

**MEMO**

<b>From</b> Works Agent <b>Ref.</b> _____ <i>in</i> _____ <b>Tel. No.</b> _____ <b>Fax No.</b> _____ <b>Date</b> _____	<b>To</b> Antiquities & Monuments Office, Leisure & Cultural Services Dept. <b>(Attn. :)</b> _____ <b>Your Ref.</b> _____ <i>in</i> _____ <b>Dated</b> _____ <b>Fax No.</b> _____ <b>Total Pages</b> _____
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**Heritage Impact Assessment (HIA)**
**Checklist:**  
**Capital Works Projects**
**Project Title :** \_\_\_\_\_

Pursuant to DEVB Technical Circular (Works) No. 11/2007, I confirm the following :

- ☐ (i) There is no heritage site<sup>#</sup> partly or wholly within the project site boundary (inclusive of works area). There is also no heritage site within 50 metres of the project site boundary (inclusive of works area). Please advise whether an HIA is required for this project.
- ☐ (ii) There is no heritage site partly or wholly within the project site boundary (inclusive of works area). However, the following heritage site(s) is/are found within 50 metres of the project site boundary (inclusive of works area). Please advise whether an HIA is required for this project.
- (works agents to list the concerned heritage site(s))
- ☐ (iii) The following heritage site(s) is/are found partly or wholly within the project site boundary (inclusive of works area). Please advise whether an HIA is required for this project.
- (works agents to list the concerned heritage site(s))

2. A copy of the location plan\* with the 50-meter zone from the project site boundary (inclusive of works area) indicated and the project scope to substantiate our above assessment is attached for your reference.

(Name/Title/Department)  
(Date)

c.c. Policy Secretary  
Client Department  
DEVB (Attn: CAS(W)3)

Remarks:

- ☐ Please tick in one of the boxes as appropriate
- # Heritage site refers to all declared monuments, proposed monuments, graded historic sites/buildings, sites of archaeological interest and Government historic sites identified by AMO.
- \* For scenarios (ii) and (iii), all the concerned heritage site(s) inside the 50-meter zone from the project site boundary (inclusive of works area) should be shown in the location plan.