

## Managing buildings

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Commercial, public and multi-unit residential building manager responsibilities.

Building managers play an important role in ensuring commercial, industrial, public, communal and multi-unit residential buildings are safe, healthy and durable. Unlike detached dwellings, certain extra rules can apply to these types of buildings, related to their use or any extra risk factors.

As well as meeting annual Building Warrant of Fitness requirements, building managers need to be aware of building work and upgrade requirements, ensure the building is structurally sound and understand their role following an emergency.

If you are a building manager (or employee or tenant acting on behalf of a building owner) you should understand the building owner's rights and obligations, as well as your contractual agreement.

Building owner rights and obligations

[\(https://www.building.govt.nz/getting-started/your-rights-and-obligations/building-owner-rights-and-obligations/\)](https://www.building.govt.nz/getting-started/your-rights-and-obligations/building-owner-rights-and-obligations/)

Managing your BWoF (for buildings with specified systems) [\(https://www.building.govt.nz/managing-buildings/managing-your-bwof/\)](https://www.building.govt.nz/managing-buildings/managing-your-bwof/)

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Managing earthquake-prone buildings [\(https://www.building.govt.nz/managing-buildings/managing-earthquake-prone-buildings/\)](https://www.building.govt.nz/managing-buildings/managing-earthquake-prone-buildings/)

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Securing unreinforced masonry building parapets and facades [\(https://www.building.govt.nz/managing-buildings/unreinforced-masonry/\)](https://www.building.govt.nz/managing-buildings/unreinforced-masonry/)

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Change of use, alterations and extension of life [\(https://www.building.govt.nz/managing-buildings/change-of-use-and-alterations/\)](https://www.building.govt.nz/managing-buildings/change-of-use-and-alterations/)

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Managing buildings in an emergency [\(https://www.building.govt.nz/managing-buildings/managing-buildings-in-an-emergency/\)](https://www.building.govt.nz/managing-buildings/managing-buildings-in-an-emergency/)

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### Managing your BWoF (for buildings with specified systems)

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Owners of buildings with specified systems need to supply council with a BWoF annually (including IQP certification).

[\(https://www.building.govt.nz/managing-buildings/managing-your-bwof/\)](https://www.building.govt.nz/managing-buildings/managing-your-bwof/)

### Passive fire protection features and compliance schedule requirements

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Passive fire protection systems are specified systems and require regular inspection, maintenance and reporting.

[\(https://www.building.govt.nz/managing-buildings/managing-your-bwof/passive-fire-protection-features-and-compliance-schedule-requirements/\)](https://www.building.govt.nz/managing-buildings/managing-your-bwof/passive-fire-protection-features-and-compliance-schedule-requirements/)

[\(https://www.building.govt.nz/managing-buildings/managing-buildings-in-an-emergency/\)](https://www.building.govt.nz/managing-buildings/managing-buildings-in-an-emergency/)



## Managing buildings in an emergency

Understand post-disaster building owner and manager responsibilities and building assessments.

## Forms for building maintenance management

There are prescribed forms you must use to manage the safety of your building.

BWoF and compliance schedule forms  
(<https://www.building.govt.nz/managing-buildings/managing-your-bwof/forms-for-building-maintenance-management/>)

## Canterbury rebuild

As part of the government's support for long-term recovery in Canterbury following the earthquakes sequence, we have produced homeowner and technical guidance.

Visit section (<https://www.building.govt.nz/building-code-compliance/canterbury-rebuild/>)