

**Remark:**

**Item 5.3.1 Noise Measurement (24 hours)**

1. The noise measurement will be conducted reference to the technical requirement as stated in the appendix "Acoustics regulation" of Chief Executive's Dispatch No. 96/2020.
2. The expedited processing in Item 5.3.5 must be specially arranged and agreed by IDQ before the submission of the service request form, and only available for certain items.
3. The noise measurement will be conducted according to the location assigned by the Client. A continuous 24 hours noise measurement will be conducted for each sampling point, and the measurement parameters should be 24 hour LAeq. Application for the other measurement parameters and the hard copy request should be submitted by the Client before submitting the service request from.
4. The measurement should be conducted during the Office Hours of the institute. If the measurement have to be conducted out of the Office Hours, extra fee will be charged according to Item 5.5 to 5.8.
5. The Chinese test report should be provided to the Client after the whole noise test. In addition, the Client would apply other noise test reports with the hard copy request and other noise test reports should cost an extra fee.
6. If there is further requirement from the Client, please do not hesitate to contact with our engineer before submission of the service request form.
7. After the submittal of the service Request form, the Institute will communicate with the Client and propose the testing schedule. The Client should apply for the test through telephone or fax to the institute 5 days in advance.
8. After the confirmation of noise measurement with the Client, the Client should inform the institute by email or letter 1 working day in advance for any cancellation of measurement. If the Client fails to do so or unable to provide the site for measurement while IDQ staffs have already arrived onsite, the admission fee will be charged per time.(According item 5.10 to be charged.)
9. The Client should arrange the entry and exit of our staff for the noise measurement and provide stable electrical supply for the equipment.
10. Client is required to submit all necessary information related to the noise measurement according to institute's requirement.
11. The institute will only provide the noise measurement result to Client for their reference, without providing any analysis and comparison.

12. In General, the noise measurement report will be issued within 10 working days after completion of all the test.
13. The measurement result only represent the condition during the monitoring.
14. The institute will issue the invoice before issuing the test report. The Client should settle the invoice before getting the formal report.
15. If the test result fails to comply with the testing standard/criteria, the service request form should be applied again for additional test/re-test and the test fee should be submitted.
16. If the Client requests cancellation of the relevant service after settlement of the testing fee, the test fee paid will not be refunded.
17. The Client will be responsible for any tax, insurance against all risks of damage to Client's and third parties' property.
18. When severe weather conditions (such as thunderstorm warnings, typhoon signal etc.) occur, IDQ may re-coordinate the sampling date with the Client, and the date of issuing report will also be postponed without holding any responsibility.
19. In any loss, omission from or any indemnity arising out of them, which is not caused by the professional negligence or misconduct of our staff, IDQ shall not hold any responsibility.
20. In any loss, fault in service provision, postponement or any indemnity arising out of them, which is directly or indirectly caused by the Client's failure to partially/ totally comply with its obligations hereunder or any force majeure, IDQ shall not hold any responsibility.
21. IDQ will confirm the test method with the Client, the anylsis basis please refer to the anylsis request form.

**Remark:**

**Item 5.3.2 Noise Measurement (12 hours)**

1. The noise measurement will be conducted reference to the technical requirement as stated in the appendix "Acoustics regulation" of Chief Executive's Dispatch No. 96/2020.
2. The expedited processing in Item 5.3.5 must be specially arranged and agreed by IDQ before the submission of the service request form, and only available for certain items.
3. The noise measurement will be conducted according to the location assigned by the Client. A continuous 12 hours noise measurement will be conducted for each sampling point, and the measurement parameters should be 12 hour LAeq. Application for the other measurement parameters and the hard copy request should be submitted by the Client before submitting the service request from.
4. The measurement should be conducted during the Office Hours of the institute. If the measurement have to be conducted out of the Office Hours, extra fee will be charged according to Item 5.5 to 5.8.
5. The Chinese test report should be provided to the Client after the whole noise test. In addition, the Client would apply other noise test reports with the hard copy request and other noise test reports should cost an extra fee.
6. If there is further requirement from the Client, please do not hesitate to contact with our engineer before submission of the service request form.
7. After the submittal of the service Request form, the Institute will communicate with the Client and propose the testing schedule. The Client should apply for the test through telephone or fax to the institute 5 days in advance.
8. After the confirmation of noise measurement with the Client, the Client should inform the institute by email or letter 1 working day in advance for any cancellation of measurement. If the Client fails to do so or unable to provide the site for measurement while IDQ staffs have already arrived onsite, the admission fee will be charged per time.(According item 5.10 to be charged.)
9. The Client should arrange the entry and exit of our staff for the noise measurement and provide stable electrical supply for the equipment.
10. Client is required to submit all necessary information related to the noise measurement according to institute's requirement.
11. The institute will only provide the noise measurement result to Client for their reference, without providing any analysis and comparison.

12. In General, the noise measurement report will be issued within 10 working days after completion of all the test.
13. The measurement result only represent the condition during the monitoring.
14. The institute will issue the invoice before issuing the test report. The Client should settle the invoice before getting the formal report.
15. If the test result fails to comply with the testing standard/criteria, the service request form should be applied again for additional test/re-test and the test fee should be submitted.
16. If the Client requests cancellation of the relevant service after settlement of the testing fee, the test fee paid will not be refunded.
17. The Client will be responsible for any tax, insurance against all risks of damage to Client's and third parties' property.
18. When severe weather conditions (such as thunderstorm warnings, typhoon signal etc.) occur, IDQ may re-coordinate the sampling date with the Client, and the date of issuing report will also be postponed without holding any responsibility.
19. In any loss, omission from or any indemnity arising out of them, which is not caused by the professional negligence or misconduct of our staff, IDQ shall not hold any responsibility.
20. In any loss, fault in service provision, postponement or any indemnity arising out of them, which is directly or indirectly caused by the Client's failure to partially/ totally comply with its obligations hereunder or any force majeure, IDQ shall not hold any responsibility.
21. IDQ will confirm the test method with the Client, the anylsis basis please refer to the anylsis request form.

**Remark:**

**Item 5.3.3 Noise Measurement (30 minutes)**

1. The noise measurement will be conducted reference to the technical requirement as stated in the appendix "Acoustics regulation" of the Chief Executive's Dispatch No. 96/2020.
2. The expedited processing in Item 5.3.5 must be specially arranged and agreed by IDQ before the submission of the service request form, and only available for certain items.
3. The noise measurement will be conducted according to the location assigned by the Client. For each sampling point, 1 background noise measurement and 1 noise measurement under operation will be conducted respectively, and each measurement will take 30 minutes. Application for the other measurement parameters and the hard copy request should be submitted by the Client before submitting the service request form.
4. The Chinese test report should be provided to the Client after the whole noise test. In addition, the Client would apply other noise test reports with the hard copy request and other noise test reports should cost an extra fee.
5. If there is further requirement from the Client, please do not hesitate to contact with our engineer before submission of the service request form.
6. After the submittal of the service Request form, the Institute will communicate with the Client and propose the testing schedule. The Client should apply for the noise measurement through telephone or fax to the institute 5 days in advance.
7. After the confirmation of noise measurement with the Client, the Client should inform the institute by email or letter 1 working day in advance for any cancellation of measurement. If the Client fails to do so or unable to provide the site for measurement while IDQ staffs have already arrived onsite, the admission fee will be charged per time.(According item 5.10 to be charged.)
8. The institute will only provide the noise measurement result to Client for their reference, without providing any analysis and comparison.
9. The Client should arrange the entry and exit of our staff for the noise measurement and provide stable electrical supply for the equipment.
10. Client is required to submit all necessary information related to the noise measurement according to institute's requirement.
11. In General, the noise measurement report will be issued within 10 working days after completion of all the test.
12. The measurement result only represent the condition during the monitoring.

13. The institute will issue the invoice before issuing the test report. The Client should settle the invoice before getting the formal report.
14. If the test result fails to comply with the testing standard/criteria, the service request form should be applied again for additional test/re-test and the test fee should be submitted.
15. If the Client requests cancellation of the relevant service after settlement of the testing fee, the test fee paid will not be refunded.
16. The Client will be responsible for any tax, insurance against all risks of damage to Client's and third parties' property.
17. When severe weather conditions (such as thunderstorm warnings, typhoon signal etc.) occur, IDQ may re-coordinate the sampling date with the Client, and the date of issuing report will also be postponed without holding any responsibility.
18. In any loss, omission from or any indemnity arising out of them, which is not caused by the professional negligence or misconduct of our staff, IDQ shall not hold any responsibility.
19. In any loss, fault in service provision, postponement or any indemnity arising out of them, which is directly or indirectly caused by the Client's failure to partially/ totally comply with its obligations hereunder or any force majeure, IDQ shall not hold any responsibility.
20. IDQ will confirm the test method with the Client, the analysis basis please refer to the analysis request form.

**Remark:**

**Item 5.3.4 Sound Insulation/Impact Sound Measurement**

1. The measurement will be conducted reference to the technical requirement as stated in the Standard Test Method for Measurement of Airborne Sound Attenuation between Rooms in Buildings, ASTM E336 or the Standard Test Method for Field Measurement of Tapping Machine Impact Sound Transmission Through Floor-Ceiling Assemblies and Associated Support Structures, ASTM E1007.
2. The expedited processing in Item 5.3.5 must be specially arranged and agreed by IDQ before the submission of the service request form, and only available for certain items.
3. According to the customer's requirements, the related elements would be tested.
4. The related elements would be fixed on the sites (source room and receiving room) for the measurement.
5. A loudspeaker will be set in the source room as a sound source. Sound pressure levels will be recorded one by one inside the source room and receiving room.
6. A Chinese test report, including test process and result, would be provided to the Client after testing. In addition, the Client would apply other noise test reports with the hard copy request and other noise test reports should cost an extra fee.
7. If there is further requirement from the Client, please do not hesitate to contact with our engineer before submission of the service request form.
8. After the submittal of the service Request form, the Institute will communicate with the Client and propose the testing schedule. The Client should apply for the noise measurement through telephone or fax to the institute 5 days in advance.
9. After the confirmation of measurement with the Client, the Client should inform the institute by email or letter 1 working day in advance for any cancellation of measurement. If the Client fails to do so or unable to provide the site for measurement while IDQ staffs have already arrived onsite, the admission fee will be charged per time.(According item 5.10 to be charged.)
10. The institute will only provide the noise measurement result to Client for their reference, without providing any analysis and comparison.
11. The Client should arrange the entry and exit of our staff for the measurement and provide stable electrical supply for the equipment.
12. The Client is required to submit all necessary information related to the noise measurement according to institute's requirement.
13. In General, the test report will be issued within 10 working days after completion of all the test.

14. The measurement result only represent the condition during the measurement.
15. The institute is responsible for the testing elements under the standard conditions. If some parts of the relative element are modified after the measurement, the test report will be invalid.
16. The institute will issue the invoice before issuing the test report. The Client should settle the invoice before getting the formal report.
17. If the test result fails to comply with the testing standard/criteria, the service request form should be applied again for additional test/re-test and the test fee should be submitted.
18. The Client will be responsible for any tax, insurance against all risks of damage to Client's and third parties' property.
19. When severe weather conditions (such as thunderstorm warnings, typhoon signal etc.) occur, IDQ may re-coordinate the sampling date with the Client, and the date of issuing report will also be postponed without holding any responsibility.
20. If the Client requests cancellation of the relevant service after settlement of the testing fee, the test fee paid will not be refunded.
21. In any loss, omission from or any indemnity arising out of them, which is not caused by the professional negligence or misconduct of our staff, IDQ shall not hold any responsibility.
22. In any loss, fault in service provision, postponement or any indemnity arising out of them, which is directly or indirectly caused by the Client's failure to partially/ totally comply with its obligations hereunder or any force majeure, IDQ shall not hold any responsibility.
23. IDQ will confirm the test method with the Client, the anylsis basis please refer to the anylsis request form.