

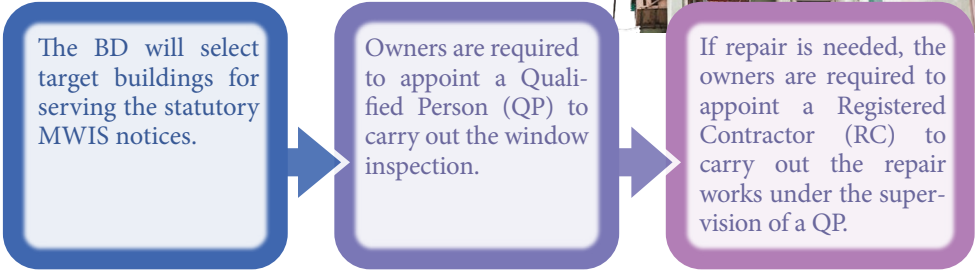
# MANDATORY WINDOW INSPECTION SCHEME



# Requirements under Mandatory Window Inspection Scheme (MWIS)



The Buildings Department (BD) may serve statutory notices to owners of buildings aged 10 years or above (except domestic buildings not exceeding 3 storeys).



Note: It is up to the owners / owners' corporation (OC) to appoint different QPs or the same QP for carrying out the inspection or supervising the repair. Besides, if the QP appointed for carrying out the inspection or supervising the repair of windows is a Registered General Building Contractor (RGBC) or a Registered Minor Works Contractor (RMWC), the QP may also act as the contractor to carry out the repair.

## Qualified Persons for MWIS

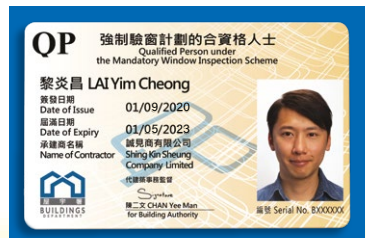
A QP is:

- Authorized Person (AP)
- Registered Inspector (RI)
- Registered Minor Works Contractor (RMWC) \*
- Registered Structural Engineer (RSE)
- Registered General Building Contractor (RGBC)

\* registered for the class, type and item of minor works in respect of windows

The BD has issued "QP Cards" for QPs to facilitate owners identifying the QP and ensuring that the QP carries out the inspection personally.

Please refer to the BD's website or download the mobile application for MBIS / MWIS for the reference list of QPs.



## Selection of Target Buildings

The selection of target buildings each year for implementing MWIS is based on a risk-based approach, taking into account factors such as the condition and repair records of the windows, and records of reports on the dilapidated condition of the windows, etc. A selection panel is established to advise the BD on the selection of target buildings. The selection panel comprises representatives from:

- Professional institutions
- Relevant non-governmental organisations
- Property management professionals
- District Councils



## Scope of Window Inspection



All the windows in the common parts of a building

All the windows within individual premises of a building



Glass curtain walls

Shopfront show windows at ground floor

## Compliance Status



The issuance and compliance status of MWIS notices can be searched on BD's website or the mobile application for MBIS/MWIS.



# Synchronisation with the Mandatory Building Inspection Scheme (MBIS) & Mandatory Window Inspection Scheme (MWIS)

Buildings selected for MBIS will also be selected for MWIS under the same cycle.

## Assistance for Owners

Technical and Financial Assistance	Responsible Department/ Organization	Hotline & Website
<ul style="list-style-type: none"><li>• Briefing video on Mandatory Building and Window Inspection Schemes<sup>#</sup></li><li>• Building Safety Loan Scheme</li></ul>	BD	2626 1579 <a href="http://www.bd.gov.hk">www.bd.gov.hk</a>
<ul style="list-style-type: none"><li>• Integrated Building Rehabilitation Assistance Scheme (IBRAS)</li></ul>	URA	3188 3188 <a href="http://www.brplatform.org.hk">www.brplatform.org.hk</a>
<ul style="list-style-type: none"><li>• Briefing of Central Platform on Building Management*</li></ul>	Home Affairs Department (HAD)	2835 2542 <a href="http://www.buildingmgmt.gov.hk">www.buildingmgmt.gov.hk</a>

<sup>#</sup> Please visit BD's website or scan the QR code to view the video:



\* Attended by BD representatives to introduce MBIS & MWIS

## Cost of Window Inspection and Repair Services

- Such cost varies with factors such as the number and size of windows in the building, their conditions of maintenance and repair, and the prevailing market conditions of the trade.
- Some market information for window inspection and repair works under the MWIS obtained from the quotations/advertising pamphlets provided by the QPs or RCs are published at BD's webpage for reference.
- Owners should obtain quotations with detailed cost breakdown from different QPs and RCs for cost reference and comparison. Some cost information on window inspection and repair for general reference:



## Legal Liabilities

- The owners or OC who fail to comply with a statutory notice for window inspection may be served with a penalty notice for a fixed fine of \$1,500.
- Repeated offenders may be prosecuted.
- The BD, if necessary, may also arrange for the required inspection and repair works to be carried out by its consultant and contractor, and then recover the cost of inspection and repair works as well as the supervision charge from the owners or OC, together with a surcharge of not exceeding 20% of the cost.

Apart from receiving the statutory MWIS notice, owners are encouraged to volunteer at any time to arrange inspections and repairs of the windows of their buildings/premises. In such cases, the inspection and repair works should also be carried out in accordance with the standards and procedures of the MWIS, otherwise the BD may still serve statutory MWIS notices on the owners for mandatory window inspection when the building concerned is selected as a target building.

## Audit Check

- BD will conduct random audit checks on completed cases and impose appropriate sanctions on service providers for any irregularities identified.
- Building owners, if selected, will receive BD's invitation letters. They are advised to cooperate with BD to facilitate the site audit inspection for their own interests.



## Enquiry and Report

Any enquiry on the scheme and report on malpractices of QPs or RCs in the carrying out of the inspection or repair of the windows may be addressed to the Buildings Department:

### Mailing address:

Buildings Department Headquarters, North Tower, West Kowloon  
Government Offices, 11 Hoi Ting Road, Yau Ma Tei, Kowloon

E-mail address: [enquiry@bd.gov.hk](mailto:enquiry@bd.gov.hk)

Hotline: 2626 1616 (handled by 1823)

Webpage: [www.bd.gov.hk](http://www.bd.gov.hk)



Mobile Application for MBIS/MWIS: