

EXPLANATORY NOTES:

1 OBJECTIVE

The objective of this windows enforcement inspection is to drive home the message that **window safety is the responsibility of all homeowners**. Owners found not complying with the Retrofitting Order will be penalised.

BCA past investigations of fallen casement window incidents show that **corrosion/shearing** of the **aluminium rivets** was the main cause of these incidents. Hence, BCA is very **concern** over unretrofitted windows and takes a serious view against owners who failed to comply with the Retrofitting Order. Therefore, it is important for you to take **immediate** action to **retrofit** the windows in your unit if **aluminium rivets** are used on the geometry stay of the casement windows. Stringent **penalty** would be imposed if owners were found **not** having their windows **retrofitted** during BCA enforcement inspection.

If you are unsure or not confident of checking the windows yourself for compliance with the Retrofitting Order, you can engage an **approved** window contractor to inspect them. Upon completion of the retrofitting works, if required, the contractor will issue you a duly signed copy of the retrofitting report (Form A). You have to fill up all your personal particulars (including contact no.) on the **Form A** before **sending/faxing** a copy of it to BCA **immediately**. BCA would not inspect your unit on receipt of this Form A.

2 BUILDING CONTROL (RETROFITTING OF CASEMENT WINDOWS) ORDER 2004

Under the Building Control (Retrofitting of Casement Windows) Order 2004 which came into effect on 1 Oct 2004, the owner of any residential buildings (other than detached house, semi-detached house, terrace house or linked house, none of which are comprised in any strata title plan) is required to retrofit the casement windows in their units. **Aluminium rivets** fitted on the geometry stays (commonly known as friction stays) of **casement windows** in **residential buildings** (including service apartment buildings) must be **replaced** with those made of stainless steel (of type 304).

Owners who failed to retrofit their casement windows within the period of one year from 1 Oct 2004 shall be guilty of an offence under Section 22B (2) of the Building Control Act and shall be liable, on conviction, to a fine not exceeding \$5,000 or to imprisonment for a term not exceeding 6 months or to both and, in the case of a continuing offence, to a further fine not exceeding \$500 for every day or part thereof during which the offence continues after conviction.

Examples of casement windows are:



←
Casement window.



↑ The above casement window, also known as top-hung window, can be commonly found in toilets and above main windows.