

19 July 2022

To: Property Management Companies

Dear Sir/Madam,

**Electronic Certificates of Registration for
Registered Building Professionals and Registered Contractors**

I am pleased to inform you that for registration applications submitted on or after 30 June 2022, the Buildings Department (BD) will issue certificates of registration under the Buildings Ordinance in electronic form (e-Certificate) to the applicants via email. BD will also issue the registration cards to the applicants who are Registered Inspectors (RI) and Registered Minor Works Contractors (Individual) (RMWC(Ind)).

2. A QR code linking to the e-Certificate holder's registration information (i.e. name, registration number and date of expiry of the registration) in BD website will be printed on the e-Certificate and the registration card for ease of reference.
3. The QR code will also be shown on the QP cards for Qualified Persons.
4. Samples of the certificate of registration and the registration card for RI and RMWC(Ind) and the QP card for Qualified Persons are attached for your reference.
5. For the avoidance of doubt, the certificates of registration already issued by BD are still valid up to the date of expiry of registration.

Yours faithfully,



(TAM Wing-cheung)
Assistant Director/Corporate Services
for Director of Buildings

- c.c. The Hong Kong Institute of Housing
The Hong Kong Association of Property Management Companies Limited
The Federation of Hong Kong Property Management Industry Limited
Chartered Institute of Housing Asian Pacific Branch

Certificate of Registered Minor Works Contractor (Individual) and Registration Card
 (The RMWC(Ind) may carry out relevant Class III minor works item as detailed in the certificate and in the back of the registration card)

Sample of the Certificate of Registration issued before implementation of e-Certificate

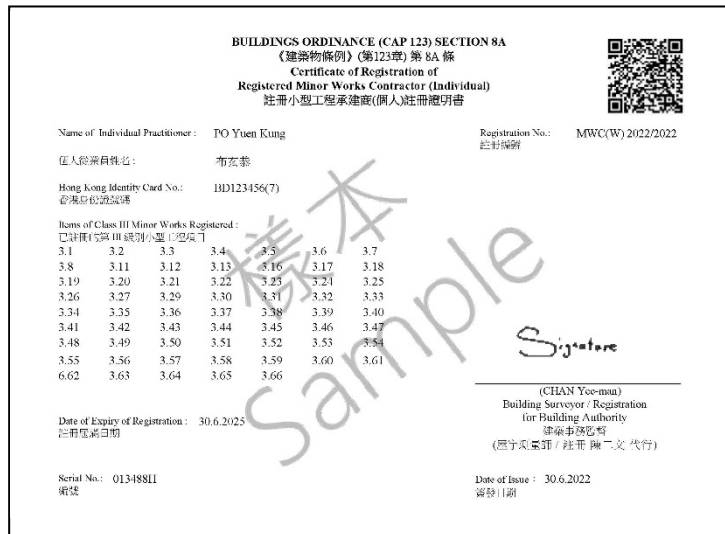


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Sample of the Certificate of Registraton issued after implementation of e-Certificate



Sample of the Registraton Card issued after implementation of e-Certificate



(Front)



(Back)

Certificate of Registered Inspector and Registration Card

(The RI may carry out prescribed inspection and/or supervise prescribed repair works under the Mandatory Building Inspection Scheme)

Sample of the Certificate issued before implementation of e-Certificate



(Front)

(Back)

Sample of the Certificate of Registraton issued after implementation of e-Certificate



Sample of the Registraton Card issued after implementation of e-Certificate



(Front)

(Back)

QP Card for Qualified Person (QP)

(The QP may carry out prescribed inspection and/or supervise prescribed repair works under the Mandatory Window Inspection Scheme)

Sample of the QP Card issued before implementation of e-Certificate



- For a QP who is a Registered Minor Works Contractor (Individual)



- For a QP who is an Authorized Person / Registered Structural Engineer / Registered Inspector)



- For a QP who is an Authorized Signatory of Registered General Building Contractor / Registered Minor Works Contractor (Company)

(Back)



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Sample of the QP Card issued after implementation of e-Certificate



- For a QP who is a Registered Minor Works Contractor (Individual)



- For a QP who is an Authorized Person / Registered Structural Engineer / Registered Inspector)



- For a QP who is an Authorized Signatory of Registered General Building Contractor / Registered Minor Works Contractor (Company)

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