

**Guidance on Professional Interviews for Applicants
for Registration under Buildings Ordinance section 3**

An authorized person (AP) or registered structural engineer (RSE) may have to train staff, including pupils articled to his office, for registration as APs or RSEs. Buildings Ordinance section 3(5) provides for an Authorized Persons' and Structural Engineers' Registration Committee to conduct professional interviews with applicants for such registration.

2. Appendix A offers guidance to applicants on the professional interview. These notes should be read in conjunction with Buildings Ordinance section 3 and Building (Administration) Regulations 3 and 4.



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Authorized Persons' and Structural Engineers' Registration Committee

**Guidance Notes for Applicants
on Professional Interviews under Buildings Ordinance section 3(5)**

The Authorized Persons' & Structural Engineers' Registration Committee has a statutory function to assist the Building Authority in considering applications for inclusion in the APs' register or the SEs' register. The Registration Committee is required to examine an applicant and to ensure that he has the prescribed experience. In this process, the Registration Committee conducts professional interviews.

2. An applicant must satisfy the Registration Committee on his suitability for inclusion in the particular register for which he applies. In this context, an applicant has to demonstrate that he has adequate practical experience and general knowledge in his profession to meet local requirements and to discharge his duties in Hong Kong. He will also be expected to have acquired a working knowledge of the Buildings Ordinance and allied matters: the main criterion is a thorough understanding of general principles and fundamental requirements.

3. The principal subjects upon which the Registration Committee is likely to test an applicant's knowledge include:

- (a) The objectives of the Buildings Ordinance and Regulations and the mechanism of control;
- (b) The statutory role, functions and duties of an AP, or RSE as the case may be, and of the Building Authority in respect of private building development in Hong Kong;
- (c) Sufficient general awareness of local conditions to practise efficiently and effectively in Hong Kong without having to make frequent enquiries on matters of common local knowledge;
- (d) For inclusion in the APs' register –

a working knowledge of the Buildings Ordinance and Regulations, relevant codes of practice and such allied matters as the Town Planning Ordinance and outline zoning plans, lease conditions and the usual requirements of other authorities relevant to an AP in Hong Kong. (An applicant should therefore be familiar with all the processes from the evaluation of development potential of a private lot through to the issue of an occupation permit.)

For inclusion in the SEs' register -

a working knowledge of the Buildings Ordinance and in particular those Regulations and relevant codes of practice pertinent to the design and supervision of structural works;

- (e) The procedures for an AP or RSE to follow in order to meet local statutory requirements; and
- (f) Practice notes, circular letters and other advisory information published by Government departments and relevant to an AP or RSE.

4. An applicant must provide proof of :

- (a) having gained the appropriate practical experience described above in Hong Kong for a continuous period of one year within the three years preceding the date of his application; and
- (b) possessing the qualifications specified in Building (Administration) Regulation 3(1), (2), (3) or (4).

5. A list of publications, including the Buildings Ordinance and other legislation relevant to the building industry, can be found in PNAP 115. They are available from the Government Publications Centre.