**APPENDIX** **2.2F BIENNIAL RENEWAL EXERCISE REPLY SLIP**

**Engineering and Associated Consultants Selection Board**

**Biennial Renewal Exercise**

**Reply Slip**

To: Secretary for EACSB

(Attn: XXXXXXXXX)

16/F, Civil Engineering and Development Building,

101 Princess Margaret Road, Homantin, Kowloon

Please put a tick in the appropriate box.

Provide supplementary sheet if necessary.

I / We would like to confirm that the admission records are still valid and we satisfy the admission criteria in the Guidelines promulgated under DEVB TC(W) No. 5/2018; and propose no further update to the admission records for the purpose of biennial renewal exercise.

I /We propose the following change(s) in our admission records:

Change of Groups

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Service Category | CE | DS | GE | HY | WS | EM | EP | TP | TT |
| Existing Group No. |  |  |  |  |  |  |  |  |  |
| Proposed Group No. |  |  |  |  |  |  |  |  |  |

Update of ISO 9000 Certification

Update of Business Registration

Update of organization chart

Update of office layout plan

Update of other information in the Consultant Profile Form[[1]](#footnote-2)1

Addition/deduction/amendment of staff information

Addition/deduction/amendment of consultant’s experience

|  |  |
| --- | --- |
| **Signature:** |  |
| **Name:** |  |
| **Post:** |  |
| **Company:** |  |
| **Date:** |  |

1. 1 Other information updated shall be highlighted in yellow in the profile form. Information updated without a clear indication in the form may not be considered. [↑](#footnote-ref-2)