am - 10:30am

Venue:

1/F Conference Room, Hong Kong Construction Association

180-182 Hennessy Road, Wanchai

Language:

Cantonese supplemented with English

Fee:

HK\$100

It is advisable that Site Administration Managers and/or QA Managers who are responsible to co-ordinate company standard/policy be asked to attend the briefing. Interested Member please **COMPLETE THE REGISTRATION AT EVENT SECTION OF MEMBER'S AREA OF HKCA WEBSITE:** http://www.hkca.com.hk before 17 May 2017. An online registration tutorial is enclosed with this notice. Please feel free to contact Ms Fung Wong at 3978 8422 for enrolment queries. In case of over subscription, the Secretariat may have to limit the number of attendance from individual Member Companies. We will issue "CONFIRMATION TO ACCEPTED ATTENDEES" of Members on 18 May 2017.

Yours sincerely,

Thomas Tse Chief Executive /GY/II

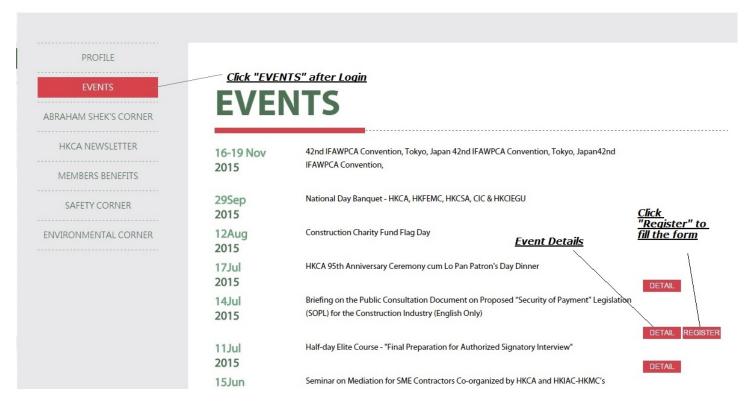
TUTORIAL FOR ONLINE EVENT REGISTRATION

HKCA Website: http://www.hkca.com.hk

1. Login to Members' Area (Right Top Corner)
Member ID: HKCA Member No

member login	member id	password	0	forgot password

2. Click "EVENTS" after login, you will see "DETAILS" and "REGISTER"



3. Fill in the Events Registration Form



4. A confirmation email will send to the party who has successfully enrolled