

**The Hong Kong Institution of Engineers
Upgrading of Award Writing Skills**

Course Schedule: 3 & 10 October 2021 (Sunday)

Examination Date: 30 October 2021 (Saturday)

Submission Deadline Extended to 20 September 2021 (Monday)

“Upgrading of Award Writing Skills” Training (the Training)

Funded by the Government’s Matching Grant Scheme for Skills Upgrading under the Anti-epidemic Fund, the Construction Dispute Resolution Committee (CDRC) is now organising the Training. The Training is designed to upgrade the award writing skills of HKIE members and enhance their potential to becoming arbitrators.

The Training would be offered to HKIE members with FCIArb/ FHKIArb qualification or equivalent who wish to practise as arbitrators. Completion certificate will be issued by the CDRC to participants who achieved an attendance rate of 75% and passed the examination.

Training:	This course will consist of 16 hours of classroom training delivered by Dr Christopher TO, covering with lectures and exercises.
Course Schedule	Date: 3 October & 10 October 2021(Sunday) Time: 9:00am – 6:00pm* <i>*Include one hour for lunch. Lunch is not included</i>
Written Examination	Date: 30 October 2021(Saturday) Time: 9:30am – 11:30am
Venue:	Headquarters of The Hong Kong Institution of Engineers (The HKIE) 9/F, Island Beverley, 1 Great George Street, Causeway Bay, Hong Kong
Language:	English & Cantonese (Training materials will be in English)
Tutor:	Dr Christopher TO
Requirement:	HKIE member with FCIArb/FHKIArb qualification or equivalent
Course Fee:	\$700 per person

The target number of places for this course is 20. Applicants should be Members of HKIE and obtained FCIArb/FHKIArb qualification or equivalent. Applications received by the deadline will be processed with due consideration on the applicants’ qualifications and experience.

Registration

Applications will be processed with due consideration on the applicants’ qualifications. In the event that there is over-subscription, selections would be based on randomization process.

Applicants are required to:

- register via online form; **AND**
- send supportive documents (e.g. course certificate) to prove that they have already complied with the FCI Arb/FHKI Arb qualification or equivalent with a cheque in the sum of \$700 payable to “**The Hong Kong Institution of Engineers M0001-A03**” for the course fee **by post on/ before Monday, 20 September 2021** (Last submission deadline was 13 September 2021) to the following address:

The Hong Kong Institution of Engineers
9/F Island Beverley
No. 1 Great George Street
Causeway Bay, Hong Kong
(Attn: Ms Katherine CHAN)

Successful applicants will be notified by email.

For the Training enquiries, please contact Ir Sam Chan by email at samchan@member.hkie.org.hk for assistance.

For technical issue of online registration, please email Ms Katherine CHAN at sd@hkie.org.hk.

Additional Information:

- All course documentation, assistant trainer will be provided by Dr Christopher TO.
- The course itself will be delivered by Dr Christopher TO.
- Copyright of all training materials is held by Dr Christopher TO.
- Personal data collected is held for all activities relating to the provision of this Training.