



BOOKING OF PLOVER COVE EDM BASELINE

PART A

To: Geodetic Survey Section, SMO
Lands Department
22/F, Tsuen Wan Government Offices,
38 Sai Lau Kok Road, Tsuen Wan, N.T.

Tel: 3168 2666
Fax: 3168 2668

FROM: _____
(Office/Department/Company)

EMAIL: _____

TEL: _____

FAX: _____

NAME: _____

POST: _____

SIGNATURE: _____

DATE: _____

I have read the Conditions for Booking and Using the Plover Cove EDM Baseline and agree to comply with the conditions. I would like to book the baseline for EDM calibration on the following date(s)/session(s):

Date	Session No.	EDM Serial Number	EDM Model
	(1) 08:00 – 09:30		
	(2) 09:30 – 11:00		
	(3) 11:00 – 12:30		
	(4) 12:30 – 14:00		
	(5) 14:00 – 15:30		
	(6) 15:30 – 17:00		
	(1) 08:00 – 09:30		
	(2) 09:30 – 11:00		
	(3) 11:00 – 12:30		
	(4) 12:30 – 14:00		
	(5) 14:00 – 15:30		
	(6) 15:30 – 17:00		

PART B

To: _____

- * The above session(s) of booking has/have been recorded. In case you do not require the booking, please inform the undersigned as soon as possible.
- * The above session(s) of booking numbered _____ dated _____ has/have already been booked by other user. You may contact the undersigned at the above telephone no. for information of other available sessions.

* Delete as appropriate

for SLS/Geodetic, LandsD



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Conditions for Booking and Using the Plover Cove EDM Baseline

1. For each set of EDM, only one calibration session is allowed to be reserved within the same month. If for whatever reason the calibration cannot be carried out or completed in the reserved session, the applicant should inform Geodetic Survey Section to arrange another session as soon as possible.
2. Being the only EDM baseline serving the whole land and engineering surveying community in Hong Kong, the Plover Cove EDM Baseline is a very scarce facility. For each set of EDM to be calibrated, only one set of reflector should be used to measure the baseline. Except for particularly long range reflector such as the 11-prism reflector, the correction constant of other reflectors should be determined by other means such as the 3-tripod forced centering arbitrary baseline method.
3. This booking procedure only serves to coordinate the use of the Plover Cove EDM Baseline. Priority on the use of the baseline should be given to those who have made the booking with Geodetic Survey Section. However, as the baseline is built on the dam of the reservoir which is under the management of other departments, the Lands Department has no authority to restrict occupation of the dam by other parties and cannot guarantee that the baseline would not be occupied by other parties on the dates/sessions submitted by the applicant to Geodetic Survey Section.
4. Applicants must confine the activities of their field parties to EDM calibration and related matters on the dam of the Plover Cove Reservoir. The Lands Department is not responsible for any loss, claim or damages arising as the result of whatever incident occurring within the reservoir area.
5. Non-government applicants should write to the Country Park Division, Agriculture, Fisheries and Conservation (AFC) Department to seek prior permission from the Director of AFC if they need to use vehicle to carry out the calibration (Fax No. 2317 0482, Tel No. 2150 6868).
6. The keys for the entrance of the dam of the Plover Cove Reservoir may be collected at Water Supplies Department's pump house at Tai Mei Tuk, Bride's Pool Road.
7. If vehicles are used during calibration at the Plover Cove Baseline, the applicants are responsible for ensuring that their drivers comply with the speed limit, which is 10 km per hour, at the dam of the Plover Cove Reservoir.

Personal Information Collection Statement

The personal data collected in this form will solely be used by Lands Department for the purposes of following up your feedback given in this form.

The provision of your personal data is voluntary. If you do not provide personal information, Lands Department may not be able to process your booking application. The personal data collected in this form will not be disclosed or transferred to any other third parties without your prior consent.

You have the right to request access to and correction of your personal data provided in this form. Please note that we may refuse to comply with a data access request in the circumstances specified in section 20 of the Personal Data (Privacy) Ordinance (Cap. 486). Your requests should be made to the Departmental Personal Data Controlling Officer (Attn: Senior Land Surveyor/Technical Information).

Email: smohq@landsd.gov.hk

Address: Survey and Mapping Office, Lands Department,
23/F North Point Government Offices,
333 Java Road,
North Point, Hong Kong