

APPLICATION FOR INCLUSION ON THE HKIS PANEL OF ADJUDICATORS

Personal Information:

Name: Mr/Ms/Miss/Mrs* _____ Chinese Name: _____

Date of Birth (DD/MM/YY): _____ Nationality: _____

Membership No.: _____ Date of qualification as a professional member of HKIS: _____

Firm/Company: _____

Position: _____

Correspondence Address: _____

Telephone No. (Office) : _____ Telephone No. (Mobile): _____ Fax No.: _____

E-mail Address: _____

Primary Discipline: _____

Areas of Expertise / Core Competencies : _____

** delete if and as inappropriate*

Declaration

1. I attach herewith my CV.
2. I have read and agreed to the Personal Data (Privacy) Ordinance Notice.
3. I authorize the HKIS, its staff, employees and/or members of the Adjudicators Admission Sub-Committee to deal with, utilize and/or assess the data submitted by me as may be required in connection with my application for listing on the HKIS Panel of Adjudicators.
4. I understand that my data will become a part of the HKIS's files and may be used for all purposes deemed necessary or useful by the HKIS.
5. I declare that the information given in support of this application is accurate and complete. I understand that any misrepresentation will disqualify my application and may lead to revocation of my inclusion on the HKIS Panel of Adjudicators, should I be listed.

6. I confirm that I am familiar with and will adhere to Code of Ethical Conduct for Adjudicators under the Panel of Adjudicators of the HKIS, and the Rules of Conduct of the HKIS for inclusion in the HKIS Panel of Adjudicators.
7. Any information on this form may be made available by the HKIS to third parties for the purposes of listing and selection under the HKIS Panel of Adjudicators.
8. Upon successfully included in the HKIS Panel of Adjudicators, I agree to complete a minimum of 15 hours Continuing Professional Development over a three year period.

Please sign below to confirm your agreement to the disclosure of the information contained in the application and your confirmation of its accuracy.

Signature : _____

Date : _____

Name (in print) : _____

Note:

1. Please print in filling in this form.
2. Please put in N/A if any section is not applicable for your case.
3. Upon satisfying the requirement for accreditation for membership of the HKIS Panel of Adjudicators, an applicant will be included onto the HKIS Panel of Adjudicators.
4. Applicants are drawn to the attention of the Personal Data (Privacy) Ordinance Notice below.
5. The completed application form should be returned to:

The Hong Kong Institute of Surveyors
Room 1205
12/F Wing On Centre
111 Connaught Road Central
Sheung Wan
Hong Kong

[Application for Inclusion on the HKIS Panel of Adjudicators]

6. Any enquiries can be addressed to the HKIS office (address as above), telephone 2526 3679, fax 2868 4612.

Personal Data (Privacy) Ordinance Notice

Persons who supply data in their application to the Hong Kong Institute of Surveyors (the HKIS) are advised to note the following points pursuant to the Personal Data (Privacy) Ordinance.

1. Personal data provided in this application form will be used solely for the purpose of assessment for listing on the HKIS Panel of Adjudicators, and in this connection the data herein will be dealt with by the HKIS staff and/or by the Adjudicators Admission Sub-Committee members.
2. After an application for assessment has been duly processed, the application papers of the candidates will be retained in a file established by the HKIS for each applicant. Such information will be retained by the HKIS for as long as it deems necessary or useful.
3. Under the provisions of the Personal Data (Privacy) Ordinance, an applicant has the right to request access to, and the correction of, his/her personal data as retained by the HKIS. Applicants wishing to access or make corrections to their data should submit written requests to the HKIS office.

FOR OFFICE USE ONLY	
Date of recommendation by Adjudicators Admission Sub-Committee	
Result	To be listed / Not to be listed
Remarks	