

**Formal Training Scheme to Associate Membership
COMMON CORE OBJECTIVES**

1. General	Code	ES initials and Date of Assessment			
		G	K	E	C
1.3 Conduct and Responsibilities					
(a) The Responsibilities of the Technologist in Society	K				
(b) HKIE “Rules of Conduct” related to :-	K				
(i) The HKIE					
(ii) Employers/Clients					
(iii) Colleagues					
(iv) General Public					
(c) Responsibilities of Technologists related to :-	K				
(i) Ethics					
(ii) Codes of Behaviour					
(iii) Expertise					
(d) Current Affairs	G				
Keeping up-to-date with current technical developments related to the trainee's discipline.					
Achieved either by:					
(i) Reading ‘Hong Kong Engineer’, and relevant local international publications					
(ii) Making use of Information Technology					
(iii) Participating in Seminars, Conferences or Talks					
1.4 Occupational Safety and Health					
(a) Relevant Legislation	K				
(b) Responsibilities of Technologists to :-	K				
(i) Employers					
(ii) Employees					
(iii) General Public					
(c) Safety Management Systems related to trainee’s discipline	C				

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<p>1.5 Environment</p> <p>(a) Relevant Legislation related to the trainee's discipline</p> <p>(b) Inter-relationship of Technologists with the environment in :-</p> <p>(i) The work place</p> <p>(ii) Society generally</p>	K				
<p>1.6 General Personal Development</p> <p>(a) Keeping up-to date with local, regional and international current affairs. Achieved either by:</p> <p>(i) Reading of periodicals, journals and newspapers</p> <p>(ii) Making use of Information Technology</p> <p>(iii) Participating in Seminars, Conferences or Talks</p> <p>(b) Involvement with local organisation or community services</p>	K				
<p>1.7 Business Operations</p> <p>(a) Productivity</p> <p>(b) Quality Assurance System</p> <p>(c) Finance and Marketing</p> <p>(d) Information Technology</p> <p>(e) Research and Development</p>	G				
<p>1.8 Human Resources Management</p> <p>(a) Employment criteria</p> <p>(b) Labour Deployment</p> <p>(c) Staff Training</p>	G				
<p>1.9 Project Administration and Management</p> <p>(a) Consideration of Company's Organisation</p> <p>(b) Planning and programming of a project</p> <p>(c) Contract and cost control of a project</p> <p>(d) Internal and external communication</p>	K				

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<p>1.10 Development of Personal Qualities</p> <p>(a) Innovative abilities</p> <p>(b) Interpersonal skills</p>	G				
<p>1.11 Communication</p> <p>Ability to communicate (English, and preferably also in Chinese) confidently and accurately :-</p> <p>(a) Orally (e.g. informal occasions, presentations and meetings, etc)</p> <p>(b) Written (e.g. memos, letters, instructions, reports and resumes, etc.)</p> <p>(c) Presentation Skills</p> <p>(d) Negotiation Skills</p>	E				
<p>1.12 Leadership and Management</p> <p>(a) Qualities and Responsibilities required to become of a leader</p> <p>(b) Good management skills</p> <p>(c) Relationship between good leadership and good management skill</p> <p>(d) Good supervision skills</p>	K				
<p>1.13 Legal Aspect Knowledge</p> <p>(a) Knowledge of Contract of Law Concept</p> <p>(b) Knowledge of Dispute Resolution</p>	K				