



HALF-DAY SEMINAR ON MINOR WORKS CONTROL SYSTEM

Organized by
Hong Kong Institute of Steel Construction

Supported by
Joint Structural Division, Hong Kong Institution of Engineers
Department of Civil and Environmental Engineering, Hong Kong Polytechnic University

Sponsored by
Wo Lee Steel Company Limited

Date:	25 July 2014 (Friday afternoon)
Venue:	Room ST 111, The Hong Kong Polytechnic University, Hungghom, Kowloon
Time	1:45 pm (registration) for 2:00 pm to 5:45 pm

Scope and Objectives

The Minor Works Control System (“MWCS”) is introduced to the Buildings Ordinance (BO) in December 2010 to control the carrying out of minor works. Apart from the prevailing system under which prior approval and consent of the Building Authority have to be sought for carrying out building works, a set of simplified prescribed requirements is added to the BO and new regulations.

- The new category of building works, namely “minor works”, and a new register of “registered minor works contractors” (“RMWCs”) for carrying out such minor works, have been introduced under the BO. Minor works are classified into three classes (namely Class I, II & III) according to their nature, scale and complexity as well as the risk to safety they pose. Under each class of minor works, works are further classified into 7 types that correspond to the specialization of the works in the industry.
- Prescribed Building Professionals (PBP) appointed in respect of any Class I minor works is required to provide a copy of the prescribed plans, details of the works and supervision plan (as required) submitted under the simplified requirements to the Prescribed Registered Contractor (PRC) on site.
- Where a supervision plan is required, the PBP and PRC are reminded to comply with the requirements under the Technical Memorandum for Supervision Plans (TM) and the Code of Practice for Site Supervision.
- Some unauthorized minor amenity structures may have been erected to meet practical household needs before the full implementation of the MWCS, which may include metal supporting frames for (1) air-conditioning units or water cooling towers, (2) drying racks and (3) small steel supporting canopies. Other than the household minor works, unauthorized (4) signboards were further included in the “Prescribed Building or Building Works” PB/PW in September 2013. An AP, RSE, RGBC or RMWC should be appointed to inspect and certify the PB/BW which meets the safety requirements. Upon certification of the above four types of structures, no enforcement action will be taken against the unauthorized structures unless their safety conditions change. Alteration and/or strengthening works may be carried out before such minor structures can be certified.
- Unlike the “centralized processing of building plans”, the documents submitted to the BD for the carrying out of minor works under the simplified requirements and for the inspection and certification of PB/BW will **not** be referred to other government departments. If the proposed minor works involves the jurisdictions of other government departments, the PBP or PRC should consult and obtain necessary approval or consent from the relevant government departments accordingly.

7. All submissions under the simplified requirements and for the inspection and certification of PB/BW are free of charge.

8. For A&A works, AP, RSE and RC may endeavor to demarcate the scope of minor works as large as possible so that the works can be commenced without consent requirement, hence the construction time may be shortened. In order to grasp the essence of MWCS, the seminar is tailor-made for building professionals to appreciate the evolution of building control in Hong Kong and to review the role that the MWCS plays in the Development and Building Control, the merits that the MWCS contributes in improving our Built Environment, and the challenges that the MWCS is facing.

9. The speaker of the seminar is Sr. Bishop W K Chung, a profound Building Surveyor, Authorized Person (List of Surveyors) and a part-time lecturer in the Construction Industry Council (CIC) specialized in Minor Works Control System. Sr. Chung possesses substantial experience in the control of building works under the Buildings Ordinance (BO).

Official Language

English will be the official language medium of the seminar.

Fees & Registration

Registration rates are devised as follows: -

Registration Fee	HKISC, HKIE members and Group of 5 +	Non-member
	HK\$ 600	HK\$ 800

The registration includes a copy of the lecture notes, a CPD certificate and tea refreshment. Should you have any query, please do not hesitate to contact Mr. Sam CHAN at samchan@hkisc.org.

Time	Programme
1:45 pm	Registration
2:00 pm	Development Control and Building Control in HK <ul style="list-style-type: none"> - New Developments - Dilapidated Buildings - Unauthorized Building Works (UBW)
3:15 pm – 3:30 pm	Break
3:30 pm	New Control System in Building Control - MWCS <ul style="list-style-type: none"> - Legal Framework of the MWCS - Duties of PBP and PRC under the MWCS - Application of MWCS in new developments - Application of MWCS in dilapidated buildings and control of UBW - Case Studies – Minor vs Major; dispute btn AP and RC over minor works; how to utilize MWCS in A&A submission; grey areas in MWCS that professionals may be trapped
5:30 pm	Q & A
5:45 pm	End



Department of Civil and Environmental Engineering
The Hong Kong Polytechnic University

HALF-DAY SEMINAR ON MINOR WORKS CONTROL SYSTEM

REGISTRATION FORM (To be replied on or before 23 July 2014)

Please follow the 2-step registration procedure:

1. Fax the completed registration form to *Mr Sam CHAN* (Fax: 852-2334 6389) for preliminary registration.
2. Post the completed registration form within 7 days together with a crossed cheque payable to **Hong Kong Institute of Steel Construction Limited** to *Mr Sam CHAN*, at:

The Hong Kong Institute of Steel Construction
c/o Room ZS972, Department of Civil and Environmental Engineering,
The Hong Kong Polytechnic University, Hunghom, Kowloon, Hong Kong.

on or before the deadline.

To: Mr Sam CHAN

Fax: 852- 2334 6389

Personal Details:

Title	Name in full (Block Letter)	Name of Company	Tel.	Fax	E-mail address	Institution/ Membership No.
1.						
2.						
3.						
4.						
5.						

Item	Total no. of registration	Sub-total
1. Regular registration (HKISC/HKIE/Group of 5 price)	_____ person(s)	= HK\$ _____
2. Regular registration (Non-member price)	_____ person(s)	= HK\$ _____

Postal Address
(for official receipt):

I enclose a crossed cheque (no. _____) with a sum of HK\$ _____ for the registration fee of the captioned Seminar.

Signature: _____ Date: _____

CPD Certificate of Attendance Please tick the appropriate box to indicate your choice:

- Yes, I/ we would like to have CPD certificate(s). Not request for certificate(s).