

**Appeal Procedures of Certification of
Engineering BIM Professional (Eng BIM Pro) and
Engineering BIM Coordinator (Eng BIM Coord)**

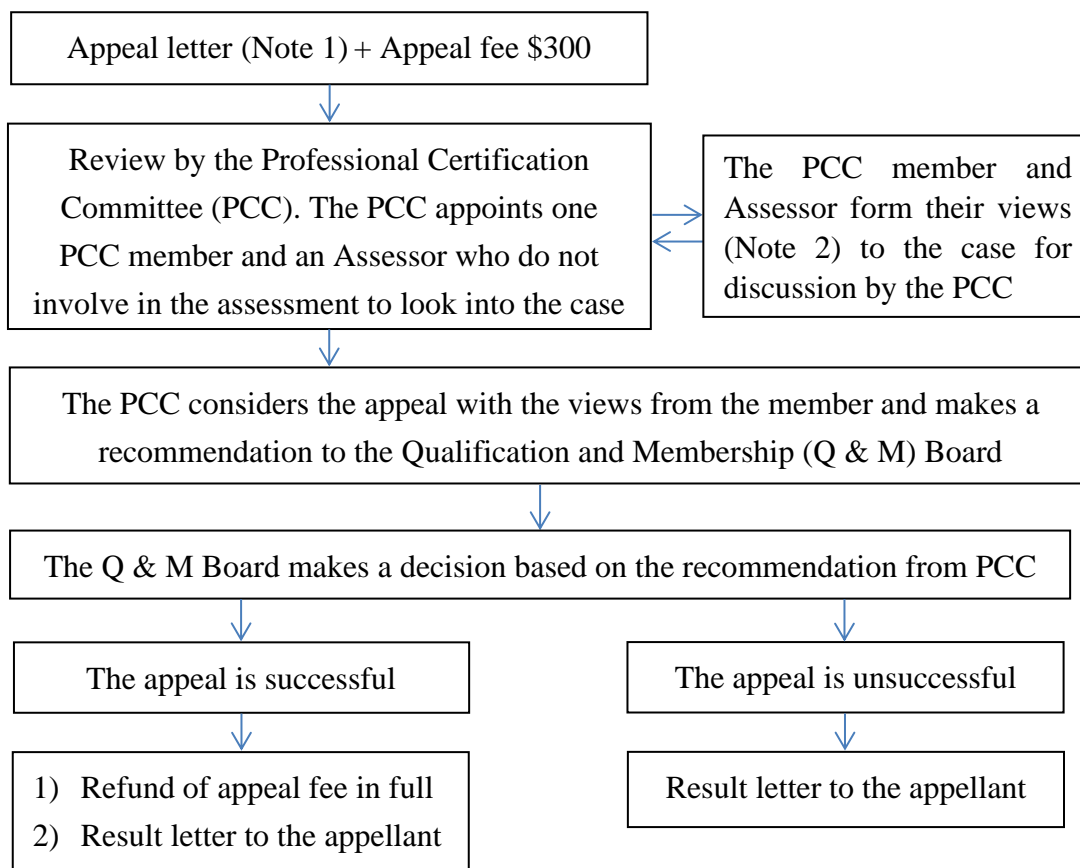
1. Any appeal against the decision involving applications for certification of Engineering BIM Professional (Eng BIM Pro) and Engineering BIM Coordinator (Eng BIM Coord), shall include a letter stating the grounds of appeal and shall be submitted by the appellant to the External Qualifications Section of the HKIE within 14 calendar days of the announcement of results (excluding the day of the announcement).
2. The grounds for such application are limited to material administrative errors in the assessment process only. Disagreement with the assessors' decision, illness, or medical-related circumstances are not acceptable grounds for review. Sufficient evidence shall also be submitted together with the letter of appeal.
3. A fee of HK\$300 shall be required for any appeal against the decision involving applications for certification of Eng BIM Pro and Eng BIM Coord. Such fee shall be deposited together with the appeal letter within the prescribed period, which is refundable if the appeal is successful.
4. The Professional Certification Committee shall review the case and make a recommendation to the Qualification & Membership Board for a decision.

For enquiries, please contact External Qualifications Section at (852) 2830 9098.

(The following information is applicable to the applicants applying for CCBM/CCBC only)

1. An applicant of CIC Certified BIM Manager (CCBM)/ CIC Certified BIM Coordinator (CCBC) through the route of Eng BIM Pro/ Eng BIM Coord who is dissatisfied with a decision of the CIC BIM Certification and Accreditation Board (BIMCAB) on certification or renewal or reinstatement of registration, shall follow CIC procedures for appeal.

Flow Chart for Appeal Procedures of Certification of Engineering BIM Professional (Eng BIM Pro) and Engineering BIM Coordinator (Eng BIM Coord)



Notes

- 1 The appellant has to submit a written application stating brief grounds for review of result within 14 calendar days of the announcement of results (excluding the day of the announcement). The grounds for such application are limited to material administrative errors in the assessment process only. Disagreement with the assessors' decision, illness, or medical-related circumstances are not acceptable grounds for review.

- 2 The appointed PCC member and Assessor shall justify the decision made and respond to the points raised in the appeal letter as far as possible when forming their views to the PCC. The PCC may clarify facts with the appointed members regarding the certification if necessary.