

Maintenance responsibility in housing company

The housing company's distribution of responsibilities table provides a quick and easy reference for understanding how maintenance duties are shared between the shareholder and the housing company. This guide is a condensed version of the official distribution of responsibilities table, which has been prepared in collaboration by legal and technical experts from the Real Estate Association and the Real Estate Association of Uusimaa. The summary is based on the current Housing Limited Liability Companies Act.

The table does not include major or significant repair responsibilities that directly fall under the housing company, such as facades and roofs. The following table outlines the distribution of responsibilities in situations where defects and deficiencies have emerged from normal habitation, usage, and aging.

An important exception to note is that the articles of association can dictate alterations to maintenance responsibilities. If the articles of association include provisions that diverge from the provided distribution of responsibilities table, the articles of association will be followed.

| Doors | The company's responsibility | The shareholder's responsibility |
|--|------------------------------|----------------------------------|
| Exterior door of the apartment and the outermost door of the balcony | X | |
| Interior doors of the apartment and interior doors | | X |
| Mail slot and nameplate | X | |
| Lock cylinder (apartment door and balcony door) | X | |
| Lock rekeying and additional keys | | X |
| Security lock (installed by the shareholder) | | X |
| Security chain and burglary protection | | X |
| Peephole (the responsibility of the shareholder if retrofitted by the shareholder) | X | |
| Seals for the inner door | | X |
| Door closer (door pump) and door holder (inside the apartment) | | X |
| Door stopper and door holder (outside the door) | X | |



| Windows | The company's responsibility | The shareholder's responsibility |
|--|------------------------------|----------------------------------|
| Exterior frame and casing | X | |
| Interior frame and middle frame | | X |
| Maintenance, sealing, and painting of windows (interior windows) | | X |
| Operation and hardware of exterior frames | X | |
| Operation and hardware of interior frames | | X |
| Exterior glass | X | |
| Interior and intermediate glass | | X |

| Apartment wall, ceiling, and floor coverings and fixtures | The company's responsibility | The shareholder's responsibility |
|---|------------------------------|----------------------------------|
| Surface structures of walls, indoor ceilings, and floors | | X |
| Suspended ceilings, interior plastering, and finishing surfaces | | X |
| Built-in furniture (cabinets, windowsills, curtain rods, etc.) | | X |

| Balconies | The company's responsibility | The shareholder's responsibility |
|--|------------------------------|----------------------------------|
| Balcony interior surfaces and maintenance, including the inside of the railing (excluding exterior surfaces) | | X |
| Exterior surfaces and insulation of the balcony railing | X | |
| Balcony waterproofing and thermal insulation | X | |
| Facade components (rear wall and side walls) | X | |
| Water drainage system | X | |
| Procurement and maintenance of balcony glazing | | X |

| Wet areas and sauna facilities | The company's responsibility | The shareholder's responsibility |
|--|------------------------------|----------------------------------|
| Wall, ceiling, and floor coverings | | X |
| Waterproofing | X | |
| Fixed fixtures (such as benches and mirrored cabinets) | | X |

| Water, drain pipe and heating systems | The company's responsibility | The shareholder's responsibility |
|--|------------------------------|----------------------------------|
| Valves (radiator, shut-off, and fixture valves) and thermostats | X | |
| Water taps and mixers | X | |
| Toilet bowl, lid, water tank, and scour valve equipment | X | |
| Connection hoses, showers, and hand showers | | X |
| Tubs and sinks (including handbasin, bathtub, whirlpool, and shower basin) | | X |
| Connecting a washing machine (including possible lint filters) | | X |
| Repairing and replacing the sink drain trap | X | |
| Cleaning and clearing blockages from the sink drain trap | X | |
| Reporting a blockage in the sink drain trap | | X |
| All plugs for the sink drain trap | | X |
| Obligation to report a drain blockage | | X |
| Removing a drain blockage | X | |
| Repairing and replacing floor drains | X | |
| Cleaning the floor drain (to the extent possible without tools) | | X |
| Reporting a clog in the floor drain | | X |
| Removing a clog in the floor drain | X | |
| Air source heat pump (installed by the shareholder) | | X |
| Water heating devices (water-circulated radiators and underfloor heating) | X | |
| Bleeding radiators | X | |

| Ventilation systems | The company's responsibility | The shareholder's responsibility |
|--|------------------------------|----------------------------------|
| Repair and replacement of supply and exhaust air vents (both external and internal parts of the apartment) | X | |
| Cleaning of supply air vents (external parts of the apartment) | X | |
| Cleaning of supply air vents (internal parts of the apartment) | | X |
| Filter replacement in supply air vents and ventilation systems | X | |
| Repair and replacement of exhaust air vents | X | |
| Cleaning of exhaust air vents | | X |
| Duct cleaning | X | |
| Range hood (appliance and ventilation controls) | X | |
| Range hood light and light switch | | X |
| Replacement of range hood grease filter | X | |
| Cleaning of range hood grease filter | | X |
| Extractor hood (must not be installed without permission from the condo association!) | | X |

| Electrical systems | The company's responsibility | The shareholder's responsibility |
|--|------------------------------|----------------------------------|
| Light bulbs, fuses, and starters in the apartment | | X |
| Lights and lampshades in the apartment | | X |
| Switches and electric sockets | X | |
| Apartment-specific electric heating devices and cables including underfloor heating and electric radiators | X | |
| Apartment distribution board (fuse panel) | X | |
| Electric heating devices installed by the shareholder | | X |
| Water heater | X | |
| Sauna stove with control center | | X |
| Car heating socket | X | |
| Electric car charging station with equipment | X | |
| Electric car charging station with equipment installed by the shareholder | | X |
| Appliances | | X |
| Maintenance and notification systems, including HVAC alarms and network-powered leak detectors for building technical alerts | X | |
| Doorbell, door chime, access control systems, and intercom | X | |
| Fire alarm (connected to the electrical network) | X | |
| Fire alarm (battery-powered) | | X |

| Telecommunication systems | The company's responsibility | The shareholder's responsibility |
|--|------------------------------|----------------------------------|
| Structured cabling network and fiber optic network | X | |
| Telephone network | X | |
| Wireless network | | X |
| Telecommunication and telephone sockets | X | |

| Apartment's enclosed yard area | The company's responsibility | The shareholder's responsibility |
|--|------------------------------|----------------------------------|
| Limited apartment yard area | X | |
| Trees (felling and branch trimming) | X | |
| Boundary fence | | X |
| Boundary fence, installed by the shareholder | X | |
| Yard terrace | | X |