

16 August 2018

To: ALL Registered Minor Works Contractors

Dear Sir/Madam,

**Assessment Criteria on Minor Works Contractor's Access to Resources
under the Minor Works Contractor Registration System**

The Buildings Department (BD) has completed a review on assessing the minor works contractor's ability to have access to resources as required under section 12(5)(b) of the Building (Minor Works) Regulation. Currently, an application for inclusion of name in the register of minor works contractors is required to provide supporting documents such as the most recent auditor's report with a profit and loss account showing the financial resources and status (i.e. a balance sheet), or bank statements showing a balance of not less than the amount stated in the table below. With effect from 2 October 2018, bank statements will no longer be acceptable and the applicant will be required to submit an auditor's report and a balance sheet showing the following:

- (a) The working capital (i.e. net current assets) is positive; and
- (b) The employed capital (i.e. total equity) is not less than the amount stated in the table below.

Minor Works Contractor	Current Requirement (HK\$)	New Requirement to be implemented (HK\$)
Class I	40,000	56,000
Class II	20,000	28,000
Class III	5,000	7,000

/ If the applicant....

If the applicant is a newly established company, partnership or sole proprietorship, and an auditor's report is not available, a balance sheet within recent 3 months endorsed by an executive director, partner or sole proprietor who takes up the managing role in a building contractor company may be acceptable. Details of the above requirement are stated in item A1.6 of the checklist CL-BA25 and undertaking letter UL1 accessible from the BD's website:

http://www.bd.gov.hk/english/forms/form_regmwcc.html.

Yours faithfully,



(Ms YU Po-mei, Clarice)

Assistant Director / Corporate Services
for Building Authority