

**Application for Repair / Replacement / Installation of Electric Water Heaters (RP 001-NEO)**

致:物料統籌科

傳 真: 2200 4341

To: *Electrical and Mechanical Services Trading Fund (EMSTF)*  
 Through [ Commissioner of Police ] (Head of Department)\*

\*Note: **Head of Department** is required to certify that the applicant is eligible for the repair / replacement / installation of electric water heaters in accordance with CSR 864(1) & (2) and Accommodation Circular (AC) No. 3/2018 in Part II of this form before passing this from to EMSTF for processing.

**Part I (To be completed by applicant)****1. Application**

I hereby apply for the **repair / replacement / installation**<sup>#</sup> of the following electric water heaters.

		Please tick [√] the relevant box below	Please indicate the [Quantity Required]所需數量 in the relevant box below	
			Kitchen	Bathroom
(a)	<b>Repair</b> of electric water heater <small>Note (a)</small> 維修電熱水爐			
(b)	<b>Replacement</b> of electric water heater <small>Note (b)</small> 更換電熱水爐			
(c)	<b>Installation</b> of electric water heater <small>Note (c)</small> 安裝電熱水爐			

**Notes**

- (a) In accordance with AC No. 3/2018, repairs service will only be provided to those water heaters which are provided and installed by the Government and continuously eligible for repairs service provided by the Government without a break.  
 (b) Please attach a condemn report. See paragraph 3 below for details.  
 (c) Applicable to quarters without an existing electric water heater and where associated building works to facilitate the installation of water heaters (such as structural / fitting alteration and provision of power / water points) are already in place.

**2. Acknowledgment**

I acknowledge the conditions stipulated in AC No. 3/2018, CSR 864(1) & (2) and 866(5).

**3. For replacement applications only**

\* 如須申請更換電熱水爐，必須夾附損壞報告(向相關註冊工程承辦商索取註(®))，否則該申請未能跟進。

- (a) The existing electric water heater is provided and installed by the Government: **Yes / No**<sup>#</sup> [If "No", please answer (b)]  
 (b) Registration No. of the Registered Electrical Contractor<sup>®</sup> (REC): [ \_\_\_\_\_ ]

I attach a condemn report issued by a REC certifying that the existing electric water heater is unserviceable or beyond economical repairs.

Name of Applicant: \_\_\_\_\_ Department: Hong Kong Police Force  
 Designation and UI: \_\_\_\_\_ Office & Home Tel No.: \_\_\_\_\_  
 Accommodation at: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Part II (To be completed by Department)**

**I certify that the officer is eligible for the repair / replacement / installation of electric water heaters in accordance with AC No. 3/2018.**

Name of Certifying Officer \_\_\_\_\_  
 Post \_\_\_\_\_  
 for \_\_\_\_\_ Commissioner of Police (Head of Department)  
 Signature \_\_\_\_\_  
 Date \_\_\_\_\_

<sup>#</sup> Delete as appropriate

<sup>®</sup> Web search available at [https://www.emsd.gov.hk/en/electricity\\_safety/registers/registered\\_electrical\\_contractors/index.html](https://www.emsd.gov.hk/en/electricity_safety/registers/registered_electrical_contractors/index.html)