

Document issued by Guangzhou Municipal Water Authority

**Notice from the Guangzhou Municipal Water Authority
Regarding the Issuance of Detailed Rules for Implementing
Reforms to Optimize Application Procedures for Installation of
Drainage Facilities for Simple and Low-Risk Construction
Projects Led by Private Investment (Trial)**

Sui Shui Pai Shui [2020] No. 2

To all district drainage authorities, Huangpu District Administrative Approval Bureau, Nansha District Administrative Approval Bureau, and Guangzhou Water Investment Group Co., Ltd.:

In order to continuously optimize the business environment in Guangzhou and deepen the reform of application procedures for installation of (access to) drainage facilities within the municipality, the Bureau hereby issues the revised *Detailed Rules for Implementing Reforms to Optimize Application Procedures for Installation of Drainage Facilities for Simple and Low-Risk Construction Projects Led by Private Investment in Guangzhou (Trial)* in accordance with the spirit of the special oversight and inspection meeting held by Mayor Wen Guohui on December 24, 2019 (Sui Shi Zhang Hui Ji [2020] No. 1) and the relevant requirements put forward in the *Notice Regarding the Issuance of the (Trial) Implementation Opinions of Further Optimizing the Review and Approval Services & Quality and Safety Supervision Model for Simple and Low-Risk Construction Projects Led by Private Investment* (Sui Jian Gai [2020] No. 3) issued by the Office of the Leading Group for the Pilot Reform of Construction Project Review and Approval System in Guangzhou. The former *Detailed Rules of Guangzhou Municipality for the Implementation of the Reforms to Optimize Applications for Installation of Drainage Facilities for Simple and Low-Risk Construction Projects Led by Private Investment (Trial)* issued on December 5, 2019 is hereby superseded. These revised Detailed Rules are hereby issued for your due implementation. Problems encountered during the course of implementation should be reported to the Guangzhou Municipal Water Authority.

Guangzhou Municipal Water Authority
February 28, 2020

Detailed Rules for Implementing Reforms to Optimize Application Procedures for Installation of Drainage Facilities for Simple and Low-Risk Construction Projects Led by Private Investment (Trial)

In order to deepen the reform of application procedures for installation of (access to) drainage facilities in Guangzhou, streamline processes, minimize processing times and improve services, these detailed rules for implementation are hereby formulated in conjunction with the realities of the drainage industry in Guangzhou and in accordance with the guiding principles of the special oversight and inspection meeting held by the Guangzhou municipal government on December 24, 2019 (Sui Shi Zhang Hui Ji [2020] No. 1) and the relevant requirements put forward in the *Notice Regarding the Issuance of the (Trial) Implementation Opinions on Further Optimizing the Review and Approval Services & Quality and Safety Supervision Model for Simple and Low-Risk Construction Projects Led by Private Investment* (Sui Jian Gai [2020] No. 3, hereinafter referred to as “*Implementation Opinions*”) issued by the Office of the Leading Group for the Pilot Reform of the Construction Project Review and Approval System in Guangzhou.

1. Guiding Principles

Agencies shall effectively enhance the services for applicants applying to install drainage facilities by streamlining review and approval procedures, strengthening coordination and clearly defining responsibilities, to greatly help foster a law-based, internationalized and facilitating business environment in Guangzhou.

2. Scope of Implementation

In these Detailed Rules, simple and low-risk construction projects led by private investment (hereinafter referred to as “users”) refer to projects that are wholly-owned or majority-owned by private enterprises, foreign-invested enterprises, or Hong Kong, Macau and Taiwan invested enterprises; projects with single building area less than 2,500 square meters, building height not exceeding 24 meters, and annual comprehensive energy consumption less than 1,000 tons of standard coal; newly built general warehouses or factories with single function and simple technical requirements; projects that do not produce, store or use flammable, explosive, toxic or hazardous or dangerous materials.

Projects with a daily drainage volume of no more than 50 tons, connecting drainage pipes with a diameter of no more than 50 centimeters, and a distance of no more than 150 meters (based on the bill of quantity) from the existing sewer inlet, may apply to install drainage facilities.

3. Division of Responsibilities

The Guangzhou Water Authority shall take charge of the implementation, guidance and oversight of service reforms in applications to install drainage facilities.

The various district drainage authorities shall be responsible for the oversight, assessment and evaluation of the applications to install drainage facilities within their jurisdictions (areas within the boundaries of the Guangzhou Aerotropolis Development District shall respectively be overseen by the district drainage authorities of Baiyun District and Huadu District, in accordance with administrative divisions).

The municipal and district drainage companies shall be responsible for the centralized management of applications to install drainage facilities within their respective areas of service. Their specific responsibilities include on-site surveying and review, registration of information, drainage access and other relevant matters.

In particular, the municipal drainage company is responsible for managing applications to install drainage facilities in Yuexiu District, Haizhu District, Liwan District, Tianhe District, Baiyun District, the former Huangpu District, and the Guangzhou Higher Education Mega Center in Panyu District. Applications to install drainage facilities in other areas shall be managed by their respective drainage companies.

4. Work Requirements

4.1. Drainage Access Service without External Piping

In order to meet the drainage needs of users, the municipal and district drainage companies shall process applications to install drainage facilities within 4 working days, provided that such projects do not require adding or altering public utility drainage piping facilities nor excavation of municipal roads (hereinafter referred to as "drainage access services without external piping").

These services include two steps: "drainage site surveying and review (2 working days)" and "drainage access (2 working days)".

4.2. Drainage Access Services with External Piping

In order to meet the drainage needs of users, municipal and district drainage companies shall process, within 9 working days, applications for installation of drainage facilities that require additions or alterations to public utility drainage piping facilities and excavation of municipal roads to gain access to the public utility drainage piping network (hereinafter referred to as "drainage access services with external piping").

The service will take two steps, namely, "drainage site surveying and review (2 working days)" and "drainage access (7 working days for construction and service activation with respect to external piping access services undertaken by municipal and district drainage companies)".

The scope of external piping access services includes the connecting piping section between connected municipal wells and the boundary lines of the construction project.

Any delay to the construction schedule due to force majeure shall be excluded.

5. Information Sharing

5.1. Information Administrators

Municipal and district drainage companies shall appoint information administrators, who shall take charge of applications to install drainage facilities for construction projects within their respective jurisdictions, actively track and acquire information on construction

projects that meet requirements, and timely communicate with users.

5.2. Information Sharing

When the user submits a joint application for construction planning permits and building construction permits, the district housing and urban-rural development authority shall share basic information on the project (such as name, address, function, etc.) and basic information on the project developer (such as name, address, person in charge, contact person, contact information, etc.) to the municipal and district drainage companies based on their respective scope of services through the building construction permit review and approval platform.

6. Workflow

6.1. On-site Surveying and Review

For applications for installation of drainage facilities, with or without access to external piping, municipal and district drainage companies shall take the initiative to communicate with users upon receiving the application, complete on-site project surveying and review within 2 working days, and record the review outcomes in the building construction permit review and approval platform. Some paperwork may be confirmed and collected on the day of on-site surveying. Incomplete, missing or otherwise erroneous paperwork that cannot be immediately and entirely furnished on-site may be supplemented latest by the day that drainage facilities are activated.

6.2. Construction Requirements for External Piping Access Services

In accordance with the relevant provisions laid out in Article 11 of the *Implementation Opinions*, municipal public utility enterprises are not required to apply for administrative permits for project filing, planning, building construction, occupation and excavation of roads, and felling and relocation of trees, when applying for small-scale municipal public utility access services for development projects.

Municipal and district drainage companies shall submit construction plans for external piping access, traffic solutions and others to such departments as transportation, traffic police, water affairs, forestry and landscaping, and urban administration, and shall be responsible for restoring the site to its original state.

6.3. Activation of Drainage Facilities

6.3.1. Drainage Access Services without External Piping

Municipal and district drainage companies shall process applications for drainage facilities that do not involve external piping access within 2 working days after completing on-site surveying and review, and record the outcomes of applications for such works or access in the building construction permit review and approval platform. The companies shall also issue a *Drainage Connection Opinion* (see Annex 1 for details) to users by express courier. The Opinion shall also be concurrently submitted to district drainage authorities.

6.3.2. Drainage Access Services with External Piping

Municipal and district drainage companies shall process applications for drainage facilities that involve external piping access and install such facilities within 7 working days after completing on-site surveying and review, as well as concurrently record the outcomes of applications for such works or access in the building construction permit review and approval platform. Municipal and district drainage companies shall also issue a *Drainage Connection Opinion* (see Annex 1 for details) to users by express courier. The opinion shall also be submitted to district drainage authorities.

6.4. Routine Inspection and Oversight

Municipal and district drainage companies should conduct proper oversight of drainage facilities in the vicinity of the projects during routine inspections, and complete the *Information Form for Application to Install (Access) Drainage Facilities* (see Annex 2 for details).

7. Fees

Applications to install drainage facilities by eligible newly-built simple and low-risk construction projects led by private investment shall be processed by municipal or district drainage companies. The needed funds shall be included in the budgets of the municipal and district drainage authorities. Users are not required to pay any fees.

8. Oversight and Management

8.1. Clarifying the Division of Responsibilities

The principal duties of municipal and district drainage companies and the oversight and management responsibilities of various district drainage authorities shall be further defined or specified. By making full use of the building construction permit review and approval platform, relevant parties in the drainage industry should improve the collection and filing of application documents to install drainage facilities, establish information management systems, and effectively define responsibilities, as well as strengthen oversight and enhance efficiency.

8.2. Establishing Mechanisms

Municipal and district drainage companies should set up special working groups to manage applications to install drainage facilities, and clearly divide responsibilities and assign persons in charge. Leaders in charge should timely follow and report the progress of construction projects, to relevant district drainage authorities.

Municipal and district drainage companies should establish mechanisms for receiving and recording information on applications to install drainage facilities at a fixed time each day. Information administrators shall, be mindful of any text message or other messages via the building construction permit review and approval platform and timely provide relevant information.

Municipal and district drainage companies should establish mechanisms for reporting monthly project progress of applications to install drainage facilities by categorizing and

recording the progress of the various drainage access projects, to ensure that all applications for installation projects for project installation are processed in accordance with relevant requirements.

The various district drainage authorities shall, based on feedback from municipal and district drainage companies, compile monthly reports on the applications to install drainage facilities processed by municipal and district drainage companies, which shall be submitted to the Municipal Water Authority.

8.3. Strengthening Oversight

The various district drainage authorities shall strengthen the comprehensive oversight of applications to install drainage facilities. The various district drainage authorities shall conduct regular surveys on applications to install drainage facilities for their respective jurisdictions, and timely urge municipal and district-level drainage companies to resolve identified problems. These authorities shall also assess and evaluate the progress of applications to install drainage facilities processed by municipal and district drainage companies.

9. Date of Implementation

The Municipal Water Authority shall be responsible for interpreting these Detailed Rules for Implementation. These Detailed Rules shall be implemented on a trial basis with effect from the date of issuance, and shall supersede the former *Detailed Rules of Guangzhou Municipality for the Implementation of the Reforms to Optimize Applications for Installation of Drainage Facilities for Simple and Low-Risk Construction Projects Led by Private Investment (Trial)* issued on December 5, 2019.

The various district drainage authorities may work with relevant departments to formulate specific implementation measures in light of practical situation.

Annexes:

1. *Drainage Connection Opinion*
2. *Information Form for Application to Install (Access) Drainage Facilities by Simple and Low-Risk Construction Projects Led by Private Investment in Guangzhou*