



Structural Assessment Report (Template)

**Structural Assessment Report
for Subdivided Units**

Address of the Principal Flat

[Address of the Principal Flat]

Name of Assessor:
Professional Qualification of the Assessor:
Registration Number of the Assessor:

Date of Report:



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[Remarks: The following contents are for reference only and by no means exhaustive. The Specified Professional shall determine the extent of information required in support of the structural assessment.]

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1. Introduction

The principal flat at [Address of the Principal Flat] (hereafter referred to as “principal flat”) has been [partitioned or repartitioned] into [no. of subdivided units] subdivided units (SDUs).

This report covers the following:

1. To assess the impact of [description of relevant building works] within the below subdivided units (hereafter referred to as “SDUs”) and the principal flat on the structural members, so as to confirm the safety and stability of the SDUs and principal flat.

Reference building plan

[The reference building plan of the principal flat]

Layout of principal flat

[The layout for application for BHU recognition and indicate the area of checking]

Relevant structural plans are attached at [Appendix A] for reference.

2. Condition of Existing Building Structure

The existing building located at [location of the building] was completed in [date of occupation permit]. The building has [description of the building e.g. no of storey, building height, or foundation type, etc.]. The structural form of building is [structural form of the building e.g. concrete shear wall, beam column frame, etc.].

Based on an inspection conducted on [inspection date], the structural conditions of the existing building described above, the principal flat and the SDUs are [description of the condition]. No signs of [any major defects] or [any structural distress] were

observed during the inspection. The relevant photos of the principal flat and SDUs are shown in [Appendix B].

3. Design Data and Assumption

Existing Reinforced Concrete Structure [items below shall be suitably amended to suit the actual condition]

3.1 The design codes and standards applicable to the existing structures are as follows:

- a) [the prevailing Building Regulations and codes of practice, e.g. Code of Practice for Structural Use of Concrete]
- b) [specify other relevant codes/standards]

3.2 The permissible concrete strength of existing reinforced concrete structure is as follow [specify the concrete grade]:

- a) Compression in bending p_{cb} []N/mm²
- b) Shear p_v []N/mm²

3.3 The permissible stress of existing steel reinforcement is as follows [specify the grade of rebar]:

Mild Steel (R) p_{st} to be []N/mm²

3.4 Design load of existing structure [refer to the relevant structural drawings or calculations]

- on Slab []kPa
- on Beam []kPa

Relevant Building Works

3.5 Density

- Blockwall []kN/m³
- Solid screeding []kN/m³
- [state other building works] []kN/m³

4. Structural Assessment of Existing Building

[The building works] for [partitioning or repartitioning] the principal flat into [no. of SDUs] involves [description of the relevant building works]. According to the relevant structural drawings, these building works are supported by the existing slab through the beam down to the column. The structural justification and calculation records for the affected elements of the principal flat and SDUs are attached in [Appendix C]. Following the above calculations and structural assessment, [description of relevant building works] have not adversely affected the safety and stability of the SDUs and principal flat.

5. Conclusion

In conclusion, the loadings on the affected structural members have not exceeded the respective design capacities. In my opinion, the SDUs and principal flat are structurally safe.

Appendix A

Relevant Structural Plans

[Remarks – the relevant latest approved structural plans, including reinforcement/steelwork details of the existing structural members]

Template

Appendix B
Photo Records

[Remarks – The photos should reflect the structural condition of the SDUs and principal flat]

Template

Appendix C

Structural Justification and Calculations Records

[Remarks – The design checking should demonstrate the loadings on the affected structural members have not exceeded the respective design capacities]