

# **Guangzhou Municipal Industry and Information Technology Bureau**

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Sui Gong Xin Han [2020] No. 10

## **Notice from Guangzhou Municipal Industry and Information Technology Bureau Regarding Guidelines for Exempting Low-Voltage Non-Residential External Power Cabling Projects in Guangzhou from Administrative Review and Approval**

To all District People's Governments (Guangzhou Aerotropolis Development District), Municipal Public Security Bureau, Municipal Planning and Natural Resources Bureau, Municipal Housing and Urban-Rural Development Bureau, Municipal Transportation Bureau, Municipal Water Authority, Municipal Forestry and Landscaping Bureau, Municipal Urban Administrative and Law Enforcement Bureau, Municipal Government Affairs Data Administration, Guangzhou Power Supply Bureau and all relevant enterprises:

In order to continuously improve and optimize the business environment in Guangzhou with respect to electricity access, these Guidelines for Exempting Low-Voltage Non-Residential External Power Cabling Projects in Guangzhou from Administrative Review and Approval, based on the Implementation Measures for Further Optimizing Power Access Procedures for Business in Guangzhou (Sui Gong Xin Han [2020] No. 9) and other applicable documents, are hereby issued for your due implementation.

Guangzhou Municipal Industry and Information Technology Bureau  
February 27, 2020

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# **Guidelines for Exempting Low-Voltage Non-Residential External Power Cabling Projects in Guangzhou from Administrative Review and Approval**

In order to fully implement the arrangements and requirements of the CPC Central Committee and the State Council regarding the further deepening of reforms that delegate power, improve regulation and upgrade services and the optimization of the business environment, and continuously promote improvements to the business environment, these Guidelines are hereby formulated in accordance with the Implementation Measures for Further Optimizing Power Access Procedures for Business in Guangzhou (SGXH [2020] No. 9), as follows.

## **1. Scope of Implementation**

These Guidelines are applicable to the administrative review and approval of such service expansion applications as new low-voltage (220V/380V) external power cabling projects by non-residential users (including simple and low-risk construction projects led by private investment) in Guangzhou, as well as the expansion of the capacity of such existing power supply facilities.

### **Application Procedures**

#### **2.1. Application Procedures**

##### **2.1.1. Online Application**

Guangzhou Power Supply Bureau (GZPS). shall prepare all required information to be forwarded to relevant review and approval authorities in accordance with the Guide contained in the Annex. The applicant may log in to the Online Service Center of the Guangzhou Construction Project Joint Review & Approval Platform, and select the link to "Low-Voltage (220V/380V) Non-Residential Consumers (including Simple and Low-Risk Construction Projects led by Private Investment) to Apply for 'Access to Water and Access to Electricity' Outdoor Line Works" in the "Electricity, Water, Gas Projects" under the "Government Investment Project Declaration". The applicant should then complete the online application form as prompted by the webpage, upload required application materials, and then click "Submit" to complete the online application.

##### **2.1.2. Application Processing**

The Municipal Government Affairs Service Center processes applications at both municipal level and district level. District-level government affairs service centers will only process applications from their respective districts.

After receiving the application materials from the applicant, service representatives at the municipal (district-level) government affairs service center shall conduct a preliminary review on whether the application materials (including online application materials) are in order, and determine if the application may be processed. The system will then notify the applicant of the outcome of such preliminary review by text message. Reasons will be provided if applications are unable to be accepted.

### 2.1.3. Case Forwarding

Upon acceptance of the application, the district-level government affairs service center shall forward the online materials for each application to the relevant authorities overseeing public security, transportation, water affairs, and forestry and landscaping, through the Guangzhou Construction Project Joint Review and Approval Platform.

## 2.2. Supplementation and Amendment Procedures

Within one working day of receiving the application, authorities in charge of review and approval shall issue opinions on supplementation or amendment of application materials if so required. Such opinions shall also be forwarded to the relevant municipal (district-level) government affairs service center, which shall collate such opinions and issue a Notice on Application Material Supplementation and Amendments.

For a project not covered by these Guidelines, the power supply enterprise should take the initiative to provide on-site guidance to the project developer with regards to the appropriate application procedures for electricity service installation after receiving a request for electricity service forwarded through the platform. The appropriate application procedures are determined by the scale of the project.

## 3. Exemption from Applying for Administrative Permits

Low-voltage (220V/380V) non-residential external power cabling projects (including simple and low-risk construction projects led by private investment) covered by these Guidelines are not required to apply for administrative permits with respect to project planning, construction, road excavation, tree felling and transplantation. Before the commencement of construction works, Guangzhou Power Supply Bureau shall forward the construction plan and traffic congestion relief plan for such external power cabling projects to the respective authorities overseeing public security, transportation, water, and forestry and landscaping, through the Guangzhou Construction Project Joint Review & Approval Platform. Guangzhou Power Supply Bureau shall also be responsible for restoring roads and greenery according to the applicable standards.

### 3.1. Division of duties and responsibilities among authorities

3.1.1. Public security authorities shall be responsible for exempting traffic management plans for projects occupying road space from review and approval.

3.1.2. Transportation authorities shall be responsible for exempting projects occupying or excavating urban roads and highways from administrative review and approval.

3.1.3. Water service authorities shall be responsible for water-related exemption. Water service authorities shall urge and coordinate other authorities overseeing review and approval to implement policies exempting projects from review, and coordinate solutions to relevant problems encountered during the course of implementation.

3.1.4. Forestry and landscaping authorities shall be responsible for exempting projects that occupy urban green space, or that fell or transplant urban trees, from administrative review and approval. Projects will be exempted only if they occupy no more than 200 m<sup>2</sup> of urban green space for a period no greater than 3 calendar days, and transplant no more than 2 urban trees, excepting any ancient or precious trees or their potential resources.

3.1.5. Government affairs service departments shall be responsible for accepting and forwarding applications, as well as communicating the outcomes of applications in accordance with the requirements of integrated services. Government affairs service departments be also take charge of developing the Guangzhou Construction Project Joint Review & Approval Platform and liaising with other departments.

3.1.6. Industry and information technology authorities shall urge and coordinate the authorities overseeing review and approval to implement policies exempting projects from review, and coordinate solutions to relevant problems encountered during the administrative review and approval of external power cabling projects.

## **3.2. Exemption from Administrative Review and Approvals: Division of Duties and Responsibilities among Administrative Divisions**

### **3.2.1. Exemption of traffic management plans for projects occupying road space from review and approval.**

3.2.1.1. The Municipal Public Security Bureau shall be responsible for the review and approval of applications for projects occupying road space within the districts of Yuexiu, Haizhu, Liwan, Tianhe and Baiyun, as well as projects occupying road space on expressways and inner ring roads within the municipality.

3.2.1.2. The traffic management department of each district-level public security sub-bureau shall be responsible for the review and approval of applications for projects occupying road space (apart from expressways) within the districts of Huangpu, Panyu, Huadu, Nansha, Zengcheng and Conghua.

### **3.2.2. Exemption of urban road space occupation and excavation from municipal administrative review and approval.**

3.2.2.1. The scope of responsibility of the Municipal Transportation Bureau:

3.2.2.1.1. Municipal roads (inclusive of bridges, overpasses and tunnels): including Haizhu Bridge, Renmin Bridge, Guangzhou Bridge, Haiyin Bridge, Jiangwan Bridge, Jiefang Bridge, Hedong Bridge (including Changgang and Guangzhong Overpasses), Pazhou Bridge, Zhujiang Tunnel, Luntou Tunnel, Zhoutouzui Tunnel, inner ring road overpass (including its connecting ramps and radial overpass lines), Donghaoyong Overpass, Renmin Road Overpass, Tongdewei Overpass, and Liede Bridge.

3.2.2.1.2. Expressway: Guangyuan Expressway, Xinguang Expressway, Xinhua Expressway, Nansha Port Expressway, Huanglan Expressway (Nansha Port Feeder Expressway), Panyu Bridge, and Phase I, Phase II and Phase III of the South China Expressway.

3.2.2.1.3. BRT Exclusive Lanes

3.2.2.2. The scope of responsibility of each local administrative department: urban roads under their jurisdiction other than those listed above.

### **3.2.3. Exemption of highway occupation and excavation from review and approval.**

3.2.3.1. Scope of responsibility of the Municipal Transportation Bureau: superhighways, national and provincial trunk highways within the boundaries of Guangzhou Municipality.

3.2.3.2. The scope of responsibility of local road management departments: county roads and township roads under their jurisdiction.

### **3.2.4. Exemption of production and operations within the administrative boundaries of water conservancy projects from review and approval.**

3.2.4.1. The Municipal Water Authority is responsible for production and operations within the management scope of water conservancy projects, such as municipal reservoirs and the Liuxihe River Irrigation Area.

In particular, the channels within Liuxihe River Irrigation Area subject to joint review and approval by district water service authorities and Municipal Water Authority include:

(1) The channels between the Intake Gate Outlet of the Right Main Channel and Liyuan Diversion Gate. Wherein, Baiyun District Water Bureau is responsible for the channels from the Right Main Channel Intake Gate Outlet to Maya, and Huadu District Water Bureau is responsible for the channels from Maya to Liyuan Diversion Gate.

(2) Baiyun District Water Bureau is responsible for the channels between the Left Main Channel Intake Gate Outlet and the Fertile Farmland Management Office of Liuxihe River Irrigation Area.

(3) The Management Office of Lixi Barrage Irrigation Area is responsible for the channels between Lixi Main Channel Intake Gate Outlet and the First Inverted Siphon.

The channels subject to the review and approval by district water service authorities:

(1) The downstream channels of the Liyuan Diversion Gate of Right Main Channel: Huadu District Water Bureau is responsible for the Huadu Main Channel, and Baiyun District Water Bureau is responsible for the Right Main Channel.

(2) Baiyun District Water Bureau is responsible for the downstream channels of the Fertile Farmland Management Office of Liuxihe River Irrigation Area of Left Main Channel.

(3) Baiyun District Water Bureau is responsible for the downstream channels of the First Inverted Siphon of Lixi Main Channel.

3.2.4.2. District water service authorities are responsible for exempting production and operations within the management scope of water conservancy projects from review and approval, apart from municipal reservoirs and the Liuxihe River Irrigation Area (as defined above).

### **3.2.5. Exemption of water and soil conservation plans for production and construction projects from review and approval.**

For production and construction projects that may cause soil and water loss, and occupy an area of more than 1 hectare (inclusive) or excavate/fill more than 10,000 cubic meters (inclusive) of earth & rock, and are to be carried out in mountainous areas, hilly areas and other areas that are liable to soil and water loss as determined in soil and water conservation planning:

3.2.5.1. The Municipal Water Authority is responsible for approving provincial-level projects (not including projects that span two or more prefectural-level municipalities), municipal-level projects (not including projects in Guangzhou Development District, Nansha Development Zone, Zengcheng Development Zone and the Guangzhou Aerotropolis Development District), as well as production and construction projects that span two or more districts.

3.2.5.2. The exemption from review and approval of production and construction projects that do not span more than one district, and approved at the municipal or district level, within Guangzhou Development Zone, Nansha Development Zone (Nansha Free Trade Zone), Zengcheng Development Zone and the Guangzhou Aerotropolis Development District shall be carried out by the functional departments of the corresponding economic zone or administrative division.

3.2.5.3. Exemptions from review and approval for production and construction projects approved at the district level in each administrative division shall be carried out by the respective district water service authority, which shall also process relevant water and soil conservation planning reports.

4.2.5.1. Water and soil conservation plans for production and construction projects that span two or more administrative divisions shall be processed by the water service authority at the next higher level.

### **3.2.6. Exemption of urban green space occupation from review and approval.**

3.2.6.1. The temporary occupation of less than 200 m<sup>2</sup> of urban green space for a period not exceeding 3 calendar days is exempted from review and approval. Such urban green space shall be restored to its original state after the completion of the project. In other cases, the application shall be submitted for approval in accordance with the specified procedures.

3.2.6.2. Division of duties and responsibilities concerning exemption from administrative review and approvals among municipal and district authorities:

3.2.6.2.1. The Municipal Forestry and Landscaping Bureau is responsible for exempting, from review and approval, temporary occupation of municipal green spaces, which include [the segment of Baiyun Avenue (the Middle Guangyuan Road to the junction with Tongtai Road), Dajinzhong Road (Baiyun Avenue to Guangyuan Road), Tongtai Road (Baiyun Avenue to the junction with Yunxiang Road), Guangzhou Avenue (the West Yudong Road to the original toll station of Guangzhou Bridge), Dongfeng Road (the east end of the West Inner Ring Road to the west end of the First Zhongshan Flyover), Huanshi Road (the junction with the West Guangyuan Road to the west of Tianhe Flyover), Keyun Road (Guangzhou Qiaokang Hospital to the bottom of Guangzhou Bei Yuan Bridge), Linjiang Avenue (the east end of Guangzhou Bridge to the bottom of Pazhou Bridge), Ersha Island (Zhudao Hotel to the east green land of Ersha Island), scenic areas, municipal parks (Baiyun Mountain Scenic Area, Yuexiu Park, Liuhuahu Park, Guangzhou Zoo, Zhongshan Memorial Hall, Huanghuagang Park, Zhujiang Park, Municipal Children's Park)].

3.2.6.2.2. The Administrative Committee of the Guangzhou Aerotropolis Development District shall be responsible for exempting such projects within the District from review and approval.

3.2.6.2.3. If the project site falls outside the scope of Sections 3.2.6.2.1 or 3.2.6.2.2, the local administrative department for greenery is responsible for exempting such projects from review and approval.

### **3.2.7. Exemption of the felling and transplantation of urban trees from review and approval**

3.2.7.1. With respect to the transplantation of urban trees (not including ancient and precious trees or their potential resources), if no more than 2 trees are to be transplanted, such transplantation is exempt from review and approval. The site shall be restored to its original state after the completion of the project. As for other cases, the application shall be submitted for review and approval in accordance with the specified procedures.

3.2.7.2. Division of duties and responsibilities concerning exemption from administrative review and approvals among municipal and district authorities:

3.2.7.2.1. The Municipal Forestry and Landscaping Bureau is responsible for exempting temporary occupation of municipal green space from review and approval, which includes [the segment of Baiyun Avenue (the Middle Guangyuan Road to the junction with Tongtai Road), Dajinzhong Road (Baiyun Avenue to Guangyuan Road), Tongtai Road (Baiyun Avenue to the junction with Yunxiang Road), Guangzhou Avenue (the West Yudong Road to the original toll station of Guangzhou Bridge), Dongfeng Road (the east end of the West Inner Ring Road to the west end of the First Zhongshan Flyover), Huanshi Road (the junction with the West Guangyuan Road to the west of Tianhe Flyover), Keyun Road (Guangzhou Qiaokang Hospital to the bottom of Guangzhou Beiyuan Bridge), Linjiang Avenue (the east end of Guangzhou Bridge to the bottom of Pazhou Bridge), Ersha Island (Zhudao Hotel to the east green land of Ersha Island), scenic areas, municipal parks (Baiyun Mountain Scenic Area, Yuexiu Park, Liuhuahu Park, Guangzhou Zoo, Zhongshan Memorial Hall, Huanghuagang Park, Zhujiang Park, Municipal Children's Park)].

3.2.7.2.2. The Administrative Committee of the Guangzhou Aerotropolis Development District shall be responsible for exempting such projects within the District from review and approval.

3.2.7.2.3. If the project site falls outside the scope of Sections 3.2.7.2.1 or 3.2.7.2.2, the local greenery administrative department shall be responsible for exempting such projects from review and approval.

## **2. Effective Date**

These Guidelines shall be implemented on a trial basis from the date of issuance.

Appendix: Guide to the Exemption of Low-Voltage Non-Residential External Power Cabling Projects in Guangzhou from Review and Approval

Appendix

**Guide to the Exemption of Low-Voltage Non-Residential External Power Cabling Projects in Guangzhou from Review and Approval**

1	<b>Approval Items</b>	Review and approval of traffic management plans for projects occupying road space; review and approval of urban road occupation and excavation; review and approval of highway occupation and excavation; review and approval of production and operations within the management scope of water conservancy projects; water and soil conservation plans for production and construction projects; review and approval for occupation of urban green space; and permits for the felling and transplantation of urban trees		
2	<b>Scope of Application</b>	Service expansion applications such as new low-voltage (220V/380V) external power cabling projects by non-residential users (including simple and low-risk construction projects led by private investment) in Guangzhou, as well as the expansion of the capacity of such existing power supply facilities.		
3	<b>Basis for Implementation</b>	Implementation Measures for Further Optimizing Power Access Environment for Doing Business in Guangzhou (Sui Gong Xin Han [2020] No. 9)		
4	<b>Preconditions</b>	Low-voltage electricity service installation within the Scope of Application		
5	<b>Executed by</b>	Public security, transportation, water, forestry and landscaping and other competent administrative authorities		
6	<b>Fees</b>	None	<b>Chargeable Fees, if any</b>	None
7	<b>Processing Time</b>	<b>Time limits promised</b>	Exempt from administrative reviews or approvals	
8	<b>Mode of Submission and Conditions for Application</b>	Website for online application, address for in-person application, contact information, and service hours	<ol style="list-style-type: none"> <li>1. Log in to Guangdong Provincial Government Affairs Online Service Center and select the applicable review and approval items.</li> <li>2. The Municipal Government Affairs Service Center processes applications to exempt projects from municipal-level review and approval, as well as relevant district-level exemption from review and approval. District-level government affairs service centers process applications to exempt projects from district-level review and approval, as well as similar applications from authorities under the municipal government. However, district-level government affairs service centers are unable to process applications from another district.</li> <li>3. Guide to making applications at service counters in</li> </ol>	

municipal/district-level government affairs service centers

- (1) General Acceptance Window of Guangzhou Municipal Government Affairs Service Center. Address: General Acceptance Window, Floor 5, Guangzhou Municipal Government Affairs Service Center, No. 61 Huali Road, Zhujiang New Town, Tianhe District; Hotline: 12345; Service Hours: Monday to Friday -- 9:00-12:00, 13:00-17:00 (exclusive of weekends and public holidays); Bus: No. 40, 407, 499, 668 or 669, Municipal Government Affairs Service Center Station; Subway: Line 3 and Line 5, Exit B1 f Zhujiang New Town Station.
- (2) General Acceptance Window of Yuexiu District Government Affairs Service Center. Address: Chengyue Building, No. 813 Jiefangbei Road, Yuexiu District; Hotline: 12345; Service Hours: Monday to Friday -- 9:00-12:00 a.m., 1:00-5:00 p.m. (subject to the national regulations on weekends and public holidays); Bus: Bonesetting Hospital Bus Station; Subway: Line 1, Nongjiangsuo Station.
- (3) General Acceptance Window of Haizhu District Government Affairs Service Center. Address: No.480, Shiliugang Road, Haizhu District; Hotline: 12345; Service Hours: Monday to Thursday -- 9:00-12:00 a.m., 1:00-5:00 p.m.; Friday -- 9:00-12:00 a.m., 1:00-3:00 p.m. (subject to the national regulations on weekends and public holidays); Bus/Subway: No.37 (Dongshankou - Guangdong University Of Finance & Economics), No.206 (Chisha Market - Jiaokou Passenger Station), No. 264A (Zhuying - Luntou), get off at Taiyong Station and walk about 220 m. If you take the subway, you can get off at Chigang Station at Line 8, and then transfer at the Exit C1 to the above bus at Chigang Bus Station; or take Bus No. 988 (Shiliugang - Shiliugang Ring Line) to Haizhu Government Affairs Service Center
- (4) General Acceptance Window of Liwan District Government Affairs Service Center. Address: No.128, Fengyuan Road, Liwan District; Hotline: 12345; Service Hours: Monday to Thursday -- 9:00-12:00, 13:00-17:00.; Friday -- 9:00-12:00., 13:00-15:00. (exclusive of weekends and public holidays); Bus/Subway: take Subway Line 1, get off at Changshou Road Station, and walk along Baoyuan Road to Fengyuan Road northwards.
- (5) General Acceptance Window of Tianhe District Government Affairs Service Center. Address: No. 13, Software Road, Tianhe District; Hotline: 12345; Service Hours: Monday to Thursday -- 9:00-12:00, 13:00-17:00; Friday -- 9:00-12:00, 13:00-15:00 (exclusive of weekends and public holidays); Bus: take No. 355, 494,

497, 494A, 581, 774, 776, 901, 901A, 902, 903, B4, B26, or Night-38, and get off at Tianhe Software Park Management Committee Station.

- (6) General Acceptance Window of Baiyun District Government Affairs Service Center. Address: No. 561, Airport Road, Baiyun District; Hotline: 12345; Service Hours: Monday to Thursday -- 9:00-12:00 a.m., 1:00-5:00 p.m.; Friday -- 9:00-12:00 a.m., 1:00-3:00 p.m. (subject to the national regulations on weekends and public holidays); Bus: Shiling - Guihuagang Express Bus No. 2, Peak Express Bus No. 4, Peak Express Bus No. 31, 32, 58, 58A, or Peak Express Bus No. 61, 244A, 244, 251, 254, 268, 280, 298, 424, 475, 510 or 511, or Shilong Bus No. 511, 523, 523A, 702, 704, 741, 752, 807, 807A, 810A, 810 or 886, get off at Baiyun District Government Affairs Service Center Station; Subway: Line 2, Feixiang Park Station.
- (7) General Acceptance Window of Huangpu District Government Affairs Service Center. Address: No. 3, the Third Xiangxue Road, Huangpu District; Hotline: 12345; Service Hours: Monday to Thursday -- 8:30-12:00, 13:30-17:00; Friday: 8:30-12:00, 13:30-15:00. (subject to the national regulations on weekends and public holidays); Bus: No. 366, 395, 506, 508, 534, 573, 575, 943 or 944, or Bus No. 327, 391, 392, 395, 506, 508, 534, 575, 943, 944A, 944, 948 or B24, or Science City Exclusive Bus No. 3, get off at the north gate of Performance & Art Center. Subway: get off at Luogang Station of Subway Line 6, Exit C.
- (8) General Acceptance Window of Huadu District Government Affairs Service Center. Address: No. 36, Baihe Road, Huacheng Street, Huadu District; Hotline: 12345; Service Hours: Monday to Friday -- 8:30-12:00, 14:30-17:30 (exclusive of weekends and public holidays); Bus: Huadu No. 6 or Huadu No. 75, get off at Shuguang Road Station; Subway: Huadu Square Station, Exit C.
- (9) General Acceptance Window of Panyu District Government Affairs Service Center. Address: No. 550, Asian Games Avenue, Panyu District; Service Hours: Monday to Friday -- 8:30-12:00 a.m., 2:30-5:30 p.m. (exclusive of weekends and public holidays); Bus: Panyu Bus No. 1, 6, 10, 16, 19, 26 or 29.
- (10) General Acceptance Window of Nansha District Government Affairs Service Center. Address: No.1 Fenghuang Avenue, Nansha District; Hotline: 12345; Service Hours: Monday to Friday -- 9:00-12:00; Monday to Thursday 13:00-17:00; Friday -- 13:00-15:00 (exclusive of weekends and public holidays); Bus: get off at Jiaomen Subway Station when take Nansha Bus

			<p>No. 1, 2, 4, 5, 23, 27, 31A, 31B, 32 or 33, or Nansha Express Line of Guangdong Free Trade Zone, Nansha Passenger Port - Jiaomen Subway Station Free Line, or Guangzhou South Bus Station - Jiaomen Subway Station; Subway: get off at Jiaomen Station when taking Subway Line 4.</p> <p>(11)General Acceptance Window of Conghua District Government Affairs Service Center. Address: No.128, the North Hebin Road, Chengjiao Street, Conghua District; Hotline: 12345; Service Hours: Monday to Friday -- 8:30-12:00 a.m., 2:30-5:30 p.m. (subject to the national regulations on weekends and public holidays); Bus: take No. 2, 4 or 5, get off at District Government Affairs Service Center Station.</p> <p>(12)General Acceptance Window of Zengcheng District Government Affairs Service Center. Address: No. 108, the West Guangming Road, Licheng Street, Zengcheng District; Hotline: 12345; Service Hours: Monday to Friday -- 8:30-12:00 a.m., 2:30-5:30 p.m. (subject to the national regulations on weekends and public holidays); Bus: take Guangzeng 11, Guangzeng 12, Guangzeng 13, Zengcheng 102, or Zengcheng 5 to Xingfa Market Bus Station, walk 89 m along Xiajie Avenue to northeast, turn left and enter Gangqian Road, and walk 43 m along Gangqian Road; Subway: Exit A of Zengcheng Square Station of Subway Line 21, walk 240 m, arrive at Lixin Intersection Station, take Guangzeng Line 11 or Guangzeng line 12 to Xingfa Market Bus Station, walk 89 m along Xiajie Avenue to northeast, turn left and enter Gangqian Road, and walk 43 m along Gangqian Road.</p> <p>(13)Guangzhou Aerotropolis Development District. Address: No.2 and No.3 Service Windows of Aerotropolis Development District Government Affairs Service Center, Floor 2, Building A4, Airport Cross-border E-commerce Pilot Park, No.9, Airport Avenue, Huadu District; Office Tel: 020-36067509; Office Hours: 9:00-12:00 and 13:00-17:00 on each workday. (Internal meetings are conducted from 3:00 p.m. on every Friday, during which application processing is temporarily suspended); Location: No. 708 Road, No. 1 Airport Road (Aerotropolis Development District Government Affairs Service Center Station).</p>
	Appointment by telephone	N/A	
	Acceptance conditions		<p>1. Application materials are complete and in order.</p> <p>2. The applicant has submitted all the supplemental and amended materials as required.</p>

		Processing Time	Applications will be forwarded to the relevant departments for filing 0.5 working days after acceptance of the application or supplemental/amended materials at the service center.
9	<b>Reply/response methods and conditions</b>	Place of delivery, contact information and service hours	Review and approval are not required. Review and approval authorities will receive information regarding the application through the joint approval system. The applicant does not need to collect the document from the service center.
		Appointment by telephone	N/A
		Time limits	Applications are exempt from administrative review and approval.
10	<b>Division of duties and responsibilities concerning exemption from administrative review and approvals among municipal and district authorities:</b>		
	<b>(I) Exemption of traffic management plans for projects occupying road space from review and approvals:</b>		
	<p>1. The Municipal Public Security Bureau shall be responsible for the review and approval of the applications for projects occupying road space within the districts of Yuexiu, Haizhu, Liwan, Tianhe and Baiyun, as well as expressways and inner ring roads within the municipality.</p> <p>2. The traffic management department of each district public security sub-bureau is responsible for the review and approval of the applications for road occupying construction (except expressway) within Huangpu, Panyu, Huadu, Nansha, Zengcheng and Conghua Districts.</p>		
<b>(II) Urban road occupation and excavation exempt from review and approvals:</b>			
<p>1. The scope of responsibility of the Municipal Transportation Bureau:</p> <p>(1) Municipal roads (including bridges, overpasses and tunnels): including Haizhu Bridge, Renmin Bridge, Guangzhou Bridge, Haiyin Bridge, Jiangwan Bridge, Jiefang Bridge, Hedong Bridge (including Changgang and Guangzhong Overpasses), Pazhou Bridge, Zhujiang Tunnel, Luntou Tunnel, Zhoutouzui Tunnel, inner ring road overpass (including its connecting ramps and radial overpass lines), Donghaoyong Overpass, Renmin Road Overpass, Tongdewei Overpass, and Liede Bridge.</p> <p>(2) Expressway: Guangyuan Expressway, Xinguang Expressway, Xinhua Expressway, Nansha Port Expressway, Huanglan Expressway (Nansha Port Feeder Expressway), Panyu Bridge, and Phase I, Phase II and Phase III of South China Expressway.</p> <p>(3) BRT Exclusive Lanes</p> <p>2. The scope of responsibility of each local administrative department: urban roads under their jurisdiction other than those listed above.</p>			

**(III) Occupation and excavation of highway exempt from review and approvals:**

1. Scope of responsibility of the Municipal Transportation Bureau: expressways, and national or provincial trunk highways within the scope of Guangzhou Municipality.
2. The scope of responsibility of each local road management authority: roads in counties or townships under their jurisdiction.

**(IV) Production and operations within the management scope of water conservancy project exempt from review and approval:**

1. The Municipal Water Authority shall be responsible for the production and operations within the management scope of water conservancy projects, such as municipal reservoirs and the Liuxihe River Irrigation Area.

Among them, the channels within Liuxihe River Irrigation Area subject to joint review and approval by district water service authorities and the Municipal Water Authority include:

- (1) The channels between the Right Main Channel Intake Gate Outlet and Liyuan Diversion Gate. Wherein, Baiyun District Water Bureau is responsible for the channels from the Right Main Channel Intake Gate Outlet to Maya, and Huadu District Water Bureau is responsible for the channels from Maya to Liyuan Diversion Gate.
- (2) Baiyun District Water Bureau is responsible for the channels between the Left Main Channel Intake Gate Outlet and the Fertile Farmland Management Office of Liuxihe River Irrigation Area.
- (3) The Management Office of Lixi Barrage Irrigation Area is responsible for the channels between Lixi Main Channel Intake Gate Outlet and the First Inverted Siphon.

The channels subject to the review and approval by District Water Bureau:

- (1) The downstream channels of the Liyuan Diversion Gate of Right Main Channel: Huadu District Water Bureau is responsible for the Huadu Main Channel, and Baiyun District Water Bureau is responsible for the Right Main Channel.
  - (2) Baiyun District Water Bureau is responsible for the downstream channels of the Fertile Farmland Management Office of Liuxihe River Irrigation Area of Left Main Channel.
  - (3) Baiyun District Water Bureau is responsible for the downstream channels of the First Inverted Siphon of Lixi Main Channel.
2. The District Water Bureau is responsible for exempting production and operations within the management scope of water conservancy projects from review and approval, excepting municipal reservoirs and the Liuxihe River Irrigation Area (as defined above).

**1. (V) Exemption of water and soil conservation plans for production and construction projects from review and approval:**

For production and construction projects that may cause soil and water loss and occupy an area of more than 1 hectare (inclusive) or excavate/fill more than 10,000 cubic meters (inclusive) of earth & rock, and are to be carried out in mountainous areas, hilly areas and other areas that are

liable to soil and water loss as determined by soil and water conservation planning:

2. The Municipal Water Authority is responsible for approving provincial-level projects (not including projects that span two or more prefectural-level municipalities), municipal-level projects (not including projects in Guangzhou Development District, Nansha Development Zone, Zengcheng Development Zone and the Guangzhou Aerotropolis Development District), as well as production and construction projects that span two or more districts.

3. The exemption from review and approval of production and construction projects that do not span more than one district, and approved at the municipal or district level, within Guangzhou Development Zone, Nansha Development Zone (Nansha Free Trade Zone), Zengcheng Development Zone and the Guangzhou Aerotropolis Development District shall be carried out by the functional departments of the corresponding economic zone or administrative division.

4. Exemptions from review and approval for production and construction projects approved at the district level in each administrative division shall be carried out by the respective district water service authority, which shall also process relevant water and soil conservation planning reports.

5. Water and soil conservation plans for production and construction projects that span two or more administrative divisions shall be processed by the water service authority at the next higher level.

**(VI) Exemption of urban green space occupation from review and approval:**

1. The temporary occupation of less than 200 m<sup>2</sup> of urban green space for a period not exceeding 3 calendar days is exempted from review and approval. Such urban green space shall be restored to its original state after the completion of the project. In other cases, the application shall be submitted for approval in accordance with the specified procedures.

2. Division of duties and responsibilities concerning exemption from administrative review and approval among municipal and district authorities:

(1) The Municipal Forestry and Landscaping Bureau is responsible for exempting, from review and approval, temporary occupation of municipal green spaces, which include [the segment of Baiyun Avenue (the Middle Guangyuan Road to the junction with Tongtai Road), Dajinzhong Road (Baiyun Avenue to Guangyuan Road), Tongtai Road (Baiyun Avenue to the junction with Yunxiang Road), Guangzhou Avenue (the West Yudong Road to the original toll station of Guangzhou Bridge), Dongfeng Road (the east end of the West Inner Ring Road to the west end of the First Zhongshan Flyover), Huanshi Road (the junction with the West Guangyuan Road to the west of Tianhe Flyover), Keyun Road (Guangzhou Qiaokang Hospital to the bottom of Guangzhou Beiyuan Bridge), Linjiang Avenue (the east end of Guangzhou Bridge to the bottom of Pazhou Bridge), Ersha Island (Zhudao Hotel to the east green land of Ersha Island), scenic areas, municipal parks (Baiyun Mountain Scenic Area, Yuexiu Park, Liuhuahu Park, Guangzhou Zoo, Zhongshan Memorial Hall, Huanghuagang Park, Zhujiang Park, Municipal Children's Park)].

(2) The Administrative Committee of the Guangzhou Aerotropolis Development District shall be responsible for exempting such projects within the District from review and approval.

(3) If the project site falls outside the scope of Paragraph (1) or (2), the local greenery administrative department shall be responsible for exempting such projects from

review and approval.

**(VII) Exemption of the felling and transplantation of urban trees exempt from review and approvals:**

- (1) With respect to the transplantation of urban trees (not including ancient and precious trees or their potential resources), if no more than 2 trees are to be transplanted, such transplantation is exempt from review and approval. The site shall be restored to its original state after the completion of the project. As for other cases, the application shall be submitted for review and approval in accordance with the specified procedures.
- (2) Division of duties and responsibilities concerning exemption from administrative review and approval among municipal and district authorities:
- (3) The Municipal Forestry and Landscaping Bureau is responsible for exempting, from review and approval, temporary occupation of municipal green spaces, which include [the segment of Baiyun Avenue (the Middle Guangyuan Road to the junction with Tongtai Road), Dajinzhong Road (Baiyun Avenue to Guangyuan Road), Tongtai Road (Baiyun Avenue to the junction with Yunxiang Road), Guangzhou Avenue (the West Yudong Road to the original toll station of Guangzhou Bridge), Dongfeng Road (the east end of the West Inner Ring Road to the west end of the First Zhongshan Flyover), Huanshi Road (the junction with the West Guangyuan Road to the west of Tianhe Flyover), Keyun Road (Guangzhou Qiaokang Hospital to the bottom of Guangzhou Bei yuan Bridge), Linjiang Avenue (the east end of Guangzhou Bridge to the bottom of Pazhou Bridge), Ersha Island (Zhudao Hotel to the east green land of Ersha Island), scenic areas, municipal parks (Baiyun Mountain Scenic Area, Yuexiu Park, Liuhuahu Park, Guangzhou Zoo, Zhongshan Memorial Hall, Huanghuagang Park, Zhujiang Park, Municipal Children's Park)].
- (4) The Administrative Committee of the Guangzhou Aerotropolis Development District shall be responsible for exempting such projects within the District from review and approval.
- (5) If the project site falls outside the scope of Paragraph (1) or (2), the local greenery administrative department shall be responsible for exempting such projects from review and approval.

**Supporting Documents**

SN	Supporting Documents	Format and Copies	Standardization Requirements	Provided by	Type
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1	<b>Construction plan</b>	Scanned copy of the original (full color) (1 PDF file)	<p>(1) To be affixed with an official seal by the construction contractor.</p> <p>(2) Content should include location of road space to be occupied, area, construction schedule, construction progress plans, safety protection and safety-oriented construction measures, underground piping protection measures, clear and accurate road occupation and excavation location plan.</p> <p>(3) A4 PDF file not exceeding 50MB.</p> <p>(4) Only electronic copies are accepted.</p>	Applicant	General
2	<b>Traffic congestion relief plan</b>	Scanned copy of the original (full color) (1 PDF file)	<p>(1) To be affixed with an official seal by the construction contractor.</p> <p>(2) Content should include traffic management plan for the project location, traffic management signage, operations zone layout plan, site photographs, traffic management personnel deployment plan, traffic emergency management plans.</p> <p>(3) A4 PDF file not exceeding 50MB.</p> <p>(4) Only electronic copies are accepted.</p>	Applicant	General

