



## **The Hong Kong Institute of Facility Management Council's Report 2002/03**

The new council for the HKIFM 2002/03 was elected at the AGM on 4 November 2002. Over the past year, the HKIFM has made much progress in fulfilling the institute's vision and missions in terms of membership, research, promotion, activities, governance, and enhancing HKIFM status in the industry and the community.

### **Membership and Education:**

Membership has increased by about 50% from 30 September 2002 (191) to 30 September 2003 (283). The breakdown of numbers in the respective grades of membership is as follows (as of 30 September, 2003):

Membership Grade	No. as of 30/09/02	No. as of 30/09/03
Honorary Fellows	5	5
Fellows	86	94
Members	62	106
Associates	27	44
Students	11	34
Total	191	283

The Council's task force on Assessment of Professional Competence (APC), led by Director of Education & Membership Mr. C.Y. Lam, finalized and published its Guideline for Assessment of Professional Competence in September 2003. The first APC is scheduled to be held in December 2003. We shall see a more structured progression of Associates becoming full members soon. The Committee also considered two new applications during the year for course accreditation to the appropriate classes of membership.

### **Continuing Professional Development and Institute Functions:**

We had a busy year in organizing CPD events. The HKIFM was successful in



obtaining financial supports from the Professional Services Development Assistance Scheme (PSDAS) of the Commerce, Industry & Technology Bureau (CITB), HKSAR Government. We were able to organize relatively large scale seminars in July and in November 2003. The outbreak of SARS in early 2003 also prompted the Institute to join hands with the HKIS(BSD) and organized a forum on 'Facility and Drainage Improvement due to SARS & Environmental Healthiness' in April 2003.

Our Director of Programs, Mr. John Ho, and other Council members had contributed much to the success of the many events organized. These included:

- **Executive seminar** in FM;
- **2-day Training Course**, e.g. Training Course for EMSD;
- **Half-day seminars**, e.g. 'Crisis in Facility Management';
- **Evening seminars**, e.g. 'Facility Performance Measurements', 'Pain-free Outsourcing';
- **Luncheons**, e.g. 'Integration of Technology & Humans - Directions for Efficiency and Productivity in FM';
- **Social functions**, e.g. Mars Opposition;
- **Forum**, 'Facility and Drainage Improvement due to SARS & Environmental Healthiness'.

Details of the events can be found in the attached HKIFM Diary 2002/03.

## **Corporate Affairs**

### Professional Facility Management Establishment (PFME)

The Council formally adopted the establishment of the registration of Professional Facility Management Establishments (PFMEs) in 2001. Currently, we have nine Professional Facility Management Establishments (PFMEs), and it is hoped that we shall have more PFMEs in the future to promulgate our vision on FM.



## Promotion

In order to raise the profile of the Institute, the Council took an active move in participating in and supporting facility management seminars and conferences and Expos organized by other bodies. These organizations and activities include:

The International Facility Management Association (HK Chapter) Conference 2003 in Hong Kong

World Workplace Japan in Yokohama

Real Estate Services Expo in Guangzhou

Asia Business Forum in Singapore

Vocational Training Council

Building Surveying Division, HKIS

ASHRAE

CIBSE

HKIE(BSD), etc.

We have also initiated promotional activities on our own. The **FA**ility **M**anagement **E**stablishment (FAME) Award 2003 was a venture to raise the profile of the Institute. The HKIFM has also been included as one of the organisations consulted by the Planning, Buildings & Lands Bureau on the maintenance and management of built facilities.

I, as President, and other Council members have been invited to attend and/or speak in a number of occasions such as annual dinners, receptions, graduation ceremonies, seminars, conferences, and to the media. More details can be found in the attached HKIFM Diary 2002/03.

## **Research and Publications**

With the unfailing effort of Mr. Stephen Chung, we have published four quarterly FM Communicators as planned. I hope members will make use of this channel to share their views and experiences on FM.



The Community Concern Group has published the timely *Layman's to Household Drainage* in June 2003 as a proactive measure to raise the awareness of the general public on the importance of the drainage system on the quality of their living environment. We have, up to now, printed and distributed over 16,000 copies of the leaflet to the public through property management companies, the Building Management Resources Centres, and professional institutions. The *FM Market Audit 2003* has just been completed and the report will be distributed to all concerned parties. It is hoped that the Audit will be updated annually as a useful reference for all.

### **Initiatives Planned for the Coming Year**

The Institute will step-up formal CPD programs for the coming year with more collaboration with other professional institutes. We shall be hosting two seminars: 'FM under New World Order' in Hong Kong and in Beijing, in March/April 2004, under the support of the PSDAS of the CITB, HKSAR Government.

The in-coming council will also continue to enhance and promote the image of the HKIFM, and an increasing momentum on membership drive is anticipated. The next activity will be the HKIFM joining the HK Infrastructure and Real Estate Services Expo, organized by the HKTDC, during 13-15 January 2004 in Shanghai. On behalf of the HKIFM Council 2002/03, I wish to express my heartfelt thanks to you and the serving Council and your continual support to the HKIFM in the years to come.

A handwritten signature in black ink, appearing to read 'Daniel C.W. Ho'. The signature is fluid and cursive.

Dr. Daniel C.W. HO  
President

The Hong Kong Institute of Facility Management  
November 2003



## *The HKIFM Diary (2002/03)*

Date	Nature	Description of Activity	HKIFM's Role
4.11.02	Meeting	<b>3<sup>rd</sup> AGM</b>	1
	Social/ promotion	<b>Annual Dinner, HKIFM</b>	1
11.11.02	Promotion	Annual Dinner: HK Association of Property Management Companies (HKAPMC)	2
13.11.02	Meeting	<b>1<sup>st</sup> Council meeting</b> for 2002/2003	1
15.11.02	Promotion	Luncheon invited by the Property & Facility Committee, HKIS	2
21.11.02	Seminar	<b>CPD:</b> 'Pain-free Outsourcing'	1
22.11.02	Luncheon	<b>Luncheon:</b> 'Integration of Technology & Humans - Directions for Efficiency and Productivity in FM'	1
	Social/ Promotion	Annual Dinner: HKIS	2
22/23.11.02	Seminar	<b>Executive Seminar</b> in Facility Management	1
25.11.02	Promotion	HKIFM Dinner Presentation to Y's Club of the Eastern District	2, 4
1.12.02	Promotion	Graduation Ceremony for Professional Diploma in FM (2001/2002): HKU SPACE	2
9/16.12.02	Seminar	<b>2-day Seminar:</b> Various topics in FM for EMSD	1
11.12.02	Meeting	<b>2<sup>nd</sup> Council meeting</b> for 2002/2003	1
12.12.02	Promotion	Breakfast meeting with IFMA representatives	3
13.12.02	Promotion	Annual Luncheon of the HKCT	2
15.01.03	Meeting	<b>3<sup>rd</sup> Council meeting</b> for 2002/2003	1



25.01.03	Site visit	<b>CPD:</b> Site visit to Cyberport	1
31.01.03	Publication/ Promotion	<b>Publication:</b> Facility Management Communicator No. 1, January 2003	1
19.02.03	Promotion	Spring cocktail reception: HKAPMC, HKIH, HKIREA, CIH (Asian Pacific Branch)	2
20.02.03	Meeting	<b>4<sup>th</sup> Council meeting</b> for 2002/2003	1
	Seminar	<b>CPD:</b> 'Benchmarking - Lies & Statistics – a not too serious look at benchmarking practices in H.K. & overseas'	1
	Social	<b>Spring Dinner:</b> HKIFM	1
	Promotion	Graduation Ceremony: HKCT	2
21.02.03	Promotion	Spring Dinner: Maintenance Surveyors Association, Housing Authority	2, 4
22.02.03	Seminar	Seminar on 'FM, the way forward' by CityU	2, 4
3-5.03.03	Exhibition	<b>PSDAS Exhibition:</b> HK Real Estate Services Expo, Guangdong 2003	2, 5
12.03.03	Consultation	Dinner with The Hon. Mr. Michael Suen, Secretary for Housing, Planning & Lands	3
18-20.03.03	Conference & Expo	<b>Conference and Expo:</b> World Workplace Japan, Yokohama	2, 5
25.03.03	Promotion	VTC Annual Cocktail Reception	2
27.03.03	Meeting	<b>5<sup>th</sup> Council meeting</b> for 2002/2003	1
25.04.03	Promotion/ seminar	<b>Forum:</b> Facility and Drainage Improvement due to SARS & Environmental Healthiness	1
30.04.03	Publication	<b>Publication:</b> Facility Management Communicator No. 2, April 2003	1
30.04.03	Meeting	<b>6<sup>th</sup> Council meeting</b> for 2002/2003	1
13.05.03	Promotion	<b>Establishment</b> of a 'SARS Corner' on HKIFM's web site	1



15.05.03	Promotion	Annual Dinner: ASHRAE (HK Chapter)	2
21.05.03	Meeting	<b>7<sup>th</sup> Council meeting</b> for 2002/2003	1
22.05.03	Promotion	HKIFM Seminar for HKCT	2, 4
10.06.03	Promotion	Inauguration: Professional Green Building Council (PGBC)	2
11.06.03	Publication/ Promotion	<b>Publication:</b> Layman's Guide to Household Drainage	1
18.06.03	Meeting	<b>8<sup>th</sup> Council meeting</b> for 2002/2003	1
19.06.03	Education	Meeting with the Real Estate Services Training Board of the VTC	3
20.06.03	Promotion	DTZ Project Services Ltd., PFME, 5th Anniversary Cocktail Party	2
27.06.03	Luncheon	<b>Luncheon:</b> 'Why Technology is a Strategic Tool for Real Estate Companies'	1
	Promotion	<b>Interview:</b> Publication in <i>Jobmarket</i> on FM development & career prospect	1, 4
5.07.03	Seminar	<b>PSDAS Seminar:</b> 'CRISIS' in FM	1
16.07.03	Meeting	<b>9<sup>th</sup> Council meeting</b> for 2002/2003	1
28.07.03	Consultation	Meeting with The Hon. Mr. Michael Suen, Secretary for Housing, Planning & Lands on Maintenance and Management of Existing Buildings	3
6.08.03	Promotion	<b>HKIFM FAME Award:</b> Announcement in the <i>SCMP &amp; Ming Pao</i> , invitations sent	1
16.08.03	Promotion	<b>Seminar:</b> Introduction to FM presented to <i>JobMarket</i>	1, 4
20.08.03	Meeting	<b>10<sup>th</sup> Council meeting</b> for 2002/2003	1
23.08.03	Seminar	<b>Joint Seminar with VTC:</b> Emergency preparedness in FM: an After-SARS New Initiative	1, 4



25.08.03	Education	Meeting with representatives from U of Central Lancashire & HKCT re. BSc FM	3
26.08.03	Promotion	<b>Interview:</b> Publication in <i>Singtao</i> Daily on prospect and demand for FM	1, 4
28.08.03	Promotion	Lunch meeting with representatives from CIBSE & ASHREA	3
29.08.03	Social	<b>Social Function:</b> Once in 60,000 Years	1
30.08.03	Promotion	Urban Group: Mid-year Strategic Planning Forum 'TQM in Action' & launching of FM Year	2, 4
2.09.03	Publication	<b>Publication:</b> Facility Management Communicator No. 3, August 2003	1
3.09.03	Consultation	Meeting with The Hon. Mr. Michael Suen, Secretary for Housing, Planning & Lands on Maintenance and Management of Existing Buildings	3
15/16.09.03	Conference/ Promotion	Conference: 'Facilities Management Asia' in Singapore	2, 4
15.09.03	Promotion	Meeting with Real Facility Expo Asia-Pacific 2004	3
17.09.03	Meeting	<b>11<sup>th</sup> Council meeting</b> for 2002/2003	1
22.09.03	Seminar	<b>Joint Seminar</b> with ASHREA, CIBSE, HKIE(BSD): IAQ Management Programme	1
23.09.03	Seminar	<b>Seminar:</b> America Blackout – a lesson for Facility Managers	1
8.10.03	Promotion	Lunch meeting with Mr. Richard Myers, President, IFMA (HK Chapter)	3
9.10.03	Social	Lunch meeting with Facilitators and Panel Judges of the FAME Award	3
22.10.03	Meeting	<b>12<sup>th</sup> Council meeting</b> for 2002/2003	1
1.11.03	Corporate	<b>FAME Award</b> Interview of shortlisted applicants	1



7.11.03	Seminar	Open Forum: The Public Interest in Reducing Road Opening, Safer Excavation and better slope maintenance by using a GIS based Utility Information Center	2
11.11.03	Seminar	<b>PSDAS Seminar:</b> Facility Performance Measurements (Seminar 1)	1
14.11.03	Promotion	Annual Dinner: HKIS	2
18.11.03	Seminar	<b>PSDAS Seminar:</b> Facility Performance Measurements (Seminar 2)	1
20.11.03	Conference	IFMA (HK Chapter) 2003 Conference: Added Value-Reduced Cost	2
25.11.03	Promotion	HKIFM Seminar for HKCT	2, 4
26.11.03	Publication	<b>Publication:</b> FM Market Audit 2003	1
28.11.03	Meeting	<b>4<sup>rd</sup> AGM</b>	1
	Corporate	<b>HKIFM FAME Award:</b> Presentation Ceremony	1
	Corporate / Social	<b>Annual Dinner, HKIFM</b>	1

Notes for 'HKIFM's Role':

- 1: Where the HKIFM was the host or had performed a major role
- 2: Where the HKIFM was invited to join the function as a guest or as a supporting organization
- 3: Meeting and discussion on strategic issues
- 4: Where a member was invited to speak on behalf of the HKIFM
- 5: Where the HKIFM had taken part in an exhibition/Expo with a show booth

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