

Guidance Note On Approval of Blasting Explosives for Use in Hong Kong



**Mines Division
Civil Engineering and Development Department**

1. Introduction

- 1.1 This Guidance Note is intended primarily as information for those persons who want to import or supply blasting explosives for use in Hong Kong. For public safety, the Commissioner of Mines (CoM) will not grant a Removal Permit or a Mode A store licence to any person unless the blasting explosives concerned have been approved for use in Hong Kong.
- 1.2 Any blasting explosives approved by CoM will be included into the “Approved List of Explosives for Use in Hong Kong”, which can be viewed from http://www.cedd.gov.hk/eng/services/mines_quarries/mqd_explosives.htm

2. General Information

- 2.1 The applicant should be a company registered in Hong Kong with a locally registered office. The company’s nominated/authorized representatives must have sound knowledge of the blasting explosives for which they apply for approval.
- 2.2 The applicant should submit a separate application for each type of explosives intended to be imported into Hong Kong.
- 2.3 The applicant is responsible for translating any supporting documents written in languages other than English or Chinese.
- 2.4 CoM will conduct a security check on the directors and nominated/authorized representatives of the applicant’s company at management level.
- 2.5 All information submitted to CoM by the applicant will be treated in strict confidence.

3. Application procedures

- 3.1 The applicant should fill in a standard application form “Application Form for Approval of Blasting Explosives for Use in Hong Kong” (Form No. Min/qa/f12 at Annex 1). This forms can also be downloaded from <http://www.cedd.gov.hk/eng/forms/doc/explosive.pdf>.
- 3.2 Each director and nominated/authorised representative including the Secretary of the applicant’s company is also required to fill in the form “Personal Data Authorization Form” in Annex 2 for the agreement of the security check. The form can also be downloaded from http://www.cedd.gov.hk/eng/forms/doc/personal_data_authorisation_form.pdf.
- 3.3 The applicant should submit to CoM the completed application form together with all the supporting information/documents including the completed “Personal Data Authorization Form”. A full list of the supporting documents is listed in Part VI of the Application Form and details of the supporting documents are given in Annex 1.

4. Approving Procedures

- 4.1 CoM will check all the information and supporting documents and respond to the applicant within 28 days. CoM may request the applicant to provide additional information/documents if any of the required information/documents are found missing, inadequate or unclear. COM will issue a written approval to the applicant, for the use of the blasting explosives in Hong

Kong, **when all of the required information/documents** at para. 4.2 below have been **submitted and have been checked and agreed.**

4.2 A new blasting explosive will be exempted from quality acceptance testing if the applicant can **submit documentary evidence (additional to that required to be submitted under para 3.1 to 3.3 above) for the approval of CoM** that the blasting explosive is of high quality and will not deteriorate within the manufacturer's recommended shelf life (MRSL) when stored in the Government Explosives Depot to become unsuitable for its purpose. For guidance, the following documents or their equivalent will generally be accepted:

(a) Documents or test data showing that the blasting explosive has a proven track record of commercial usage, for a period of either not less than one year, or the manufacturer's recommended shelf life (MRSL) of the explosive, whichever is longer.

4.3 **Where any of the information/documents submitted at para. 4.2 are not agreed** by CoM then **limited approval may be given for the use of samples** of the blasting explosive in Hong Kong **to allow quality acceptance testing** as described under paragraph 5 below to be carried out.

5. **Quality Acceptance Testing**

5.1 Where limited approval under para 4.3 above is granted, the applicant will be required to import samples of the blasting explosive and to conduct quality acceptance testing (firing tests and physical examination) according to a schedule to be agreed by Mines Division.

- (a) The firing tests will be conducted in accordance with Paras. 5.4 and 5.5 below; and
(b) The physical examination will be jointly carried out by the applicant and Mines Division checking on the physical condition and the packaging standard of the explosive.

5.2 The quality acceptance testing is normally imposed on one representative explosive within a group of similar explosives of an explosives manufacturer. The shelf life approved by CoM for the representative explosive will be applicable to the remaining explosives in the same group of an explosives manufacturer. There is normally no need to apply for an approved shelf-life separately for the same explosive manufactured in different places. However, the explosives manufacturer has to certify those explosives manufactured in different places are the same explosive and of equal quality.

5.3 An improved or modified explosive may inherit the approved shelf-life from its original explosive. However, the explosives manufacturer should submit the details of the modification or improvement for the consideration of CoM.

5.4 Prior to the delivery of test samples of blasting explosive to Hong Kong for quality acceptance testing, the applicant must submit a proposal for the agreement of CoM on the quality acceptance testing methodology.

5.5 The **minimum frequency** of the quality acceptance tests will be **monthly for the first three (3) months** and quarterly for the remaining period in the quality acceptance programme until the MRSL, or the shelf life of the test sample applied for is reached or failure of the acceptance testing whichever is the shorter.

5.6 Following successful completion of the quality acceptance tests for the first three (3) months, the applicant will be permitted to import the new blasting explosive into Hong Kong in large

quantities for practical use, whilst the remaining tests in the agreed quality acceptance testing period continue.

- 5.7 When the new blasting explosive passes all the quality acceptance tests in the agreed quality acceptance-testing period, the approved shelf-life will be the total test time in months which cannot be greater than the MRSL.
- 5.8 If the new blasting explosive fails in any of the quality acceptance tests, the approved shelf-life will be the length of the test period in months up to the last successful quality acceptance test.
- 5.9 A letter certifying the approval of the blasting explosive for use in Hong Kong and its approved shelf life will be issued by the CoM on the successful completion of the quality acceptance testing period.

6. Arrangement for the Unconsumed Explosive Upon Failure of Quality Acceptance testing

- 6.1 Upon failure of a sample during the quality acceptance-testing period, of the blasting explosives that has been imported in large quantities for practical use, the applicant will make arrangement to:
- (a) consume the explosive within the approved shelf life, and
 - (b) dispose of the unconsumed explosive as soon as the approved shelf life is reached at the applicant's own cost.

7. Extension of Approved Shelf Life

- 7.1 If an explosive has reached the approved shelf life but not the MRSL, the approved shelf life can be extended to the MRSL by carrying out quality acceptance testing in accordance with Para. 5.4, or by application for the exemption of the explosive in accordance with Para. 4.2.

8. Cancellation of Approval

- 8.1 The approval will be cancelled and the blasting explosive will be removed temporarily or permanently from the "Approved List of Explosives for Use in Hong Kong" as determined by CoM:
- (a) upon request of the applicant, or
 - (b) if any of the information/documents submitted are found to be expired, inaccurate, false or forged, or
 - (c) if the explosive is known to be unsafe for delivery, storage or use.
- 8.2 Before removing an explosive from the "Approved List of Explosives for Use in Hong Kong", CoM will inform the applicant of his decision in writing.

9. Related Charge

- 9.1 There is no charge for applying for approval of blasting explosives for use in Hong Kong.

10. Reference

- 10.1 IMDG Code International Maritime Dangerous Goods Code, International Maritime Organization, London.

Mines Division

May 2009

General guidance is provided in this Note. Feedbacks or enquiries on this document can be directed to Chief Geotechnical Engineer/Mines of the Geotechnical Engineering Office, Civil Engineering and Development Department at 25/F, Kwun Tong View, 410 Kwun Tong Road, Kwun Tong, Kowloon.

Telephone: (852) 27168666 Facsimile: (852) 27140193 E-mail: mines@cedd.gov.hk



Application Form for Approval of Blasting Explosives for Use in Hong Kong

Please refer to “Explanatory Notes on Supporting Documents” of the Guidance Note on “Approval of Blasting Explosives for Use in Hong Kong” for additional information in filling this Form.

Part I Applicant

Name of Applicant			
Postal Address			
Telephone Number		Fax Number	
Email Address			
Business Registration No.		Is copy attached? <small>(Explanatory Note 1)</small>	(Yes / No)*
Name of Contact Person		Emergency Contact Telephone No.	

Part II Information of Blasting Explosive

Name of Explosive		Photograph attached?	(Yes / No)*
Manufacturer			
Factory Address			
Stock/Part Number		UN Classification No.	Hazard Classification Code
Classification Document No.		Is copy attached? <small>(Explanatory Note 2)</small>	(Yes / No)*
Mode of Initiation			
Unit Weight (kg/g)		NEQ per Unit (kg/g)	
Has it been approved for use elsewhere?	(Yes / No)*	Is copy of the approving document attached? <small>(Explanatory Note 3)</small>	(Yes / No)*

Part III Explosive Safety

Manufacturers Recommended Shelf Life		Is copy attached? <small>(Explanatory Note 4)</small>	(Yes / No)*
Method of Disposal			
Nature of Deterioration			
Material Safety Data Sheet (MSDS) available?	(Yes / No)*	Is copy of MSDS attached? <small>(Explanatory Note 5)</small>	(Yes / No)*
Quality Assurance certificate available?	(Yes / No)*	Is copy attached? <small>(Explanatory Note 6)</small>	(Yes / No)*
Technical Data Sheet available?	(Yes / No)*	Is copy attached?	(Yes / No)*

Part IV Explosive Components (Please complete either Table A or Table B)

Table A – Article

Description of the article			
Technical Drawing No.		Drawing attached ? <small>(Explanatory Note 7)</small>	(Yes / No)*
Weight of each packaged article			
Explosive Component per Unit	Component Name	Substance Name	Net Explosive Quantity (kg or g)

Table B – Explosive Substance

Description of the explosive substance				
Is the explosive substance a single compound?		(Yes / No)*	Is the explosive substance a mixture?	(Yes / No)*
Is desensitizing agent or phlegmatizer required? <small>(Explanatory Note 9)</small>		(Yes / No)*	Is specification attached?	(Yes / No/N.A.)*
Chemical Composition	Chemical Name	%	Tolerance ± %	Technical Data Sheet of Chemical Component Attached?
				(Yes / No)*
				(Yes / No)*
				(Yes / No)*
				(Yes / No)*
				(Yes / No)*
				(Yes / No)*
				(Yes / No)*
				(Yes / No)*

Part V Packaging

UN Packaging Mark			
Certificate No.		Expiry Date	
Issuing Organisation		Is copy of Packaging Certificate attached? (Explanatory Note 10)	(Yes / No)*
Box Construction		Box Dimension (mm)	
Outer Packaging			
Intermediate Packaging			
Inner Packaging			
Gross Weight per box		Unit Weight / device	
Photos of packaging	(Yes / No)*	Nos. of device / box	
Packaging drawing with dimensions attached? (Explanatory Note 11)			(Yes / No)*
Label on packaging		Photos of label attached?	(Yes / No)*
Marking on packaging		Photos of marking attached?	(Yes / No)*

* Delete where appropriate

Part VI Checklist on Supporting Documents (Available , Non-available)

- | | | | |
|---|--------------------------|---------------------------------------|--------------------------|
| (1) Business Registration Certificate | <input type="checkbox"/> | (7) Technical Drawing | <input type="checkbox"/> |
| (2) Hazard Classification Document | <input type="checkbox"/> | (8) Packaging Test Certificate | <input type="checkbox"/> |
| (3) Approving Document | <input type="checkbox"/> | (9) Photos of Packaging | <input type="checkbox"/> |
| (4) Manufacturer's Recommended Shelf Life | <input type="checkbox"/> | (10) Packaging Drawings | <input type="checkbox"/> |
| (5) Material Safety Data Sheet | <input type="checkbox"/> | (11) Personal Data Authorization Form | <input type="checkbox"/> |
| (6) Quality Assurance Certificate | <input type="checkbox"/> | | |

Part VII Declaration

I declare that all the information and documents submitted in supporting my application are, to the best of my knowledge and belief, both true and correct and I shall notify the Commissioner of Mines in writing immediately if any of the above information and documents are revised or updated.

Signature of Applicant[#]

Signature's Name in Block Letters

Position Held in Company

Date

[#]Company's chop and the signature of a company manager or a director or authorised/nominated representative.

The completed form, together with attached photographs, drawings and documents, should be submitted to the Commissioner of Mines, Civil Engineering and Development Department, 25/F., 410 Kwun Tong Road, Kowloon, Hong Kong.

Official Remarks

Form duly completed Form signed

Any essential supporting documents / inadequate / unclear? Yes No

If Yes, specify: _____

Other information missing / inadequate / unclear

- Part I : _____
 Part II : _____
 Part III : _____
 Part IV : _____
 Part V : _____

Recommendation:

Checked by: _____ (ExpOII)
()

Verified by: _____ (SEXP0)
()

Explanatory Notes on Supporting Documents

(1) Business Registration Certificate

A copy of the Business Registration Certificate issued by the Inland Revenue Department is required to indicate that the applicant is a registered company in Hong Kong.

(2) Hazard Classification Document

The hazard classification document is the document issued by the competent Authorities listed on the International Maritime Dangerous Goods (IMDG) Code for the hazard classification of the explosive. In case there is no classification document available, the applicant may submit the following for consideration:

- (a) the document issued by any laboratories recognized by any of the competent Authorities for the hazard classification of the explosive; or
- (b) the document issued by government authorities in other countries for the hazard classification of the explosive by recognition/assignment; or
- (c) the classification document for other explosive with similar ingredient, characteristics and manufacturing process.

(3) Approving Document

A document issued by a competent authority in the country in which the blasting explosive has been manufactured approving or authorizing the use, storage, conveyance and manufacture of the explosive.

(4) Manufacturer's Recommended Shelf Life (MRSL)

A document or test data issued by the explosives manufacturer in which the recommended shelf life of the explosive is clearly indicated. The MRSL can be a statement declared by the explosives manufacturer or contained in any of the published information such as the Material Safety Data Sheet, or Technical Data Sheet.

(5) Material Safety Data Sheet

A Material Safety Data Sheet (MSDS) is designed to provide both workers and emergency personnel with the proper procedures for handling or working with a particular substance. The MSDS submitted should be provided by the manufacturer and containing essential information such as hazard identification; composition/information on ingredients; first-aid measures; fire fighting measures; accidental release measures; handling and storage; exposure controls/personal protection; physical and chemical properties; stability and reactivity; toxicological information; ecological information; disposal considerations; transport information; regulatory information; and other information to be released by the manufacturer. The MSDS should state clearly if the explosives requires any special precautions or training in use.

(6) Quality Assurance Certificate

The applicant should obtain a Quality Assurance (QA) Certificate from the explosives manufacturer certifying the explosive is manufactured to a specified standard acceptable to the authority of the manufacturing country. This certificate should be issued under a widely accepted Quality Management System such as the ISO9001 (2000). Copy of QA test results should be made available for reference.

(7) Technical Drawing

A general arrangement drawing (or drawings) sufficient to identify and specify the component parts of the article including explosive components, fusing arrangement (if any), construction information and dimensions is required.

(8) Description of Explosive Substance

A brief description of the substance should be given including the details of the form in which it is packaged e.g. powders, granules, gel, etc. The indication of the type of explosive should also be given e.g. plastic explosive, emulsion, gelatine, double based etc.

(9) Desensitizing Agent or Phlegmatiser

A number of substances are required to be desensitized for transportation either by wetting or by addition of phlegmatiser. Water, alcohol and water/alcohol mixtures are commonly used for wetting; a variety of materials are used for phlegmatisation. The media to be used and the quantity added should be fully specified.

(10) Packaging Test Certificate

A competent authority or a recognized testing organization, which indicates that the requirements in the International Maritime Dangerous Goods (IMDG) Code for the packaging of the explosive are being complied with, should issue the packaging certificate. A packaging certificate should include the following documents:

- (a) brief description of the inner, intermediate and outer packaging of the explosive where appropriate;
- (b) specification or drawings;
- (c) UN Packaging Mark; and
- (d) Testing report/result particularly on the drop test and stacking test for the outer packaging issued by the competent Authority or recognized testing laboratory.

(11) Packaging Drawings

The drawing or drawings showing the details of outer, intermediate and inner packaging with all the markings, descriptions, warnings, labels, dimensions, construction information and other information provided by the manufacturer.

(12) Reference Documents for Explanatory Notes

IMDG Code International Maritime Dangerous Goods Code, International Maritime Organization, London.

Personal Data Authorisation Form

In relation to my application for the storage, transport, use or manufacture of explosives licensed under the Dangerous Goods Ordinance (Cap. 295), I hereby agree to release my personal particulars and provide the Commissioner of Police or his representative(s) with my fingerprints, if necessary. I authorise the Commissioner of Police or his representative(s) to check if I have any criminal record and disclose it together with other relevant information to the Commissioner of Mines for the purpose of processing the above application. I agree that my fingerprints and personal data provided will be kept and used by the Commissioner of Police or his representatives(s). My personal data are as follow:

Name : (Chinese) _____

(English) _____

Place of Birth: _____ Date of Birth (D/M/Y): _____

Address: _____

For applicants with HK Identity Card	For applicants without HK Identity Card
HK Identity Card No.: _____	Passport No.: _____
Name in Chinese Code: _____/_____/_____/_____/_____	Nationality: _____
	Place of Issue: _____
	Date of Issue (D/M/Y): _____

(Please attach a copy of HK Identity Card or Passport)

Applicant's signature: _____ Date: _____

For Internal Use	
Name of Witness: _____	HKIC No.: _____
Witness's Signature: _____	Date: _____

Statement of Purpose of Providing Personal Data

- (1) The personal data provided on this form will be used for the purpose of processing your application for the licence as indicated above.
- (2) The personal data on this form may be disclosed to any relevant government departments and kept by these departments for the purpose stated in paragraph (1) above.
- (3) According to the Personal Data (Privacy) Ordinance, you have a right of access and correction with respect to the personal data provided on this form. Your right of access includes the right to obtain a copy of the personal data provided on this form.
- (4) Enquiries regarding the personal data collected on this form including checking and amendment of data may be directed to the Commissioner of Mines, Civil Engineering & Development Department:

25/F, 410 Kwun Tong Road,
Kowloon, Hong Kong
Tel. : 2716 8680 or 2716 8690
Fax : 2714 0193