

民政事務總署

牌照事務處

香港鯉魚涌英皇道九七九號
太古坊康和大廈十四樓



HOME AFFAIRS DEPARTMENT

OFFICE OF THE LICENSING AUTHORITY
14th Floor, Cornwall House, Taikoo Place
979 King's Road
Quarry Bay
Hong Kong

本署檔號 Our Ref. HAD/LA/4/61

來函檔號 Your Ref. 2881 7034

電話 Tel.:

傳真 Fax: 2894 8343

29 December 2010

Licensees of Hotels/Guesthouses/Bedspace Apartments
Holders of Certificates of Compliance

Dear Sir/Madam,

**Full Implementation of Minor Works Control System
under the Buildings Ordinance (Cap. 123) on 31 December 2010**

I am writing to remind you that the Minor Works Control System (MWCS) under the Buildings Ordinance (BO) will be fully implemented on 31 December 2010. Please note that common minor works within or associated with your licensed premises may include but not limit to canopy, drainage, external wall, repair of structural elements, removal of unauthorized building works, signboard, supporting frame for air-conditioner and window. In addition, the MWCS introduces 15 items of Designated Exempted Works Inspection and a validation scheme "Inspection and Certification of Prescribed Building or Building Works" (also known as Household Minor Works Validation Scheme).

The transitional arrangement for implementation of the MWCS has been laid down in section 56 of the Buildings (Amendment) Ordinance 2008 which stipulates that :-

- (a) Where the Buildings Authority (BA) has given approval and consent for the commencement of any building works before 31 December 2010, the building works shall not be treated as minor works; and
- (b) Where building works exempted under section 41(3) or (3A) of the BO, which as it was in force immediately before 31 December 2010, have been completed or are being carried out as at 31 December 2010, the building works shall not be treated as minor works.

You may wish to note that minor works violating the statutory requirements of the MWCS and the BO are unauthorized building works and will not be accepted by the Licensing Authority notwithstanding that appropriate action may be taken by the BD against such works. In this connection, if you have received our letter of requirements on your alteration proposal which would involve minor works, you should engage prescribed building professional (if required)/prescribed registered contractor to carry out the minor works and comply with the MWCS, if applicable. The carrying out of minor works not complying with the MWCS will be regarded as not meeting the relevant licensing requirements and your alteration works may be REFUSED accordingly. Therefore, please make reference to the details of the MWCS and take necessary action if minor works involved in your alteration proposal will commence on or after 31 December 2010. If your premises are situated in a building subject to BO (Application to the New Territories) Ordinance, you are advised that under the MWCS, the requirement under section 9AA of the BO for appointment of prescribed registered contractor is exempted.

For details of the MWCS, you may visit BD website : <http://www.bd.gov.hk>. If you have any queries in connection with the MWCS, you may contact the BD by post (12/F, Pioneer Centre, 750 Nathan Road, Mongkok, Kowloon), e-mail (enquiry@bd.gov.hk) or telephone enquiry (2626 1616 handled by "1823 Call Centre"). You may also visit Technical Resource Centre at 5/F, Yau Ma Tei Community Centre, 60 Public Square Street, Yau Ma Tei, Kowloon

Should you have enquiries regarding licensing matters, please contact our case officer whose contact telephone no. has been provided in our covering letter for your licence/certificate of compliance.

Yours faithfully,

(TCYU)
Chief Officer (Licensing Authority)
Office of the Licensing Authority