

## Notes to Application for Inclusion in the List of Experts (Water Seepage Investigation)

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- 1) From time to time, the Hong Kong Institute of Surveyors receives requests from courts and instructing solicitors for nomination of expert or single joint expert for water seepage dispute.

The BSD Committee of List of Experts (Water Seepage Investigation) (“the Committee”) was formed in 2011 to handle matters arising.

- 2) BS members with relevant experience in acting as expert witness for water seepage disputes will, upon application and acceptance, have his/her name included in the List. The List will be uploaded to HKIS web-site for public’s information.
- 3) As one of the listing criteria, members should have prepared at least five (5) expert reports on water seepage disputes over the past five (5) years; and have attended court to give expert evidence with respect thereto.
- 4) Upon receipt of request for nomination, the Institute will refer to the “Roster of Experts (Water Seepage Investigation)” which is being administered by the Institute in consultation with the Committee.
- 5) After nomination by the Institute, subsequent provision of expert witness consultancy will be a private matter between the expert and the instructing parties. The Institute will not be responsible for any commercial matters arising, save and except the upkeep of professional standards and disciplinary actions according to prevailing regulations and bye-laws of the Institute.
- 6) As a matter of professional conduct and proficiency, members acting as expert witnesses shall be aware of the applicable law, rules, directions, orders, or procedures and compliance therewith.

**APPLICATION FOR INCLUSION IN THE LIST OF EXPERTS (WATER SEEPAGE INVESTIGATION)**

FOR OFFICE USE ONLY	Date Received	Serial 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	:	<input type="checkbox"/> MHKIS <b>(BS as primary division)</b>	_____
Qualification(s) relating to BS	:	<input type="checkbox"/> MHKIS (BS as multiple division) (#)	_____
	:	<input type="checkbox"/> FHKIS	_____
	:	(#) Primary Division in _____	_____

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	_____

Other relevant Professional Qualifications (date of admission) : \_\_\_\_\_

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

Contact Phone No. : \_\_\_\_\_

E-mail Address : \_\_\_\_\_

**REMARKS** : Information in this Part A will be uploaded to the HKIS web-site in prescribed format for reference by the general public.

**APPLICATION FOR INCLUSION IN THE LIST OF EXPERTS (WATER SEEPAGE INVESTIGATION) (Cont'd)**

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**Part B : Expert's training and references**

By invitation of the BSD Committee of List of Experts (Water Seepage Investigation) :  YES (no need to complete other parts of this Part B)

Attended the Structured Learning Course of Expert Witness on Water Seepage Disputes held in 2<sup>nd</sup> Quarter of 2012 :  Preparation of expert report : necessary techniques and "Dos and Don'ts" in preparing an expert report for submission to the court  
 Professional ethics and role of expert witness  
 Law of evidence for surveyors  
 Diagnosis of water seepage sources  
 **Court procedure workshop**

Other expert witness related training courses : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Expert Witness Experience : A total of \_\_\_\_\_ (not more than 5) Standard Proforma (see Part C) duly completed is attached herewith this application.

**APPLICATION FOR INCLUSION IN THE LIST OF EXPERTS (WATER SEEPAGE INVESTIGATION) (Cont'd)**

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**Part C : STANDARD PROFORMA OF EXPERT WITNESS EXPERIENCE** : No. \_\_\_\_ of 5

Action No.	Reference : _____ <input type="checkbox"/> Proceeding yet to commence
Address of Premises ( <b>DO NOT</b> disclose full address for arbitration cases)	
Applicant as Expert for	<input type="checkbox"/> Plaintiff (or Applicant) <input type="checkbox"/> Defendant (or Respondent) <input type="checkbox"/> Third Party / Fourth Party <input type="checkbox"/> Single Joint Expert
Expert Report(s) with date	<input type="checkbox"/> Own Expert Report dated _____ <input type="checkbox"/> Own Supplementary Report dated _____ <input type="checkbox"/> Joint Experts Report dated _____ <input type="checkbox"/> Single Joint Expert Report dated _____
Status of the Case	<input type="checkbox"/> Pending further instructions <input type="checkbox"/> Pending hearing <input type="checkbox"/> Settled before the hearing <input type="checkbox"/> Part heard and case settled <input type="checkbox"/> Gave expert evidence in Court/Tribunal

**REMARKS** : The above information will only be used for processing of Listing application and will not be disclosed for other purposes.

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Assessment by the Committee :  Satisfactory  Not Satisfactory

**APPLICATION FOR INCLUSION IN THE LIST OF EXPERTS (WATER SEEPAGE INVESTIGATION) (Cont'd)**

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**Part D : DECLARATION**

I, the undersigned, declare that all particulars given in this application are true and correct.

I confirm that I have read the Notes to Application for Inclusion in the List of Experts (Water Seepage Investigation) and acknowledged all requirements therein.

In the event of successful admission to the List, I confirm and agree that the following details are to be disclosed to the public:-

Employer :

Contact :

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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**BY THE COMMITTEE ONLY**

Qualification(s) :  Satisfactory  Not Satisfactory

Case Report Experience :  Satisfactory ( \_\_\_\_\_ of 5)  
(with vetting result)  Not Satisfactory ( \_\_\_\_\_ of 5)

Name to be Listed :  YES  NO

Employer to be Listed :  YES  NO

Contact Details to be Listed :  YES  NO

\_\_\_\_\_  
Endorsed by the Committee

\_\_\_\_\_  
Date

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