



香港測量師學會

The Hong Kong Institute of Surveyors

Building Surveying
General Practice Land Surveying
Quantity Surveying
Planning and Development



1999 2000
DIRECTORY
&
ANNUAL REPORT

The Hong Kong Institute of Surveyors
Directory & Annual Report
1999 - 2000



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CONTENTS

<i>Message from the President</i>	3
<i>The Hong Kong Institute of Surveyors</i>	5
<i>The Divisions</i>	7
<i>HKIS General Council</i>	25
<i>President's Report</i>	34
<i>HKIS Past Presidents</i>	40
<i>Accounts and Financial Statements</i>	42
<i>HKIS Divisional Councils and Reports</i>	46
<i>Board of Education Report</i>	78
<i>Board of Membership Report</i>	85
<i>List of Members</i>	88
<i>Directory of Companies</i>	130

Message from the President



This issue is the fifth edition of the HKIS Directory and Annual Report. This publication is intended to provide a quick and convenient guide to the range of services provided by members. It also gives a report on what the Institute has done in the past twelve months.

As one of the major professions in Hong Kong, surveyors have a key role to play in the development process. In the immediate future, we will continue to give input on the establishment and operation of the Urban Renewal Authority and possible revamping of the Housing and Land Bureaus. The Institute would urge members to keep in pace with development, especially on land and housing related issues.

We would welcome members to give advice on the operation of our secretariat and participation in various activities.

Finally, I would like to thank the Hon. Editor and members of the Editorial Board for their relentless effort in ensuring the timely publication of this Report.

Francis H K Ng
President

The Hong Kong Institute of Surveyors
December 2000

The Hong Kong Institute of Surveyors



The Hong Kong Institute of Surveyors

The history of the surveying profession in Hong Kong goes back to 1843 with the arrival of the first Surveyor General from the United Kingdom. The first Government Land Auction then took place on 22 January 1844. Until the 1950s, most surveyors in Hong Kong were recruited from overseas, these surveyors being qualified chartered surveyors. Local educational institutes started diploma courses in surveying in the 1960s, and now there are three universities in Hong Kong offering degree courses in surveying.

The Hong Kong Institute of Surveyors (HKIS) has strong links with the Royal Institution of Chartered Surveyors (RICS). A Hong Kong Branch of the RICS (the Branch) has been in existence since 1929 (then known as The Surveyors Institution Hong Kong Branch). In 1978, the Branch set up a working group to examine the possibility of

establishing a local institute of surveyors and the conclusion was positive. The Branch was only dissolved on 31 August 1997.

The HKIS was founded in 1984 and registered under the Societies Ordinance. It had 85 founder members, the number of members has now grown to around 2,953 as at December 2000 - Associates and Fellows - distinguished by the initials AHKIS and FHKIS. The HKIS is now incorporated by ordinance, with the passing of the Hong Kong Institute of Surveyors Ordinance in January 1990. In July 1991, there was also passed the Surveyors Registration Ordinance to set up a Registration Board to administer the registration of surveyors.

To qualify as a corporate member of the HKIS, surveyors must possess a recognised academic degree or similar qualification, followed by a minimum 2 years supervised

professional experience within strict guidelines, followed by an Assessment of Professional Competence. HKIS members are also bound by a comprehensive Rules of Conduct.

The title of "Surveyor" embraces a number of disciplines involved with land and its development with buildings. Usually the first to be involved is the **Land Surveyor** who measures and sets out the site. Next follows the **Quantity Surveyor** who is concerned with the building contractual arrangements and cost control. The **General Practice Surveyor** is involved in the valuation, sale, leasing and management of the

finished product, while the **Building Surveyor** is involved in the construction and maintenance of the fabric of the building.

The HKIS has reciprocal agreements with the following overseas surveying institutes:

The Royal Institution of Chartered Surveyors

The Australian Property Institute
(formerly The Australian Institute of Valuers and Land Economists)

The New Zealand Institute of Valuers

The Singapore Institute of Surveyors and Valuers

The Divisions



- Building Surveying
- General Practice
- Land Surveying
- Quantity Surveying
- Junior Organisation

Building Surveying Division

The Building Surveyor

Building Surveyor is a profession who has the identity by his name as 'Surveyor of Buildings'. A Building Surveyor's core expertise is as described below:

Survey of New Buildings

- (a) Building control in Buildings Department;
- (b) Technical advice on legal restrictions - Buildings Ordinance, Town Planning and Land Leases, etc.;
- (c) Development consultancy and project monitoring in joint venture developments and on behalf of project financiers; and
- (d) Project management during development stage.

Survey of Existing Buildings

- (a) Building maintenance management (both in the private and public sectors);
- (b) Diagnosis of building defects as 'Building Doctor';

- (c) Building safety inspections;
- (d) Fire safety inspections;
- (e) Refurbishment and renovation;
- (f) Licence application;
- (g) Fire insurance valuation;
- (h) Measurement surveys;
- (i) Facilities management;
- (j) Building surveys prior to purchase or arising from building disputes;
- (k) Expert witness and arbitration;
- (l) Advice on occupational requirements and spatial planning; and
- (m) Management of fitting-out work for residential building, office, commercial building, etc.

Building Surveyors in private practice are involved in all stages of the development process from inception to completion. They are available to provide tailor-made services for Employers engaging in building development.

Professional Building Surveyors are qualified by examination and practical experience and must uphold the stringent professional standards of the Hong Kong Institute of Surveyors, which requires a high

level of service and efficiency as well as compliance with a strict code of professional conduct.

Professional Building Surveyors deliver complete building solutions.

Site Acquisition Stage

The Building Surveyor acts as Project Manager in advising on the development potential with respect to technical and legal implications as follows:

- Any restrictions imposed by the Buildings Ordinance, the lease conditions and the Town Planning Ordinance and also on any construction difficulties likely to be encountered;
- Financial and economic considerations affected by the construction aspects;
- Joint venture terms and following through the drawing up and execution of the Agreement.

Development Stage (or Construction Stage)

The Building Surveyor acts as Project Manager (or Project Consultant) to monitor the construction process so that the buildings are constructed on time and within budget with the desired quality being achieved. The major functions of the Project Manager are as follows:

- Preparation of feasibility studies and Client brief;
- Preparation of budgets and master programme
- Appointment of the project professional design team (i.e. Architects, Engineers, Quantity Surveyors, etc.);
- Management of the design of the buildings and selection of materials;
- Coordination of Government approvals;

- Procurement, tendering, award of contracts and sub-contracts, contract administration and co-ordinating the approval of shop Drawings, samples, variations and claims;
- Construction monitoring - time, cost and quality;
- Communication and reporting;
- Undertaking financial control - cash flow, progress payments and final accounts.

Pre-Completion Stage

- The Building Surveyor in his capacity as Project Manager advise on capital costs and running costs (cost-in-use) and on replacement costs for fire insurance purposes.
- The Building Surveyor advise on maintenance strategy and arrange for the preparation of all maintenance manuals, as-built drawings and specialists handbooks so that buildings will be maintained in an efficient manner.

- On behalf of Employer, the Project Manager coordinates and approves alterations to the building and building services proposed by tenants and occupiers.

After Completion

Building Surveyors play a major role in the management and maintenance of buildings after their completion.

- Advising on construction and legal constraints prior to letting and arranging for the fitting out works for the Employer, leading to the issue of licences (e.g. restaurants, hotels, child care centres, kindergarten, old aged homes, etc.).
- Advising on planning and implementation of maintenance programmes both day-to-day and long term.
- The diagnosis of building defects and advising on remedial works and costs.

- Providing expert knowledge on design and materials performance.
- Alterations, additions and improvements to existing buildings. Conversion of existing dilapidated buildings to modern uses and upgrading their provisions to meet current legal, fire and building regulation requirements.
- Condition surveys of existing buildings and preparation of schedule of dilapidation.
- Inspections of older buildings in respect of building and fire safety under the Buildings Ordinance and Fire Safety (Commercial Premises) Ordinance respectively and supervision of subsequent works to bring the building in a state of good repair and complying with the requirements of the Ordinances.
- Condition Surveys of existing buildings prior to major construction activities and advising on effects and remedial actions including litigation and compensation.
- Acting as an expert witness in court and arbitrator in building and contract disputes.
- Advising on maintenance strategy, improvement and renovation works and administering the Deed of Mutual Covenant and Building Management Ordinance.

Profile of Employment

Building Surveyors are employed both in the private and public sectors or engaged in private practices serving Employers of different concerns.

Government Departments and Quasi-government Agencies:

- Buildings Department;
- Maintenance Branch, Housing Department;
- Property Services Branch, Architectural Services Department;
- Hospital Authority;

- Mass Transit Railway Corporation;
- Kowloon Canton Railway Corporation;
- Land Development Corporation; and others.

Developers and others:

- Major and other property developers,
- Others: Tung Wah Group of Hospitals, English School Foundation, Academy for Performing Arts, etc.

Private Practices:

Building Surveyors are employed in local private practices and major international property consultants offering comprehensive Building Surveying Services. A list of firms offering comprehensive Building Surveying Services could be obtained from the Hong Kong Institute of Surveyors.

Expertise of Building Surveyors

Expertise possessed by Professional Building Surveyors can be summarized and grouped in the

following nine core areas of services undertaken on behalf of Employers:

- Project Planning and Design;
- Project Management and Monitoring;
- Project Supervision (as Technically Competent Persons required by Buildings Department to ensure construction safety);
- Project Revitalization (Alteration, Addition, Improvement, Refurbishment and Renovation);
- Building Management and Maintenance (Repairs and Maintenance);
- Building Measurements, Surveys and Fire Insurance Valuations;
- Building Safety and Fire Safety Inspections and Works Supervision;
- Facility Management; and
- Disputes Resolution (Expert Witness and Arbitration).

General Practice Division

The General Practice Surveyor

Land in most countries is in short supply, yet always in demand. Its use, therefore, needs careful planning. Property is bought and sold for residential, retail, office and industrial use; it is developed as an investment and if it is professionally managed, its value will be enhanced.

The General Practice Surveyor through his professional training, skill and knowledge is in a position to offer skilled and effective advice in connection with the development, use and management of these vital resources. He is concerned with the planning, development, use, management and valuation of lands and buildings; negotiation of sales and lettings by private treaty and sale by tender or auction; financial and

economic aspects of investment in property.

The services offered are wide and varied. These include professional and agency services connected with the investigation, valuation, planning, development, acquisition, disposal and management of property. The major roles played by the General Practice Surveyors are as follows:

Valuation

The General Practice Surveyor values all types of properties for various purposes. The range of valuation services covers:

- (1) Valuations for sale, purchase, letting and mortgage purposes.
- (2) Statutory valuations relating to resumption, rent control, rating, stamp duty, estate duty, etc.

- (3) Valuations of company portfolios for balance sheet purposes, company floatation, takeovers and mergers.
- (4) Feasibility studies on all types of properties.
- (5) Acting as an expert witness, independent valuer or arbitrator in valuation disputes.

Development and Town Planning Consultancy

Real estate development is a complex process which needs professional expertise and judgement. The General Practice Surveyor provides a comprehensive range of professional services covering:

- (1) Market studies and evaluation of development.
- (2) Negotiation with Government on modification, surrender and grant of land leases.

- (3) Applications and appeals to the Town Planning Board in respect of change of uses, etc.
- (4) Preparation of detailed financial assessments, cash flow studies and expenditure control systems throughout the development period.
- (5) Preparation of development and design briefs.
- (6) Constant monitoring of the development to ensure that it meets the client's requirements and reflects market needs.

Sales, Lettings and Auctions

The General Practice Surveyor, on behalf of clients, negotiates the purchase, sale or leasing of all types of lands and buildings. He acts as an auctioneer in disposal of properties or as owner's agent in selling properties by private treaty or tender. He also advises on marketing strategy and on the preparation of sale and lease documents.

Property Management

In a society of rising user expectations, good quality professional management services are an essential element to sustain and enhance the value of the property. The General Practice Surveyor undertakes the management of all types of properties and negotiates with tenants on rent review, lease renewal and re-letting of premises. He also advises on situations of refurbishment, renovation and redevelopment.

Apart from their work in the private practice, General Practice Surveyors are also employed by the Hong Kong Government in various departments such as the Lands Department, Rating and Valuation Department and Housing Department, to handle work including government land disposal, resumption, rating, taxation, public housing and home ownership scheme, etc.

Land Surveying Division

The Land Surveyor

Broadly speaking, land surveying is an art of position fixing. Surveyors involve themselves in all sorts of civil engineering works and land developments such as building houses, roads, bridges, canals, viaducts, defining property boundaries, preparing plans from various surveys and managing properties. Closely related to the development of civilisation of mankind throughout the world, the profession has contributed to the transformation of sparsely populated and undeveloped areas into modern industrial and commercial metropolises. Like other professions, advancement of technology has led to specialisation and land surveying is of no exception. In Hong Kong, land surveying involves the following activities:

- (a) Cadastral Surveying;
- (b) Engineering Surveying;
- (c) Geodetic Surveying;
- (d) Topographic Surveying and Digital Mapping;
- (e) Land Information Management;
- (f) Photogrammetric Surveying; and
- (g) Hydrographic Surveying.

Cadastral Surveying

Cadastral Surveying is concerned with the physical determination of boundaries and areas of land properties. It is always advisable for landowners and developers to ascertain the boundaries and area entitlements of their properties by land boundary surveys prior to any land development. There are at present two legislations in Hong Kong which provide for the control of professional services in this aspect. Registered Professional Surveyors of the Land Surveying Division [RPS(LS)] registered under the Surveyors Registration Ordinance and Authorised Land Surveyors [ALS] registered under the Land Survey Ordinance are well-qualified professionals to conduct land boundary surveys. Under the

Land Survey Ordinance, any legal instrument effecting a subdivision of land must be accompanied by a land boundary plan prepared and certified by an ALS for registration with the Land Registry. The main services provided by RPS(LS) and ALS include:

- Re-establishment of land boundaries for valuation, land transaction and various land development purposes;
- Setting out of land boundaries; and
- Preparation of certified plans for subdivision of land parcels.

Engineering Surveying

This type of surveying relates closely to civil engineering projects. The preparation of initial survey plans for detail design, setting out of critical points for construction and the measurement of earthwork quantities for payment are types of works under this category. Land Surveyors are actively involved in the construction of roads, flyovers, bridges, seawalls, railways, tunnels and skyscrapers. Land surveying techniques are also being used in industries like shipbuilding, aircraft construction and fixing of machinery

where high precision on position determination is required. Monitoring of unstable structures, reservoirs, bridges, slopes, and areas is part of the works that may not be familiar to the public but important in protecting lives and properties. Major services provided under this category are:

- Preparation of initial site survey plans;
- Preparation of photo mosaics superimposed with engineering layouts for planning of engineering projects;
- Computation of construction alignments for civil engineering works;
- Setting out pre-determined positions for construction;
- Measurement of earthwork quantities; and
- Monitoring of unstable structures, bridges, reservoirs, slopes and areas.

Geodetic Surveying

The purpose of Geodetic Surveying is to establish a very accurate main survey framework. It involves the establishment of a national network of horizontal and vertical reference

points covering an entire territory. Land Surveyors use very precise equipment for taking measurement over a large area for establishment of accurate survey network. With the advancement of space technology, Land Surveyors often use a satellite system, called Global Positioning System (GPS), for measuring points which are many or even hundred kilometers apart.

In Hong Kong, the Lands Department of the Government establishes and maintains the main survey framework. Trigonometrical stations situated on hilltops, traverses installed along roadside and bench marks on bedrock constitute the geodetic control point system. By connecting to the network, any survey can be tied together with respect to a unique reference system. In fact, the position of many land boundaries, roads, railways, bridges and construction works are referred to this system. Major services provided under this category are:

- Taking precise observation and maintaining the monuments of

networks of horizontal and vertical reference points;

- Establishment of a territorial common reference system; and
- Detecting and measuring the movement of the earth's crust for scientific research and reducing the impact of natural disaster.

Topographic Surveying and Digital Mapping

Mapping is a national service for security and development. Maps have been in use for thousands of years. Besides being a principal means of position locator, accurate maps are necessary for effective management of our environment.

With the use of emerging technology in the Topographic Surveying and map revision, the complete series of 1:1000 scale maps covering the whole territory of Hong Kong have been available in digital form. Digital topographic information is the basic building block to support the sustainable development, natural resources management, environmental protection, urban planning and utilities management. Additionally, Digital Mapping forms

the basic foundation for other information systems such as community services information systems, electronic street guide systems, natural disaster management systems, transport management systems and many others. It is foreseeable that many disciplines will benefit from Digital Mapping. As the advancement of technology has resulted in lower system costs and continual improvements in Digital Mapping, a much wider application of digital map data throughout government, business and industry can be achieved.

Land Information Management

In the Land Information Management aspects, Land Surveyors are engaged in the collection, integration and dissemination of a wide range of spatial information. With the use of geographic information system technology, Land Information Management is rapidly penetrating a number of application domains such as environmental conservation, urban planning, pollution control, transport management, emergency

rescues and many others. Land surveying is the most basic activity to create and maintain building blocks for the setting up of geographic information systems and Land Surveyors are in a good position to make valuable contributions to these systems.

Photogrammetric Surveying

Photogrammetry is the science of measurement by means of photographs or digital imagery.

The photographs and digital imagery can be captured on ground, underwater and in air. Photogrammetric Surveying is the method of producing graphic plans, digital data, computer model from photographs or digital imagery. Major services/products provided under this category are:

- Digital mapping;
- Digital terrain model;
- Orthophoto/orthoimage;
- 3D digital map;
- Deformation monitoring;
- landslide investigation; and
- Antiquities and heritage sites recording.

Hydrographic Surveying

Safe navigation and subaqueous construction require an accurate knowledge of the depth and topography of the seabed. Land Surveyors have used different techniques including the Differential Global Positioning System (DGPS) in the hydrographic survey for positioning. In harbours and their approaches, the depth has to be constantly monitored. As the seabed is hidden from the naked eyes, its profile is determined by echo sounder which sends sound waves down to the bottom of the sea and calculates the depth by measuring the time required for the signal to return to the surface.

In Hong Kong, the Government has taken over responsibilities from the British Admiralty for producing navigation charts for the Hong Kong Waters. Major services provided

under this category are:

- Measurement of water current;
- Bottom sampling;
- Location of rocks, lights, buoys and wrecks;
- Determination of channel depths and preparation of charts;
- Determination of subaqueous excavation quantities; and
- Collection of any information relating to marine navigation.

Quantity Surveying Division

The Quantity Surveyor

Quantity Surveyors are professionals who have been trained as construction cost consultants. They have expert knowledge of costs, values, labour and material prices, finance, contractual arrangements and legal matters in the construction field.

Quantity Surveyors can provide appropriate services to suit various demands and their major employers include:

- (1) Private developers
- (2) Government departments and related bodies
- (3) Contractors
- (4) Mining and Petro-chemical companies
- (5) Insurance Companies

Principal Services of Quantity Surveyors

Building construction, civil and structural engineering, mechanical building and engineering services, petro-chemicals, mineral extraction, planning and urban development - all are areas in which

Quantity Surveyors are equipped to provide advice.

The following are the principal services rendered by Quantity Surveyors:

- (1) Preliminary cost advice
- (2) Cost planning
- (3) Preparing tender documents and negotiating contract prices
- (4) Preparing contract documents and participating in contract administration
- (5) Preparing cashflow forecasts and exercising cost control over the project
- (6) Project management
- (7) Giving expert evidence in arbitrations and disputes
- (8) Assessing replacement values for insurance

Preliminary Cost Advice

From the outset, the Quantity Surveyor will give practical advice on the likely cost of a project. He will also prepare cost studies, and advise on alternative design solutions,

structural forms, choice of materials, construction and maintenance cost. From that, a detailed cost plan can be developed for budgetary control.

Cost Planning

Cost planning is a specialist technique introduced by Quantity Surveyors. It aims to help all the members of the construction team - architects, engineering consultants, interior specialists - to arrive jointly at practical designs for a project and stay within the budget.

Effective cost planning will help to ensure that, once a realistic estimate is agreed, everything that follows is in accord with it, from the successful contractor's tender to the final project cost. In planning construction costs, maintenance and running costs are borne in mind, thus helping to achieve a project that is cost effective throughout its life.

When the client decides to change the plans and introduces variations, the Quantity Surveyor will assess the cost implications.

Cost planning means improved economy standards and so better value for money. Constant monitoring means that the risk of

overspending can be spotted early and prompt corrective action taken.

Contracting Methods

No two projects are the same. Most major projects - and many smaller ones - are individual challenges and need individual solutions. Not surprisingly, therefore, the construction industry has evolved a range of procedures. The most common are summarised below.

Competitive tendering is the normal method, and can allow either for firm price tenders, or tenders which provide for cost fluctuations.

Negotiated tenders enable the whole project to be planned from the outset with a single contractor, chosen for a particular expertise or construction system, while in a package deal (or 'design and build') the contractor undertakes the whole task of design and construction.

The Quantity Surveyor will advise on the most appropriate form of contract for the project.

Tendering

Competitive tendering of one kind or another remains the usual basis for

construction contracts, and bills of quantities are fundamental to this process.

Bills of quantities translate the drawings, plans and specifications produced by the designers to enable each contractor to calculate his tender prices fairly, on exactly the same basis as his competitors. During construction, they are also a crucial element in effective cost control.

Where other tendering procedures are appropriate, the Quantity Surveyor will recommend alternatives.

Valuation of Construction Work

In most construction contracts, the contractor is paid monthly. The Quantity Surveyor will value the work carried out each month on the project and submit a recommendation for certified payment.

The Quantity Surveyor will stay with the project right to the settlement of the accounts, when all necessary adjustments are dealt with.

He will also prepare any analysis of the final account, which may be required; prepare statements of expenditure for tax or accountancy purposes; and

assess the project's replacement value for insurance.

Project Management

A successful project requires expert advice from all the building professionals. A Project Manager is necessary to co-ordinate the expert advice and manage the project to ensure its timely completion within the budget.

As Quantity Surveyors have been specially trained in the financial, legal and contractual aspects of construction, they are particularly well qualified for the role of Project Manager.

Training

Quantity Surveyors in Hong Kong are members of The Hong Kong Institute of Surveyors. Entry qualifications comprise a high level of education, extensive practical training, and the passing of an assessment of professional competence.

Junior Organisation

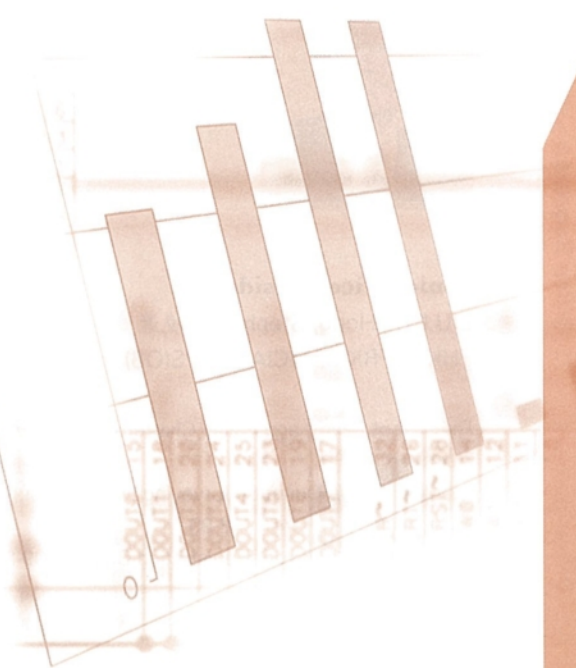
The Junior Organisation (JO) is a section of the Institute, which comprises members of all divisions under the age of 33. The JO's are the younger members of the Hong Kong Institute of Surveyors who represent the interests of the junior members within the Institute. These include not only recently qualified members, but also students and graduates working towards their professional qualifications.

A JO representative, usually the Chairman of the JO Committee, sits on the Executive Committee and the General Council. He is there to act as the voice of the younger members, to ensure their views and interests are considered and that they are kept informed of the latest developments affecting the profession and the Institute.

The JO members are actively involved on the educational front, where they make numerous visits to schools, colleges and universities to meet with and talk to the students.

One of the principal JO activities is their annual participation in the Hong Kong Trade Development Council's, Education and Careers Expo, which the JO's organise on behalf of the Institute.

HKIS General Council



HKIS General Council 1999/2000

President

Francis H K NG 吳恆廣

FHKIS, FRICS, ACI Arb, RPS(GP)

Assistant Director of Lands Department, HKSAR

Senior Vice-Chairman, General Practice Division 1998-99

Vice-Chairman of Surveyors Registration Board 1999

Member of Surveyors Registration Board 1999-00



Senior Vice-President

LIU Ling Hong, Stephen 廖凌康

FHKIS, FRICS, MCI Arb, RPS(QS)

Director of Levett and Bailey Chartered Quantity Surveyors
Limited

Member of the Quantity Surveying Division Council 1993-98

Junior Vice-President 1998-99

Chairman of Surveyors Registration Board 1999-00



Junior Vice-President

CHAN Hak 陳克

FKIS, FRICS, RPS(LS), Advisory Professor

Deputy Director of Lands Department, HKSAR

Chairman of Land Surveying Division 1994-96



Honorary Secretary

SO Chun Hin, Albert 蘇振顯

BSc, FRICS, FHKIS, RPS(GP)

Managing Director of Albert So Surveyors Limited

Chairman of General Practice Division 1985

Honorary Treasurer 1998-99



Honorary Treasurer

TANG Hoi Kwan, Edwin 鄧海坤

FKIS, ARICS

Senior Building Surveyor of the Buildings Department

Honorary Treasurer of Building Surveying

Division 1992-99

Member of SST working group 1999-00



MEMBERS

Chairman

CHEUNG Kwok Ho, Richard 張國豪
BSc, ARICS, FHKIS, ACI Arb, RPS(BS), Authorised
Person (Surveyors)

Director of Quintalinux
Member of Surveyors Registration Board 1999-00



Vice-Chairman

Dr. CHAN Man Wai 陳文偉
BSc, MSc, PhD, FHKIS, FRICS, RPS(BS),
PQS, F.PFM, AP

Head of Estates, The Hong Kong Institute of Education
Vice-Chairman of Building Surveying Division



Council Member

YUN Ying Kit, Kenneth 甄英傑
AHKIS, ARICS, RPS(BS), MAIBS, MCI Arb, AHKI Arb,
MWOBO, MIFMA

Property Services Manager of Architectural Services
Manager, HKSAR
Council Member of Building Surveying Division since 1990
CPD Convenor for BS Division 1991-92
Member of CPD Panel in BS Division since 1992
Chairman of CPD Panel in BS Division 1997-98
Secretary of the Standing Committee for Environmental and Sustainable Development
1999-00



Chairman

TSE Wai Chuen, Tony 謝偉銓
 FHKIS, FRICS, RPS(GP)

Executive Director of Emperor International Holdings Limited
 Council Member of General Practice Division 1989-90
 Vice-Chairman of General Practice Division 1991-92
 Member of Surveyors Registration Board 1997-99
 Chairman of General Practice Division 1997-00
 Member of Land and Building Advisory Committee 1999-2001

**Senior Vice-Chairman**

Mona WOO 吳月齡
 FHKIS, ARICS, RPS(GP)

Chief Estate Surveyor of Lands Department, HKSAR
 Chairman, Education, Membership, APC and CPD Affairs
 Panel of General Practice Division
 Council Member of General Practice Division 1996-97

**Honorary Secretary**

POON Wing Cheung, Lawrence 潘永祥
 BSc(Hons), M Land Econ, AHKIS, ARICS, ASVA, RPS
 (GP)

Senior Lecturer of City University of Hong Kong
 Council Member of General Practice Division since 1997
 Member of the General Council since 1998
 Member of the Research Standing Committee 1999-00



MEMBERS

Chairman

WONG Chung Hang 黃仲衡
FHKIS, FRICS, MCI Arb, AMBCS

Chief Land Surveyor of Lands Department, HKSAR
Council Member of Land Surveying Division 1989-92
Honorary Secretary of Land Surveying Division 1994-96
Council Member of Land Surveying Division 1996-97



Vice-Chairman

LAM Li Wah 林利華
BSc (Hons), FHKIS, FRICS

Senior Land Surveyor of Lands Department, HKSAR



Honorary Secretary

CHEUNG Wai Man 張偉民
BSc (Hons), AHKIS, ARICS

Land Surveyor of Lands Department, HKSAR



Chairman

T T CHEUNG 張達棠

BSc(Hons)(QS), MSc(Arch), FHKIS, FRICS, RPS(QS)

Managing Director of Prosperity Construction and
Decoration Limited

Executive Committee Member

General Council Member since 1994

Past Hon Secretary, Hon Treasurer and Vice-Chairman of
Quantity Surveying Division

Member of Disciplinary Panel

Member of Surveyors Registration Board

Member of Board of Education

Committee Member of China Engineering Cost Association

**Vice-Chairman**

KAM Siu Chee 金兆池

FHKIS, ARICS, RPS(QS)

Director of Northcroft Hong Kong Limited

Honorary Secretary of Quantity Surveying Division 1998-99

**Honorary Secretary**

CHENG Wai Hung, Nelson 鄭偉雄

FHKIS, ARICS, AAIQS, ACI Arb, RPS(QS)

Director of Levett & Bailey Chartered Quantity Surveyors
Limited

Council Member of Junior Organisation 1984-85

Council Member of Quantity Surveying Division 1998-99

Member of Surveyors Registration Board 1998-99



MEMBERS

Chairman

CHAN Yue Chun 陳宇俊

PgDip(IHO Cat. A), AHKIS, ARICS, RPS(LS), MRIN

Land Surveyor of Civil Engineering Department, HKSAR

Secretary of SST Working Group

Council Member of Land Surveying Division 1996-97

Council Member of Junior Organisation 1995-97

Vice-Chairman of Junior Organisation 1998-99



Vice-Chairman

WAN Chi Wei, David 尹子威

MBA, MSc, ARICS, AHKIS, MCI Arb, RPS(GP)

Associate Director, Head of Information Technology
Department, Jones Lang LaSalle

Honorary Treasurer of Junior Organisation 1999

Member of IT Committee 1999-00



Immediate Past President

WONG San, Samson 黃山
 FHKIS, FRICS, ACI Arb, AP, RPS(BS), FHKIFM

Managing Director of Samson Wong & Associates Property
 Consultancy Limited

President 1998-99

Senior Vice-President 1997-98

Junior Vice-President 1996-97

Chairman of HKIS 5-Year Plan Working Group 1997-99

Chairman of Surveyors Registration Board 1997-98

Chairman of Building Surveying Division 1992-93

Member of Property Management Committee 1999-00

Member of Town Planning Committee 1999-00

Member of Valuation Practice Committee 1999-00

**Chairman of Board of Education**

Barnabas H K CHUNG 鍾鴻鈞
 MSocSc, FHKIS, FRICS, FBEng, FFB, FRSH,
 F.PFM, MIMgt, ACI Arb, Gov WOBO, AP, RPS(BS)

Visiting Professor of The Hong Kong Polytechnic
 University

Member of the General Council since 1985

Member of the Board of Education since 1986
 (Chairman, 1998-91, 1997-date)

Council Member of Building Surveying Division 1985-95

Chairman of Surveyors Registration Board 1992-95

**Chairman of Board of Membership**

CHIU Kam Kuen 趙錦權
 FHKIS, FRICS, FHKFA, RPS(GP)

Executive Director of DTZ Debenham Tie Leung Project
 Services Limited

Vice-Chairman of Membership Committee 1997-99

Junior Vice-Chairman of General Practice Division 1997-99

Honorary Treasurer of General Practice Division 1995-97

Council Member of General Practice Division 1988-95



President's Report



President's Report 1999/2000

Forward

The year 2000 has been a busy one for the Institute as there were numerous hot issues that were being dealt with. To name a few, securing the tenure for the Joint Professional Centre; finding suitable accommodation for our secretariat; disciplinary action against some non-conforming members; improving construction standards; several major seminars/open forum in the mainland and in Hong Kong; registration of property management professional and effectiveness of various Standing Committees; and promoting our services in the region, etc. I would append below a more detailed account of these issues so that members would have a more clear idea on what the Institute has done and achieved in the past year or so.

Membership

On a lighter note, I would advise that the figure is a record high, as we now have 2,953 corporate members and another 2,492 student members as at 1 December 2000. A brief breakdown is as follows: -

Class/Division	BS	GP	LS	P&D	QS	Sub-total	Total
Fellow	79	163	39	0	150	431	Corporate
Associate	490	912	135	4	981	2522	
Student A	31	37	8	0	33	109	Students
Student B	459	540	83	0	1301	2383	
Total	1059	1652	265	4	2465	5445	2492

To welcome admission of new members and transfer to 'fellow' status, 3 diploma presentation ceremonies were held in May, October and December.

Education

Various divisions have just completed their Assessment of Professional Competence and candidates are being advised of the outcome. Similar to the past few years, the overall passing rate is not that impressive. In this regard, I must emphasize that the Institute is giving more weight to qualitative achievement than trying to clear the 'backlog' accumulated in the previous years. We need to have a balanced approach and candidates are asked to acquire the necessary skills on various aspects.

Standing Committees

There is no doubt that some Committees are doing extremely well and coming up with good recommendations for the consideration of the General Council. Whereas, a few are not as good as expected. The 3 presidents had since earlier in the year attended meetings with a view to boost up morale and monitor progress.

It should also be mentioned that the leadership skill of some committee chairmen would need to be brushed up. Consequently, it was the General Council's decision that certain rules would be introduced prior to the appointment of chairmen for the coming term.

As existence of some committees was overtaken by event, a re-structuring/re-vamping of composition, terms of reference were examined. It is our decision that the Institute would do away with some committees, and create certain new standing committees.

Joint Professional Centre (JPC)

After much discussion, liaison and consideration, the Institute decided not to take up the office premises of the JPC. It was unanimously agreed by the 10 professional bodies that the Hong Kong Productivity Council would take up the management of the Centre. An agreement was signed with the parties concerned.

The Centre is now in full operation and I hope that respective Divisions and members can make the best use out of the facilities available.

Regarding the contribution towards the set up of this Centre, the General Council had agreed to contribute up to a maximum of \$300,000. The JPC however had raised funds and received donations and it was finally agreed that each institute would give an amount of \$50,000. This resulted in substantial savings to the Institute.

New Accommodation for HKIS

Tenure of our secretariat at Jardine House will come to an end in May 2001. On the recommendation of the working group chaired by the Senior Vice-President, the General Council had decided to look for suitable accommodation outside the Central district as the Institute does not need to be located within the central business area.

Discipline

Disciplinary action against a possible non-conforming case came to a drastic end in late August, as the member agreed to arrange for the publishing of apologetic messages in certain local newspapers and the Surveyor's Newsletter. The Honorary Secretary had also given a good account of this case in the October 2000 Newsletter.

Meanwhile, the Institute is monitoring progress on a few alleged misconduct/breach cases. For the purposes of keeping confidentiality, I am not in a position to give more details at the moment.

Technical Membership

The Chairman and working group had indeed rendered great effort in this regard, which culminated in the open forum on 17 October. At the moment, there is still no firm decision on the creation of a technical grade due to, inter alia, possible hiccups in amending the Constitution. The General Council will have to carry on with this task in the coming year.

Promoting professional services

Much has been done on this aspect, thanks to the never-failing effort of the Junior Organisation, and the divisions concerned. A Real Estate Services Expo was held in Shanghai in January, and a Education and Careers ExPo in Hong Kong at the Hong Kong Convention and Exhibition Centre.

In October and November, two separate delegations were sent to the mainland (ChengDu and Xian) with a view to promoting our services. On the other hand, there were numerous overseas visitors (including from the mainland) to the Institute. The President together with some key personnel had arranged briefings on the set up and work of the Institute as well as our services.

Forums, Seminars, CPD

To enable members, as well as practicing professionals to catch up with the latest technological changes and updated practices, the Institute and the CPD convenor have been working hard to come up with various programmes. Despite the somewhat hectic schedule, we are by no means complacent.

Meanwhile, the General Council and Board of Education are now considering a strategic/structured learning programme for members and student members. The Institute will continue to check if members have fulfilled their obligation for self-improvement.

Government Consultation

This year has been particularly busy as we got involved in giving input on various aspects (e.g. Urban Renewal Bill, Town Planning Bill, Land Titles Bill, Consultation Paper on the Sales Descriptions of Uncompleted Residential Properties Bill and the proposal in improving the quality of public housing). As we are moving to a demanding and sophisticated period, the Institute will have a major role to play in improving the living and safety standards, construction quality, property management and maintenance aspects.

The Way Ahead

Although we are still experiencing the effect of the economic turmoil, we must equip ourselves for a much brighter future. Meanwhile, the Institute under the able leadership of Mr. Stephen Liu, the new president, will try its utmost to serve our members, promote our services and image. I am sure the Institute will have greater influence in the society.

Conclusion

Before ending, I wish to thank all the Office Bearers, General Council members, Chairmen and members of the Standing Committees and all the staff of the Secretariat Office for their contribution and generous support. I had great pride in my appointment and derived immense joy in chairing meetings, giving speeches and writing articles.

I wish the new President and Council members every success in the coming year.

HKIS Past Presidents



HKIS Past Presidents

1984/85	Mr KAN Fook Yee
1985/86	Mr KAN Fook Yee
1986/87	Mr Daniel C LAM
1987/88	Mr Francis S K LAU
1988/89	Mr Francis S K LAU
1989/90	Mr Raymond A BATES
1990/91	Mr LEUNG Shou Chun
1991/92	Mr Marco M H WU
1992/93	Mr Albert H S CHEUNG
1993/94	Mr Michael R MANN
1994/95	Mr Michael R MANN
1995/96	Mr LEUNG Chun Ying
1996/97	Mr LAU Ping Cheung
1997/98	Mr WONG Thien Nyen
1998/99	Mr WONG San, Samson

Accounts and Financial Statements



**Income and expenditure account
for the year ended 31 July 2000**
(Expressed in Hong Kong dollars)

	2000 \$	1999 \$
Income	10,764,384	9,297,495
Other revenue	<u>1,008,861</u>	<u>674,466</u>
	11,773,245	9,971,961
Staff costs	(2,642,013)	(2,518,518)
Assets acquired during the year fully charged to income and expenditure account	(114,153)	(267,186)
Other operating expenses	<u>(6,726,645)</u>	<u>(5,779,005)</u>
Surplus for the year	2,290,434	1,407,252
Accumulated fund brought forward	<u>7,720,678</u>	<u>6,313,426</u>
Accumulated fund carried forward	<u><u>10,011,112</u></u>	<u><u>7,720,678</u></u>

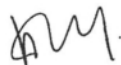
Balance sheet at 31 July 2000
(Expressed in Hong Kong dollars)

	2000	1999
	\$	\$
Non-current assets		
Investment in a subsidiary	2	2
Fixed assets	<u>-</u>	<u>-</u>
	2	2
Current assets		
Inventories	328,842	352,478
Subscriptions receivable	911,475	537,100
Deposits, prepayments and other receivables	454,747	383,686
Cash and cash equivalents	<u>13,509,856</u>	<u>11,100,931</u>
	15,204,920	12,374,195
Current liabilities		
Deferred income	4,644,476	4,396,827
Accounts payable and accruals	<u>549,334</u>	<u>256,692</u>
	5,193,810	4,653,519
Net current assets	<u>10,011,110</u>	<u>7,720,676</u>
NET ASSETS	<u>10,011,112</u>	<u>7,720,678</u>
Representing:		
Accumulated fund	<u>10,011,112</u>	<u>7,720,678</u>

Approved by the General Council on 9th November 2000



President



Honorary Treasurer

Detailed income and expenditure account
for the year ended 31 July 2000
(Expressed in Hong Kong dollars)

	2000 \$	1999 \$
Income		
Annual subscriptions	5,377,764	4,879,692
Entrance fees	547,195	624,090
Income from Institute's activities	4,006,539	2,714,635
Income from divisions' activities	832,886	1,079,078
Interest income	455,205	402,446
Rebate from RICS - UK	1,498	78,619
Management fees from the Surveyors Registration Board	360,875	88,350
Sundry income	<u>191,283</u>	<u>105,051</u>
	11,773,245	9,971,961
Expenditure		
Accountancy fee	45,000	41,000
Assets acquired during the year fully charged to income and expenditure account	114,153	267,186
Auditors' remuneration	62,500	58,000
Bank charges and interest	1,389	1,296
Cleaning expenses	10,176	6,526
Computer expenses	103,556	79,300
Electricity	19,235	17,144
Expenditure of Institute's activities	3,031,373	2,378,906
Expenditure of divisions' activities	821,426	805,643
Legal and professional expenses	133,834	84,618
Professional activities	162,981	117,524
Provident fund contributions	173,518	113,815
Postage and courier services	410,571	425,860
Printing and stationery	211,823	280,885
Public relations	482,248	350,792
Rates and air-conditioning	207,239	212,209
Rent of office premises under an operating lease	803,520	736,560
Repairs and maintenance	13,166	17,867
Salaries, bonus and allowances	2,468,495	2,404,703
Subscription receivables written off	55,480	52,138
Telecommunications	13,243	13,607
Sundry expenses	<u>137,885</u>	<u>99,130</u>
	9,482,811	8,564,709
Net surplus for the year	<u><u>2,290,434</u></u>	<u><u>1,407,252</u></u>

HKIS Divisional Councils and Reports



- Building Surveying
- General Practice
- Land Surveying
- Quantity Surveying
- Junior Organisation

Building Surveying Division

Chairman's Report 1999/2000

Richard K H CHEUNG

Chairman	Richard K H CHEUNG	
Vice-chairman	CHAN Man-wai	
Honorary Secretary	Nelson HO	
Honorary Treasurer	Catherine YIU	
Members	Edwin TANG	W.H. CHONG
	Kenneth YUN	Andrew IP
	Gordon WONG	Robin LEUNG
	T.C. CHEUNG	Edgar LI
	Alex WONG	Bishop CHUNG
	Peter WONG	
Co-opted Members	Philip TSE	Christopher WONG
	Rebecca LO	Gary YEUNG
Ex-officio Member	Kenneth CHAN	

No different from the past, last year had been an exciting and challenging year for the Building Surveying Division. Presently we have a total membership of 79 Fellows, 490 Associates and 490 students. The Divisional Council was made up of 16 members and 4 co-opted members, and we met monthly to discuss matters concerning the Division. Various panels had been formed to assist in the formulation of policies, dissemination of information and collection of opinion. Instead of making a long-winded description on the activities and functions embarked upon by the Division in the past session, a summary has been prepared for easy reference. On top, I would like to draw your attention to other areas of work which the Division either had participated or will continue to participate. These can be categorized into two groups.

Firstly, Statutory Panels and Government policy-related issues.

The BS Division was represented on the:

Contractors Registration Committee
Authorized Person and Registered Structural Engineer Registration
Committee
Appeal Board under the Hotel & Guest House Accommodation
Ordinance
Appeal Tribunal Panel under the Buildings Ordinance
Building Sub-committee of the Land & Building Advisory Committee
FSD/Authorized Person Liaison Committee,

and participated in

The study for a Central Construction Standardization Body
The Construction Industry Review Blueprint 2000 'Underground
Infrastructure' & 'Environment/Smoke Free Cities' organized by RTHK

Our views had been sought on, among many subjects:

The re-organization of the Buildings Department
Quality Housing
Urban Design Guidelines
Building (Amendment) Bills 2000
Sales Description of Uncompleted Residential Properties Bill
Proposed Registration of Geotechnical Engineer under the Buildings
Ordinance
Promotion of Construction Services
Site Safety and Quality Supervision

The second area of work was related to community service.

The Building Management Resources Centres continued to receive our support. The Government has plans to set up at least another two centres in the coming year.

We had assisted in a number of Building Management Certificate Courses and Workshops held by the District Offices.

Year after year we made term visits to Universities and assisted the Institute in setting up a booth in the Education and Careers Expo.

My report will not be complete without mentioning the highlight of the year i.e. the Building Surveyors' Conference. As a continuation of the theme set by the last conference, the objective remained in exposing and revealing to members modern technology and innovation. The conference was met with success and had attracted an audience of over 180.

Lastly, and before I end my report, I would like to send my heart-felt thanks to all the members of the Divisional Council, panels and organizing committees for their relentless effort and contributions. I was honoured to be included in the list of Distinguished Building Surveyors and I would like to congratulate Eddie Lee, Kenneth Chan and David Chan who shared with me this special honour.

My best wishes for the new office bearers and the incoming council, and may the Division flourish and benefit under their leadership.

Summary of Activities 1999/2000

February 2000	Education and Careers Expo 2000 (24-27/2)
March 2000	Issue of BS Newsletter Term visit to Universities (31/3)
April 2000	Term visit to Universities (14/4) CPD "The Role of Building Surveyor to act as Authorised Person and the Current Mechanism of Assessment under the Building Ordinance (17/4)
May 2000	Social Function – Wine Tasting (19/5) CPD "Building Towards the Third Millennium, a Reflection of the 5 th World Congress of WOBO" (29/5)
June 2000	CPD "Site Visit to ICI Swire Paint Manufacturing Plant in Guangzhou (10/6) Social function – Shatin Race Course (25/6) Issue of BS Newsletter
July 2000	CPD "Building and Planning Control in Hong Kong" (6/7)
September 2000	CPD "Visit to Southern Glass Factory in Shenzhen (16/9) Issue of BS Newsletter
October 2000	BS Conference 2000 on "Moving Forward with Modern Technologies (14/10)
November 2000	BSD Assessment of Professional Competence (6-9/11) AGM and Annual Dinner of BSD (1/12)
December 2000	CPD "Visit to the Medical Building of HKU (2/12) and the International Finance Centre (9/12) Issue of BS Newsletter and BS Journal

*Council Meeting of BSD took place on the 3rd Thursday of each month.

General Practice Division

Chairman's Report 1999/2000

Tony TSE

Year 2000 marks the beginning of a new millennium. The new General Practice (GP) Division Council was elected by over 220 GP members at the Annual General Meeting held on 2 December 1999, about one month before the new millennium. A list showing the 20 Council members elected is attached at Appendix I.

In the first Council meeting held on 8 December 1999, the following office bearers were elected.

Office Bearers	Name
Chairman	Mr. Tse Wai Chuen, Tony
Senior Vice-Chairman	Ms. Mona Woo
Vice- Chairmen	Mr. Chiu Kam Kuen, Mr. Leung Kam Leung
Honorary Secretary	Mr. Poon Wing Cheung, Lawrence
Honorary Treasurer	Mr. Lam Ka Fai, Francis

Like the outgoing Council, in order to tackle divisional matters more effectively the new Division Council had approved to categorize the matters into 4 main areas. And in the form of panels, as listed below, the respective Chairman or Vice-chairman was charged to look after one of the panels and report to the Division Council regularly.

Panels	Chairman
Professional Practice and Standards Affairs Panel	Mr. K. K. Chiu
Government Practice and Local Affairs Panel	Mr. K. L. Leung
Education, Membership, APC and CPD Affairs Panel	Ms. Mona Woo
Public Relation, PRC and International Affairs Panel	Mr. Tony Tse

Terms of reference and membership of the above-said panels are attached at Appendix II.

Membership and APC Assessment

The members of General Practice Division have grown by 3.6% in the past 12 months and the compositions are as below: -

	General Practice	Planning & Development
Fellow	163	-
Associate	912	4
Students (A+B)	577	-
Total	<u>1652</u>	<u>4</u>

To ensure all newly qualified GP surveyors meet the required quality standard, the previous GP Council approved a revised form of Assessment of Professional Competence, which was implemented in October 1999. According to the results announced in December 1999, there were a total of 151 candidates attending the new form of APC Assessment last Autumn. Amongst these candidates, 48 passed the written assessment, representing about a 32% passing rate. Of the 48 candidates, 28 passed the interview assessment equating to a passing rate of more than 58%. Although with the written assessment as a screening test, the passing rate for the interview assessment has greatly improved, the overall passing rate is still considered far from satisfactory. The GP Council discussed the issue early this year and put forward ways to assist candidates to achieve a better result. These included setting examination questions to cover a wider choice of professional

areas; ensuring marking standards of examiners are on an equal basis; organizing a APC Workshop for candidates to discuss skills in attending the APC assessment; and advising the candidates of the keys points to be covered in answering the various assessment questions. Moreover, the Education, Membership, APC and CPD Affairs Panel will closely monitor the matter and report to the GP Council the outcome of the APC assessment to be held in Year 2000.

Local Affairs

The GP Council maintained a high profile in Year 2000. We have been active in many public and government issues. The following are some of the highlights:

(1) Revised Landscaping Clauses Proposal

The need to revise the standard lease conditions governing landscaping provisions has been raised for some time. Discussions have been held amongst various professional institutes and the Lands Department in Year 2000. New landscaping clauses catering for different landscaping requirements for different sites have been adopted by the Lands Department, and a practice note setting out such requirements was issued by the Department recently.

(2) Land Titles Bill

The working group, which was set up in 1999, continued the dialogue with the government departments on the proposed Bill. Further comments on the latest revised draft bill have been submitted to the government.

(3) Sales Descriptions of Uncompleted Residential Properties White Bill

On 7 April 2000, the government published the above-said Bill. A working group chaired by Mr. K. L. Leung, had been set up to examine the Bill and a submission summarizing our major comments on the Bill was prepared and lodged to the government by the Institute in July.

(4) Proposed Requirements for Bank Guarantees in Government Land Tenders

In June, the Institute was asked by the Lands Department for comments on the proposal to require prospective tenderers, in submitting their tenders for the sale of government land, accompanied by a bank or parent company guarantee for payment of the tender price. Following consultations with members we replied to the Lands Department confirming that the Institute had grave reservations about the proposal.

(5) Lands Department's Practice Notes

The distribution of practice notes to professional surveyors in the private sectors was considered unsatisfactory. We have written to the Lands Department requesting for a review of the system and the following are some of the issues suggested: -

- (a) Information at the website of the Lands Department should be updated.
- (b) More practice notes should be issued covering various land matters to strengthen communications between the Lands Department and the professional surveyors.
- (c) Obsolete practice notes should be made known to the practicing surveyors.

(6) Submission to the Estate Agents Authority (EAA)

The licencing requirements under the Estate Agents Ordinance (EAO), effective on 1 January 1999, have been implemented for some while. The working group on EAO prepared a further submission to EAA in May. Three major issues were raised, one relating to the exclusion of specific services from the licencing requirements; one relating to the exemption of graduate surveyors from the licencing requirements; and the other one relating to HKIS's representation on the Committees/ Board of the EAA.

External Affairs

To increase our contacts with Mainland China and other international valuation organizations, the Division Council endorsed more resources to be devoted to this area. The following summarized the major events participated in the past year.

(1) The Hong Kong Real Estate Services Expo, Shanghai

On 13-15 January 2000, the Trade Development Council organized the 1st Hong Kong Real Estate Expo in Shanghai. The main purpose of the Expo was to promote the real estate services that are provided by Hong Kong professions. The HKIS being one of the three co-organizers played an active role in organizing the event. There was a total of 47 exhibitors and over 6,000 trade visitors, and the event was very successful. The participation in the event helped to promote the status of HKIS in the Mainland and also the wide range of services provided by surveyors. During the Expo period our Division Council also organized official visits to 上海市房屋土地管理局, 上海市房地產估價師協會及上海市浦東新區管理委員會 to exchange views and ideas on matters relating to the property field.

Following the success, the General Council of the HKIS gave approval to us to participate in the 2nd Expo to be held in Beijing in March next year.

(2) Valuation 2000, Las Vegas

To increase our contacts with appraisers in other countries, our Council approved Ms. Mona Woo and Mr. Alnwick Chan to attend the conference, Valuation 2000, organized by the Appraisal Institute & American Society of Appraisal of the United States in Las Vegas in July 2000. After attending the conference, a CPD was held to introduce the global standard of valuation to the members.

(3) Shenzhen Institute of Real Estate Appraisers Visit

On 25 May 2000, the GP Division signed a "Memorandum of Cooperation" with the Shenzhen Institute Real Estate Appraisers when they visited Hong Kong. On the same day, a seminar jointly organized by both Institutes with topics covering the HKIS's rules and conduct and main services provided by GP surveyors were held. The Division Council has agreed to organize a return visit to the Shenzhen Institute of Real Estate Appraiser later this year so as to maintain regular contact with the Shenzhen Institute.

(4) Annual General Meeting of International Valuation Standards Committee (IVSC, AGM)

To enhance communications with the valuation institutes in other countries, Mr. K K Chiu and Mr. Tony Tse, representing HKIS, attended the AGM of IVSC in London on 2 October 2000. At the meeting, emphasis was made on the global valuation practice and standards. Our Institute has been asked to comment on the "International Valuation Standards 2000", recently published by IVSC, setting out the global valuation standards by the end of this year. The Professional Practice and Standards Affairs Panel will examine the matter with a view to put forward comments in December 2000.

Professional Practice and Continuing Professional Development (CPD)

After nearly two years, the 2nd edition of the "Valuation of Property Assets Guidance Notes" of the Hong Kong Institute of Surveyors was published early this year. This edition of the guidance notes was the first version prepared by our Institute. A section for valuation of properties in the Mainland was also included. Moreover, the work on the "Guidance Notes for Surveyors Acting as Independent Experts in Commercial Property Rent Review" has also been completed and will be published soon. It is believed that these guidance notes will be very useful to our members and will enable us to enhance the quality of our valuation practice and services.

Apart from working on the valuation guidance notes emphasis was also placed on the CPD which became mandatory to all members. A number of CPDs covering different topics were organized and planned. These included:

- (i) Town Planning Bill
- (ii) Recent Case Laws on Property Conveyancing and Leasing
- (iii) Valuation of Special Properties
- (iv) IT Office Buildings
- (v) Land Resumption
- (vi) Development Financing
- (vii) Urban Renewal

Conclusion

It was with no doubt that Year 2000 was a busy year for our Council members. However, to maintain our competitive edge and to enhance the status of GP surveyors during these difficult years, we must work harder in the coming year. I look forward to your full support to accomplish the challenges ahead.

General Practice Divisional Council 1999-2000

Council Members

CHEUNG Ho Lai, Simon	POON Yiu Tung, Eric
CHEUNG Ka Lok	SIU Kam Wai, Wilson
CHIU Kam Kuen	TAM Shiu Hong
HO Siu Keung, Alan	TSE Wai Chuen, Tony
LAM Ka Fai, Francis	TSANG Kwok Ming, Rock
LAU Chun Kong	TSANG Ching Lun, Edwin
LAU Tak, Francis	TSANG Wai Mau, Peter
LEUNG Kam Leung	WONG Ho Ming, Augustine
MAK Yiu Man, Daniel	WOO Mona
POONWing Cheung, Lawrence	YIM Wai Man, Christina

JO Representative

WAN Wai Ming, Tony

General Practice Division

Divisional Panels

Panels	Chairman	Terms of Reference
Professional Practice and Standards Affairs Panel	K.K. Chiu	<ul style="list-style-type: none"> . To assist GPD to review and update Guidance Notes and Code of Conduct relating to GP professional practice and standards. . To assist GPD to review and update Professional Fees Scale for GP Division. . To assist GPD to review and update GP directory, list of professional valuation experts.
Government Practice and Local Affairs Panel	K.L. Leung	<ul style="list-style-type: none"> . To identify and consider issues which are of concern to or may affect GP Surveyors and recommend to the GP Council appropriate view(s) and/or actions(s) to be adopted/taken by the GP Council or HKIS. . To consider current and any new government policies in respect of land, planning, estate management or other areas which affect GP Surveyors and make suitable

<p>Education, Membership, APC and CPD Affairs Panel</p>	<p>Mona Woo</p>	<p>recommendations to the GP Council.</p> <ul style="list-style-type: none"> . To comment on and establish appropriate views on current issues to enable HKIS/GP Council spokesperson to respond to the media or the general public. . To assist the GP Council Spokesperson to liaise with LegCo, the Consumer Council, relevant business associations, relevant local professional bodies, Government Bureaus Departments, and other public authorities. . To organise social events for GP Members. . To administer, review and update the Assessment of Professional Competence (APC) Scheme for the General Practice Division, and to participate in or contribute to the Education Board and/or Membership Board of the Institute. . To assist GPD in conducting the APC including the interim and final assessments, and to receive and hear complaints relating to the APC Scheme. . To assist GPD to review and update the recognised academic qualifications, both local and
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<p>Public Relation, PRC and International Affairs Panel</p>	<p>Tony Tse W.C.</p>	<p>overseas, for admission to the APC Scheme.</p> <ul style="list-style-type: none"> . To liaise with the local universities and/or major employers for GP Surveyors on matters relating to education, APC training and professional skills. . To provide, when required, advice or information to the Board of Membership of the Institute on GP membership admission. . To plan and conduct the General Practice Division's CPD events; which may include luncheon talks, seminars, conferences, workshops, site visits... etc. . To assist GPD to administer CPD Scheme. . To compile and publish CPD papers, monographs, conference reports and books for enhancement of professional skills. . To assist GPD in exploring further postgraduate education and training opportunities for GP Surveyors. . To assist GPD in liaising with the relevant authorities and professional bodies at various levels in Mainland China. . To assist GPD in liaising with the
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		<p>relevant international professional organisations/bodies such as RICS, IVSC etc.</p> <ul style="list-style-type: none"> . To arrange and hold visiting trips to Mainland China and any foreign countries; and to attend or organize seminars /conferences in Mainland China or foreign countries. . To receive overseas and Mainland counterparts. . To arrange seminars/visits with relevant organizations and government departments.
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Land Surveying Division

Chairman's Report 1999/2000

WONG Chung-hang

Chairman	WONG Chung-hang
Vice-Chairman	LAM Li-wah
Honorary Secretary	CHEUNG Wai Man
Honorary Treasurer	AU Chi Ho
Members	CHAN Hon Kwan, CHAN Tak Hing, CHAN Tat Wing, CHAU Ming, Marvin, KWAN Lam Fat, LAW Kai Chung, NG Kwok Wai, TANG Hong Wai, TANG Sze Kin, TSOI Cheong Wai and Ian WOOTTEN
JO representative	LAM Lik Shan, Lesly
Student representative	LO Hoi Yin

The 1999/2000 Land Surveying Division council year has been dominated by three main issues, namely the Guidance Notes for Land Boundary Surveys, the Land Titles Bill and the proposed corporatisation of the Survey and Mapping Office.

As a result of the Boundary Survey Advisory Committee's concerted and dedicated efforts, the final draft of the Guidance Notes for Land

Boundary Surveys has been completed. It is a thoughtful piece of work. However, we still want members to comment. Verbal or written, crude or refined, it does not matter. The Guidance Notes has achieved its purpose of setting out the basic survey principles and requirements for conducting land boundary surveys in Hong Kong.

The Institute is of the view that the proposed land titles registration system is not complete if it is not supported by land boundary plans delineating clearly and accurately the boundaries of registered land parcels. The Institute had written to the government in August, proposing that any instrument effecting the transaction of land parcels be attached with a land boundary plan prepared by an authorised land surveyor registered under the Land Survey Ordinance. Unless there are alternative measures taken by the government, we are of the view that our proposal will better protect the interests of the landowners.

To assess the effects that the corporatisation of the Survey and Mapping Office (SMO) would have on the provision of land surveying services to the community, the LSD Council with the endorsement of the General Council set up a working group in April. The Working Group studied the government's consultancy report on the feasibility of the corporatisation of SMO and

submitted its comments to the Executive Committee in July. The Hon Secretary and three LSD members attended the Lands Department's briefing on the corporatisation proposal and raised the Institute's concerns. The subsequent correspondence with the government has also expressed adequately the views of the Institute. Basically, we are trying to pursue the government's continuous impartiality, maximum support and minimum intervention, and financial prudence.

Regarding the LSD internal affairs, I am pleased to report to you that we had a fruitful year again. The overwhelming participation in all the functions organised by the LSD Council such as the Continuous Professional Development events and the annual dinner was very encouraging. In January, we received the immediate past president of the Institute of Surveyors, Australia, at our New Millennium CPD lunch. Another important event was the technical visit to Macau in May. This visit not

only allowed us to have an on-the-spot experience to know more about their survey and land registration systems but also gave us the opportunity to build up friendship with our counterparts in Macau.

In April, I joined the HKIS delegation to the 2000 Mainland and Hong Kong Conference on Urban Construction and the Environment in Chongqing and presented a paper on the Hong Kong Land Information System. In collaboration with the Hong Kong Polytechnic University and the Hong Kong Institution of Engineering Surveyors, HKIS participated actively in organising the 3rd Across-the-Strait Geomatics Conference to be held in December.

Through the HKIS International Committee, the LSD maintains close contact with the Asean Federation of Land Surveying and Geomatics (AFLAG). The General Council has approved that the Institute should become a member of the AFLAG. In fact, we are going to host the 7th South East Asian Survey Congress in Hong Kong in 2003, which is an AFLAG activity and is the most important land surveying event in the region.

Lastly, I would like to thank all those who have volunteered to work so hard for the LSD and the Institute. I wish you all a prosperous year in 2001.

Quantity Surveying Division

Chairman's Report 1999/2000

T T CHEUNG

Chairman	T T CHEUNG
Vice-Chairman	Kent KAM
Honorary Secretary	Nelson CHENG
Honorary Treasurer	Thomas TSE
Members	Stephen CHUNG, Derek DREW, HO Chui Yin, Liwina, Peter HO, Evelyn KWOK, Jacob LAM, Tony LAU, Ellen LAU, Rowson LEE, LEE Yu Meng, Francis LEUNG, LO Hon Wah, George NIP, K C TANG, Nicole TANG, Keith YIM
Co-opt members	Sam CHENG, Eric CHUNG, Daniel HO, Gilbert KWOK, Edward LAI, H F LEUNG, Anita LIU, Derek MACKAY, SUEN Mau Hing, Sandy TANG, Mickey WONG and Tommy YIM

It is my pleasure to be your Chairman for the second year.

I am glad that I have a good Council to support me to serve the growing demand of representations, both at divisional level and at institutional level. My report below summarizes what the Divisional Council has done in the last year, and what are the incomplete missions that require the incoming Council to deal with.

1. At Domestic Level

1.1 Education

1.1.1 The future of our profession depends on the quality of the new entrants. We therefore need to do something to attract the most talented to the surveying field as a whole and to the QS profession in particular. I hope that the new

Divisional Committee would accomplish my vision by placing this task in its highest priority to foster a better link between the industry and the universities.

- 1.1.2 As in previous years, the QSD joined the Institute's annual term visits to the University of Hong Kong, the Hong Kong Polytechnic University and the City University. During these visits the QSD members brought to the surveying students the latest employment prospects and shared with them their experience of the practical aspects of quantity surveying and conditions in different sectors of the industry.

1.2 **APC**

- 1.2.1 The APC this year has a record high of 587 candidates sitting for the test. Similar to last year, the format of the test would ensure a much greater degree of fairness and openness. We believe such arrangement adds transparency in return. The examination hall environment has been improved whereby candidates

have better room to manoeuvre their documents compared with last year. I wish to take this opportunity to give my utmost thanks to the hard work of the APC Sub-Committee, and in particular to its Chairman, Mr. K.C. Tang for their good work and dedication in the past few years. I would also like to thank Patty Wong and Donna Yu of the HKIS Administrative Office for their excellent administrative work, without which the APC would not be conducted in such an efficient manner.

- 1.2.2 The QSD arranged its own APC workshop to candidates on 10 June 2000. It proved to be a more productive event where candidates were led by experienced APC doctors to analyse the Institute's requirements and expectation of the test.
- 1.2.3 It is a pity that I do not have enough time to move a major reform to the current format of the APC. The QSD Council had some preliminary ideas on the reform. It would require the concerted effort

and support from the General Council, Board of Education, Universities and the employers, in order for it to become a workable programme. I sincerely wish that the incoming Council would give priority to this agenda. I would endeavour to offer my experience to assist the incoming Council to move the motion ahead before it is too late.

1.3 **New Form of Building Contracts and SMMs**

1.3.1 We have set up a sub-committee headed by Mr. Daniel Ho to review all old forms of contracts and to suggest and monitor the drafting of the new ones.

1.3.2 The new standard form of contract for building works and the ancillary forms for nominated/named sub-contract are being drafted by Joint Contract Committee, headed by Mr. Denis Levett,

and will be available in the coming year.

1.3.3 The standard form of contract for minor works will be reprinted with minor amendments and will be available in mid 2001.

1.3.4 The progress on the new SMM has taken a bit longer than I originally thought, due to its complexity. Thanks to Mr. Ken Goodbourne and his committee for their drive for perfection in the drafting of the new SMM. I am glad to report that the revised SMM for building trades are now substantially completed. We will also change the format of the existing BSSMM to tie in with the new Building SMM format. I hope that the new document would appear very soon.

1.4 **Direct Professional Access to Barristers**

This is one of the greatest achievements in my term of office. After several years of hard work, surveyors are now allowed direct access to practicing barristers. A CPD

has been organized on 6 December 2000 to brief members of the arrangement. I would like to thank Mr. H.F. Leung for his unfailing effort in taking fellow surveyors into a new area in surveyors' practice.

1.5 **CPD Events**

During the last 12 months, the CPD Convenors organized 8 CPD events, most of which were oversubscribed.

Date	Topic	Speaker
27/1/00	Development of vertical transportation & project planning	Har Boon Cher
28/3/00	Drywall construction	Ir Roger Pang
10/6/00	APC doctor session	QSD
20/6/00	Risk management	Francis Lo
18/9/00	Valuing variations and substantial changes in quantities	John Molloy
5/10/00	Collaborative construction procurement – UK perspective	Adrian Smith
31/10/00	Compulsory engagement of QS in government projects	P C Lau
30/11/00	Mock mediation	Simmons & Simmons

Members of the QSD and those benefiting from the events should thank Mr. Rowson Lee and Mr. Keith Yim, without whom very few of these events could have been possible.

1.6 **Information Technology in Surveying**

1.6.1 Information Technology is the talk of the town. How can we make use of IT technology to enhance the QS profession is always the question on our minds. With the endorsement of the Divisional Council, we have attempted to create our first ever website for Quantity Surveyors this year at <http://www.hkisqsd.com>. The site is currently under construction and the contents are open to suggestions by all members. In the future, this website will be linked to the HKIS website to attract a wider scope of visitors. I am sure the incoming Council would take this a step forward to make this website a valuable asset to fellow

members. Thanks to Mr. Evelyn Kwok for kicking off this important step in the history of QSD.

1.6.2 QSD members, Messrs. K.C. Tang, Evelyn Kwok and Nelson Cheng continued to be actively involved in the Works Bureau's Task Force in Electronic Tendering. The Task Force is scheduled to submit the recommendation report to the Government soon. By then we will be able to see the first move on e-tendering in one of the Government Departments. This is an important step that affects the construction industry.

1.6.3 In the same move of supporting electronic delivery of information, QSD represented HKIS as a supporting organization to the Electronic Services Delivery (ESD) Conference for Works Projects held on 12-13 July 2000 at the Hong Kong

Convention & Exhibition Centre. I must thank Mr. K. C. Tang for his invaluable time involvement in the matter.

1.7 **Independent role of QS in infrastructure works**

The Sub-Group, led by Mr. P. C. Lau, continued to lobby the Government that the public expenditure on infrastructure projects would require independent cost consultants to ensure public accountability. The matter has been brought to the attention of the Chief Executive and the Treasury in 1999. A meeting with MTRC was held on 12 June 2000, and with Ms Denise Yue, Secretary for the Treasury of Finance Bureau, on 15 June 2000 to discuss the matter. Attendees were the Hon. Edward Ho, Albert Cheung, Kim Berry and P.C. Lau. I am confident that with the continued effort of our newly elected Legco member, Mr. P.C. Lau, the matter would come to ripen soon.

1.8 **Membership**

During the year we had approved applications for 14 Fellows, 85 Associates and 157 Student members, bringing the total number of QS members to 150 Fellows, 981 Associates and 1334 Students as at 1 December 2000.

1.9 **List of Arbitrators maintained by HKIS**

The criteria for listing were discussed for several times at Council meetings. We are of the view that a more stringent requirement is required to ensure the standards of the profession.

1.10 **Welcoming gathering for the newly qualified**

The QSD Council met the newly qualified QSs on 28 April 2000 at the Jockey Club. It was the second year that QSD organized an informal gathering between the old and new. The party was warm and cozy. I am

confident that after a few years' time our profession will be more united to serve the industry.

2. At International Level

2.1 Pacific Association of Quantity Surveyors (PAQS)

The 4th PAQS Congress was held on 7–12 June 2000 in Cairns, Australia. Dr. Anita Liu, Miss Ellen Lau, Ms Liwina Ho and Mr. Derek Drew attended the Congress on behalf of the Institute. The theme of the Congress was "Successful and Profitable QS Practice". Anita and Derek also presented papers during the Congress on Hong Kong's hot topics: consultants' fee tendering and contractors' bidding decisions. It is important that we maintain association and connection with our neighbouring counterparts via an organisation such as the PAQS in order to enable us to continue to exert our influence

over and contribute to the development of the surveying profession at the international stage.

The 4th PAQS Board Meeting was attended by Ellen Lau and Anita Liu. It was agreed that the PAQS accreditation policy for universities is available for reference by member countries only and the competence standard has been accepted for adoption for guidance by the member countries.

HKIS will organize the 5th PAQS Board Meeting and a technical seminar in Hong Kong on 22-23 May 2001. A thank you to Mr. Paul Ho of the City University of Hong Kong in assisting us in organizing this event. Please visit <http://www.srb.org.hk/2001conf> for more information.

2.2 **2001 International Conference on Project Cost Management in Beijing**

HKIS QSD is taking the lead to jointly organize, with the Dept. of Standards and Norms, Ministry of Construction, PRC and the China Engineering Cost Association, the first ever international cost conference in Beijing to be held on 24-27 May 2001. This includes the 5th PAQS Congress with HKIS as the hosting country. Thanks to Dr. Anita Liu, Mr. Nelson Cheng and Mr. Jacob Lam for their effort in making this event a successful one. Please visit <http://www.srb.org.hk/2001.conf> for more information.

2.3 **Australian Institute of Quantity Surveyors (AIQS)**

The AIQS have expressed immense interests in having a mutual recognition with the HKIS in the last term. The

matter was approved in principle by the HKIS General Council, with expressed reservations on the possible alternate route of qualifying as AHKIS via the local examination arrangement. We have proposed some precedent conditions for the reciprocity and are pending a response from our Australian counterpart. At the close of this term, there is **NO** formal agreement between the two institutes.

2.4 **PRC Visits**

2.4.1 **The China Engineering Cost Association (CECA)**

CECA is our counterpart organization in China, responsible for setting qualification requirements and registration of qualified cost engineers practising in China. It is QSD's objective in assisting our China counterpart in the overall reform of the emerging

cost engineering profession in China. I am pleased to report that we have a very good relationship with CECA. QSD met CECA on 28 February 2000 to co-ordinate the 2001 Cost Conference. The delegation members were T.T. Cheung, Anita Liu, Nelson Cheng and Jacob Lam.

regret that we were unable to visit them to continue our important dialogue with them. I hope that the incoming Council would continue the dialogue with the Shanghainese, as the effect of China's entry to WTO in Shanghai will have an impact on the businesses of our fellow members.

2.4.2 **Cost Conference with the Ministry of Water Resources**

QSD will send a delegation of 6 members to represent HKIS in this conference, jointly organized by the Works Bureau and the Ministry of Water Resources, to be held on 14-15 December 2000 in Beijing. The delegation members are T.T. Cheung, Nelson Cheng, Jacob Lam, Ellen Lau, Sam Cheng and Gilbert Kwok.

Finally, I wish to thank all the members of the Divisional Council, many of whom I have known and worked with for a number of years. Without their support none of the above could have been achieved. I have been serving the QS Divisional Council in various capacities since 1994. It is time for me to step down and let another person succeed in my place. I have every trust in the new Council led by Nelson Cheng, whom would continue to work hard and serve the QS profession and complete those important tasks that lie ahead. I would be most happy to offer my support to the new Council to ensure continuity.

2.4.3 **Shanghai Visit**

Due to the busy schedule of our Shanghai counterpart, we