屋宇署
BUILDINGS DEPARTMENT

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27 November 2026

To: All Authorized Persons
Registered Structural Engineers
Registered Geotechnical Engineers
Registered Inspectors
Registered General Building Contractors
Registered Specialist Contractors
Registered Minor Works Contractors

Dear Sir/Madam,

Updating of Specified Forms
under Minor Works Control System

Pursuant to the enactment of the Basic Housing Units Ordinance (Cap. 658) (BHUO)[1] on 1 March 2026, Part A of the specified Forms MW01, MW03 and MW05 has been updated to provide a new field for indicating whether the minor works carried out or to be carried out at the premises concerned are necessary for, or ancillary to, the meeting of the minimum standards of living conditions under the BHUO by subdivided units (SDUs).

2. The updated specified Forms MW01, MW03 and MW05 have been uploaded to the Buildings Department's (BD) website (www.bd.gov.hk). The new Forms should be adopted for minor works submissions submitted on or after 10 December 2026.

3. Furthermore, BD has launched a new web-based platform, the Registration and Minor Works Management System, since 29 May 2026 to facilitate the submission and processing of documents under the Minor Works Control System (MWCS) and the Signboard Control System (SCS). In this connection, the online submission function via the Electronic Forms Submission System for submissions under MWCS and SCS will be discontinued from 10 December 2026.

Yours faithfully,

(PANG Yuk-lung, Michael)
Assistant Director/Corporate Services
for Building Authority

c.c. Dedicated Team on Subdivided Units of the Housing Bureau
Chief Officer (Subdivided Units)

[1] The BHUO seeks to introduce a regulatory regime for the letting of SDUs of domestic buildings or of the domestic parts of composite buildings. Under the Basic Housing Unit (BHU) regulatory regime, SDUs of residential buildings have to comply with a set of minimum standards of living conditions and obtain BHU recognition before they can be legally let out for habitation.