Documents of Nanjing Municipal Urban and Rural Construction Commission

Ning Jianke Zi (2018) No. 479

Notice on Matters Related to the Cancellation of the Filing of Survey and Design Contracts

The competent departments of construction in each district, the survey and design enterprises, the construction drawing review institutions, and the relevant units:

According to the relevant requirements of the Notice of the Nanjing Municipal Government on Printing and Distributing the Implementation Plan for the Pilot Reform of the Approval System for Engineering Construction Projects in Nanjing (Ning Zhengfa [2018] No. 128), The relevant matters related to the cancellation of the survey and design filing in our city are hereby notified as follows:

 1. From November 15, 2018, the city canceled the survey and design contract filing, and the competent construction departments at all levels no longer accepted the filing application.

Second, in order to do a good job in the registration and collection of relevant information, each survey and design enterprise may voluntarily handle the registration of survey and design information and be responsible for the authenticity of the information filled in .

3. After the enterprise information is registered, it shall be collected in a timely manner by the relevant competent department of construction. host

The Municipal Construction Commission shall be responsible for the collection of survey and design information within the six districts of the city, and the competent departments for the construction of each district shall be responsible for the collection of survey and design information within the areas of Jiangbei New District, Jiangning, Pukou, Liuhe, Tanshui, and Gaochun.

Annex: Nanjing Survey and Design Information Registration and Collection Measures



Office of Nanjing Municipal Urban and Rural Construction Commission

Issued on 30 October 2018

Annex:

Nanjing Survey and Design Information Registration and Collection Measures

I. Information registration and collection process

Before the new information registration system is launched, the registration and collection of relevant information (contracts, personnel, etc.) of survey and design in our city is temporarily carried out using the provincial survey and design contract filing information system, and the specific process is as follows:

The enterprise fills in the information in the provincial survey and design contract filing information system, and an enterprise submits a registration application and a construction department collects and stores it.

2. Fill in the information registration form

Before the new information registration system is launched, the provincial system contract filing form is temporarily used to fill in the registration information, and the specific requirements are as follows:

1. The project code shall be collected by the construction unit to the government affairs center.

2. The project name must be consistent with the contract name and related to the project code.

3. Fill in the specific address of the project location, and the project location is clear to the district level (such as: Jiangsu Province - Nanjing City - Xuanwu District).

4. Project scale and technical indicators: According to the corresponding industry scale division table of qualification standards , fill in detail, such as construction area, number of floors, contract amount, height, span, annual output, etc. (the filled in indicators need to be consistent with the qualification standard industry scale division table and contract).

5. The project leader shall be consistent with the project leader in the information of the main survey and designer .

6. Please fill in the contract category, the industry category to which the project belongs, and the project stage according to the actual situation of the contract.

3. Relevant policies and regulations

(1) Requirements for personnel

1, the number of staffing: while meeting the same with the drawings, in addition to the curtain wall project, the rest of the industry projects have at least three people per major (design, proofreading, professional leader), professional configuration reference qualification standards, and the majors not involved need to be specified in the contract. Curtain wall The project requires no less than three people to meet the professionals listed in the qualification standards.

The diploma of architecture major should be: architecture, architectural design, architectural theory and design , architectural theory. The rest of the majors are not architectural professionals and cannot do architectural design.

Civil engineering, civil construction (industrial and civil construction), construction engineering, etc. are structural majors.

2. Project leader: The project leader of the civil engineering project needs to be a first-level registered architect (small projects can be registered at the second level), the plant can be served by a first-level registered structural engineer as the project leader, and the geotechnical engineering survey should be served by a registered civil engineer (geotechnical). For other industrial-based projects, personnel with intermediate professional titles or above in the leading profession shall serve as the project leaders.

3. Professional person in charge: the professional person in charge of the architecture and structure major needs to be registered at the first level (the upper or higher titles of the curtain wall and decoration project can be used), and the professional leaders of other professionals are served by the corresponding professional intermediate and above professional titles.

4. In addition to the design, proofreading, survey report preparation personnel do not have professional title requirements, the rest of the audit, verification column and other signatories need intermediate and above professional titles.

5. According to the requirements of qualification standards, retirees cannot serve as professional leaders and project leaders. If the retiree does not pay social security, the original retirement certificate is required.

(2) Requirements for enterprises

1. The design contract must be signed and sealed by the head office, and the words of the branch and the branch seal shall not appear , and if the unincorporated person signs, the original power of attorney of the legal person shall be attached. The design contract is a valid contract that needs to be signed and sealed by both parties.

2. If the participants in the project are branches, they need to submit a scanned copy of the original power of attorney authorized by the head office to sign the labor contract and pay social security, and if the name of the unit has changed, it is necessary to provide the industrial and commercial change order when the name of the unit is changed. ，

3. The social security policy needs to have the name of the unit, the name of the insured person, the payment time and the social security seal, which is indispensable (the name of the unit must be consistent with the name on the qualification certificate and the business license). If social security is paid on behalf of a third-party management company, it is necessary to issue a contract entrusted by the survey and design unit and the personnel agency unit, and attach a list of personnel entrusted with the payment of social security, and both parties shall sign and seal it.

4. The personnel of the parent company or subsidiary (that is, both units are independent legal entities) shall not be used by each other.

5. If the subcontracting project has an official letter from the construction party agreeing to the subcontracting, the tripartite contract may not be signed .

IV. Information Collection Requirements (Attachment Requirements)

1. Upload attachments should be clearly recognizable.

2. Scanned copy of the original copy of the upper transmission contract (the contract should indicate the date of signing and clarify the work

Quantity, detailed as involved in the profession).

3. Upload a scanned copy of recent social security (only issued to the participants in the project, red seal).

4. Enterprise qualification certificate (original and copy scanned copy).

5. The survey enterprise outside the city shall provide a scanned copy of the original entrusted geotechnical test agreement signed with the geotechnical laboratory of the corresponding level in Nanjing.

5. Others

1. The information collection work is accepted by the place where the project belongs, and the nanjing acceptance area is divided into the main city of Nanjing (Xuanwu, Qinhuai, Jianye, Gulou, Yuhuatai, Qixia District), Jiangbei New District, Jiangning District, Pukou District, Liuhe District, Deepwater District, Gaochun District, please select the corresponding acceptance authority according to the project location in the provincial system.

2. Contact information of the provincial contract filing information system:

The telephone 51868129 of the Provincial Surveying Association, and the telephone 4008503300 of the software company.