**Mandatory Building Inspection Report**

**Building Name: {building name}**

**Address: {address}**

**MBIS Notice No. : {MBIS NOTICE NO}**

**MBIS Reference No: {MBIS REF NO}**

**Name of Registered Inspector: Chan Pak Ming**

**Certificate of Registration No. : RI(E) 95/13**

**Date of Expiry: 07/11/2024**

**Date of Report: {date of report}**

**Endorsed Signature**

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**Chan Pak Ming**

**RI(E) 95/13**

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**1. Executive Summary**

* 1. I have carried out the prescribed inspection personally as required by the above statutory notice for the projection consisted of a balcony.
  2. In my opinion the above premises is safe and no prescribed repair is required
  3. There are Unauthorized Building Works (UBWs) in the above premises, however, in my opinion, the UBWs do not constitute any obvious hazard or danger. I have informed the owner and recommend him to consider rectifying and removing the UBWs.

**2. Building Information**

The building is a Multi-stories residential building of R.C. Concrete construction with column, beam and slab structure.

|  |  |
| --- | --- |
| Date of Occupation Permit: | {date of occupation permit} |
| Approved usage: | Domestic |
| Current usage: | The balcony has been enclosed with windows and become bedrooms |
| Structural arrangement of the projection: | Reinforced Concrete Cantilevered Slab |
| Salient information of previous inspection and repair: | The owner had no record of any major repair |

According to the BD MBIS requirement, I have personally carried out inspection to the balcony. The locations of inspection are based on the MBIS Notices as issued by B.D.

|  |  |  |
| --- | --- | --- |
|  | | |
|
|
| MBI Location  {address} | Drawing:  Building Plan | Drawing No: |

|  |  |  |
| --- | --- | --- |
|  | | |
|
|
| MBI Location  {address} | Drawing:  Framing Plan | Drawing No: |

**3. Reference Document**

I have reviewed the following document:

1. i) Approved building plans – Yes

Approved structural plans – Yes

Approved drainage plans – N/A

Approved alteration and addition plans – N/A

ii) Plans and details of minor works carried out under the simplified requirements – N/A

|  |  |  |
| --- | --- | --- |
| Drawing Title | Drawing No. | Date of Approval |
| GBP Floor Plans | Drawing - |  |
| Framing Plan | Drawing - |  |
|  |  |  |

1. The Copy for Mandatory Building Inspection Scheme 2012
2. Building Maintenance Guide book Published by Buildings Department

**4. Method Statement of Building Inspection**

I have used the following methods to inspect the balcony of the premises:

|  |  |
| --- | --- |
| Inspection Method | Scope of Inspections |
| Visual Inspection | Visual Inspection with the aid of measuring tape, hand-held hammer, camera, torch, etc., was conducted to the ceiling, floor slab, and internal element of the balcony as far as practically feasible except at areas where fixed furniture or fixed false ceilings hindered the inspection. |
| Hammer Tapping | Check and inspect with hammer-tapping to ceiling, walls and columns of the internal part of the balcony to identify any hollow void or crack behind the finishes, as far as practically feasible except at areas where fixed furniture or fixed false ceilings hindered the inspection. |

**5. Inspection Result**

I have personally carried out inspection to the balcony of the above mentioned premises, including checking the structure and related drainage pipe and outlet of the projection.

The cantilever span of the balcony is about 2.44m (8’) consisted of cantilever slab as shown in the framing part plan enclosed.

During the inspection:

* No ponding, seepage, cracks or other defects were noted
* No cracks were found along the support of the balcony

**6. Record of UBWs identified**

I have identified the following UBWs, that are different from the approved plan:

1. window added on top of the parapet;
2. floor screeding has been altered;
3. surface channel was disconnected;

In my opinion, the UBWs do not constitute any obvious hazard or danger. I have informed the owner and recommend the owner to consider rectifying and removing the UBWs.

**7. Assessment of Conditions**

1) The balcony was in good condition at the time of inspection.

2) No dampness on the ceiling slab was observed, and no structural crack nor rusting of reinforcement were noted.

3) The balcony was enclosed with aluminum window. No obvious hazard or danger is observed.

4) In my opinion the above premises is safe and no prescribed repair is required.

5) Change of use: Balcony has become part of living room but still safe in condition.

6) There are unauthorized building works (UBWs) in the above premises, however, in my opinion, the UBWs do not constitute any imminent hazard or danger. I have informed the owner and recommended him to consider rectifying and removing the UBWs.

7) I have copied this report to the owner and explained the content of it to the owner.

**8. Proposal of the Prescribed Repair**

N/A

No prescribed repair works is required.

**9. Records of Defects and Deficiencies**

|  |  |  |
| --- | --- | --- |
| Building Address: {address} | |  |
| MBIS Notice No.:  {MBIS NOTICE NO} | Name of RI:  Chan Pak Ming | Date of Inspection:  {date of inspection} |
| Time: {time of inspection} | Weather: Sunny | |

Inspection of Projections

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Element Type | Location | Assessment, Description and Condition of Defects | Follow-up Actions | | Photo No. | Remarks |
| Prescribed Repair Required ? | Other |
| Slab | Floor Slab of the balcony | No defects or deficiencies | No | N.A. | 1, 2 | The balcony is in fair condition |
| Slab / beam | Ceiling of balcony | No dampness nor seepage stain were noted | No | N.A. | 3, 4 |
| Drainage system | At the balcony | 6” channel no found | No | N.A. | 1, 2 |

Unauthorized Building Works

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Type | Location | Description | Any obvious hazard or danger? | Photo No. | Remarks |
| Aluminum window enclosed | Balcony | The balcony was enclosed with aluminum window | No | 1 | WE |
| Floor surface channel | Balcony | Floor surface channel was altered | No | 1, 2 | N.A. |
| The balcony area was change of use. | Balcony | The balcony area was change of use to form bedrooms | No | 1 | N.A. |

Legend:

DI-Detailed Investigation, G-Good, F-Fair, R-The drying rack has been removed. No rack to be inspected or repaired.

WE-The balcony/verandah has been enclosed with window. FCE-False Ceiling Enclosed.

\*Defect Types:

1. Dampness

2. Rust stains/ Corrosion of reinforcement Structural steel or bolts

3. Cracks

4. Spalling

5. Delamination

6. Exposed reinforcement

7. Voids and honeycombing

8. Deformation or displacement

9. Others (please specify)

**Photo Mark Plan**

|  |  |
| --- | --- |
| MBIS Notice No.: | {MBIS NOTICE NO} |
| MBIS Reference No.: | {MBIS REF NO} |

{address}

|  |  |
| --- | --- |
| Legend |  |

|  |  |
| --- | --- |
| Photo | Description |
| Photo 1 |  |
| Photo 2 |  |

|  |  |
| --- | --- |
| Photo | Description |
| Photo 3 |  |
| Photo 4 |  |