

# **Notice from Guangzhou Municipal Housing and Urban-Rural Development Bureau, Guangzhou Municipal Planning and Natural Resources Bureau regarding the Optimization of the Joint Completion Acceptance Procedures for Simple and Low-risk Construction Projects Led by Private Investment**

Sui Jian Gai [2019] No. 99

To all parties concerned:

In order to thoroughly implement the important arrangements by the Central Committee of the Communist Party and the State Council regarding the further optimization of business environment, to continuously optimize and improve the business climate for obtaining building construction permit in our city, in accordance with the General Office of the State Council's *Opinion on Implementation of the Reform of the Review and Approval System for Construction Projects* (No. 11 Document of the State Council [2019]) and *Notice on Several Measures to Further Optimize the Business Environment in Guangzhou* (No. 39 Document of the Guangzhou's Municipal Government [2019]), to further improve the administrative efficiency and sense of gain for enterprises, we now decide to optimize the joint completion acceptance procedure for simple and low-risk construction projects led by private investment in our city. The specific matters are notified as follows:

## **1. Scope of Implementation**

This Notice is applicable to those simple and low-risk construction projects led by private investment that have obtained building construction permits from the Municipal and District Housing and Urban-Rural Development Departments within the administrative region of Guangzhou and are applying for joint completion acceptance check.

The simple and low-risk construction projects led by private investment are defined as 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.

## **2. Work Model**

The joint completion acceptance check of simple and low-risk construction projects led by private investment adopts a "four-ones" work model including "one-department lead, one-window process, one-time acceptance and one result". This work model requires only the participation of two government functional departments in Housing and Urban-Rural Development and Planning and Natural Resources, and no longer retains the report items for the acceptance check of construction project archives and for the maintaining of water and

soil facilities. Specifically, the Housing and Urban-Rural Development Department is the leading department, which is responsible for supervising the completion acceptance check for quality and recording the fire protection scheme (which is implemented specifically by the construction project quality supervisory agency). The Planning and Natural Resources Department is responsible for the verification of planning requirements and land inspection. The five-construction parties' completion acceptance check for surveying, design, construction, supervision organized by the project developer should be completed simultaneously with the joint completion acceptance work.

The entire joint completion acceptance procedure is conducted online, resulting in “zero footwork” for enterprises. All the handling procedures are conducted through “Guangzhou Construction Project Joint Review and Approval Platform” (hereinafter referred to as the “Platform”). Once the enterprise passes the joint completion acceptance check, it can directly print the resulting document “Opinion on Joint Completion Acceptance Check” from the online platform and uses it to apply for real estate registration. This complete set of materials for joint completion acceptance check will be sent simultaneously to relevant departments such as Urban Development Archives, Water Authority and Real Estate Registration for archiving purposes via the Platform and will be used for subsequent regulatory purposes.

### **3. Handling Timeframe**

The application will be completed within 5 business days from the date of acceptance.

### **4. Procedures**

#### **4.1 Online Application**

Prior to the completion of the simple and low-risk construction projects led by private investment, enterprises could submit an application on the “Guangzhou Engineering Construction Project Joint Examination and Approval Platform” (URL: <http://lhsp.gzonline.gov.cn/>) and upload the design that has passed the construction design review (including modified design) and other required materials, then select the Municipal and District Housing and Urban-Rural Development and Planning Departments involved in the project. The Platform will send the application information for each case to the corresponding departments automatically.

#### **4.2 Acceptance**

After the Housing and Urban-Rural Development Department has gathered the reviews from the Planning and Natural Resources Department, it will make a decision on whether to accept the application within 2 business days on the Platform: those applications with complete set of required materials will receive notification of acceptance; those applications that do not meet the requirements will receive a one-time notification to supplement additional information, after these involved departments approve the supplementary materials, a notice of acceptance will then be issued.

#### **4.3 On-site Completion Acceptance**

4.3.1 The Housing and Urban-Rural Development Department coordinates and determines the time for on-site completion acceptance, then informs the Planning and

Natural Resources Department through the Platform internally and notifies the project developer to organize involved enterprises who are responsible for surveying, design, construction and supervision to prepare for on-site completion acceptance (to be completed within 1 business day since the date of acceptance).

4.3.2 According to the agreed time for completion acceptance, personnel from the Housing and Urban-Rural Development Department and the Planning and Natural Resources Department who are responsible for the acceptance will carry out inspection, completion acceptance (filing) work on-site in accordance to their respective responsibilities. If any existing problem can be rectified quickly, the relevant departments should instruct the project developer to do so promptly and confirm the subsequent rectification. The completion acceptance work organized by the project developer involving relevant enterprises such as design, construction and supervision should be completed simultaneously during the joint completion acceptance process. The project developer should then upload the “Completion Acceptance of Completed Constructions Report” on the Platform (to be completed within 3 business days from the date of acceptance).

4.3.3 The Housing and Urban-Rural Development Department and the Planning and Natural Resources Department will fill in their respective opinions regarding the completion acceptance check (filing) on the Platform (to be completed within 4 business days from the date of acceptance).

#### 4.4 Results Issuance

The Housing and Urban-Rural Development Department will summarize the opinions given by the Planning and Natural Resources Department, and issue results on the Platform: for those projects that have cleared the completion acceptance check, it will issue “Opinion Letter for Joint Completion Acceptance”; for those projects that have failed, it will issue a Results Notification Letter which provides a one-time notification of existing problems. Project developer can download and print these resulting documents from the Platform (to be completed 5 business days since the date of acceptance).

### 5. Other Instructions

5.1 With the consent of the Municipal People’s Government, the resulting document on the joint completion acceptance check upon completion of construction that is led and organized by Municipal Housing and Urban-Rural Development Bureau should be stamped as “Special Seal for Guangzhou Housing Construction and Municipal Infrastructure Construction Completion Joint Completion Acceptance Check – Municipality (1)”; the resulting document on the joint completion acceptance check upon completion of construction that is led and organized by the Administrative Committee of Guangzhou Aerotropolis Development District should be stamped as “Special Seal for Guangzhou Housing Construction and Municipal Infrastructure Construction Completion Joint Completion Acceptance Check – Municipality (2)”; Other resulting document on joint completion acceptance check upon completion of construction that is led and organized by other construction and administrative department in each district should use

“Special Seal for Housing Construction and Municipal Infrastructure Construction Completion Joint Completion Acceptance Check in XX district in Guangzhou”.

5.2 After the joint completion acceptance check for the construction project is cleared, the “Record for Completion Acceptance for Housing Construction and Municipal Infrastructure Construction Completion” and house number for the projects will be issued simultaneously. Project developer will handle the application formalities for real estate initial registration on the basis of “Opinion Letter for Joint Completion Acceptance Check for Construction Completion”.

The above is hereby announced.

Guangzhou Municipal Housing and Urban-Rural Development Bureau  
Guangzhou Municipal Planning and Natural Resources Bureau

December 24, 2019

**Note:**

When applying for matters related to “joint completion acceptance check for simple and low-risk construction projects led by private investment”, enterprises can log on to the website for Guangdong Government Services (<http://www.gdzwfw.gov.cn/portal/guide/11440100007482612P3442114364001>) to obtain detailed information such as application procedures, acceptance criteria, time limit for completion, application materials, regulatory basis, fee schedule, intermediary services, legal remedy solutions, contact numbers for consultation and supervision.