

Admission Requirements for the Building Discipline

(Candidates must read this leaflet in conjunction with M3 Routes to Membership)

Candidates applying for admission to the class of Member in the Building Discipline of the HKIE are required to have the following:-

1. Academic Requirements

The academic requirement for Member in the Building Discipline is an engineering degree accredited by the Institution or signatories of the Washington Accord relevant to Building Discipline or an honours degree in Building recognised by the Building Discipline up to intake year 1997.

“Topping-up” is required for candidates as follows:-

- (i) Building engineering graduates who hold an ordinary degree in Building recognised by the Building Discipline or, a pass in the CIOB Part II or, an honours degree in Building recognised by the Building Discipline from 1998 intake are required to top-up with courses in **Stream A** offered by the School of Professional Education and Executive Development of the Hong Kong Polytechnic University (PolyU SPEED) or School of Professional and Continuing Education of the University of Hong Kong, (HKU SPACE).
- (ii) Civil and Structural engineering graduates of accredited engineering programmes of the Institution or signatories of the Washington Accord are required to top up with:-
 - (a) courses in **Stream B** offered by PolyU SPEED or the Department of Architecture and Civil Engineering of City University of Hong Kong (CityU)
 - (b) a master degree in Building or Construction Management
 - (c) two extra years (on top of the normal requirement) of relevant and responsible experience in building recognised by the Building Discipline
- (iii) Graduates who hold accredited engineering degrees other than the above will be assessed individually by the Discipline Advisory Panel upon receipt of the application for Membership. They will be advised of “top-up” requirements as appropriate.

For Members of the HKIE in the Civil or Structural Discipline, two extra years of relevant experience is an alternative in satisfying the academic requirements for Building Discipline.

1.1. Top Up Requirements

Stream A

Module	Subject Title [#]	Offering Institution(s)	Remarks
Geotechnical and Foundation Engineering	Geotechnical and Foundation Engineering	PolyU SPEED	Offered at Undergraduate level
		HKU SPACE	Offered at Postgraduate level
Temporary Work Design	Temporary Work Design	PolyU SPEED	Offered at Undergraduate level
		HKU SPACE	Offered at Postgraduate level

Stream B

Module	Subject Title [#]	Offering Institution(s)	Remarks
Project Management (<i>Select one subject only</i>)	Project Management	CityU	Offered at Postgraduate level
	Project Management and Procurement	PolyU SPEED	Offered at Undergraduate level
Building Services Engineering (<i>Select one subject only</i>)	Building Engineering System and Maintenance	CityU	Offered at Postgraduate level
	Building Services II	PolyU SPEED	Offered at Undergraduate level

[#] The above subject titles are for reference only. Please contact the relevant institution for the latest information.

2. Training/Experience Requirement

(i) Formal Training Route (Applicable for Scheme “A” Trainees)

2 years' training in building engineering + 2 years' responsible experience in building engineering projects.

A total of 4 years' training and responsible experience in building engineering projects.

(ii) General Experience Route

Candidates who have not undertaken pre-approved training will be required to have had a minimum of **six** years' working experience in building engineering, **post** academic qualification.

Candidates who satisfy the above requirements will be accepted for Professional Assessment.

3. Professional Assessment (Please refer to Section 5 of M3 Routes to Membership)

All candidates are required to take Professional Assessment (including an Interview and Writing Assessment) and they are expected to submit the following documentation together with their applications:

- (i) **Training & Experience Report**
- (ii) **Drawings and documents**
- (iii) **Training Logbook (applicable to candidates under Formal Training Route)**
- (iv) **Continuing Professional Development Record**

Please refer to the attached “Guidelines for Submissions in the Building Discipline” for details.

All documents should be the candidate’s own work and **must be verified** by a Corporate Member of the Institution or the employer.

Documents submitted will be treated as confidential and will be returned to the candidate after Professional Assessment. Candidates should however retain copies of all documents submitted as the Institution does not accept responsibility for any documents lost or damaged.

Establishment of sub-list of Building Discipline Members as Building (Project Supervision) Members

The Qualification and Membership Board approved the establishment of the above sub-list with the following criteria:

- (i) Full Corporate Members of HKIE (Building) with proven experience in project management, development or related experience in responsible position (including university professors);
- (ii) With more than 2 years experience of the above after qualified in Building Discipline.

Candidate who wishes to be included in the sub-list is required to submit a 2-page curriculum vitae which demonstrates experience in the above mentioned areas for assessment by the Building Discipline Advisory Panel.

Guidelines for Submissions in the Building Discipline

Samples of candidate's own work showing his involvement in some, **not all**, of the following areas should be submitted:

A. Planning Work

1. Establishing Work Content
 - a) Quantifying Work to be done
 - b) Work Measurement
2. Method of Production
 - a) Method Study
 - b) Method Statements
 - c) Organisation Charts
 - d) Temporary Works Design
3. Programming
 - a) Tender Programming
 - b) Master Programming
 - c) Short Term Programming
 - d) Computer applications

B. Producing work

1. Resourcing
 - a) Materials Resources
 - b) Plant & Equipment Resources
 - c) Own Labour Resources
 - d) Sub-Contractors Resources
2. Organising
 - a) Information co-ordination and checking
 - b) Setting Out
 - c) Co-ordination
 - d) Contract Administration
 - e) Contract arrangements, forms of contract and specifications
3. Supervising
 - a) Work Allocation
 - b) Completion of Work
 - c) Safety Supervision
 - d) Quality Supervision
 - e) Quantity Supervision
 - f) Testing & Commissioning
 - g) Statutory Requirements