

**To : Ir Sam LAM Sai Wing  
Assistant Secretary (Work Policy) 5  
Development Bureau**

Dear Ir LAM

**Views on Design for Safety - Draft Guidelines & Worked Examples**

Thank you for your email of 13 February 2015 inviting the Institution for views on the captioned subject.

The Institution in general agrees to the revised *Guidance Notes of Design for Safety*. Particularly, we would like to suggest adding "Emergency Preparedness" in the "hierarchy of control" under the Item "Risk Elimination or Control" in P.62 - 64 of the 5. *Appendices* in the *Guidance Notes of Design for Safety*. We further suggest defining "Emergency Preparedness" as "to develop, communicate and execute plans prescribing the effective management of emergency situations".

Thank you for your attention.

Best regards

Monica YUEN (Mrs)  
Chief Executive and Secretary  
The Hong Kong Institution of Engineers