

**Guidance Notes for Application of RI
on Professional Interviews under Buildings Ordinance Section 3(5)
(Inspectors Registration Committee)**

The Inspectors Registration Committee (RC) has a statutory function to assist the Building Authority (BA) in considering applications for inclusion in the inspectors' register. The RC is required to examine an applicant and to ensure that he/she has the prescribed experience. In this process, the RC conducts professional interviews.

2. An applicant must satisfy the RC on his/her suitability for inclusion in the particular register for which he/she applies. In this context, an applicant has to demonstrate that he/she has adequate practical experience and general knowledge in his/her profession to meet local requirements and to discharge his/her duties in Hong Kong. He/she will also be expected to have acquired practical knowledge of the Buildings Ordinance (BO) and allied matters: the main criterion is a thorough understanding of general principles and fundamental requirements through his/her actual work experience.

3. The principal subjects upon which the RC is likely to test an applicant's knowledge include:

- (a) The objectives of the BO and Regulations and the mechanism of control;
- (b) The statutory role, functions and duties of a Registered Inspector (RI), and of the BA in respect of building inspection, maintenance and repair of private building in Hong Kong;
- (c) Sufficient general awareness of local conditions to practise efficiently and effectively in Hong Kong without having to make frequent enquiries on matters of common local knowledge;
- (d) A working knowledge of the BO and in particular those Regulations, relevant codes of practice, building safety and health standards pertinent to design and supervision of building works, building safety inspection, preparation of repairs or remedial works proposal and supervision of the necessary repairs or remedial works to remedy the defects or dilapidation of the building and/or to render the building safe;
- (e) The procedures for an RI to follow in order to meet local statutory requirements; and
- (f) Practice notes, circular letters and other advisory information published by Government departments and relevant to an RI.

In addition, the applicant is expected to be familiar with all processes involved in different stages of works including the initial stage of conducting building inspection, the interim stage of devising the remedial proposal and the final stage of supervising the necessary repair to render the building safe.

4. An applicant must provide proof of :

- (a) possessing the qualifications specified in Building (Administration) Regulation [B(A)R] 3(4B)(b), 3(4C)(b), 3(4C)(c), 3(4D)(b), and 3(4D)(c) current at the date of the application.
- (b) having gained the appropriate practical experience described above in Hong Kong for a period specified in B(A)R 3(9) and 3(10) current at the date of the application.

5. A list of publications, including the BO and other legislation relevant to the building industry, can be found in Practice Notes for Authorized Persons and Registered Structural Engineers (PNAP) ADV-2. PNAP ADV-2 can be downloaded from the Buildings Department website: <http://www.bd.gov.hk/> .