

Response to Request for Information <u>Independent Committee in relation to the Fire at Wang Fuk Court in Tai Po</u> <u>Chi Wuh Jian Joseph Duncan</u>			
Item No.	Request / Information Required	Our Response	Supporting Documents / Remarks
1	Please state the entity or individual who formally engaged you to act as the PBP and RSE for the Staircase Works at Wang Fuk Court, and who paid or agreed to pay your professional fees. Please provide copies of your formal engagement letter, contract, or any terms of service agreement for your role in the Wang Fuk Court project.	Allied Architects Engineers & Associates Ltd. Mr. Fok Lik Kan engaged me to act as the RSE for the Staircase Works (replacement of a window) at Wang Fuk Court. The terms of service were based on verbal agreement as we have long term business relationship.	
2	Please explain, to the best of your knowledge, why Mr. Lai Ka Wing was appointed to act as the Authorized Person ("AP") for the Staircase Works instead of Mr. Ng Yeuk, the Registered Inspector ("RI") for the Wang Fuk Court Renovation Works. The Committee notes that regulation 27(a) of the Building (Minor Works) Regulation (Cap. 123N) permits a registered inspector to assume the role of an AP in respect of any prescribed repair works, and Mr. Ng Yeuk was registered as an AP as well as an RI at the material time.	I have no knowledge of what the contractual relationship among various parties is in this project.	
3	Please state the individual(s) who were your point(s) of contact for instructions regarding the design, commencement, and progress of the Staircase Works, including any personnel from Will Power Architects Company Ltd ("Will Power") and Prestige Construction & Engineering Company ("PC&E").	My only contact point is Allied Architects Engineers & Associates Ltd. Mr. Fok Lik Kan, and Mr. Lai Ka Wing.	

4	Kindly confirm whether you have ever met or directly communicated with Mr. Ng Yeuk, the RI responsible for overseeing the Wang Fuk Court Renovation Works. In any event, please explain the steps which you took (if any) to ensure that the Staircase Works coordinated with the overall progress, safety and plans of the Wang Fuk Court Renovation Works for the entire estate.	I have never met or communicated with Mr. Ng Yeuk. I carried out site inspection to ensure that the Staircase Works (replacement of a window) follow the drawings of the minor works submission.	
5	Please provide all written communications (including emails, letters and WhatsApp messages) between yourself, Chi Fu Construction Co., Motive Design Limited, Will Power, PC&E, Mr. Ng Yeuk and/or any of their representatives in relation to the Wang Fuk Court Renovation Works.	I have never communicated with those parties in relation to the Wang Fuk Court Renovation Works.	
6	Please confirm whether you had verified the Minor Works submissions (such as the MW01 Forms, accompanying photographs showing the physical condition of the premises before work commencement and Supervision Plans) (" MW Submissions "), including through physical site inspections, before you signed and/or endorsed the same for submission to the Independent Checking Unit.	I confirm I have verified the drawing and structural calculation as per the requirement under minor work submission, before I endorsed the same.	
7	Please describe and explain the plans, processes and steps implemented by you to supervise Chi Fu Construction Co., Motive Design Limited and/or any other sub-contractors in respect of the Staircase Works. Kindly provide all relevant evidence demonstrating the above and, in particular, that each Supervision Plan for the Staircase Works was duly followed. This should include information such as:		

7a	The frequency of site inspections and dates on which inspections were conducted, including a timeline setting out the inspections carried out and all follow-up actions taken;	I have conducted several site inspections. I have passed the inspection records to Mr. Lai Ka Wing (AP) every time after the inspection.	
7b	The name(s) of all individuals who conducted the site inspections and their respective qualifications, roles and responsibilities;	Mr. Lai Ka Wing (AP) and myself (RSE).	
7c	The extent to which you exercised control and supervision over the person(s) who carried out such site inspections on your behalf (if you did not personally carry out any site inspection);	Not applicable since I did the site inspections myself.	
7d	Checklist(s), note(s), log(s), report(s) and other record(s) of the observations and outcome of each site inspection, including any safety issues identified; and	I passed the inspection records to Mr. Lai Ka Wing (AP) every time after the site inspection.	
7e	Any other material(s) showing compliance with the Supervision Plans and any relevant regulations.	No.	
8	When you or your representatives visited the site at Wang Fuk Court, did you observe any actual or potential fire hazards, including but not limited to the extensive use of polystyrene foam boards covering the windows, the replacement of windows in the staircases with temporary worker access openings, or workers smoking on the scaffolding? If you observed such hazards, did you report them and if so to whom? If	I noted that some material, colour in white, covered the original window, which had been removed after replacement by window as done in the minor work submission. I did not see any workers smoking on the scaffolding.	

	not, why did you not report these actual or potential fire hazards?		
9	The Committee has received evidence indicating that windows on approximately every 5 stories within the fire escape staircases at Wang Fuk Court had been removed and were temporarily covered by wooden boards so as to facilitate access by construction workers to and from the scaffolding (“Access Openings”):		
9a	Please confirm whether you or your representatives were aware of the removal of staircase windows and creation of Access Openings and, if so, how this came to your attention. Please supply the Committee with all relevant documents (including photos and videos) on the subject.	During my site inspection, I did notice staircase windows on approximately every 5 stories were removed.	
9b	If your answer to paragraph 9(a) above is that you were not aware of the Access Openings, please explain in detail how it is that you were not aware, including:		
9b (I)	whether you had reviewed the photographs annexed to the MW Submissions (which photographs depict the Access Openings) before signing or endorsing the same and, if so, what you understood the photographs to depict; and	Not applicable.	
9b (II)	whether you or any person acting on your behalf conducted any site inspection at the staircases in Wang Fuk Court pursuant to the Supervision Plans and, if so, how is it that you or your representatives did not see Access Openings which would have been readily visible to any person conducting a site inspection at the relevant staircases.	Not applicable.	

9c	Prior to the fire at Wang Fuk Court, were you aware that the removal of staircase windows and creation of Access Openings could cause fire and smoke to enter into the staircases, thereby jeopardizing the use of the staircases as means of escape and endangering lives? Were you aware that this is potentially illegal?	I noted that portion of the windows (Before replacement) could be opened for ventilation purpose. There were potential fire and smoke to enter the staircase. The replacement of openable windows to fixed fire rated glass may improve the fire safety. I do not regard there are difference between access opening with the openable window, both situations allow fire and smoke to enter the staircase.	
9d	If you or your representatives were aware of the creation of the Access Openings, did you inform anyone of the potential fire hazards which arose? Please explain and provide us with all relevant records.	Not applicable due to the comment mentioned in question 9c.	
9e	Did you or your representatives receive any complaint(s) regarding the removal of staircase windows and creation of Access Openings? What steps (if any) did you take in addressing such issues? Please provide us with all relevant records.	I have not received any complaints.	