

The table of responsibilities for Heka's As Oy apartments

Valid from 1 October 2022



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The table below indicates which parts of the apartment and the maintenance and repair tasks are the responsibility of the housing company, which parts and tasks are the responsibility of Heka and which parts and tasks are the responsibility of the resident. The responsibility for maintenance and repair costs is also divided according to the table.

As a tenant, you have an obligation to take care of the entire apartment and all its facilities, such as the storage and balcony belonging to the apartment or the yard. You must also immediately notify Heka of any damage to the apartment and any shortcomings and defects that are the responsibility of Heka. You are liable to compensate for any breakages and other damage that you have caused intentionally or negligently, even if the damaged part of the apartment is the responsibility of Heka for maintenance and repair. In determining the costs for repairing such damage, Heka refers to the [fees set out in the Heka damage price list](#).

As the main tenant, you will also be held liable for any damage caused by your family members, subtenants and guests.

This table of responsibilities only applies to Heka's As Oy apartments. The responsibilities related to ordinary Heka apartments shall be governed by Heka's table of responsibilities.

	HOUSING COMPANY	HEKA	RESIDENT
STRUCTURES			
Roof	X		
Roof, base floor and floor	X		
External walls, walls, pillars, beams	X		
Walls: interior, e.g. painting		X	
Balconies (external walls and external surfaces)	X		
Balconies (cleaning)			X
Heat insulation and moisture barriers	X		
DOORS			
Apartment door, outermost balcony door	X		
Internal apartment doors, inner balcony door		X	
Letterbox, name plate on door and doorbell	X		
Additional keys			X
Peephole and safety locks			X
Weatherproofing of the inner balcony door		X	
Lubricating of the apartment doors' hinges and locks			X

	HOUSING COMPANY	HEKA	RESIDENT
WINDOWS			
External frames and sills: maintenance	X		
Weatherproofing of the windows			X
Window panes: wash and care			X
Blinds: maintenance and cleaning			X
Curtain fasteners			X
Lubricating of the lever bolt			X
PERMANENT FIXTURES AND DEVICES			
Cabinets and closets: painting/renovation		X	
Curtain rod			X
WATER AND DRAINAGE EQUIPMENT			
Tubs and sinks (washbasins, bathtub)		X	
Tap	X		
Toilet flushing equipment (water tank)	X		
Toilet seat	X		
Washing machine tap and agitator	X		
Washing machine feed hose with connector			X
Annual inspection of the hoses and connections			X
Water and drainage pipes	X		
Floor drains and traps:			
- repair and replacement	X		
- plumbing fixtures and floor drains: cleaning			X
- sink traps: cleaning			X
- shower curtains, sink plugs			X
Basic adjustments to room temperature	X		
Radiator valves	X		
VENTILATION			
Basic adjustments to ventilation	X		
Ventilation ducts and flue cleaning	X		
Exhaust air vents: repair and replacement	X		
Exhaust air vents: cleaning			X
Ventilation filters: cleaning (including cooker hood)			X

	HOUSING COMPANY	HEKA	RESIDENT
ELECTRONIC DEVICES			
Electricity distribution centre (fuse board)	X		
Switch and electrical socket	X		
Fuse, fluorescent lights and light bulbs			X
Refrigerator, freezer		X	
Cooker, gas cooker and oven		X	
Washing machines			X
Sauna stove		X	
Sauna stove stone replacement			X
Cleaning and defrosting refrigerator and freezer			X
Stove cleaning and oven light			X
Fire alarms and their batteries			X
Monthly testing of fire detectors			X
Testing of the residual current device			X
Antenna and data connection cables, extension cables			X
OUTSIDE THE APARTMENT			
Repairs to storage facilities	X		
Cleanliness of the storage compartment belonging to the apartment			X
Car heating sockets	X		
Name plates and signs	X		
Yard areas: lawn, boundary fence, canopies	X		
Yard area marked off for the apartment			
- cleanliness and tidiness of the yard terrace			X
- plants and lawn care			X
TELECOMMUNICATIONS SYSTEMS			
Telephone network, general cabling	X		
Fixed telecommunications and telephone outlets	X		
ANTENNA SYSTEMS			
Shared antenna devices	X		
Antenna box	X		
Box covers	X		