**HALF-DAY ELITE EXTENDED COURSE (8th Intake)**

**“FINAL PREPARATION BEFORE AUTHORIZED SIGNATORY INTERVIEW”**

**Co-Organized by**

**Hong Kong Institute of Construction Managers**

**Hong Kong Construction Association**

***[ Deadline for Registration: 2 December 2019 (Monday) ]***

**Course Brief and Objectives:**

Under the Buildings Ordinance (BO) (Cap. 123), a registered contractor is required to provide continuous supervision to the carrying out of building works or street works in accordance with the Supervision Plans.  A minimum of one person must be appointed by the registered contractor to act for it for the purposes of the BO, and the appointed representative is referred as the ‘Authorized Signatory’ (AS) in the Technical Memorandum for Supervision Plan.

This elite course, extended with small group discussion and tutorial, interactive group and role-play mock AS interview, aims to provide helpful review and refreshment on the BO, its subsidiary regulations and current construction practice in light of an AS. Empiricaltechniques in the preparation and attendance of AS interview in that mock questions and answers would be shared in the mock interviews with veteran ASs and construction practitioners.

***《According to our record, out of the total 220 participants who have attended the past intakes and private tutorials of the captioned course held during 2015 to 2019 and assuming only half of them have attended the AS interview, a total of  70  participants or  63%  (or overall at 32%) have successfully passed the AS Interview and accepted by Buildings Department as an Authorized Signatory of a Registered Contractor, which is substantially higher than the average passing rate of around 40% for the past 5 years》***

**Date & Time** : 7 December 2019 (Saturday) from 9:30 am - 3:00 pm

**Rundown** : 9:15 am Start of Registration

9:30 - 11:00 am Presentation on Knowledge for AS Assessment

11:00 -12:00 am Small Group Discussion / Tutorial

12:00 - 1:00 pm Full Mock AS Interview

1:00 - 1:30 pm Refreshment Break and Free Discussion

*(Free sandwich & soft drink to be provided)*

1:30 - 2:45 pm Interactive Group Mock Interview & Q&As

2:45 - 3:00 pm Conclusion & Closing Remarks

**Venue** : 1st Floor, HKCA Building, 180 - 182 Hennessy Road, Wan Chai, Hong Kong

**Class size** : 40 persons (Maximum)

**Medium of Instruction** : Cantonese supplemented with English

**CPD Credit** : 5 CPD hours and a certificate of attendance (e-certificate) will be issued.

**Course Fee** : HKICM/HKCA Member - HK$5,000\*; Non-member - HK$6,000\* per person

*\* Fee inclusive of course handouts & textbook (for new participants only) of《香港註冊承建商牌照全攻略》*

**Deadline for Registration** : 29 November 2019 (Friday)

**Course Content:**

1. Current AS Registration System
2. A Brief Introduction of Contractors Registration Committee (CRC)
3. Objectives of AS Interview
4. Aspects of Knowledge to be Assessed by CRC

- Statutory Role, Function and Duties of Registered Contractors

- Objectives of Buildings Ordinance and Control Mechanism

- Local Conditions and Common Knowledge in the Industry

- Working Knowledge of BO/Regulations/Codes etc. & Control of Building Works by Other Authorities

- Local statutory requirements

- Technical Knowledge and Practical Experience

5. Introduction of Registered Construction Manager (RCM) Registration System and AS Committee

- AS Vs RCM

6. Small Group Discussion/Tutorial

7. Role-play of mock AS Interview and Assessment

8. Review of Mock AS Interview Questions and Suggested Answers

9. Conclusion and Closing Remarks

 - Performance Review of Mock AS Interviewees

**Speakers:**

Key Speakers - (i) Cr Terence MANG, FHKICM, RCM, MHKIE, RPE

*Vice President of HKICM*

*AS & TD of RGBC and ex-MWRC Panel Member*

 (ii) Cr Simon LEUNG, MHKICM, RCM, MCABE, C.Build E

*Honorary Secretary of HKICM*

*AS & TD of RGBC, Site Formation, Foundation and ex-CRC Panel Member*

(iii) Cr Christopher CHUNG, FHKICM, RCM, MHKIS, MRICS, RPS, MAIB, MRTPI, MHKIoD

*AS of RGBC and Chairman of AS Committee*

Guest Speakers - Ex-CRC Panel Members and existing ASs experienced in the registration and assessment of AS under BO will be invited to join the group discussion/tutorial, mock AS interview, experience sharing and Q&A session.

**Registration:**

1. For on-line registration, please [***click here***](https://docs.google.com/forms/d/e/1FAIpQLSeje3ifwPXf5yUEQp5VXsrycL6peK2qbbjAoZ_H2zcHMoQ05Q/viewform) (confirmation e-mail will be sent to successful registrants in due course); or
2. Fill in the Registration Form below or download the [***words version here***](https://www.hkicm.org.hk/pdf/CPD/CPD20191207T_Final.doc).

\* Payment shall be made payable to “**Hong Kong Institute of Construction Managers, Limited”** and sent by mail together with the Registration Form to the address below: -

*The Secretariat Office,**Hong Kong Institute of Construction Managers*

*Rooms 801-2, On Lok Yuen Building, 25 Des Voeux Road Central, Hong Kong*

**Enquiry:**

For enquiries, please contact HKICM Secretariat Office at Tel: (852) 2523 2081 or e-mail: info@hkicm.org.hk.

**REGISTRATION FORM**

***[ Deadline for Registration: 2 December 2019 (Monday) ]***

CPD Code : CPD20191207T

Course on : Half-day Elite Extended Course (8th Intake) on “Final Preparation Before Authorized Signatory Interview”

Date : 7 December 2019 (Saturday)

Time : 9:30 am ~ 3:00 pm

Venue **:** 1st Floor, HKCA Building, 180 - 182 Hennessy Road, Wan Chai, Hong Kong

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| **Name**  | **:** | English |       | Chinese |       |
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| **Membership** | **:** | [ ]  | HKICM (M/S No.): |  | [ ]  | HKCA Member | [ ]  | Non-member |
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| **Mobile** | **:** |       |  **E-mail :** |       |
|  |  |  |  |  |
| **Address** | **:** |       |
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| **Company** | **:** |       | **Post :** |       |
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| **Payment**  | **:** | *(Please mark your name, Membership no. and CPD Code at the back of the cheque)* |
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| **Cheque No.** | **:** |       | **Bank :** |       |
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| **Questionnaire on****AS Interview** | **:** | No. of AS Interview attended before |
|  | [ ]  | 0 | [ ]  | 1 | [ ]  | 2 | [ ]  | 3 or above |
| **:** | Intention to sit for AS Mock Interview in this Course? |
|  | [ ]  | No Intention | [ ]  | Yes | Scheduled AS Interview Date |  |
|  |  |  |  |  |
| **Signature** | **:** |       | **Date :** |       |