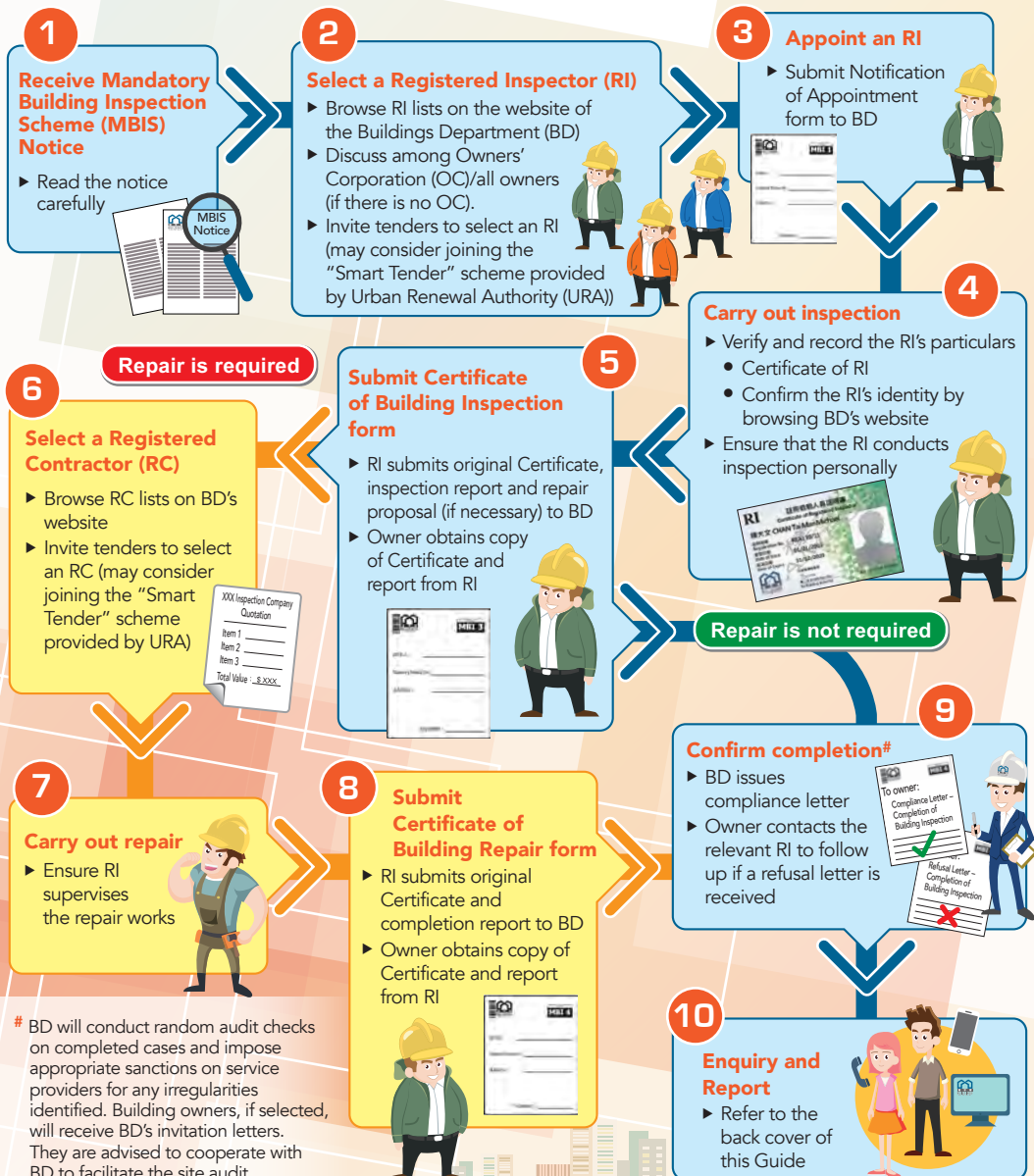


Layman's Guide on Mandatory Building Inspection Scheme (Common Parts)

Major Steps in Building Inspection and Repair



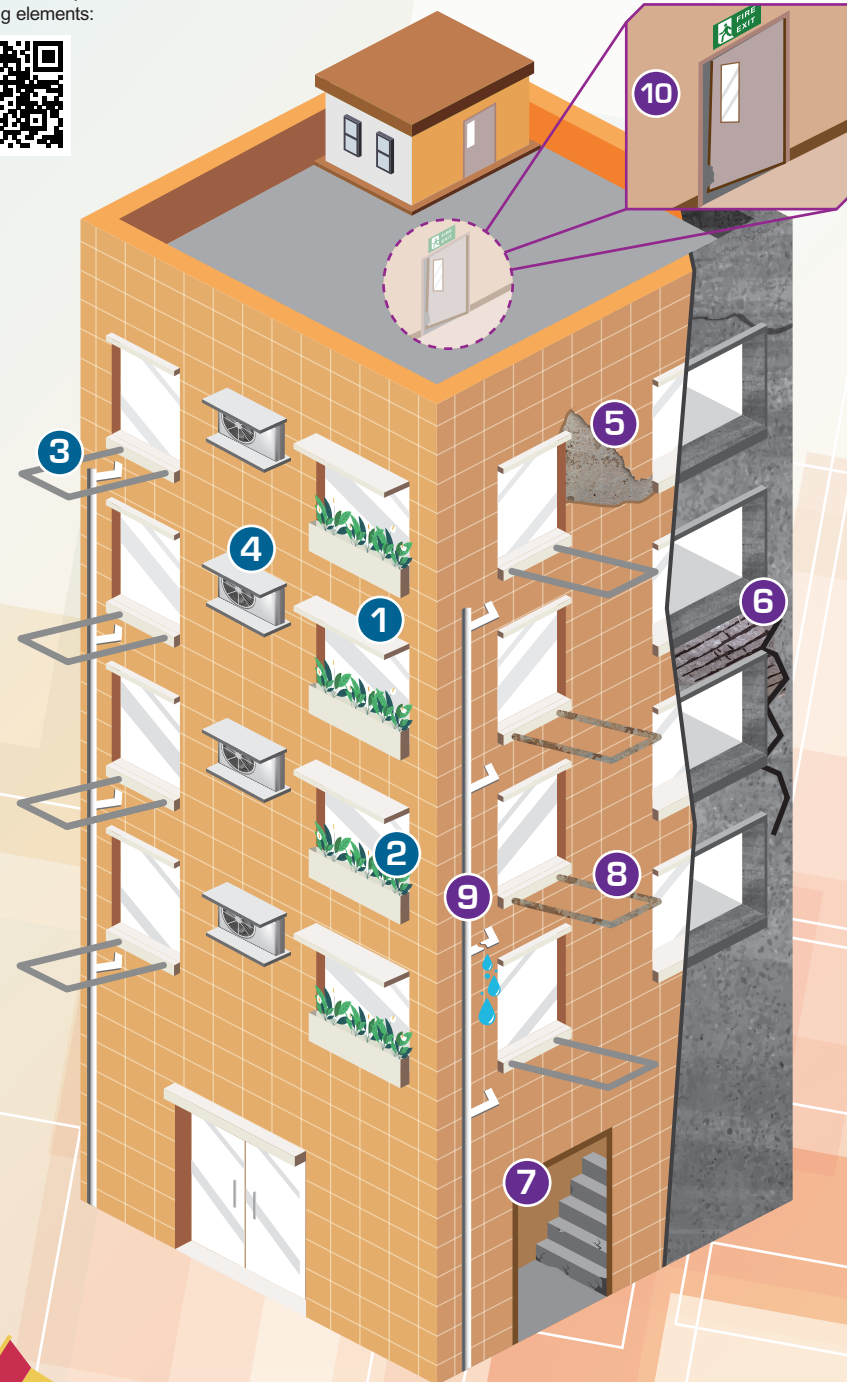
BD will conduct random audit checks on completed cases and impose appropriate sanctions on service providers for any irregularities identified. Building owners, if selected, will receive BD's invitation letters. They are advised to cooperate with BD to facilitate the site audit inspection for their own interests.

Owner's Responsibility

Inspection and repair of the common parts of a building are the responsibility of the Owners' Corporation or all owners if there is no Owners' Corporation.



Common examples of building elements:



Where an external wall* is in the common parts of a building, the following projections will also be regarded as the common parts of a building.



* Building owners may refer to the building's Deed of Mutual Covenant to ascertain whether the external wall is in the common parts of the building. Legal advice should be sought if necessary.

* Inspection and repair of the external wall should cover the exterior of the concrete protective barriers of balconies / verandahs. Inspection and repair of the interiors of the balconies / verandahs, including the interior of the concrete protective barriers, are the responsibility of owners of individual flats.

Owners of individual flats are advised to contact the RI responsible for the inspection of the common parts to conduct inspection and arrange repair if any main structural element (e.g. structural wall or column) in their flats is found to be seriously defective.

Common conditions requiring repair



Unauthorised Building Works in Common Parts of Building

RIs should record the Unauthorised Building Works (UBWs) (inconsistent with the approved plan or not submitted as Minor Works items) in the inspection reports and ensure their safety*.

* Note: Although the UBWs might not be required to be removed during the stage of mandatory building inspection, BD shall carry out enforcement actions against the UBWs according to the enforcement policy. Owners should take the initiative to remove the UBWs for their own interests.



Enquiries

Please contact the BD for enquiries about the Mandatory Building Inspection Scheme (MBIS):

Postal address: Buildings Department Headquarters, North Tower, West Kowloon Government Offices, 11 Hoi Ting Road, Yau Ma Tei, Kowloon.

E-mail address: enquiry@bd.gov.hk

Hotline: 2626 1616 **Website:** www.bd.gov.hk



Reports

Please report either to the BD or directly to relevant departments/organisations for malpractices of RIs or Registered Contractors (RCs):

Buildings Department: Failure to carry out inspection in person; misrepresentation

Hong Kong Police Force: Acts of intimidation; using false instruments

Independent Commission Against Corruption: Corruption

Hong Kong Customs and Excise Department: Unfair trade practices

Consumer Council: Unfair trade; failure to deliver what is promised; late completion; dissatisfaction with services

Competition Commission: Price-fixing, bid-rigging

Relevant trade unions/associations/professional institutions and/or registration boards:

Professional misconduct or violation of industry conduct



Technical and financial assistance:

Buildings Department

- Briefing video on Mandatory Building and Window Inspection Schemes#
- Building Safety Loan Scheme

2626 1579

www.bd.gov.hk

* Attended by BD representatives to introduce MBIS & MWIS

Urban Renewal Authority

- Integrated Building Rehabilitation Assistance Scheme (IBRAS)

3188 1188

www.brplatform.org.hk

Home Affairs Department

- Briefing of Central Platform on Building Management*

2835 2542

www.buildingmgmt.gov.hk

#Please visit BD's website or scan the QR code to view the video:



Reference materials

• Mobile Application “Quick Guide for MBIS/MWIS”:

Provides lists of RIs and RCs and compliance status of statutory notices.

Scan the QR codes to download:



- **Videos** on the Mandatory Building / Window Inspection Scheme (Chinese version only): Reminders for owners when carrying out building/window inspections and the available financial/technical assistance



- **Searching the issuance or compliance status of statutory notices**



- **Pamphlet** “Mandatory Building Inspection Scheme”
- **Code of Practice** for the Mandatory Building Inspection Scheme and the Mandatory Window Inspection Scheme



- **Practice Note** for Mandatory Building and Window Inspection Schemes:
PNBI-6 “Prescribed Inspection in respect of Projections of Buildings”
PNBI-7 “Building Inspection Report”
PNBI-8 “Building Completion Report”



- **Some cost information on building inspection for general reference:**



The above reference publications can be downloaded from the BD's website or by scanning the QR codes.