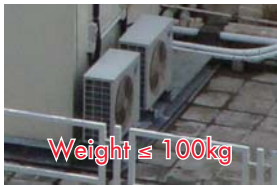





7 Inspection and Certification of “Prescribed Building or Building Works” (commonly known as “Household Minor Works Validation Scheme”)

7.1 The Scheme

- 7.1.1 Before the introduction of the “minor works control system” (“MWCS”), lots of structures for amenities had been built without the approval of the Building Authority (“BA”). The new “validation scheme” (“VS or the Scheme”) aims to rationalize unauthorized minor structures or installations that are of practical use, including supporting frames or structures for air-conditioners, drying racks and small canopies, erected before the full implementation of the MWCS on 31 December 2010.
- 7.1.2 Structures that can be validated under the Scheme are called the “prescribed building or building works” (or “PB/BW”) with their requirements specified in Schedule 3 of the Building (Minor Works) Regulation (“B(MW)R or the Regulation”).
- 7.1.3 There are 4 items of “prescribed building or building works”.

Item	The prescribed building or building works	
1.	Unauthorized supporting structure for an air-conditioning unit, water cooling tower or any associated air duct <ul style="list-style-type: none"> • On-grade or on a slab (not cantilevered) • Weight of the cooling plant $\leq 100\text{kg}$ 	
2.	Unauthorized metal supporting frame for an air-conditioning unit or any associated duct <ul style="list-style-type: none"> • Projection $\leq 600\text{mm}$ • Weight of the cooling plant $\leq 100\text{kg}$ • No projection over street or common part of building if the highest point of frame $\leq 3\text{m}$ from ground 	
3.	Unauthorized drying rack <ul style="list-style-type: none"> • Projection $\leq 750\text{mm}$ • No projection over street or common part of building if the highest point of rack $\leq 3\text{m}$ from ground 	

Item	The prescribed building or building works
4.	Unauthorized canopy <ul style="list-style-type: none"> • Projection ≤ 500mm • No concrete • No projection over street or common part of building if the highest point of canopy ≤ 3m from ground 

7.1.4 According to section 39C of the Buildings Ordinance (“BO”), enforcement action by the issue of a removal order under section 24 or a warning notice under section 24C of the BO will not be taken by the BA against the validated building or building works on the ground that they have been completed or carried out without prior approval and consent. Notwithstanding, the status of the validated building or building works is still unauthorized building works.

7.1.5 The insurance industry is positive to offer insurance coverage for those unauthorized structures validated under the MWCS as long as their safety condition is maintained.

7.2 Statutory Procedures for Validation and Associated Strengthening

7.2.1 Any person who has any of the above four PB/BW existed before the full implementation of the MWCS on 31 December 2010 and wishes to arrange for validation, an appointed person is required to be appointed under section 39C(2) of the BO to certify on inspection that the existing unauthorized structures meet the safety requirements. According to section 62(2) of the B(MW)R, the appointed person should be one of the following person:

The Appointed Person for Inspection	An AP, A RSE, A RGBC
	A RMWC (Co) registered for Type A minor works (i.e. addition & alteration works) or Type E minor works (i.e. works relating to structures for amenities)
	A RMWC (Ind) registered for items 3.25, 3.27, 3.28, 3.29, 3.34, 3.35, 3.36, 3.37 & 3.38

- 7.2.2** Section 62(3) of the Regulation prescribes the procedures for validation. The appointed person may consider necessary for the purpose of safety or dimensional requirements to carry out “minor works” to alter or strengthen the existing structures. Such alterations or strengthening works are designated as “minor works” which have to be carried out by a PRC under the simplified requirements.
- 7.2.3** In case if the appointed person find on inspection that the building or building works is not PB/BW or it is PB/BW but in such a state that cannot be altered and/or strengthen for validation, he should respectively advise “the person who arranged for the building or buildings works to be validated” at once that the VS is not applicable or the works cannot be validated.
- 7.2.4** Acceptance of the validation and any associated strengthening works is subject to the submission of a certification report to the BA in prescribed manner within 14 days after the completion of the inspection or completion of the alteration or strengthening works (if applicable).
- 7.2.5** The BA will conduct audit checks upon receipt of the above notice to ascertain compliance with the statutory requirements and ensure the safety standard of such PB/BW. The appointed person will be notified of any irregularity found. Disciplinary and prosecution actions may be taken against cases of non-compliance.
- 7.2.6** The procedures for validation together with any associated strengthening works are illustrated in the following chart.

Person who arranged for the inspection to be carried out

Appoint building professional / registered contractor to inspect the installations

Appoint PRC to carry out the alteration / strengthening works to the installations under "simplified requirements"

Appointed Person

- AP;
- RSE;
- RGBC;
- RMWC(Co) registered for Type A minor works;
- RMWC(Co) registered for Type E minor works;
- or
- RMWC(Ind) registered for minor works items 3.25, 3.27 to 3.29 or 3.34 to 3.38

Carry out inspection to confirm
Installations inspected are PB/BW

Advise "the person who arranged for the inspection to be carried out" that the scheme is not applicable

Installations inspected are non-concrete canopies projecting ≤ 750mm

Installations inspected are structurally safe

Alteration / strengthening works to the inspected installations are feasible

Within 14 days after the completion of the inspection (If alteration / strengthening works are involved, within 14 days after the completion of such works), submit to the BA a notification in specified form (Form MW06), photographs & description showing the physical condition of the PB/BW as inspected, to certify that the installations are structurally safe & comply with the BO¹⁴

Advise "the person who arranged for the inspection to be carried out" to arrange alteration / strengthening works to the inspected installations by PRC under the "simplified requirements" before re-inspection

Building Authority

After verification of the key information provided, issue an acknowledgement letter with submission number, VS101200001.

14. Except BO s.14(1) & Building (Administration) Regulation 25.