**Annex 1**

Implementation Measures for the Requirement Notification and Compliance Commitment Mechanism for the Survey and Design Quality of Construction Projects in Beijing (Trial)

Article 1. In order to thoroughly implement the decisions and arrangements of the CPC Central Committee and the State Council to deepen the reform of government functions, and optimize the business environment, as well as the work requirements of the CPC Beijing Municipal Committee and the Beijing Municipal People's Government, improve the level of survey and design quality in Beijing, enhance the quality of buildings, and promote the high-quality development of industries of the survey and design of construction projects in Beijing, these Measures are hereby promulgated in light of the actual situation of Beijing based on the spirits of relevant regulations including the *Regulations on the Quality Management of Construction Projects*, the *Regulation on the Administration of Survey and Design of Construction Projects*, the *Implementation Opinions of the General Office of the State Council on the Comprehensive Reform of the Review and Approval System for Construction Projects* (Guo Ban Fa [2019] No. 11), and the *Official Reply of the State Council on Approving the Interim Adjustment of the Implementation of Relevant Administrative Regulations and the Departmental Rules Approved by the State Council in Beijing Municipality* (Guo Han [2021] No. 106).

Article 2. The "Requirement Notification and Compliance Commitment Mechanism" hereto refers to a mechanism where the competent authority of a construction project notifies the construction unit and the surveying and design units of the responsibilities and obligations to be fulfilled, who jointly make written commitments to the content and quality of shop drawings and design documents (including survey documents and hereinafter referred to "shop drawings") in the principle of faithfulness and honesty, and in such a case the project no longer needs to go through the review on the shop drawings.

Article 3. The Requirement Notification and Compliance Commitment Mechanism shall be implemented on the survey and design quality of new, extension, or reconstruction projects in the administrative area of Beijing Municipality, which are no longer subject to the review on the shop drawings. The review on the shop drawings shall still be conducted over other major projects and important projects for people's livelihood including municipal infrastructure projects, confidential projects, and government-funded major projects in accordance with the original procedures and requirements.

Article 4. The construction unit shall be primarily responsible for the quality of the construction project, strictly abide by the fundamental construction procedures, provide necessary original documents of all links of the survey and design, including documents of the approval of planning, underground pipelines, site environment and surrounding conditions, and ensure that they are authentic, accurate and complete; the construction unit shall ensure a necessary and reasonable period and charge for the survey and design, and be prohibited to lower the quality and standard arbitrarily. The construction unit shall organize the survey and design units to formulate survey and design documents in accordance with the national and municipal standards and provisions, and instruct and guide them to strictly implement an internal inspection system.

Article 5. The survey and design units shall take the entity responsibilities for the quality of survey and design results, carry out the survey and design in accordance with the national and local standards and provisions for the depth of construction projects, strictly implement the internal quality control system, sign the letter of commitment on quality under the relevant provisions, and cooperate with the construction unit in effectively uploading shop drawings for archival purposes and future reference, and making rectification on problems found in inspection. The project principals of the survey and design units shall bear corresponding lifetime responsibility for the quality of the construction project within the designed service life.

Article 6. When archiving shop drawings for future reference, the survey and design units commit that the technical documents they formulate shall:

(i). conform to the relevant contents of architectural design in the land assignment contract and the relevant requirements for the permit of construction project planning;

(ii). conform to the mandatory standards for construction projects;

(iii). conform to national depth requirements for the formulation of survey and design documents of construction projects;

(iv). conform to standards for safety in foundation and main structure;

(v). conform to standards for fire safety;

(vi). conform to standards for protection safety in civil air defense projects in terms of those involving such projects (not including civil air defense command projects);

(vii). conform to the mandatory standards for energy conservation in civil buildings. Projects that are applicable to standards for green buildings, prefabricated buildings and ultra-low energy buildings conform to the appropriate standards and requirements;

(viii). conform to the relevant local standards and requirements in Beijing for the construction of barrier-free environments;

(ix). conform to the relevant local standards and requirements in Beijing for construction projects;

(x). ensure that the uploaded drawings and relevant technical materials are complete, authentic and valid;

(xi). ensure that the drawings and relevant technical materials have been normatively and completely signed and sealed;

(xii). conform to other provisions of laws, regulations and rules.

Article 7. After the survey and design units have completed the shop drawings in the principle that survey goes first followed by design, the construction unit signs a letter of commitment on quality respectively with the survey and design units, and upload them along with the shop drawings to the Beijing Digital Supervision Platform of Shop Drawings for archival purposes and future reference. Once the shop drawings have been uploaded, they are deemed as the objects of ex post spot check.

Article 8. The uploaded shop drawings are to be attached with a QR code automatically and immediately sent to the relevant municipal and district authorities including housing and urban-rural development departments and civil air defense offices, as the basis for supervision, inspection and project acceptance. The information of projects for future reference is synchronously pushed to the National Public Service Platform for the Supervision of the Construction Market of the Ministry of Housing and Urban-Rural Development, as a reference for the performance evaluation of survey and design units and their employees.

Article 9. Where any major change occurs to the shop drawings of a construction project during construction, the project principals of the construction, design, building and supervision units shall sign and seal on the notice of changes in design or the negotiation record of the project in accordance with the relevant provisions, and the design unit shall upload the change documents to the Digital Supervision Platform of Shop Drawings.

Article 10. Promoting interdepartmental collaborative supervision. The Beijing Municipal Commission of Planning and Natural Resources takes the lead in authorizing corresponding qualified third-party institutions jointly with relevant municipal authorities including the Beijing Municipal Commission of Housing and Urban-Rural Development, the Beijing Municipal Civil Air Defense Office, the Beijing Earthquake Agency, and the Beijing Communications Administration, to conduct joint spot check over shop drawings archived for future reference in the principle of "random selection of subjects and inspectors and public disclosure" via the Digital Supervision Platform of Shop Drawings.

Article 11. A credit-based management system for survey and design quality and a credit-based tiered and industry specific supervision system targeting at survey and design units, and their employees respectively, are to be established and implemented.

These *Measures* come into force as of September 1, 2022 and are valid for 2 years.

Annexes:

1. Letter of Commitment on the Survey Quality of Construction Projects in Beijing

2. Letter of Commitment on the Design Quality of Construction Projects in Beijing

**Annex 1-1**

Letter of Commitment on the Survey Quality of Construction Projects in Beijing

Construction Unit 111111111 and Surveying Unit 111111111 (No. of the Qualification Certificate: 1111111111111) of this project are responsible for the survey and the quality of its results of 1111111111111111111111111111 project, and carry out field exploration, geotechnical testing, and report preparation in strict accordance with the relevant national and municipal laws, regulations and standards, with the following commitments:

I. Necessary original documents to the survey, including documents of the approval of planning, site environment and underground pipelines are provided and ensured to be authentic, accurate and complete;

II. A necessary and reasonable period and charge are provided for all links of the survey;

III. The survey documents conform to the relevant mandatory standards for construction projects and the depth requirements for survey and design documents of construction projects;

IV. The field exploration conforms to the relevant requirements in Beijing on the digital administration of survey quality;

V. The original records of exploration, testing, measurement and trial are complete, authentic and valid with normative and complete signatures and seals;

VI. The internal quality review has been strictly performed, and the process is archived for future reference;

VII. Where any violation of the mandatory standards for construction projects or any other problem on the quality and safety of the project exist in the survey documents, the project unit shall actively make rectification, be faithful and fulfill commitments to accept social supervision, and shall be responsible for the consequences for any dishonest act including administrative penalty if any breach of these commitments occurs;

VIII. Other provisions of laws, regulations and rules are well conformed to.

Construction Unit (seal) Project Principal of the Construction Unit (signature)

Surveying Unit (seal) Project Principal of the Survey Unit (signature)

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**Annex 1-2**

Letter of Commitment on the Design Quality of Construction Projects in Beijing

Construction Unit 111111111 and Surveying Unit 111111111111 (No. of the Qualification Certificate: 11111111111111111) of this project are responsible for the design of shop drawings and result quality of 1111111111111111111111111 project, and carry out design of shop drawings in strict accordance with the relevant national and municipal laws, regulations and standards, with the following commitments:

I. Necessary original documents to the engineering design, including documents of the approval of planning, site environment and surrounding conditions are provided and ensured to be authentic, accurate and complete;

II. A necessary and reasonable period and charge are provided for the engineering design;

III. The design conforms to the relevant contents of architectural design agreed in the land assignment contract and the relevant requirements for the construction project planning permit;

IV. The design conforms to the mandatory standards for construction projects;

V. The design conforms to depth requirements for the formulation of design documents of construction projects;

VI. The design conforms to standards for safety in foundation and main structure;

VII. The design conforms to fire safety standards;

VIII. The design conforms to the standards for protection safety of civil air defense projects in terms of those involving such projects (not including civil air defense command projects);

IX. The design conforms to the mandatory standards for energy conservation in civil buildings. Projects that are applicable to standards for green buildings, prefabricated buildings and ultra-low energy buildings conform to the appropriate standards and requirements;

X. The design conforms to the relevant local standards and requirements for the construction of barrier-free environments in Beijing;

XI. The design conforms to the relevant local standards for construction projects in Beijing;

XII. The uploaded shop drawings and relevant technical materials are complete, authentic and valid with normative and complete signatures and seals;

XIII. The internal quality review has been strictly performed, and the process is archived for future reference;

XIV. Where any violation of the mandatory standards for construction projects or any other problem on the quality and safety of the project exist in the shop drawings and design documents, the project unit shall actively make rectification, be faithful and fulfill commitments to accept social supervision, and shall be responsible for the consequences for any dishonest act including administrative penalty if any breach of these commitments occurs;

XV. Other provisions of laws, regulations and rules are well conformed to.

Construction Unit (seal) Project Principal of the Construction Unit (signature)

Design Unit (seal) Project Principal of the Design Unit (signature)

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Instructions for Completing the Letter of Commitment

I. This Letter of Commitment shall be printed on both sides of white A4 paper with black texts; the project name shall be consistent with that in the approval documents of planning; the signatures shall be clearly and neatly written with a black/blue pen or sign pen; the Letter shall be affixed with a red/blue seal according to the relevant provisions; the contents in the Letter of Commitment shall be clear, and not be modified, and the photocopy of the Letter of Commitment shall be invalid.

II. Where the design unit is changed during the construction period, it shall go through the formalities for change as required, re-sign a Letter of Commitment, and submit it to the relevant units as required. The scope of the responsibility for quality shall be defined according to the date of change and the actual circumstances.

III. This Letter of Commitment shall be uploaded together with the shop drawings and design documents. After the construction project passes the acceptance of final completion, the construction unit shall transfer the Letter of Commitment to the archives department of the housing and urban-rural development authority as required.