



## 標丁推介 “Build & Ding” Recommendation



為大家送上屋宇署最新製作的《**嗶嗶嗶 CHECK 樓啦喂 (樓嘅嘢唔少嘢 REMIX)**》音樂短片，透過以全新形象出現的屋宇署吉祥物—阿標與阿丁，以輕鬆的手法提醒各位業主、租客、物業管理人員定期做好樓宇保養，以免小問題變大問題。此外，短片中更有其他政府部門的吉祥物參與其中，你能找出他們嗎？立即按此／掃描二維碼觀賞音樂短片，一同找出短片裡的樓宇安全信息及一眾吉祥物吧！

(答案見本頁頁尾)

We are pleased to present to you the Buildings Department (BD)'s latest music video production – ‘HEY HEY HEY CHECK YOUR BUILDING (Buildings’ Thingies Ain’t No Easy-Peasy Remix)’ (Chinese only) – in which BD’s mascots Ah Build and Ah Ding, in their fresh new look, remind owners, tenants and property managers in a lively manner to carry out proper maintenance for their buildings regularly, so as to nip problems in the bud. Besides, several mascots from other government departments also played a part in the video. Are you able to spot them? Click here/scan the QR code now to enjoy the music video. Let’s find out the building safety messages and the group of mascots!

(answers at the end of this page)

## 標丁學堂 KNOW YOUR BUILDING

### 樓宇安全，業主無憂 Safe Buildings, Worry-free Owners



## 簡介 Introduction

在香港，樓宇失修是存在已久的問題。舊樓欠缺愛護及妥善維修保養，會對居民和普羅大眾構成威脅；而窗戶欠缺妥善保養和使用不當，亦會嚴重威脅公眾安全。

「預防勝於治療」，業主應定期為樓宇進行檢驗，及早找出問題所在並適時地進行補救工程，以避免意外發生。

為此，屋宇署於2012年6月30日起全面實施強制驗樓計劃及強制驗窗計劃。屋宇署每年會揀選目標樓宇進行強制驗樓計劃及強制驗窗計劃。業主須在接獲屋宇署送達的強制驗樓計劃法定通知後，委任一名註冊檢驗人員就樓宇進行訂明檢驗並監督檢驗後認為需要進行的訂明修葺工程。如接獲強制驗窗計劃法定通知，業主須委任一名合資格人士就樓宇的所有窗戶進行訂明檢驗，並負責監督檢驗後認為需要進行的訂明修葺工程。

如需進行訂明修葺，有關業主須委任一名註冊承建商，在一名註冊檢驗人員(強制驗樓通知)／合資格人士(強制驗窗通知)的監督下進行所需的訂明修葺。

由於妥善保養物業基本上乃業主責任，為本身利益着想，業主不應待收到法定通知才行動，業主應主動定期安排為其樓宇／窗戶進行檢驗及修葺，但應按照強制驗樓計劃／強制驗窗計劃的標準和程序進行，否則當有關樓宇被選定為目標樓宇時，屋宇署仍可向業主發出法定通知。



Building neglect is a long-standing problem in Hong Kong. Old buildings in want of care and proper maintenance pose threats to its residents and the public at large, while windows that are used improperly and in lack of appropriate maintenance also constitute a serious threat to public safety.

As the saying goes, “prevention is better than cure”. Owners should arrange regular inspections for their buildings to identify problems at an early stage and carry out remedial works timely, so that accidents can be avoided.

In the light of this, BD commenced a full implementation of the Mandatory Building Inspection Scheme (MBIS) and Mandatory Window Inspection Scheme (MWIS) on 30 June 2012. The department selects target buildings each year to take part in the schemes. Owners who receive statutory notices served by BD under the MBIS are required to appoint a registered inspector (RI) to carry out the prescribed inspection for the building and supervise the prescribed repair works deemed necessary after the inspection. For owners receiving statutory notices under the MWIS, they have to appoint qualified persons (QPs) to carry out the prescribed inspection of all windows of the building and be in charge of supervising the prescribed repair works deemed necessary after the inspection.

Where a prescribed repair is required, the owners concerned must appoint a registered contractor (RC) to carry out the necessary prescribed repair under the supervision of a RI (for MBIS notices)/QP (for MWIS notices).

As owners should take primary responsibility for the proper maintenance of the properties, it is in their own interests not to wait until they receive a statutory notice to take actions. Instead, owners should take the initiative to arrange regular inspections and repairs for their buildings/windows and such inspections and repairs should adhere to the standards and procedures under the MBIS/MWIS, otherwise BD may still issue statutory notices to the owners if the buildings in question are selected as target buildings.

# 強制驗樓計劃／強制驗窗計劃的標準和程序 Standards and Procedures Under the MBIS/MWIS

## 樓宇檢驗範圍

### Scope of Building Inspection

在強制驗樓計劃下，檢驗範圍包括以下樓宇構件：

The scope of inspection under MBIS covers the following building elements:



涵蓋範圍詳情：  
Details of the scope:



## 樓宇公用部分及外牆常見需要修葺的情況

### Common Conditions Requiring Repair for the Common Parts and External Wall of a Building



### 僭建物 Unauthorised Building Works

註冊檢驗人員應在檢驗報告中記錄僭建物（與批准圖則不符及未經小型工程申報）項目，並確保其安全。<sup>\*</sup>

RI should record the unauthorised building works (UBWs) (inconsistent with the approved plan or not submitted as minor works items) in the inspection reports and ensure their safety<sup>\*</sup>.

<sup>\*</sup>備註：雖然該些僭建物未必需要即時在強制驗樓階段清拆，但屋宇署會按執法政策取締僭建物。業主為本身利益着想，應主動安排清拆。

<sup>\*</sup> Note: Although the UBWs might not be required to be removed during the stage of mandatory building inspection, BD shall carry out enforcement actions against the UBWs according to the enforcement policy. Owners should take the initiative to remove the UBWs for their own interests.

如業主發現私人處所內的主要結構構件（如結構牆或柱）出現嚴重欠妥情況，請聯絡負責檢驗公用部分的註冊檢驗人員以便進行檢驗及安排修葺。

Owners of individual flats are advised to contact the RI responsible for the inspection of the common parts to conduct inspection and arrange repair if any main structural element (e.g. structural wall or column) in their flats is found to be seriously defective.

## 伸出物 Projections

如外牆\*屬建築物公用部分，下列伸出物，亦屬建築物的公用部分。

Where an external wall\* is in the common parts of a building, the following projections will also be regarded as the common parts of a building.



窗戶簷篷  
Window hood



花槽  
Planter box



晾衣架  
Drying rack



冷氣機台和相關喉管  
A/C platform and the  
associated pipe or duct

\* 業主可參考大廈公契以確定建築物的公用部分是否涵蓋外牆，如有需要可諮詢法律意見。

如外牆不屬建築物公用部分，外牆的業主須負責上述伸出物的檢驗及修葺。

檢驗及修葺外牆應涵蓋露台／外廊的石屎防護欄外部。而露台／外廊內部的檢驗及修葺，包括石屎防護欄內部，應由個別單位業主負責。

\* Building owners may refer to the building's Deed of Mutual Covenant to ascertain whether the external wall is in the common parts of the building. Legal advice should be sought if necessary.

If an external wall is not in the common parts of a building, the owners of the external wall are responsible for the inspection and repair of the above projections. Inspection and repair of the external wall should cover the exterior of the concrete protective barriers of balconies / verandahs. Inspection and repair of the interiors of the balconies / verandahs, including the interior of the concrete protective barriers, are the responsibility of owners of individual flats.

## 露台及外廊的檢驗項目及需要修葺的情況 Inspection Components and Conditions Requiring Repair for Balconies and Verandahs

請掃描二維碼以獲取更多資訊。

Please scan the QR code for more information.



## 窗戶的檢驗項目及常見需要修葺的情況 Inspection Components and Common Conditions Requiring Repair for Windows

在強制驗窗計劃下，檢驗須涵蓋所有窗戶及玻璃百葉窗，包括個別私人處所及樓宇公用部分的玻璃牆。

請掃描二維碼以獲取更多資訊。

Under the MWIS, the inspection shall cover all windows and glass louvers in individual premises and common parts of the building including window walls.

Please scan the QR code for more information.



## 樓宇／窗戶檢驗及修葺的主要步驟 Major Steps in Building / Window Inspection and Repair

### 樓宇檢驗及修葺的主要步驟

Major Steps in Building Inspection and Repair

請掃描二維碼  
以獲取更多資訊

Please scan the QR code  
for more information.



### 窗戶檢驗及修葺的主要步驟

Major Steps in Window Inspection and Repair

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for more information.







## 註冊檢驗人員 RIs

獲委任進行樓宇訂明檢驗或監督樓宇訂明修葺工程的註冊檢驗人員，須是當時名列於建築事務監督所備存的檢驗人員名冊內的人士。

The RI appointed to carry out the prescribed building inspection or supervision of the prescribed building repair works shall be a person whose name is for the time being on the Inspectors' Register kept by the Building Authority (BA).

獲委任進行窗戶的訂明檢驗或監督訂明修葺的合資格人士，須是當時名列於建築事務監督所備存的下列任何名冊內的人士：

- 認可人士；
- 註冊結構工程師；
- 註冊檢驗人員；
- 註冊一般建築承建商；
- 關乎窗戶的小型工程級別、類型及項目的註冊小型工程承建商。

The QP appointed to carry out the prescribed inspection or supervision of the prescribed repair for windows shall be a person whose name is for the time being on any of the following registers kept by the BA:

- Authorized Persons;
- Registered Structural Engineers;
- RIs;
- Registered General Building Contractors (RGBC);
- Registered Minor Works Contractors (RMWC) registered for the class, type and item of minor works in respect of windows.

## 合資格人士 QPs



## 註冊承建商 RCs

獲委任進行所需糾正及修葺工程的註冊承建商，須是名列於建築事務監督所備存的相關名冊內的註冊一般建築承建商或符合資格進行其獲註冊級別、類型及項目的小型工程的註冊小型工程承建商。

The RC appointed to carry out the necessary rectification and repair works shall be an RGBC or RMWC who is qualified to carry out the minor works belonging to the class, type and item for which they are registered, and whose name is for the time being on the respective Contractors' Registers kept by the BA.

## 技術及財政支援 Technical and Financial Support

### 屋宇署 Buildings Department

#### 有關強制驗樓及驗窗計劃的簡介短片

Briefing Videos on Mandatory Building and Window Inspection Schemes



#### 樓宇安全貸款計劃 Building Safety Loan Scheme



☎ 電話 Tel : 2626 1579

🌐 網址 Website : [www.bd.gov.hk](http://www.bd.gov.hk)

### 市區重建局 Urban Renewal Authority

#### 樓宇復修綜合支援計劃

Integrated Building Rehabilitation Assistance Scheme

☎ 電話 Tel : 3188 1188

🌐 網址 Website : [www.brplatform.org.hk](http://www.brplatform.org.hk)



### 民政事務總署 Home Affairs Department

#### 大廈管理中央平台簡介會

Briefings on Central Platform on Building Management

☎ 電話 Tel : 2835 2542

🌐 網址 Website : [www.buildingmgt.gov.hk](http://www.buildingmgt.gov.hk)



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