

Minor Works Control System

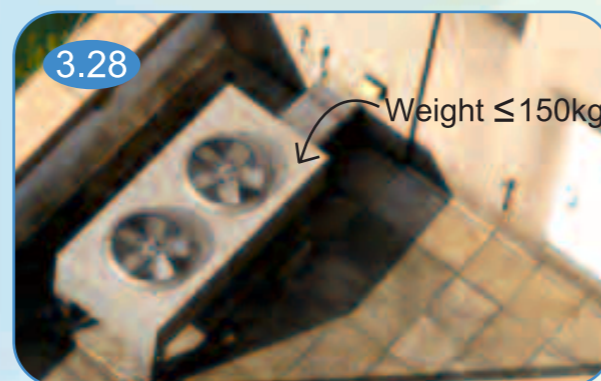
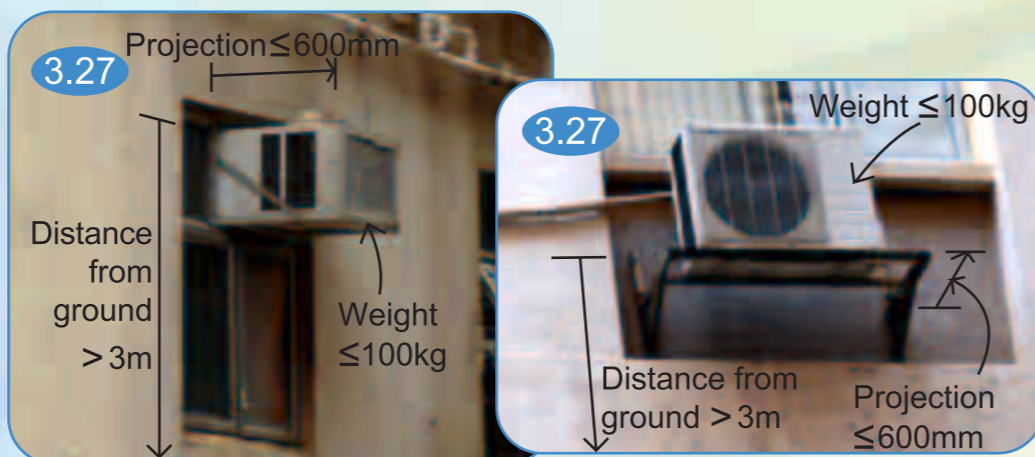
Erection, alteration or removal of metal supporting frames for air conditioning units

The Minor Works Control System was fully implemented on 31 December 2010. The system aims to facilitate building owners and occupants in carrying out small-scale building works in private buildings safely and lawfully through simplified requirements, and thereby improve the quality of such building works and building safety in Hong Kong.

Under the Minor Works Control System, erection, alteration or removal of any metal supporting frame projecting from external wall or supporting structure on a slab for an air conditioning unit, are designated minor works items.

Minor Works Item	Description of Works
3.27	Metal supporting frame designed for an air conditioning unit not more than 100kg* in weight; projects not more than 600mm from the external wall of building; highest point of frame not less than 3m from ground; and no additional load to cantilevered slab.
3.28	Supporting structure designed for an air conditioning unit not more than 150kg in weight; on-grade or on a slab (other than a cantilevered slab); and the height of structure is not more than 1.5m.

* In general, most air conditioning units installed in residential units have a weight smaller than 100kg.



Procedures for the carrying out of Class III Minor Works under the Simplified Requirements

	Before Commencement of Works	Construction	After Completion of Works
"Person who arranged for the works to be carried out"	Appoint appropriate PRC		
"Prescribed Registered Contractor"	<ul style="list-style-type: none"> - Registered General Building Contractor - Registered Specialist Contractor, or - Registered Minor Works Contractor 	Carry out and supervise the works continuously OR Personally carried out the works [for RMWC (Ind)]	Submit to BA Form MW05 within 14 days after the completion of works; Photographs showing the physical condition immediately before the commencement & after the completion; & Plans or description of works showing the works as completed
Building Authority (Buildings Department)			Issue acknowledgement letter for notification & certificate of completion of works after verification of the information submitted

Audit checks may be carried out by the BA to ascertain compliance with the statutory requirements and ensure the quality and standard.

Enquiry

For any queries in connection with the Minor Works Control System, you may contact the Buildings Department by the following means:

- Postal address: 12/F., Pioneer Centre, No. 750 Nathan Road, Kowloon
- Email address: enquiry@bd.gov.hk
- Telephone Hotline: 2626 1616 (Handled by "1823 Call Centre")
- Technical Resource Centre: 5th Floor, Yau Ma Tei Community Centre, No. 60 Public Square Street, Yau Ma Tei, Kowloon

