

CLEARANCE FORM (A3)
(COMPULSORY DISPLAY ON HOARDING)

This is to certify that the Contractor/workmen shown below are permitted to enter the Building and to commence work subject to compliance with all requirements herein and the terms and conditions stated on the Permit/Contract/TOL/Purchase Order as applicable:

PARTICULARS		
Contractor's Name: _____ Tel / Fax / HP : _____ Address : _____ Workmen's Name & I.C. /W.P. No: Pass Issued [<input type="checkbox"/>] _____ I.C./W.P. No _____ [<input type="checkbox"/>] _____ I.C./W.P. No _____ [<input type="checkbox"/>] _____ I.C./W.P. No _____ [<input type="checkbox"/>] _____ I.C./W.P. No _____ [<input type="checkbox"/>] Description of Work _____ _____ _____ _____	Subsidiary Proprietor's Name: _____ Tenant's Name: _____ Unit No.: _____ Lucky Plaza Supervisor's Name: _____ Telephone to contact: HP _____ Office _____ Fax _____	
DURATION OF WORKS (Estimated)		
Beginning (Date/Time)	Ending (Date/Time)	Noisy & Painting Works Working Hour only between: 10pm to 7am

The following requirements (as ticked in box) shall be duly complied with:

REQUIREMENTS ON SECURITY/HOUSEKEEPING	
<input type="checkbox"/> Passage way will not be occupied by Contractor/Materials <input type="checkbox"/> Anti dust hoarding is hired or put up (unless exempt in writing) <input type="checkbox"/> Noisy/Polluting works to be carried out after 9.00 p.m. <input type="checkbox"/> This Form will be displayed on Anti-Dust Hoarding <input type="checkbox"/> Cargo lifts to be used for transportation of materials & debris before 10.00 a.m. and after 10.00 p.m.	<input type="checkbox"/> Debris will be removed by 5pm through Level 3 Loading Bay <input type="checkbox"/> Workmen are registered & issued with security Passes <input type="checkbox"/> No Vehicle taller than 2.08m will enter Multi-Storey Car Park <input type="checkbox"/> Heavy Power tools exceeding 2kW is not used <input type="checkbox"/> No connection to gas/water/drainage/electricity unless approved

REQUIREMENTS RELATING TO M&E WORKS	
The items (shown ticked in box) on right are checked and unlikely to affect installations as ticked to be taken by Contractor/Tenant/Subsidiary Proprietor.	<input type="checkbox"/> Electrical Wiring (Size) not exceeded by load and overload Breaker ELCB installed <input type="checkbox"/> Air Con Ducts & return-Air are not affected <input type="checkbox"/> Chilled Water Balance is not affected <input type="checkbox"/> Dust/Paint Spray will not enter AHUs <input type="checkbox"/> Cable for Public Address System are not cut/damaged <input type="checkbox"/> Sprinklers are not altered & sprinklers points comply with Regulations <input type="checkbox"/> Common Water Supply, Water or Grease Piping is not installed w/o approval <input type="checkbox"/> CCTV/CATV signal is not affected <input type="checkbox"/> Structural Works/Loading/Safe if approved by MC will be certified by P.E. <input type="checkbox"/> Quantity/Quality/Delivery Order and safety procedures are to be checked by AMO Technician <input type="checkbox"/> To submit Inspection Form <input type="checkbox"/> Others

FOR OFFICIAL USE	
I recommend commencement of work subject to requirements shown in ticked boxes above Liaised and checked by.	
Signature: _____	Date _____

Copy: Security File Tenant/Contractor
 Updated 18 Jan 2024