

Drainage Services Department
Technical Circular No. 1/91

Co-ordinated Replies

Introduction

This Technical Circular is to cover the situation where comments are required from more than one division.

Basic Principle

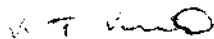
2. The basic principle to be followed is that it is desirable for only one set of comments to emanate from the department on any single subject.

Co-ordination of replies

3. As a general rule, the regional divisions (viz. Hong Kong & Islands Division, Mainland South Division and Mainland North Division) will be responsible for co-ordinating replies on all matters relating to their respective districts. For regional matters relating to more than one district, the Chief Engineers of the districts affected will decide among themselves which division should co-ordinate the reply.

4. In the unlikely situation when there are differences of opinion between divisions regarding any particular reply, the matter should be referred to the appropriate Assistant Director for guidance.

5. For matters relating to the whole Territory, replies should be co-ordinated by the Technical Secretary.



(K. T. KUO)

Director of Drainage Services