

Building Affairs Expert Determination Centre

Application Form for Inclusion in the List of Experts

FOR OFFICE USE ONLY	Date Received	Reference No.

PART A: OUTLINE DETAILS OF APPLICATION AND LISTING

Name of Applicant: _____ (_____)
(as shown in HK Identity Card) (中文姓名)

HKIS Membership No.: _____

Academic Achievements (with name of academic establishment and year of award):

	<u>Division / Discipline</u>	<u>Date of Admission</u>
Professional Qualification(s) relating to BS:	<input type="checkbox"/> MHKIS (BS as primary division)	_____
	<input type="checkbox"/> MHKIS (BS as multiple division) (#)	_____
	<input type="checkbox"/> FHKIS (BS as primary division)	_____
	<input type="checkbox"/> FHKIS (BS as multiple division) (#)	_____
	(#) Details of each of the divisions	
	(1) _____	_____
	(2) _____	_____

	<u>Registrations:</u>	<u>Date of Listing</u>
HKSAR Statutory Registrations (with year of being listed):	<input type="checkbox"/> RPS (BS)	_____
	<input type="checkbox"/> AP (Surveyors)	_____
	<input type="checkbox"/> Registered Inspector (BS)	_____
	<input type="checkbox"/> Others (please specify) _____	_____

Other relevant Professional Qualifications (date of admission):

Current Employment, Post / Title (English and Chinese):

Contact Phone No.: _____
E-mail Address: _____

Remarks: All or any part of the information in this Part A will be provided to the applicants for the nomination of expert in respect of expert determination and/ or uploaded to the HKIS's website, in prescribed CV format as the BAEDC considers appropriate.

Building Affairs Expert Determination Centre

Application Form for Inclusion in the List of Experts

PART B: AREAS OF TECHNICAL ISSUES OR DISPUTES TO BE LISTED

IN

Areas of Technical Issues or Disputes to be listed in:

- Water seepage;
- Decoration or fitting out works;
- Repair and maintenance works for existing buildings (but excluding disputes on the handover status of new flats or commercial units);
- Liability of unauthorized building works
- Others, (please specify): _____

PART C: EXPERT'S TRAINING

Attended the recognized course(s) relating to expert determination:

- Training Course on Expert Determination organized by BSD, HKIS (please specify year of completion _____);
- Others (please specify, in particular, any professional and/or academic qualification in relation to dispute resolution:

Experience relevant to each area

For each of the relevant Areas of Technical Issues or Disputes you apply to be listed, please list out on separate sheet(s) of paper(s) the relevant tasks (five (5) for each area) you have undertaken in the past five (5) years, including but not limited to a general description as to the nature of the tasks and description of your role in the tasks with sample of deliverables (if any). (Please note that you shall **not** provide us with any confidential and/ or other sensitive information in breach of your duties and obligations.)

Building Affairs Expert Determination Centre

Application Form for Inclusion in the List of Experts

PART D – NEGLIGENCE CLAIMS/DISCIPLINARY ACTION

(Please answer all questions and as appropriate.)

- a. I have have not been sued for professional negligence in the past 5 years.
- b. I have have not had any disciplinary proceedings brought against me in the past 5 years.
- c. I am am not aware of any pending disciplinary proceedings to be brought against me.

Part E: DECLARATION

I, the undersigned, declare that all particulars given in this Application Form (together with its attachments, if any) are true, correct and not misleading. I agree to indemnify the BAEDC and/ or HKIS for any loss or damage caused by any false and/ or misleading information provided herein. I also understand that acceptance for inclusion in the List Experts at the sole discretion of BAEDC.

I confirm that I have read the “*Guidelines and Procedures for Inclusion in the List of Experts in respect of Expert Determination on Building related Technical Issues or Disputes*” (“**Guidelines**”) and acknowledge and agree to all requirements therein.

I also confirm that I hold the appropriate level of professional indemnity cover for experts in expert determination and will submit the relevant document for verification if so required.

In the event of successful admission to the List of Experts, I undertake to comply with all requirements in the Guidelines and/or other rules and guidelines applicable. I further undertake to inform and update BAEDC should there be a change in the information provided herein. I further confirm and agree that any part or all of the details (including but not limited to the personal information) in Part A may be disclosed to the public:-

- I agree the details in Part A may be disclosed to the public.

Signature of Applicant

Date

BY THE BAEDC ONLY

Version Oct 2022

Building Affairs Expert Determination Centre

Application Form for Inclusion in the List of Experts

Qualification(s)	<input type="checkbox"/>	Satisfactory	<input type="checkbox"/>	Not Satisfactory
Expert Experience	<input type="checkbox"/>	Satisfactory	<input type="checkbox"/>	Not Satisfactory