



Briefing on Mandatory Building Inspection Scheme (MBIS) & Mandatory Window Inspection Scheme (MWIS)



Contents



- **Objective**
- **Requirements under the Buildings Ordinance (BO)**
- **Scopes of MBIS and MWIS**
- **Mode and Procedures of Enforcement by the Buildings Department (BD)**
- **Service Providers**
- **Assistance to Owners**
- **Legal Liabilities of Owners/Owners' Corporation**
- **Timely Repair/Maintenance**



Objective



“Prevention is better than cure”. The two schemes aim to tackle the long-standing problem of building neglect in Hong Kong by **regular inspection and repair.**



Contents



- Objective
- **Requirements under the BO**
- Scopes of MBIS and MWIS
- Mode and Procedures of Enforcement by BD
- Service Providers
- Assistance to Owners
- Legal Liabilities of Owners/Owners' Corporation
- Timely Repair/Maintenance

Requirements under the BO



Full implementation of MBIS & MWIS commenced on 30 June 2012

Target Buildings



- ◆ MBIS - private buildings* aged **30** years or above
- ◆ MWIS - private buildings* aged **10** years or above

* except for domestic buildings not exceeding 3 storeys

Power of Building Authority (BA)

- ◆ Issue Statutory Notices

Responsibilities of owners

- ◆ Appoint a Registered Inspector (RI) (MBIS)
- ◆ Appoint a Qualified Person (QP) (MWIS)



Statutory Notices



Mandatory Building Inspection

Building part	Responsible party
Common parts	Owners' Corporation/All owners
External walls	- Owners' Corporation/All owners (If the external wall is in the common parts) - Owner(s) of the external wall
Projections (Balconies, verandahs)	Owner(s) of individual flats
Projections (Others)	Owner(s) of the external wall
	Owners' Corporation/All owners (If the external wall is in the common parts)
Signboards	Owner(s) of the signboard



Projections under MBIS - Balconies & Verandahs



Including:

✓ **Balconies**



✓ **Verandahs**



used by owners or occupiers of private premises.

1. Inspection scope covers the floor, the ceiling and metal railings/glass balustrades/the internal surface of the solid parapets.
2. The external surface of the solid parapets should fall within the scope of inspection of the external walls of the building.

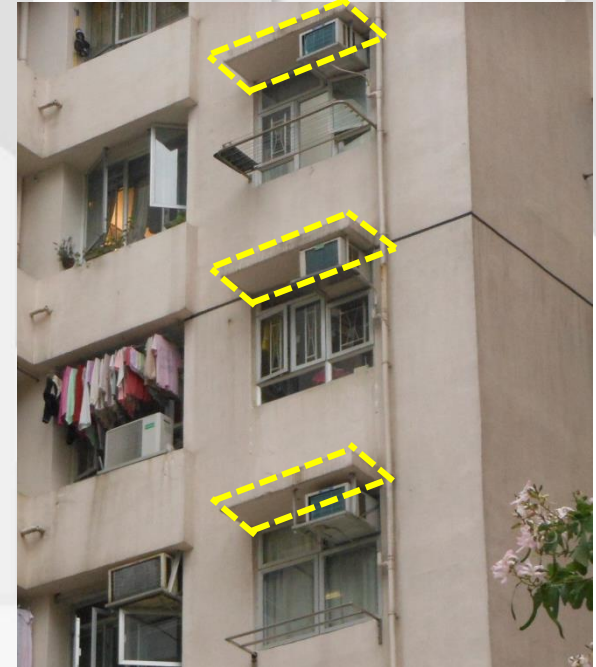
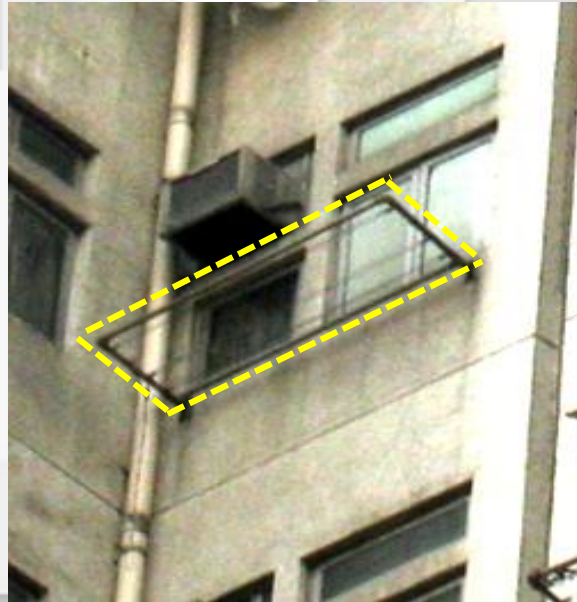


Projections under MBIS - Others



Elements projecting from the external wall of the building, including:

✓ **Planter Boxes** ✓ **Drying Racks** ✓ **Window Canopies**

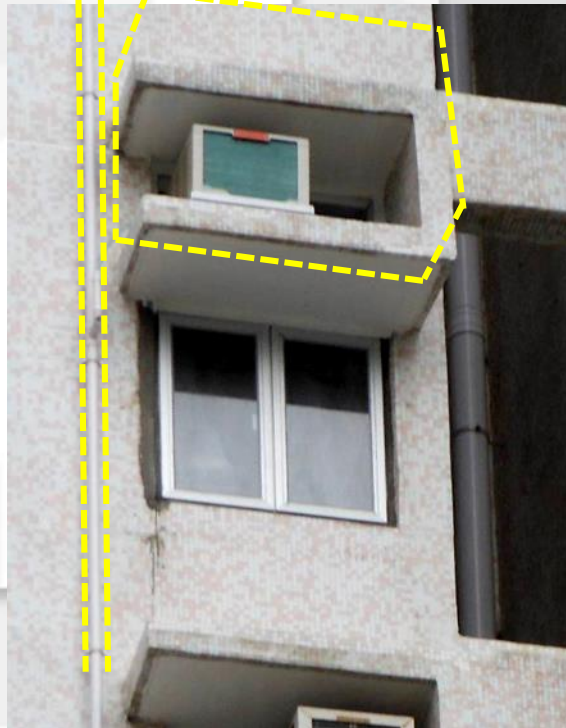


Projections under MBIS - Others



Elements projecting from the external wall of the building, including:

- ✓ supporting structures for building service installations, and;
- ✓ the associated pipes or ducts.



Statutory Notices



Mandatory Window Inspection

**Location of
windows**

Responsible party

**In common
parts**

**Owners'
Corporation/
All owners**

**On individual
premises**

Individual owner

Contents



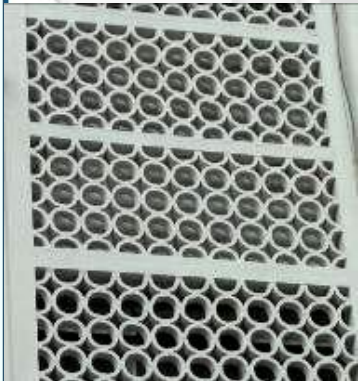
- Objective
- Requirements under the BO
- **Scopes of MBIS and MWIS**
- Mode and Procedures of Enforcement by BD
- Service Providers
- Assistance to Owners
- Legal Liabilities of Owners/Owners' Corporation
- Timely Repair/Maintenance



Scope of MBIS



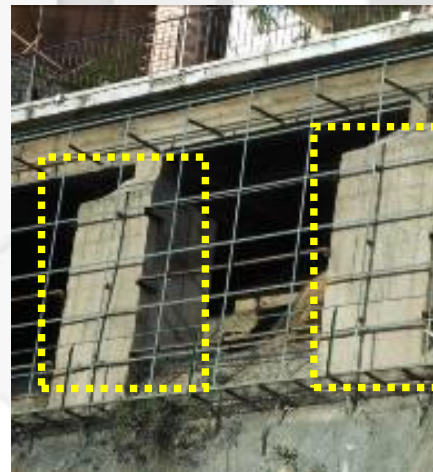
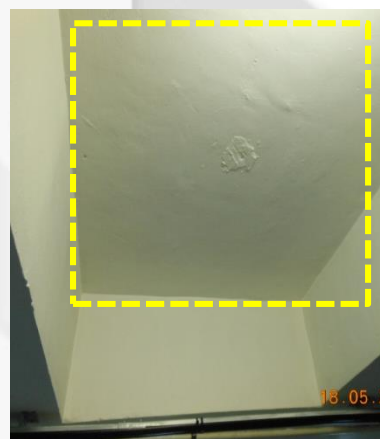
□ External elements



Scope of MBIS



□ Structural elements



Scope of MBIS



□ Fire safety elements



Scope of MBIS



□ Drainage system



Scope of MBIS



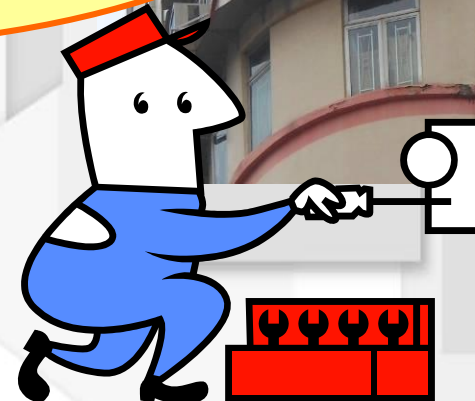
- ❑ **Unauthorised Building Works (UBWs)**
in the common parts and on the
exterior of the building



Scope of MWIS



**All the windows in the
common parts and on
individual premises**

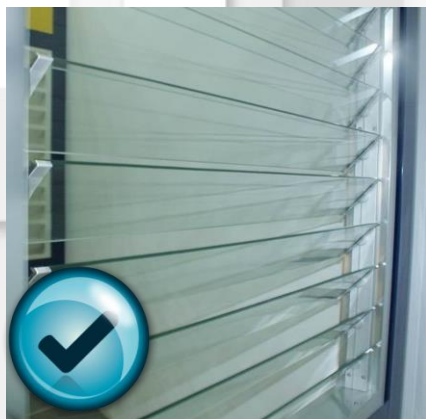


Scope of MWIS



All windows and glass louvres

Windows installed on UBWs/curtain walls

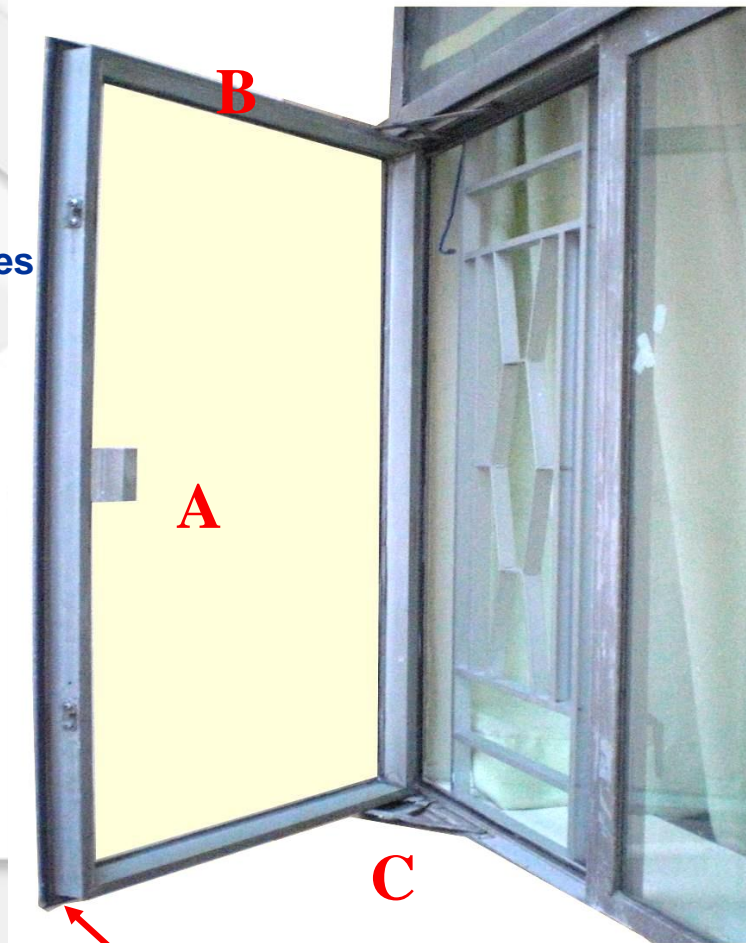


Common Examples of Window Defects/deterioration



Identification of signs of deterioration or defects of window components shall cover:

- A** Broken or cracked glass panes
- B** Window sashes hard to open or close
 - Deformed or insecure window frames and sashes
- C** Greyish white powder or rust at hinges, tracks, screws, rivets and locks
 - Loose or missing rivets or screws
 - Bent or loose hinges
- D** Defective structural sealants (for window walls)
 - Missing or defective gaskets for supporting glass panes (for window walls)
 - Any other defects that the QP considers may affect the safety of the windows under inspection



NOT within the scope of prescribed inspection:

- E** Missing or defective gaskets



Common Examples of Window Defects/deterioration

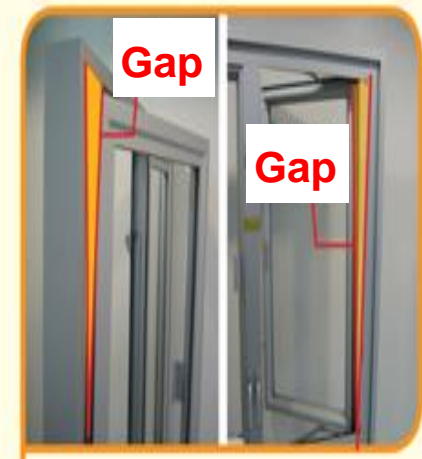


A Broken or cracked glass panes

B Window sashes hard to open or close
Deformed or insecure window frames and sashes



- Broken or cracked glass panes
- Cracking or abnormal sound during window closing or opening
- Windows cannot be opened or closed smoothly or cannot be locked
- Windows too loose to stay in position when opened



- Deformed, unsecured or significantly sagged window frames or sashes
- Gaps appearing between different adjacent window frame members



Common Examples of Window Defects/deterioration



- C** Greyish white powder or rust at hinges, tracks, screws, rivets and locks
Loose or missing rivets or screws
Bent or loose hinges

Points to Note:

- If any windows are concealed by decoration or furniture, the owners should collaborate with the QP to make all efforts to remove the obstructions to enable inspection to all components of window elements.
- The renewed elements shall be of such material and standard not inferior to the standard of the original design. When replacing a hinge with a stainless steel hinge, or replacing the rivets or screws of an existing stainless steel hinge, stainless steel rivets or screws must be used.



Broken, loose, rusted or missing rivets / screws on the top and underside of the window sash



Greyish white powder appearing at the hinges, tracks, rivets/ screws and locks



Brownish rust stain deposits on surface of the bar hinges



Bent or loose bar hinges



Contents



- Objective
- Requirements under the BO
- Scopes of MBIS and MWIS
- **Mode and Procedures of Enforcement by BD**
- Service Providers
- Assistance to Owners
- Legal Liabilities of Owners/Owners' Corporation
- Timely Repair/Maintenance

Mode of Enforcement by BD



Objective:

BD selects **an appropriate number** of Target Buildings each year for

MBIS



MWIS



Selection Panel for MBIS/MWIS



Procedures for issuing MBIS Notices

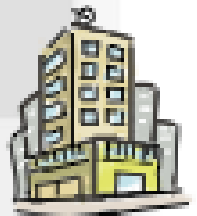


Timeframe for complying with Statutory Notices (3* + 3 + 6)



- Appoint an RI within **3 months***
- Complete building inspection within **3 months**
- Complete repair works within **6 months** (if necessary)

* Common parts of a building without an Owners' Corporation + 3 months



Procedures for issuing MWIS Notices



Timeframe for complying with Statutory Notices

Appoint a QP to **complete** the window inspection and repair works (if necessary)

- Individual flats: within **6 months**
- Common parts: within **9 months**



The Issuance and Compliance Status of MBIS/MWIS Notices

After issuance of notices, you can search for the issuance and compliance status of MBIS/MWIS notices on BD's website.



Register **MBIS / MWIS Notices** **Qualified Persons**


Street name

Street no.

Notice Number

More options >

Search →

 **Buildings Department**
The Government of the Hong Kong Special Administrative Region

Search

What's new ▾ Building works ▾ Safety and inspection ▾ **Resources ▾** About us ▾

Online tools

Notices search

[Home](#) > [Resources](#) > [Online tools](#) > [Notices search](#) Last update: 21 December 2018

Search for the issuance and compliance status

Notice No.
▾

Street address

Building name

Notice No.

Search →



Contents



- Objective
- Requirements under the BO
- Scopes of MBIS and MWIS
- Mode and Procedures of Enforcement by BD
- **Service Providers**
- Assistance to Owners
- Legal Liabilities of Owners/Owners' Corporation
- Timely Repair/Maintenance



Service Providers for MBIS



Registered Inspector (RI)

The following professionals
kept in the inspectors' register:

- Architects
- Engineers
- Surveyors





BD issues Registration Cards to RIs:

A Registration Card contains an RI's name and recent photo, date of issue, date of expiry and registration number

Owners may ask the RI to show his/her Registration Card for identification purpose to ensure that the RI carries out the inspection personally



(Issued Certificate of Registration*)



(New Registration Card)

*Valid up to the date of expiry of registration.



Lists of RIs

(<http://www.bd.gov.hk>)



Register MBIS / MWIS Notices Qualified Persons

Name
[e.g. Chan]

Registration No.
[e.g. AP(A) 11/11]

Registration type (eg. AP, RSE, MWC...)
Select..

[More options >](#) [Search →](#)

Register type

Short form	Full name	Select All
AP(A)	Authorized Persons' Register (List of Architects)	<input checked="" type="checkbox"/>
AP(E)	Authorized Persons' Register (List of Engineers)	<input checked="" type="checkbox"/>
AP(S)	Authorized Persons' Register (List of Surveyors)	<input checked="" type="checkbox"/>
RSE	Structural Engineers' Register	<input checked="" type="checkbox"/>
RGE	Geotechnical Engineers' Register	<input checked="" type="checkbox"/>
RI(A)	Inspectors' Register (List of Architects)	<input checked="" type="checkbox"/>
RI(E)	Inspectors' Register (List of Engineers)	<input checked="" type="checkbox"/>
RI(S)	Inspectors' Register (List of Surveyors)	<input checked="" type="checkbox"/>
GBC	Register of General Building Contractors	<input checked="" type="checkbox"/>
SC(D)	Register of Specialist Contractors (Sub-register of Demolition Works Category)	<input checked="" type="checkbox"/>
SC(F)	Register of Specialist Contractors (Sub-register of Foundation Works Category)	<input checked="" type="checkbox"/>
SC(SF)	Register of Specialist Contractors (Sub-register of Site Formation Works Category)	<input checked="" type="checkbox"/>
SC(V)	Register of Specialist Contractors (Sub-register of Ventilation Works Category)	<input checked="" type="checkbox"/>

Searching for Information of Register

Name ?
[]

Registration No. ?
[e.g. AP(A) 11/11]

Register type
All

RI(S) Inspectors' Register (List of Surveyors) 164 Results

Name	Registration Number	Expiry Date	Service in MBIS	Service in Fire Safety Improvement	Phone Number
AU Wai Sang Alan	RI(S) 14/15	13/05/2021	-	-	-
CHAN Cheong	RI(S) 99/12	21/09/2022	✓	-	9316 8761
CHAN Chun Hin	RI(S) 22/15	14/08/2020	✓	-	-
CHAN Chun Wai Samson	RI(S) 99/94	30/03/2022	✓	-	9438 9543
CHAN Chun Wing Stephen	RI(S) 33/00	30/03/2022	-	-	2851 9918
CHAN Jor Kin Kenneth	RI(S) 51/82	25/06/2022	✓	-	2782 2211
CHAN Ka Man	RI(S) 23/10	28/03/2023	-	-	-
CHAN Kwok Pui George	RI(S) 25/12	17/08/2022	✓	-	2846 7455

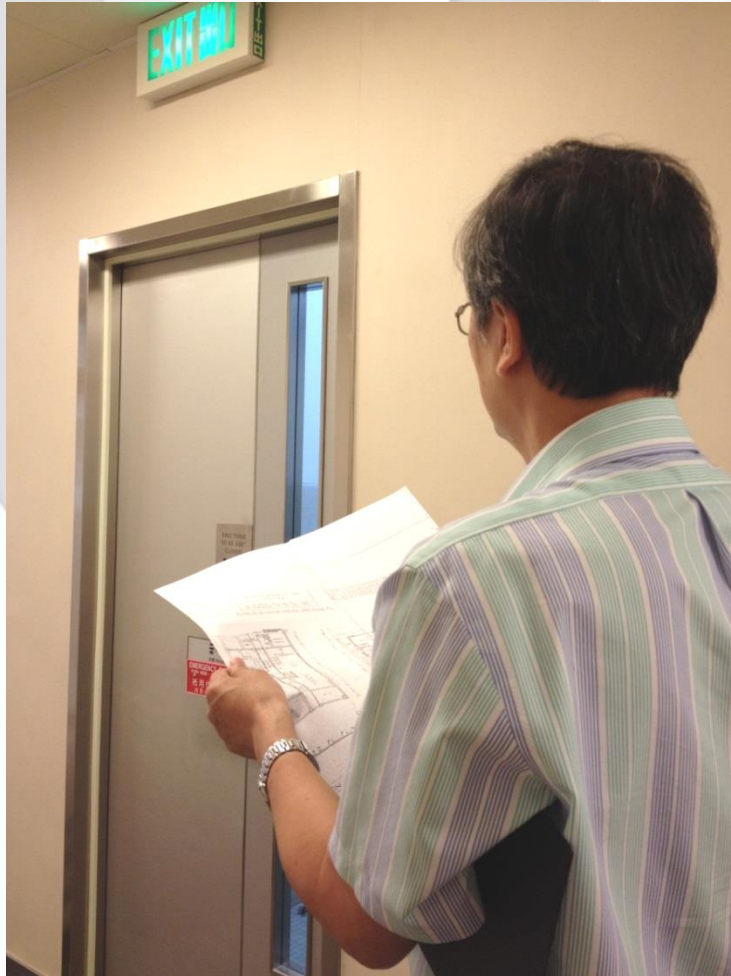


Duties of RIs



Inspection Stage

- Carry out prescribed inspection **personally**
- Comply with the BO
- Notify BD in case of emergency
- Notify BD of UBWs
- Carry out detailed investigation (if necessary)
- Please contact the RI responsible for the inspection of the common parts if any main structural element (e.g. structural wall or column) on the private premises is found to be seriously defective

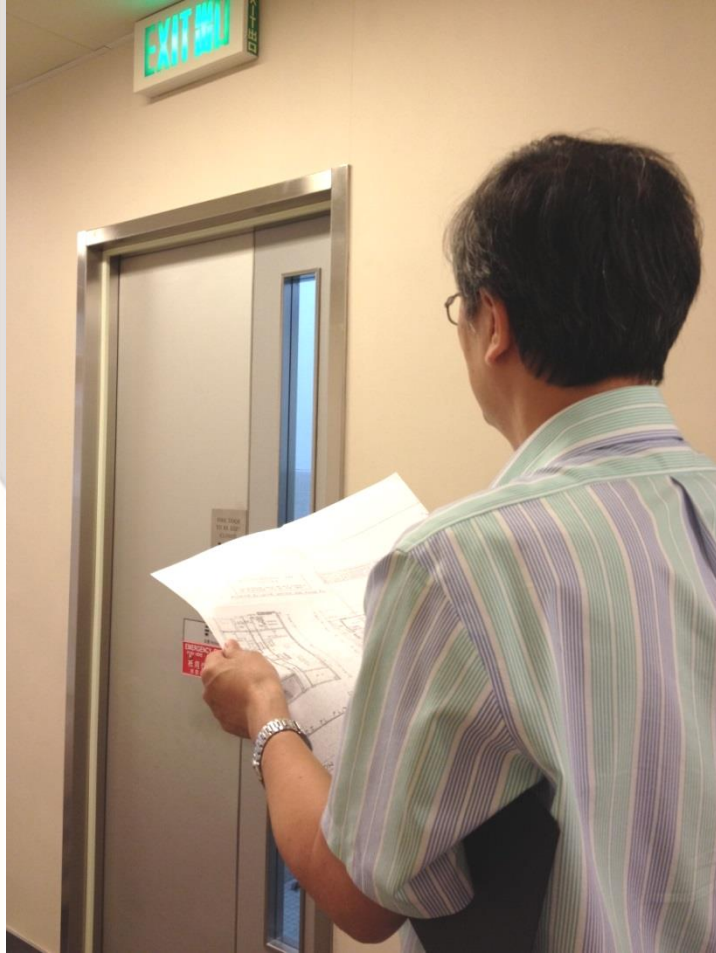


Duties of RIs



Repair Stage

- **Provide** proper supervision
- Ensure the use of proper repair methods and materials
- Ensure building safety
- Comply with the BO
- Notify BD in case of emergency



Duties of RIs



Detailed Investigation - DI (if necessary)

- (a) Serious defects constituting structural instability or serious health hazard
- (b) Extent or cause of defects not ascertained in the inspection



RI shall:

- Submit detailed investigation proposal to BA for endorsement
- Conduct detailed investigation according to the endorsed proposal



Duties of RIs



Submit Statutory Documents

- Before Inspection (within 7 days after appointment): **Notice of Appointment**
- After Inspection (within 7 days) :
 - (i) **Inspection Report (with repair proposal)**
 - (ii) **Certificate of Building Inspection**
- After Repair (within 14 days) :
 - (i) **Completion Report**
 - (ii) **Certificate of Building Repair**



Service Providers for MWIS

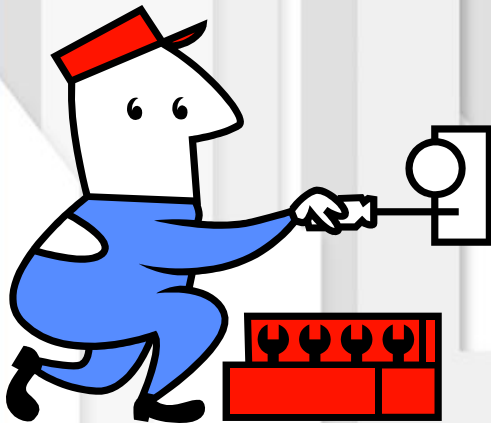


Qualified Person (QP)

QP shall be the following registers kept by BA :

- Authorized Person
- Registered Structural Engineer
- Registered Inspector
- Registered General Building Contractors
- Registered Minor Works Contractors*

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



Please visit BD's Website for details of registers and list of QP



Reference Lists of QPs

(<http://www.bd.gov.hk>)



Register

MBIS / MWIS Notices

Qualified Persons

District

Select..

Name

eg. Chan

Registration No. (if any)

eg. AP(A) 11/11

More options >

Search →

Name*

Registration No.*

e.g. AP(A) 11/11

Register type

All

Business Location (District)

Please select...

Register type

Short form	Full name	Select All	✓
QP-AP	Authorized Persons	<input checked="" type="checkbox"/>	
QP-RI	Registered Inspectors	<input checked="" type="checkbox"/>	
QP-RSE	Registered Structural Engineers	<input checked="" type="checkbox"/>	
QP-GBC	Registered General Building Contractors	<input checked="" type="checkbox"/>	
QP-MWC(W)	Registered Minor Works Contractors (Individual)	<input checked="" type="checkbox"/>	
QP-MWC	Registered Minor Works Contractors (Company)	<input checked="" type="checkbox"/>	

Select →

QP-MWC(W) Registered Minor Works Contractors (Individual) 5960 Results

Contractor Name	Registration Number	Expiry Date ?	Items of Class III Minor Works ?	Full List
AU Chi Cheung	MWC(W) 2174/2011	10/06/2020	3.6	✓
AU Chi Ho Jackey	MWC(W) 855/2012	07/12/2021	3.6	✓
AU Chong Keng	MWC(W) 2310/2011	12/10/2020	3.6	✓
AU Chun Ho	MWC(W) 2133/2010	29/03/2020	3.6	✓
AU Chun Kit	MWC(W) 971/2011	21/04/2020	3.6	✓
AU Chun Kit	MWC(W) 2131/2010	28/03/2020	3.6	✓

Some contractor trade associations have compiled lists of their members who are interested to provide mandatory window inspection services and their charges. Hyperlinks to the lists are available on BD's website.



Mobile Application – WIN SAFE



- To serve a digital marketplace for connecting property owners/QP/BD
- To facilitate property owners to find a QP based on individual's needs in an efficient manner
- To enhance building safety by early compliance

Function	Owners	QPs
Searching QPs & Invite QPs for quotation	✓	
Quotation		✓
Chatroom (can attach photos, documents and video recordings)	✓	✓
Accepting quotation	✓	
Rating QPs	✓	
Notification of form submission		✓
Status of form submission	✓	
Application for extension of time	✓	
Make enquiry of MWIS matter	✓	✓
Collection of cost data for statistical purpose and public reference	✓	✓



Available for download from
8 August 2022



QPs



BD issues QP cards to QPs:

A QP Card contains a QP's name and recent photo, date of issue, date of expiry and name of the contractor (if applicable)

Owners may ask the QP to show his/her QP Card for identification purpose to ensure that the QP carries out the inspection personally



(*issued QP Card)



(New QP Card)

***Valid up to the date of expiry of registration.**



Duties of QPs



Inspection Stage

- Carry out prescribed inspection **personally**
- Comply with the BO
- Notify BD in case of emergency



Duties of QPs



Repair Stage

- **Provide** proper supervision
- Ensure the use of proper repair methods and materials
- Ensure safety of windows
- Comply with the BO
- Notify BD in case of emergency



Duties of QPs



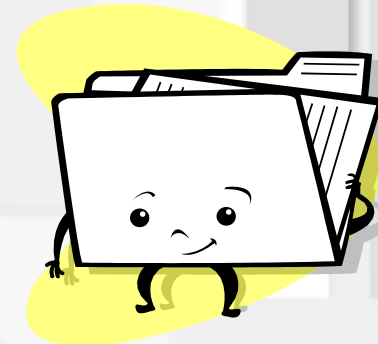
Submit Statutory Documents

- After inspection and/or repair (within 14 days):
Submit the statutory documents in the specified form to the BA for record and audit check



Specified Form

- Can be downloaded from BD's website



Registered Contractors (RCs)



Contractors:

Registered General Building Contractor (RGBC)

Registered Minor Works Contractor (RMWC)*

whose names are on the registers kept by the BA

* qualified to carry out minor works belonging to the class, type and item for which they are registered.



Duties

To ensure the building parts/
windows are rendered safe



Code of Practice for MBIS & MWIS



Technical standard, procedural requirements and guidelines

It covers:

- **Duties of service providers**
- **Inspection**
- **Repair**
- **Supervision and control**



Code of Practice

BD's website :

<http://www.bd.gov.hk>



Contents



- Objective
- Requirements under the BO
- Scopes of MBIS and MWIS
- Mode and Procedures of Enforcement by BD
- Service Providers
- **Assistance to Owners**
- Legal Liabilities of Owners/Owners' Corporation
- Timely Repair/Maintenance



Assistance to Owners



Support Provided by

- Urban Renewal Authority (URA)
- BD

Integrated Building Rehabilitation Assistance Scheme (IBRAS)

- URA has integrated various building assistance and subsidy schemes, and launched an all-in-one IBRAS
- Building owners can apply for and obtain various assistance and subsidy schemes more easily
- For any enquiries, please call **3188 1188**

Assistance to Owners



Mobile Application “Quick Guide for MBIS/MWIS”

- provides useful information such as financial support and technical assistance, and lists of RIs/QPs/RCs
- allows users to search the insurance and compliance status of statutory notices



Promotional Videos

Briefing Video on Mandatory Building and Window Inspection Schemes

Briefing of Central Platform on Building Man

BD's Social Services Teams



Assistance to Owners

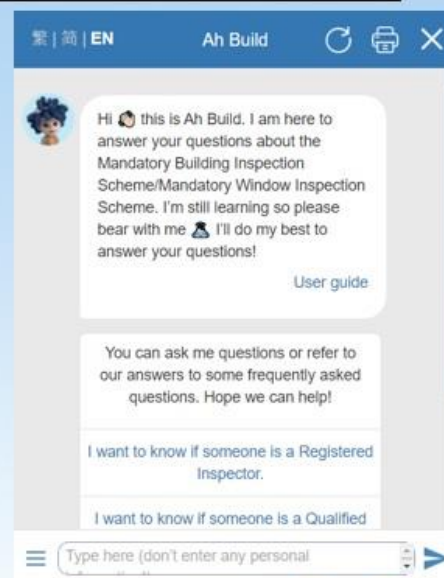


Ah Build and the Buildings Department's Chatbot Function

Hi, this is Ah Build. I am here to answer your questions about the Mandatory Building Inspection Scheme/Mandatory Window Inspection Scheme. I'm still learning so please bear with me. I'll do my best to answer your questions!



<https://bit.ly/326G880>



Fighting Bid-rigging



A proprietor of an engineering company was sentenced to imprisonment for 2 years and 11 months for conspiracy to offer advantages to an agent.

- **Owners' participation**
- **ICAC - Corruption**
- **Police - Criminal intimidation and blackmail**
- **Competition Commission - Cartel bid-rigging conduct**
- **BD - Professional and technical standards of works**
- **Relevant professional institutes and registration boards - Professional misconduct or violation of the industry's code of conduct**

Other Reports



Customs and Excise Department

- **Unfair trade practices** involving suspected breach of the requirements under the Trade Descriptions Ordinance (Cap. 362)

Consumer Council

- When come across **unfair trade practices** such as goods or services not corresponding to descriptions; delay in delivery; dissatisfaction with services

Site Audits



- **Random site audit inspections are conducted to monitor and regulate the service providers.**
- **Our site audit inspections could be made during or after office hours.**
- **Building owners' cooperation and support help achieve the above objectives.**



Owners' Rights



- Choose to carry out upgrading works or conduct repair works according to the standard of the original design
- Obtain quotations from different RIs/QPs for comparison
- Ask the RI/QP to show his/her registration card or QP card for identification purpose **to ensure that the RI/QP carries out the inspection personally**
- Request a copy of the forms/relevant documents and check the accuracy of the general information contained therein

(information on the costs of building inspection, window inspection and common repair items are available on BD's website for reference)



Contents



- Objective
- Requirements under the BO
- Scopes of MBIS and MWIS
- Mode and Procedures of Enforcement by BD
- Service Providers
- Assistance to Owners
- **Legal Liabilities of Owners/Owners' Corporation**
- Timely Repair/Maintenance

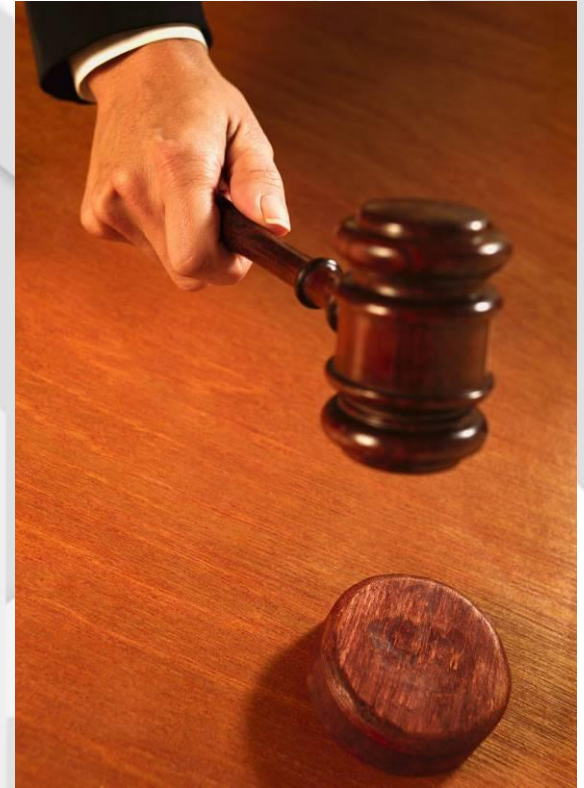


Legal Liabilities of Owners/ Owners' Corporation (OC)



If owners/OC fail to comply with statutory notices,

- they may be **prosecuted**
- The Government may also carry out inspections and repair works on the owners/OC's behalf, and then recover from them the relevant costs, supervision charges as well as a surcharge of not exceeding 20% of the relevant costs



Penalties upon Conviction



Failing to comply with a statutory notice

Maximum penalty

MBIS

A fine of **\$50,000** and imprisonment for **1** year; and a fine of **\$5,000** (for each day)

MWIS

A fixed fine of **\$1,500**

For repeated offenders:-
a fine of **\$25,000** and imprisonment for **3** months; and a fine of **\$2,000** (for each day)

Recent Convicted Cases



**Failing to comply with a
statutory notice**

Penalty

MBIS

A fine exceeding \$32,900

MWIS

A fine exceeding \$150,000

Prosecutions against Uncooperative Persons



Obstructing the OC in carrying out works relating to the common parts of the building

Fine/imprisonment

- **Obstructing** a person employed or engaged by the OC in the carrying out of any inspection, investigation or works as required

- **\$10,000** and imprisonment for **6 months**

- **Refusing** to allow a person employed or engaged by the OC access to or the use of any premises for the carrying out of any inspection, investigation or works as required

- **Refusing** to contribute to the required costs

- **\$25,000**

Contents



- Objective
- Requirements under the BO
- Scopes of MBIS and MWIS
- Mode and Procedures of Enforcement by BD
- Service Providers
- Assistance to Owners
- Legal Liabilities of Owners/Owners' Corporation
- **Timely Repair/Maintenance**



Voluntary Building & Window Inspection



定期驗樓
Regular Building Inspection Puts Your Mind At Ease
安居樂無憂

業主即使沒有收到屋宇署的法定通知，都應該根據強制驗樓計劃的規定定期安排驗樓。
Owners should arrange regular inspection and follow the requirements of Mandatory Building Inspection Scheme even if no statutory notices are received from the Buildings Department.

熱線電話 2626 1616
18107 樓宇 (熱線) 2025
www.bd.gov.hk

屋宇署
BUILDINGS
DEPARTMENT

- Apart from receiving statutory notices under MBIS/MWIS, owners are encouraged to volunteer at any time to arrange inspections and repairs of their buildings/premises and the windows.



Voluntary Building Assessment Scheme



- HKHS has launched the Voluntary building Assessment Scheme (VBAS) to give positive recognition to well-managed and properly maintained buildings.
- Buildings certified by the VBAS will be recognized by BD for having fulfilled the requirements under the MBIS and MWIS (in respect of windows in common parts only) within the respective inspection cycles.
- For enquiries , please call 8108 0108



Timely Repair/Maintenance



Before



After



Proper Ways to Use Windows



**DO NOT hang any
object on window
sashes or bar hinges**



**DO NOT force open or
close a window**



**DO NOT impose additional
load on window sashes
when cleaning windows**

Enquiries



If you have any enquiries or if you want to report malpractices of service providers in the prescribed inspections and repair works, please contact BD via the following channels:

Mailing Address:

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

Hotline: 2626 1616 (handled by “1823”)

Website: <http://www.bd.gov.hk>





Home Ownership Scheme (HOS) courts, Tenants Purchase Scheme (TPS) estates or Public Rental Housing estates

Where buildings / premises that undergo prescribed inspection / repair under MBIS / MWIS fall within the boundary of the subject courts/estates , please report to **The Independent Checking Unit (ICU) under the Office of the Permanent Secretary for Housing :**

Address :

**8/F, Lung Cheung Office Block, 138 Lung Cheung Road,
Wong Tai Sin, Kowloon**

Hotline : 2712 2712

**Website showing the List of Housing Estates/ Courts/
Facilities subject to the control of BO :**

<http://www.housingauthority.gov.hk/en/business-partnerships/resources/index.html>





Thank You

