

測 量 師 導 報

SURVEYING

VOLUME 7 ISSUE 11, November 1998

Cooperation Agreement between HKIS and RICS

With the dissolution of RICS, Hong Kong Branch, on 31 August 1997, the Cooperation Agreement between HKIS and RICS was eventually finalised on 30 November 1998. A signing ceremony of the Agreement was conducted at a Surveyor's Lunch on the same date when the President of RICS, Mr. Richard Lay, visited Hong Kong. For member's reference, the terms of the Agreement are detailed in the next page.





SURVEYING is the newsletter of the HKIS. It is distributed to members, students and friends of the surveying profession free of charge. Anyone wishing to receive a copy may contact the office of the Institute.

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Editorial Contributions

Surveying encourages article queries and submissions. Article submissions should include both hard (printed) copy and a diskette in Word format. Contributions should reach the editor at the office of the Institute before the 10th of each month.

Information & Contents

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Advertising

All advertisements and small ads are welcome. SURVEYING is reaching over 5,000 readers. For detailed information & advertising rates, please contact Ms Margaret Yung of the Secretariat office at 25263679 OR Mr. Charles Yiu of Corporate Culture at 2802 6949.



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Friday 9:00am - 5:00pm
Saturday 9:30am - 12:30pm

CO-OPERATION AGREEMENT

In recognition of the mutual interests of the Royal Institution of Chartered Surveyors and the Hong Kong Institute of Surveyors in promoting the surveying profession, this agreement sets out the basis of their future co-operation.

This agreement is made between

*The Royal Institution of
Chartered Surveyors (the RICS)
whose principal office is at 12 Great George
Street, Parliament Square, London SW1P 3AD,
England*

*The Hong Kong Institute of
Surveyors (the HKIS)
and whose principal office is at Suite 510, Jardine
House, 1 Connaught Place, Central, Hong Kong
Special Administrative Region of the Peoples Re-
public of China.*

Signed and sealed on behalf of
The Royal Institution of Chartered Surveyors

Signed and sealed on behalf of
The Hong Kong Institute of Surveyors

Background

- The RICS is a body politic and corporate constituted by Royal Charter dated 26 August 1881 with objects which permit it to determine the criteria for entry to the profession of chartered surveyors, the regulation and promotion of chartered surveyors in the public interest and all aspects of surveying and property in order to secure the advancement and facilitate the acquisition of that knowledge which constitutes the profession of a chartered surveyor.
- The HKIS is a body corporate constituted in 1984 and incorporated by the Hong Kong Institute of Surveyors Ordinance (Cap. 1148) dated 19 January 1990 with similar objects which permit it to determine the criteria for entry to the profession of surveyors in Hong Kong, the regulation and promotion of surveyors in the public interest and all aspects of surveying and property in order to secure the advancement and facilitate the acquisition of that knowledge which constitutes the profession of a surveyor.
- The Hong Kong Branch of the RICS which previously promoted the profession of chartered surveyors in Hong Kong and had been conducting the professional assessment of surveying candidates in Hong Kong in pursuit of the qualification of chartered surveyors and membership of the RICS was dissolved on 31 August 1997.
- The HKIS has hitherto been conducting similar professional assessment of surveying candidates in Hong Kong in pursuit of the qualification of professional surveyors and membership of the HKIS.
- The RICS recognized the HKIS qualification as of equivalent status and entered into a reciprocity agreement in 1991 whereby both bodies accept corporate members of the other body who have one year relevant local experience for direct membership.
- At the time of dissolution of the Hong Kong Branch of the RICS, there remained surveying candidates still pursuing the RICS qualification in Hong Kong, taking the RICS Assessment of Professional Competence (APC).
- During the transitional period of three years from the dissolution of the RICS Hong Kong Branch (1997 - 2000), the

Transitional Arrangement

HKIS shall administer on behalf of the RICS the professional assessment of those remaining RICS APC candidates in Hong Kong so that they may continue their pursuit of the qualification of chartered surveyors.

8. The RICS shall pay to the HKIS in respect of those RICS members who pay RICS overseas B' rate subscriptions and who are also HKIS members, a proportion of those subscriptions as follows:

Amount of rebates	Year
12.5%	1997
7.5%	1998
2.5%	1999

Undertaking by the RICS and the HKIS

9. The RICS and the HKIS each undertake to maintain educational entry requirements, assessment of professional competence (APC), qualification procedures, membership requirements, rules of conduct and disciplinary procedures, which are comparable in standards and rigour.
10. The RICS and the HKIS undertake to consult each other in respect of any proposed constitutional changes and of any proposal to enter into reciprocity agreements with any other surveying bodies, and in the event of the formation of an international membership organisation of surveyors, whether known as the RICS or by another name, the HKIS shall have the right to be represented in any such organisation.

Membership Reciprocity

11. Subject to Clause 13, with effect from the date of execution of this Agreement, corporate members of the HKIS upon election shall be eligible upon application for admission to

membership of the RICS and be entitled to all the privileges of RICS membership including the use of the designation "chartered surveyors" and the designatory letters.

12. Subject to Clause 13, with effect from the date of execution of this Agreement, corporate members of the RICS whose principal place of practice is in Hong Kong shall be eligible upon application for admission to membership of the HKIS and be entitled to all the privileges of HKIS membership including the use of the designatory letters.
13. The membership rights conferred by Clauses 11 and 12 above shall not apply to any member of either the RICS or the HKIS whose membership of that body is the result of a reciprocity agreement with another professional body.
14. The RICS undertakes to require any of its corporate members admitted after the date of execution of this Agreement whose principal place of practice is in Hong Kong, to apply for HKIS membership and maintain such membership while practising in Hong Kong.
15. Subject to Clause 14, a member of both the RICS and the HKIS may resign from either one of the bodies while retaining the membership of the other, provided that he or she does not owe any money due to either body and is not the subject of a disciplinary enquiry.
16. If a member of both the RICS and the HKIS is or has been the subject of disciplinary proceedings by either one of the bodies whether or not liable to result in the removal of his or her name from the relevant membership register, full particulars of such proceedings shall be promptly notified to the other body

which shall take such action as it considers appropriate.

Educational Arrangements

17. With effect from the date of execution of this Agreement, the RICS shall not normally admit to its APC any candidate who normally works or studies in Hong Kong and the HKIS shall not normally admit to its APC any candidate who normally works or studies in the United Kingdom.
18. In fulfillment of the commitment entered into under clause 9 of this Agreement, both the HKIS and the RICS shall remain free to accredit such university courses as may apply to them, and shall liaise on the arrangement of joint visits where both parties consider it appropriate to do so.


Conclusion

19. This Agreement may be amended only with the written agreement of both the RICS and the HKIS, and supersedes the Reciprocity Agreement entered into between the RICS and the HKIS in 1991.
20. The RICS and the HKIS shall maintain bilateral liaison to exchange relevant information not less than annually to demonstrate fulfillment of the undertakings contemplated by this agreement and to develop such further policies and agreements as may be necessary to give effect to this agreement as the intention of the parties.
21. While either party may at any time terminate this Agreement on not less than 12 months written notice, both parties undertake to use all reasonable endeavours to maintain the Agreement and where necessary agree such modifications as may in their common opinion be required to meet changing circumstances.

Message From The Hon Editor

By Winnie SHIU

The Editorial Board would like to thank Mr Albert SO and our past President, Mr C Y LEUNG, for giving their appreciation to the Board in publishing the recent issue of the Hong Kong Surveyor.

Further to our calling for contributions in last month's Newsletter, the Editorial Board has not yet received sufficient papers for preparing the next publication, which is scheduled in April next year. The on-going publication of the Institute's Journal is certainly relied on your continuous support. Once again, please do give your support by sending your articles in MS WORD (doc) format to your Editorial Representatives before 31 December 1998. Besides, we would like to have an abstract of the article, and a brief description of the author. 

NEWS FROM THE SECRETARIAT

REINSTATEMENT OF MEMBERSHIP APPLICATIONS

According to Bye-Law 8.4.2, members whose subscriptions have not been paid for more than six (6) months after the due date would be notified by the Hon. Secretary in writing. In the event of continuation of default for three (3) further months and in the absence of satisfactory explanation by letter, the General Council shall expunge the name of the defaulter from the Membership Register after a final 14-days notice is issued.


In summary, the entire procedure of expulsion would take at least some 9 to 10 months; and practically 12 months to effect.

The aforesaid issue was raised and discussed at a meeting of the Membership Committee on 30th October 1998; and the recommendations are as follows:

- a) expunged members could apply for reinstatement ONLY if the application is made within a grace period of 12 calendar months after the expulsion is effected;
- b) for successful cases of reinstatement applications, the original membership


number and hence the issued Certificate of Membership could both be retained;

- c) all subscriptions in arrears must be settled;
- d) if application is attempted 12 calendar months after the expulsion is effected, then the expunged member could only apply for re-admission of membership under Bye-Law 2.5.1; and the by-then current admission criteria plus new membership number and Certificate of Membership would both be made applicable;
- e) in submitting re-admission applications, expunged members MUST surrender the issued Certificate of Membership for cancellation;
- f) the above criteria shall be made applicable to all classes of corporate membership as well as to attached students.

The above recommendations have been approved by the General Council at its meeting on 10th November 1998; and shall come into effect from 1st January 1999. 

HKIS EGM on the Proposed Amendments of the HKIS Constitution and Bye-laws

At the EGM held on 25th November 1998, at the Hong Kong Convention and Exhibition Centre, the counting of the voting forms on the Proposed Amendments of the HKIS Constitution and Bye-laws, was carried out in the presence of 3 scrutineers, Mr. Jacky TULL, Mr. Peter WONG and Mr. P C LAU.

977 voting forms were returned by the close of business on 23rd November, of which 909 were valid. The voting forms received amounted to less than 66% of the corporate members of the Institute, therefore the motions to amend the Constitution and Bye-laws were not passed. The proposals will be further followed up by the coming General Council. 

NEWS FROM THE SECRETARIAT

Estate Agents (Licensing) Regulation

The Estate Agents (Licensing) Regulation came into operation on 19 November 1998.

We would remind that anyone, including member surveyors, should be duly licensed if you want to continue to practice estate agency from 1 January 1999 onwards. Your application form should be submitted to the Estate Agents Authority as soon as possible.

Regulation 7 provides for the educational qualifications and experience for licensees including requirement for examination. Your attention is drawn to 7(1)(b) (ii) which essentially means a professional surveyor i.e. a member of The Hong Kong Institute of

Surveyors or a registered professional surveyor under the Surveyors Registration Ordinance on 1 January 1999, and has done estate agency work in Hong Kong for a period or periods totalling at least 12 months within the period of 24 months immediately before 1 January 1999, will be qualified to apply for licence.

If you require further information, please contact the HKIS Secretariat or the Estate Agents Authority, direct.

(Rooms 1701-1701A, 17/F Dah Sing Financial Centre, 108 Gloucester Road, Wanchai, Hong Kong,

Tel: 2598 9555, Fax 2598 9597)



Heritage Trail

18 members participated in the Kam Tin / Lung Yeuk Tau Heritage Trail walk on Sunday, 15 November 1998. The weather was terrific and the event was fun and educational. It also made you walk and exercise your body while your soul was being attached to old bricks, woodcraft, high pitched roofs, stone court yards, stories and adventures etc, to an extent that if you closed your eyes, you would be back in the time tunnel 100 years ago.

Thanks to our Senior Vice President, Mr S C Liu, for

introducing this event as individuals would not be received by the Antique and Monument Office. We hope to organise similar activities or a Farm Day which will be opened to members and their families.



NEWS FROM THE SECRETARIAT

We are opening earlier

With a view to providing a better service to members, the HKIS Secretariat Office will open early at 9:00 am on weekdays with immediate effect. The new office hours are:

Monday - Thursday	9:00am-5:30pm
Friday	9:00am-5:00pm
Saturday	9:30am-12:30pm

Members and students wishing to collect diplomas, diary and logbooks or other documentation requiring verification and attention by a particular member of staff, are advised to make prior appointment/arrangements, by giving us a phone call. This will ensure that the documentation will be available and you will be taken care of in case a particular member of staff is not in the office e.g. organising assessments / interviews etc.

RESIGNATIONS FROM HKIS MEMBERSHIP

The following resignations were received and approved at the General Council Meeting on 10 November 1998:-

NICK ARCHER	GP	0259	A
IAN S. CAMPBELL	QS	0544	F
JOHN DOUGLAS	QS	0682	F
ANDREW GORDON	QS	0761	F
PATRICIA M. SAVAGE	GP	0815	A
KEITH B. GORDON	LS	1112	F
MICHAEL SHAUN TIBBATS	GP	1230	A
LO WAH LUN, JACOB	QS	2112	A
WONG WAI MAN	GP	80581	STUDENT B
TSUI HOI YUEN	LS	80877	STUDENT B

Obituary

Mr WONG Chi Wan, Arthur(王志雲) AHKIS, Quantity Surveying Division, member since 1986, passed away in April 1998.

Congratulations to the following HKIS Members who were elected on 10 November 1998:-

FELLOWS

Li Wing Wo, Jonathan (GP)
Price, Michael Roland (GP)
Tsang Kwok Kei, David (QS)
Tse Kin Wah (GP)

LS Division

King, Raymond John
Lau Chun Wa
Leung Suk Ling
Ng Kin Lam
Yip Hon Wah, Frankie

ASSOCIATES

BS Division

Hamer, Christopher Mark
Ho Yun Kuen, John
Wong Jenny
Wu Kim Man, Clement

QS Division

Chan Mang Yuk
Chan Tin Po
Lau Siu Ming
Wong Wai Ming
Woo Chi Man

GP Division

Chan Long Fung
Chan Yuen Man
Cochrane, Thomas Alexander
Heywood, Christopher Lempriere
Sims, Christopher John
Szeto Tak Lok

Erratum

We apologise for wrongly reporting that the man caught filming up women's skirts is not a member of our Institute, in the last issue of Surveying. We had been relying on some misleading information regarding his discipline of surveying employment and we learnt the lesson to triple-check suggested remarks on any possible member of us. As he is a member of the Institute, the matter has been referred to the General Council.

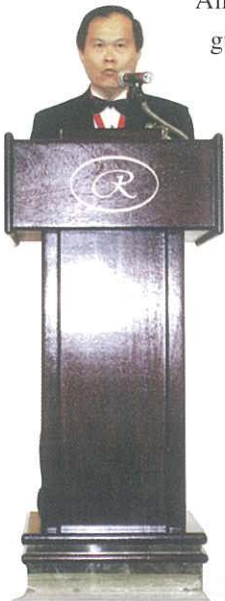
HKIS Fellow Membership approval on 8 September 1998

An application for transfer to Fellow by Ms. LUI YUET KUM (GP) was incorrectly listed in the September "Surveying" Newsletter.

Mr. LAW KWOK LEUNG, PATRICK (QS), was approved for transfer from Associate to Fellow membership on 8 September 1998.

NEWS FROM THE SECRETARIAT

SURVEYORS ANNUAL DINNER 1998



An audience of over 630 members and their guests listened to an informative speech given by the Guest of Honour, Dr Lau Wah Sum, Chairman of the Land Development Corporation, on 20th November 1998 at the Regent Hotel.

The President, Mr T N Wong, accompanied by the Senior Vice President, Mr Samson Wong, Hon Secretary, Ms Winnie Shiu and Hon Treasurer, Mr Graham Heath, gave a toast to the guests and members, followed by a presentation of a souvenir to Dr Lau by the President.

Thanks to Ms Rina Tsoi (LSD) who was MC for the evening.

The speech given by Dr. LAU is on the following pages.



NEWS FROM THE SECRETARIAT

Speech by Dr. Lau Wah Sum, Chairman, Land Development Corporation at the HKIS Annual Dinner on 20 November 1998

URBAN RENEWAL IN HONG KONG: FROM WHERE TO WHERE

President, Secretary General, Honoured guests,
Ladies and Gentlemen,

Thank you for inviting me to speak to you at your dinner meeting tonight. It is indeed an honour to address this Institute which is an influential voice in shaping the buildings and lands policies of Hong Kong. There are two reasons why I accept this invitation. First, the Land Development Corporation and the surveying profession have worked closely in urban renewal for the past decade and we are, therefore, very good friends. Second, the LDC celebrates this year its 10th anniversary. This is a good time to look back on what we have achieved and to look forward to where we are going.

The Chief Executive of the Special Administrative Region, Mr. Tung Chee-hwa, announced in his recent policy address to the Legislative Council that a bill would be introduced in LegCo early next year for the establishment of an Urban Renewal Authority. What I would like to do this evening is to share with you the major constraints that the LDC has faced in the last decade and hope that the URA will be far better equipped than ourselves before it embarks on any ambitious urban renewal programme. However, before doing so, I'd like to touch on two issues many of you would be familiar with: first, LDC's relationship with the surveying profession, and second, public misconceptions about LDC.

Relationship with Surveying Profession

The Land Development Corporation has since its establishment a history of working closely

with surveyors. These include estate surveyors, land surveyors, quantity surveyors and building surveyors. We have a policy of offering a fair and reasonable acquisition price to all owners affected by our urban renewal programme.

All our acquisition offers are based on assessments by at least two independent professional estate surveyors. Furthermore, owners are encouraged to employ their own independent surveyors and the Corporation will reimburse reasonable professional fees after conclusion of the purchase.

During the past decade, we have handled over 2,600 property interests. Amongst these property interests, we were able to acquire about 2,200 interests through private negotiation, representing 85%. In fact, for major projects, the Corporation was able to secure a successful acquisition rate of 80% to 90%. Some even achieved a 100% success rate.

And from these figures, you can imagine how large has been the business volume which the LDC has with estate surveyors, not to mention other related works with land surveyors, quantity surveyors and building surveyors, who also play important roles in the process of urban renewal.

The LDC's success today flows from the indispensable support we have enjoyed from the surveying profession. You may not be fully aware of how much you have helped us in eliminating urban slums and improving the living environment of our beloved city. I would therefore like to take this opportunity to say: Thank you, and hope that this relationship will grow and be further enhanced, under the new set up.

Public Misconception about LDC

I now come to the public misconception about the LDC. The one most popularly known is when owners and politicians tease the LDC as

the robber of land, or in Chinese "土匪公司". Some of them accuse us of colluding with the private developers and deciding in the dark box, or in Chinese "官商勾結" "黑箱作業".

I believe these were usually convenient political slogans aimed at forcing us to pay more compensation or make higher offers over and above our already generous ones. Nevertheless, these slogans sometimes gain credibility with the casual observers because in many projects we formed joint ventures with private developers which led many people to think that naturally we pay as little as possible to gain as much profit as possible from every business venture. This, of course, is far from the truth. The LDC Ordinance requires us to be commercially prudent but does not require us to be only profit-driven. We are keenly aware of our social responsibility.

These allegations, untrue and misguided, do not provide a true picture of the role of private sector capital in the urban renewal process. Quite the opposite, the innovative and imaginative use of such capital has contributed greatly to the success of urban renewal. When the LDC commenced operation in January 1988, it was merely provided as initial funding by the Government with an interest-bearing loan facility of \$100 million, of which we drew only \$31 million a very modest amount, indeed, in terms of investment capital in real estate development.

Despite this modest financial status at the outset, the LDC set in motion 29 urban renewal projects, involving a total development cost of \$68 billion. Of these, 15 projects have already been completed, five are under construction and nine are under active implementation. They provide a total of 7,700 residential units and 624,000 m² of commercial/office space.

Given our humble initial funding and the huge

NEWS FROM THE SECRETARIAT

development cost involved, with no other financial equity injection by government, the Corporation had no choice but to seek joint venture partners to proceed with redevelopments. Of the \$68 billion development cost, over \$17 billion was required for property acquisition and more than \$2 billion for cash compensation to the affected tenants.

For those tenants who opt for rehousing, we have spent \$330 million for purchasing new flats in the open market for rehousing purposes or constructed our own rehousing blocks in the urban area. So far, 1,200 tenants have been rehoused in these properties.

Apart from the owners and tenants, the community has also benefited from the 33,700 m² of Government, Institution/Community facilities, including kindergartens, care and attention centres for the elderly and the disabled, the single-person hostel at Shun Ning Road and other community facilities. Furthermore, 33,000 m² of public open space were also provided with these redevelopments.

All these were achieved by the Corporation without burdening the public purse. If these community facilities were to be provided by the Government, taxpayers would have had to shoulder the cost load of billions of dollars. Rather, the Corporation, as a result of its redevelopment programme, contributed to the Government \$3 billion in land premia and taxation.

In addition to the 29 projects I had mentioned, there are another 23 projects in the pipeline under planning for future implementation. Acquisition of the property interests involved will start, subject to market condition and the arrangement of joint venture partnership with private developers.

Altogether these 52 projects will be able to provide 20,000 residential units, 850,000 m² of

commercial/office space, 90,000 m² of Government, Institution/Community facilities and over 76,000 m² public open space.

For those of you who want to take a closer look at the effort we have put into urban renewal, I have brought along with me copies of booklets to illustrate the work of the LDC during the past decade.

These achievements provide strong evidence to refute the allegation that we are colluding with private developers in urban renewal. Rather, I would say it is a successful co-operation between the public and private sectors which brings vast benefits to the community.

This innovative use of private sector capital has also spared the Corporation the recent adverse impact of the financial turmoil, which has badly hit the Asian region since October last year. The LDC has now accumulated total assets of over \$4 billion and continues to maintain a solid and healthy financial position. Indeed, the downturn in the property market, far from weakening the Corporation's financial position, has underlined its strong financial and investment strategies. This surplus provides the effective tool for the LDC to carry out non-viable projects such as the Tsuen Wan Town Centre where we estimate a loss of \$2-3 billion.

LDC Achievements: "Hardware" & "Software"

Apart from these "hardware" achievements, the LDC has in these 10 years built up a team of dedicated staff with a social conscience.

Urban renewal today is not just an exercise of pulling down old buildings and putting up new ones in their place. It impacts heavily on people, the way they live and the quality of their living environment. A human approach to urban renewal, with the support of a dedicated team, is our key to success.

In the past decade, I am proud to say there has never been any physical confrontation in any LDC clearance operation. This has been achieved largely through the negotiating skills and untiring counselling efforts of the LDC staff.

This is an invaluable "software" asset for any future urban renewal work, whether it is carried out by the LDC or the future URA.

But however great the achievement, we at the LDC are the first to admit that more could and should have been done. And more must be done in the future if we are to stop all the older parts of Hong Kong falling into an ever worsening condition with inevitable adverse consequences for the environment, the economy and the quality of life of our children and their children.

In his recent policy address, the SAR Chief Executive, Mr. Tung Chee-hwa, referred to an extensive study of the old built-up areas of Hong Kong. The study shows that there are sites covering a total of 76 hectares which require renewal or rehabilitation. The study also shows that early action needs to be taken to improve areas occupied by some 1,400 old buildings accommodating 35,000 households.

There are two reasons why I quote these figures. First, it is a good overall indicator that there is a problem, indeed a major problem, which needs to be dealt with. My second reason is essentially a political one. It is a government figure, derived from government statistics and not provided by the LDC. So no one can accuse me of using alarmist figures to justify special pleading by the LDC. In fact, these figures are very close to those we had researched and announced last year.

With the magnitude of the problem as the background, I should like to review three of the most critical factors that have constrained our

NEWS FROM THE SECRETARIAT

efforts: rehousing, financial viability and site assembly. These three issues are very closely linked. Acquisition and rehousing costs are the largest elements in the cost side of the financial equation. The speed of implementation - especially site assembly - has an enormous impact on cash flow and risk, and more important, the interest cost that would be incurred.

The first issue is **rehousing**.

Urban renewal can have a very disruptive impact on people's lives and livelihoods. We need to ensure that affected residents are dealt with sympathetically and in such a manner as to enable them to improve their living environment, if this is at all possible.

We must also remember that such residents are very often elderly single persons or couples who have devoted the prime of their lives to the prosperity of Hong Kong. The LDC never loses sight of its social responsibility in implementing urban renewal programmes. We have pledged and honoured our commitment that nobody would be rendered homeless as a result of our redevelopment.

A few politicians argue that urban renewal projects should go ahead only if all the original residents of a redeveloped area can be rehoused in the same district. I believe that the community at large accepts that this simply is not workable. If land within projects has to be made available for rehousing, then no project will ever be viable. And there are few alternative sites available in the same district.

The Corporation has in the past spent \$330 million in purchasing or constructing rehousing blocks. This has already drained a tremendous portion of our resources which could have been redeployed for other urban renewal projects. As projects with commercial value become scarcely identifiable, there is not much that LDC can spare for rehousing purposes.

Over the years, the Corporation has put in much effort in persuading the Government to realise that the long term solution to the issue of rehousing should rest with the Housing Authority. Having considered the problem of rehousing, the Government in 1996 introduced a new arrangement in its urban renewal policy. The Corporation will co-operate with the Housing Society to build about 3,000 units on three sites to be granted by the Government for rehousing people affected by our future projects.

The LDC is paying the land premium at one third of the market value and the full construction costs. They are estimated to be \$1.3 billion in total. This is a step in the right direction and we welcome it. But in the longer term, there has to be a greater recognition of the importance of rehousing and of the effect of their costs on project viability.

It has always been our firm belief that the Housing Authority alone has the full range of housing accommodation and expertise to manage the demand for rehousing that will arise from an expanded urban renewal programme.

A recent study by the Planning Department identified 600 urban renewal projects of which about 140 are considered for priority action for the next five years. These projects will require over 6,000 rehousing units. These are large numbers when looked at in terms of the LDC's or even the Housing Society's ability to provide them, but not quite so large when seen in the context of the Housing Authority's much larger programme.

Consider that implementing these projects over five years would be an ambitious programme, and you can see that an average of something over 1,200 residential units a year would meet the need. The Housing Authority recently revealed that each year more than 20,000 public housing flats would be available for allocation

in the next five years. Given this capacity, the level of demand generated from the urban renewal programme is unlikely to be too difficult for the Housing Authority.

Some argue that this will be unfair to other applicants on the General Waiting List as the affected tenants will be allowed to "jump the queue". However, I should point out that since these people are forced to move out from their residence, they deserve extra special consideration for their rehousing needs. Particularly the majority of them are already on the General Waiting List and the Government has undertaken to take care of them in the Long Term Housing Strategy.

To resolve this issue of queue jumping is for the Government to provide land for the Housing Authority to build interim housing units for the settlement of tenants affected by urban renewal programmes and let them stay there and wait their turn on the General Waiting List.

Financial viability is a contentious issue. I have just been talking about the success which the LDC has been able to achieve through the mobilisation of private sector capital. Unfortunately, the opportunity for this innovative use of private sector capital dwindles each year. I will explain why.

In the early years of the LDC, it was possible to identify viable urban renewal projects that turned old low-rise slums into new commercial and residential towers. But such opportunities are now generally very difficult to find. Take Tsuen Wan project as an example: the plot ratio just increased from 6.46 to 6.5. What a "significant" plot ratio gain!

The rapid rise in the price of the property market in the last ten years is another factor

NEWS FROM THE SECRETARIAT

that makes urban renewal projects attractive to private developers. Prices have not only increased, they have also increased drastically within a relatively short period of time. Developers were naturally attracted to urban renewal projects by the prospect of future profits. The higher and more rapidly prices increased, the more profits they could see.

However, such rapid rise is not likely to be the case in the future. In addition, for urban renewal projects, there is the uncertainty over the prolonged period of programming when compared to acquiring development sites by auction or green field developments which the KCRC and MTRC are privileged to have.

Developers are profit driven. They owe to their shareholders to only undertake such projects where they can show a reasonable return. Given the far from attractive returns in future redevelopment projects, the private sector is not so keen to join in. My conclusion is that financial support from the Government is therefore essential and inevitable if we are to continue to embark on urban renewal projects.

Government funding into urban renewal projects is no different to other infrastructural projects like building the airport or railway, improving the drainage system or constructing a hospital. Urban renewal will bring a string of improvements to the community, people who are poor and inadequately housed will be rehoused, dilapidated and dangerous buildings will be replaced, the physical environment will be greatly improved, badly needed community facilities will be provided, etc.

The initial capital that the Government has to provide to invest in urban renewal may be large. However, the returns are not small. The completed offices, shops or flats can be sold or rented out; premia will be collected; rent and rates will be paid by the offices and flats and

badly needed community facilities and open space will be made available.

If the Government wants to limit the initial capital outlay, it can have the alternative of selling the acquired lands by auction and require the successful bidders to follow the stipulated planning requirements for the redevelopment project. Proceeds gained by the Government in the auctions can provide immediate returns without need of having to wait for the redevelopment to be completed.

To resolve the problem of financing commercially non-viable urban renewal projects, possibly another alternative for the Government is to set up a department under the Secretary for Planning, Environment and Lands to implement the projects directly, instead of creating the Urban Renewal Authority. The cost of redevelopment will be borne by the Government, charged to the Public Works Programme, thereby eliminating the question of project viability.

To be continued in the next issue.

*A Very Merry Christmas
And A Happy New Year*

**FROM THE HKIS GENERAL COUNCIL
AND ALL THE STAFF
AT THE SECRETARIAT**

During the Christmas and New Year period, the Secretariat Office will be closed on all statutory public holidays together with
2nd January 1999.



GENERAL PRACTICE

News from the General Practice Division

by Tony Tse, Chairman

1. Assessment of Professional Competence - General Practice Division

The Assessment of Professional Competence Autumn 1998 was held in October. Like in April, the Assessment comprised (a) written assessment which was held on 9 October 1998 and (b) oral assessment including a presentation and interview which was held from 12 to 19 October 1998. A total of 97 candidates attended the Assessment.

2. Contracting Out - Premium Assessments for Post 10 Years HOS/ PSPS Flats

The Home Ownership Committee of the Hong Kong Housing Authority has recently approved the criteria for shortlisting surveying firms as Housing Authority's surveyors for the captioned assessments. The main criteria are :-

- (a) Years of Establishment of Surveying Firm
At least four years;
- (b) Number of Full Time General Practice Surveyors in the Firm
A minimum of four; and
- (c) Experience of the General Practice Surveyors
At least two General Practice Surveyors in the firm should have four years post qualification experience in valuation work.

The assignment of premium assessment work is subject to Tender by surveying firms on

Housing Authority's list of approved valuers. The list of approved valuers will be reviewed from time to time, and any firm which can fulfil the above criteria can apply for shortlisting at anytime.

3. Objection to Draft Kai Tak (North) & (South) Outline Zoning Plans No. S/K19/1 & No. S/K21/1

A working group was set up by the General Council of the General Practice Division to look into the above Plans and an objection letter signed by our President, Mr. T. N. Wong against the Plans was lodged on 20 October 1998. Summarised below are the key points :-

i) The Proposed Plan and Reclamation

The relocation of Kai Tak Airport has provided Hong Kong with a unique opportunity for urban development on a massive scale. It is the view of the Hong Kong Institute of Surveyors ("HKIS" that the Kai Tak area should be planned as a single entity.

HKIS fully supports the Protection of the Harbour Ordinance 1997 and remains committed to the view that our harbour is a unique asset which should be preserved as far as is possible. Although the proposed South East Kowloon reclamation will fall outside the Central Harbour area, the HKIS is of the view that the principle of conserving the harbour as far as is possible should be the prime objective and reclamation should be kept to the minimum.

ii) The Provision of a Mass Transit Rail System

The HKIS believes that the provision of a comprehensive mass transit rail system is an essential requirement for the

development proposed by the plans. The rail system should be implemented as an integral element of the infrastructure. However, it is noted that there being no reference to any rail system in either plan.

iii) The Development Potential

The proposed plot ratio restrictions for the area are 6.5 and 7.5 for domestic and non-domestic respectively. With proper infrastructure provisions the HKIS is of the view that the maximum achievable plot ratio under the Building Planning Regulations should be allowed for the area.

iv) Commercial Zones

With the extent of obsolete industrial areas which are suitable for conversion to office use and the recent changes in demand for offices, the HKIS believes that within an overall planning framework, market forces should determine land use and therefore recommends all sites earmarked for commercial use be changed to C/R zone so as to allow such sites to be developed to their optimum use.

v) Residential Zones

It is noted that the majority of the sites under residential zoning are reserved for public rental housing, Home Ownership Schemes or Private Sector Participation Schemes. This represents a gross imbalance between public and private housing provision which requires a complete rethink.

vi) Industrial Zones

There is an abundant supply of industrial land in Hong Kong for which there is little demand. The recent rezoning of

GENERAL PRACTICE



industrial land to other uses in planning areas adjacent to Kai Tak is evidence of the Government's recognition of this fact. It is therefore surprising to see sites within the subject plans being zoned for industrial use.

vii) Provision of Open Space

The HKIS have strong reservations about the need to reclaim large areas of the harbour for open space purposes. The value of another urban park as proposed is questionable.

4. Assessment of Premium Within/ After Resale Restriction, Housing Society's Flat-for-Sale Scheme (FFSS) and Sandwich Class Housing Scheme (SCHS)

The Flat-for-Sale-Scheme ("FFSS") and the Sandwich Class Housing Scheme ("SCHS") are developed and sold by the Hong Kong Housing Society to eligible purchasers subject to different resale restrictions. After the resale restriction period, or within the restriction period if the Housing Society does not accept an offer from an owner to buy back his flat, the flat can be sold on the open market subject to payment of premium to the Government which must be assessed according to the provisions specified in the relevant Land Grants.

The HKIS is advised by the Housing Society that based on the relevant Land Grants and the agreed administrative procedures for the assessment of premium, the flat owner shall, at his own expense, submit to the Housing Society a valuation report prepared by a valuer chosen from a panel of approved valuers. However, such report shall be used for reference only and shall not in any way be binding on the Government in the assessment of premium payable by the flat owner.

The Housing Society has now confirmed that, for the time being, the panel of approved valuers shall comprise all professional surveyors firms currently registered within the General Practice Division of the Institute, and also requested the Institute to advise members that such valuation report prepared by an approved valuer should contain the following information :-

- a) Property Address
- b) Location
- c) Ownership and Encumbrances
- d) The Development
- e) Gross Floor Area and Saleable Area
- f) Internal Layout and Accommodation
- g) Orientation & View
- h) Maintenance Condition
- i) Assignment Date
- j) Purchase Price
- k) Full Market Value Stated in Assignment
- l) Current Open Market Value

(as at date of owner submitting premium assessment application)

m) Premium Calculation

Appendices : Floor Plan

Location Plan

Land Search

Comparables

Analysis of Comparables
(Note)

Note : *The Comparables should be analysed in terms of \$/m² saleable area, showing adjustments for building age, ancillary accommodation (e.g. flat roofs), orientation, view and any other relevant factors as appropriate.*

For members information, set out below are some of the projects under the above-said scheme and flat owners of the schemes will likely start to enlist valuation services from the relevant members from late November 1998:-

Housing Society's Flat-For-Sale Scheme Projects

Project	Address	No. of Sale Flat
Ka Wai Chuen	Fat Kwong Street, Hunghom	892
Broadview Garden	1 Tsing Luk Road, Tsing Yi	1,328
Bo Shek Mansion	328 Sha Tsui Road, Tsuen Wan	400
Healthy Village	Tsat Tsz Mui Road, North Point	1,048
Kai Tak Redevelopment*	No.121 Choi Hung Road	748

Housing Society's Sandwich Class Housing Scheme Projects

Project	Address	No. of Sale Flat
Tivoli Graden	75 Tsing King Road, Tsing Yi	1,024
Park Belvedere	Ma On Shan Area 92	882
Marina Habitat	Ap Lei Chau	992
Hibiscus Park*	Hing Shing Street, Kwai Chung	420
Sunshine Grove*	Tak Yi Street, Shatin	508
Highland Park*	Lai Kong Street, Kwai Chung	1,456
Cascades*	Chung Hau Street, Homantin	712
The Pinnacle*	Tseung Kwan O Area 24	1,424
Radiant Towers*	Tseung Kwan O Area 18	704
Bel Air Heights*	Lung Poon Street, Diamond Hill	798
Serenity Place*	Tseung Kwan O Area 13	1,526



BUILDING SURVEYING

News from the Building Surveying Division

By Kenneth J K Chan, Chairman

Assessment of professional competence

The Annual Practical Task Presentation of the Assessment of Professional Competence for Building Surveyors was conducted on 12 November 1998. The number of candidates presenting themselves for the Practical Task stood at a record high of 146. These candidates were assessed by 26 panels with three assessors each. The manpower involved was in the order of 90. Nearly all the available rooms at Caine Road Baptist Church were utilized for the exercise. The task involved the conversion of a fire station at the old Kai Tak Airport to an International Food and Entertainment Centre. The candidates made some interesting presentations. The number of candidates passing the assessment was 62 which represents a passing rate of 42.47%. 35 of them were first attempt candidates. This year 5 candidates scored at 70 and over, with the highest score at 80. Those who did not pass are encouraged to evaluate their performance and make every effort to improve for the next assessment. Finally, congratulations to the successful candidates! To continue with the tradition, the top passing candidates will be presented with souvenirs at the Spring Dinner in 1999. It is reported that Mr David Chan is preparing an article on the analytical results of this year's APC Practical Task. The article will be published in the first issue of the BSD Newsletter in 1999.




ANNUAL GENERAL MEETING AND ANNUAL DINNER

The Annual General Meeting and Annual Dinner of the Building Surveying Division were held on 24 November 1998 at the Hong Kong Football Club in Happy Valley. The AGM was attended by over 80 corporate and student members. Your new Divisional Council was elected and the formation is as follows:



Chairperson	Kenneth J K CHAN
Vice-Chairperson	CHAN Man Wai
Honorary Secretary	Nelson HO
Honorary Treasurer	Edwin TANG
Members	T C CHEUNG
	W H CHONG
	Gordon WONG
	S M LO
	Alan SIN
	Kenneth YUN
	Alex WONG
	Edgar LI
	Andrew IP
	Robin LEUNG
Co-opt Members	Peter WONG
	Terence LAM
	Christopher WONG
	TSE Chi Ming

The AGM was immediately followed by the BS Annual Dinner. 80 members attended the function. The HKIS President, Mr T N Wong officiated the presentation of awards to the eight Distinguished Building Surveyors. 

QUANTITY SURVEYING



News from the Quantity Surveying Division

By TT Cheung, Chairman

The first QS Divisional Council meeting was held on Monday, 2nd November 1998 at the HKIS office. Future Divisional Council meetings will be held on the first Monday of each month. Interested members may come to join the meetings as observers.

The following members were elected as QSD representatives at the meeting:

HKIS Executive Committee	: TT Cheung
HKIS General Council	: TT Cheung, Alexander Ho, Kent Kam
Education Board	: Derek Mackay, Mickey Wong
Surveying Courses Panel	: Albert Cheung, Kim Berry
Membership Board	: Peter Ho, Evelyn Kwok
Works Bureau	
Contracts Committee	: P.C. Lau
Works Bureau	
Quality Management Committee	: Stephen Liu
Surveyors' Registration Board	: TT Cheung, Nelson Cheng, M K Woo
International Sub-Committee	: Ellen Lau (convenor), Stephen Chung, Derek Drew, Anita Liu, H W Low, Alex Ho, M H Suen, Jacqueline Lam, Thomas Tse
PRC Sub-Committee	: Tommy Yim (Chairman), Jacob Lam (Vice-chairman), Alex Ho, Nelson Cheng, M H Suen, Y M Lee, Eric Chung, M K Woo, Ellen Lau, Kent Kam
CPD Convenor	: Rowson Lee
Editorial Board	: Rowson Lee
SMM (Building)	: Ken Goodburn, Eric Au, YY Ho, KS Shum Convenor: Peter Ho
SMM (Building Services)	: Convenor: Peter Ho
Conditions of Contracts	: Eric Chung, M L Ku
Direct access to Bar	: H F Leung, Eric Chung
Contractors Registration Committee	: P C Lau, Derek Woo
Disciplinary Panel	: David Brechin, KK Chan, Michael Charlton, Albert Cheung, TT Cheung, Eric Chung, Drew Lamont, PC Lau & Derek Mackay

We have a good balance of Council Members from different backgrounds this year. I am sure that the issues to be covered will be thoroughly debated and properly implemented. We have a long agenda for the term. We will in particular focus on the following issues:

1. Education, professional training & APC
2. The requirement of technician grade of membership
3. Completion of the update version of the Form of Conditions of Contract and SMM
4. Direct access to the Bar
5. Uplift HKIS image at international level through the presence at PAQS & ICEC
6. Foster closer links with China counterparts
7. Persuade the government for an independent role for QS in civil engineering projects.

Members' views are welcome.

Introducing the new QSD Chairman



T.T. Cheung
B.Sc.(Hons)(QS), M.Sc., FHKIS, ARICS, RPS(QS)

TT graduated from the University of Hong Kong with a first class honour's degree in quantity surveying in 1985. He started his Qsing work with one of the biggest QS firms in Hong Kong as graduate QS to Associate. He later got his Master of Science in Building Economics and Management from the University of London. He then worked for Hong Kong and overseas developers for projects both in Hong Kong and China. His interest is in the area of cost control and project management. TT demonstrated his leadership ability back to his teenage years. He was Chairman of a number of Student Associations from secondary school to Universities, past chairman of the Junior Organization in 1991 and has served on the QS divisional council since 1994



LAND SURVEYING

LSD ANNUAL DINNER 1998

By Rina TSOI

The LSD Annual Dinner 1998 was held on Friday 23 October, at the New World Renaissance Hotel. There were over 150 guests and members coming from the business sectors, academic sectors, and government sectors of the surveying profession.

We invited our honourable guest Hon. Edward S T HO, J.P. (representative of our functional constituency in the Legislative Council) to attend the dinner so that we could share in his



香港測量師學會
土地測量組週年聚餐
The Hong Kong Institute of Surveyors
Land Surveying Division Annual Dinner



valuable experience. In addition, Mr. T N WONG (HKIS President) gave us a speech during the dinner.

All participants enjoyed the dinner especially in the sections of games and lucky draw. There were over forty prizes and some were sponsored by the guests and private companies. They included Intergraph Hong Kong Ltd., Bentley Systems HK Ltd., E & S Land Data Management Consultants Ltd., Topghia Engineering Ltd., Leica Geosystems Ltd., Topcon Optical (HK) Ltd., Nikon (Shriro Ltd.), Super New Technology Ltd., ESRI Hong Kong Ltd., Pil System Ltd. and Scientific Engineering Survey Co. Ltd.

Once again, thank you to all the guests and members for their support and participation in the dinner.



LAND SURVEYING



NEWS FROM THE LAND SURVEYING DIVISION

By K L MOK, Chairman

Chairman's Report for the year 1997-1998

In the second half of last year, two important events caused great impact to the Institute. Hong Kong as the Special Administrative Region of China brought us to review our future role in our country. Could we keep ourselves as a foreigner just providing assistance with a view from outside as we had in the past. The dissolution of the RICS (Hong Kong Branch) made the way for us to walk out completely from the RICS umbrella. Could we be strong enough to stand independently and maintain the trust and support from the community, also where should we go internationally.

The General Council has planned for the changes, the Divisional Council then has to adjust to cope with the changes internally, externally, locally and internationally.

We now have our Division Regulations formulating the rigid organisation and operation procedures. Formation of functional units provide effective services to our members and the general public. It was encouraging that all the internal activities organised, such as the land surveyors lunch, annual dinner, CPD events, seminars, career talks, workshops and technical visits, received great response and participation from members, students and our local counterparts. The publishing of the Guidance Notes for Land Boundary Survey will make known to the public our practising standards. Quality

assurance management will be an important issue in all professions in the coming future. HKQAA requested LSD to refer our members to them in providing specialist assistance. The Working Group on land survey legislation had just finalised their investigation on the effects and possibilities of expanding the areas of interest on Land Survey Ordinance. In the coming year, we may need to draw our attention to the Lands Title Bill, which will be introduced to LegCo within 1998-99 session. HKIS, RPS(LS) and ALS should work closely together on the issues of legislation and quality assurance.


Facing our counterparts in the north, we were no more peering through the window. We participated in the conferences, introduced and shared our knowledge and experience in professionalism. The Land Surveying Division has joined the Chinese Society of Geodesy, Photogrammetry and Cartography (中國測繪學會) as a Corporation Member (團體會員). On behalf of HKIS, LSD has made Co-operation Agreements with CSGPC and Shenzhen Society of Surveying and Mapping (深圳測繪學會) on mutual technical visits, exchanging technologies etc. In the year of 2000, the Third Conference on Surveying and Mapping Across the Strait will be held in Hong Kong.

On the international side, HKIS and the Singapore Institute of Surveyors and Valuers have signed a Reciprocity Agreement. LSD Council had formed the working group for the processing of the reciprocity agreement with the New Zealand Institute of Surveyors and the Institution of Surveyors, Australia. We have to follow the trend as stated in the WTO agreement, open up the market on professional services, which will surely benefit our

members in the future.

On the retreat of RICS, many local RICS members converted their membership to HKIS. There are now 153 Corporate members and 114 Student members in LSD. Divisional Education Committee (DEC) will need to review the situation in catering to incoming demand for assessments from the increasing number of student members. DEC had finalised the draft of the Rules and Guidance Notes for the NEW APC Scheme, which will be introduced next year. It is necessary for us to have closer contact and relations with HKPU in the provision of land surveying professional education that should be synchronised with the development and demand of the community. Also DEC has to review our policy in accrediting the academic institutions in the mainland and overseas.

In one month's time, the year 1998 will lapse, it looks like the recession in economy will come close to an end too. The revised Scale of Professional Charges was suspended on the decision of the Council in August, as Hong Kong was suffering the worst economic situation. The incoming council should make a review on the scale of charges and release the new edition early next year.

Finally on behalf of the Council, I would like to express my gratefulness for your trust and support to your council and your participation in the division's activities. Also on behalf of all the LSD members, I would like to thank all the Council members, for their valuable effort, contribution and their devotion to their duties as a council member. 

The Meaning of Completion

By John B Molloy, LLB(Hons), BSc(Hons), FHKIS, FRICS, ACI Arb, Managing Director, James R Knowles (Hong Kong) Limited

The date of completion of the works is clearly a matter of great importance to both employers and contractors. For the former it indicates the time when they can enter into occupation and use of the building. For the latter the end of their responsibility to care for the works, the beginning of the defects liability period and importantly the end of any potential liability for liquidated damages.

However in the two principle forms of contract in use in Hong Kong, i.e. the Government forms and the RICS/RIBA form, there is no definition as to exactly what will constitute completion. This is not as simple a matter as may be expected because due to the nature of construction contracts most authorities are agreed that it is not possible to require that the works are 100% complete before a completion certificate is issued.

To complicate matters further, both the Government and RICS forms of contract use different terminology when referring to completion.

- The RICS form states that the Architect will issue a Practical Completion Certificate when the works are practically complete.
- The Hong Kong Government forms state that the Architect/Engineer will issue a Completion Certificate when the works are substantially complete.

But in neither form are the terms defined.

Practical Completion

Authority suggests that Practical Completion means that the works are fully completed to a state to permit the Employer to enter into full beneficial occupation, i.e. no outstanding works remain to be carried out save for very minor items of work being left incomplete on the 'de minimis non curat lex' (the law does not concern itself with trifles) principle.

However the difficult question is whether the phrase covers the situation where the works are finished (save for very minor items) but there are also a number of apparent defects. In this regard a potential problem arises due to the wording of the defects clause which provides that the Architect's power to order the remedying of defects during the defects liability period is limited to those defects 'which shall appear' during that period.

The matter has been considered by the courts on a number of occasions and the conclusion appears to be that whilst the Architect should not certify the Works as being practically complete when there are apparent defects:

'I think that the word "practically" in clause 15(1) gave the architect a discretion to certify that William Press had fulfilled its obligation under clause 21(1) where very minor *de minimis* works had not been carried out, but if there were any patent defects in what William Press had done the architect could not have given a certificate of practical completion.' H W Nevill (Sunblest) Ltd v. Wm. Press & Son Ltd (1981)

apparent defects of a very trivial nature can be treated in the same way as outstanding works, being similarly subject to the same 'de minimis' principle.

In 'Some Building Contract Problems' Vincent Powell Smith summarises the position as follows:

In straight forward terms,, the architect is quite justified in issuing his certificate if he is reasonably satisfied that the works accord with the contract, notwithstanding that there are very minor defects which can be remedied during the defects liability period.

Substantial Completion

The phrase substantial completion which is adopted in the Government forms of contract derives from the United Kingdom ICE Contract for civil engineering works.

The word substantial when construed with the other provisions of the completion clause (GCC Clause 53) requiring the contractor to provide an undertaking to carry out outstanding works during the Maintenance Period, is considered to indicate completion to a less comprehensive nature than practical completion under the RICS form.

Substantial completion is therefore completion to a state which permits the employer to enter into functional or operation occupation, but when minor outstanding works, which may logically include remedying defects, remain to be completed in the Maintenance Period.

As stated above the phrase substantial completion derives from civil engineering contracts where functional or occupational occupation is the Employer's primary concern. The Employer may be happy to take over and use a sewage treatment plant whilst the Contractor is still finishing painting the doors.


FEATURE

However in a building contract an Employer requires a greater degree of completion, as tenants will not accept a Contractor still working in the premises when the property is taken over. Private building works are of course usually carried under the RICS form of contract where the more stringent term Practical Completion solves this problem. However public building works are carried out under the Government forms of contract and in such cases the less stringent substantial

completion may lead to difficulties.

As a final point, some forms of contract in Hong Kong appear to adopt a combination of these terms. A private developer's contract which I saw recently, was based on the RICS form, but had an amended completion clause which provided that the Architect will issue a Practical Completion Certificate when the works are substantially complete. Careful reading of that clause, which contained

provisions for outstanding works to be carried out in the Defects Liability Period, revealed that the requirement was one of substantial completion not practical completion despite the mixed wording.

Surveyors, when preparing contract documentation need to ensure that the level of completion specified meets the employer's occupational requirements to avoid potential difficulties in the future. 



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HKIS Souvenirs Order Form

Item Ref	Description	Price (a)	Postage & Packaging (local) per item (b)	Colour	Quantity (c)	Total (a+b) × c HK\$
1	HKIS Ties (Blue or Maroon colour)	HK\$80.00	\$3.0	Blue		
				Maroon		
2	HKIS Silk Scarf	HK\$100.00	\$3.8	—		
3	HKIS Cotton Cap	HK\$30.00	\$3.8	—		
4	HKIS A4 Leather Folder	HK\$180.00	\$25.4	—		
5	HKIS Leather Card Holder	HK\$50.00	\$3.0	—		
Grand Total HK\$						

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I enclose a cheque of \$ _____ in favour of "Surveyors Services Limited" for the ordering of the items as marked above. Please post the ordered items to me at the following address:

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(Please fill in the label below for delivery of order)

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Address : _____

