

REGISTRATION FORM

The deadline of reservation for the February 2005 Hong Kong Seminar is **Wednesday 23 February 2005**.
Seats are limited and served on a first-come first-served basis.



PARTICIPANT Please complete and return the form below in **BLOCK LETTERS**

Title: ☐ Dr ☐ Mr ☐ Miss ☐ Mrs Membership No.: _____

Surname: _____ Given Name: _____

Position: _____ Organization: _____

Correspondence Address: _____

Tel: _____ (Office) _____ (Mobile)

Fax: _____ Email: _____

	Registration Fee (per person)	No. of Reservation	Amount
HKIFM members	HK\$ 150		
Non-members	HK\$ 250		

** A 10% discount will be given to group bookings of 5 or more persons*

PAYMENT (Please put a tick in the appropriate box below)

☐ I enclosed a cheque of HK\$ _____ payable to "The HKIFM – PSDAS"
(Cheque/Bank draft no. _____)

☐ Direct Deposit to our Bank Account

Bank Name: The Bank of East Asia, Limited

Bank Account No: 015-176-10-09431-7

(Please append a copy of the direct deposit slip with your registration and clearly mark the participant's name on the copy.)

NOTES

On the function day, if (1) Black Rain signal is hoisted OR (2) typhoon signal # 8 is still on 4 hours before the function starts, then the function will be postponed. The participants will be notified for a re-scheduled date or cancellation of the seminar, subject to the sole discretion of the organizer and the availability of the speakers. The HKIFM reserves the right to cancel the seminar or change the speakers without prior notice.

I agree to all the terms and conditions as contained in this Registration Form.

Signature _____

Date _____

Please complete and return this form with your payment by POST to Ms. Floria Ngai, The HKIFM - PSDAS Project Assistant,
c/o Department of Real Estate and Construction, 5/F., Knowles Building, The University of Hong Kong, Pokfulam Road, Hong Kong
Tel: (852) 22415924 Fax: (852) 25599457 Email: psdas@hkifm.org.hk

ADMISSION TICKET / OFFICIAL RECEIPT (The original of this admission ticket must be presented at the event)

"Strategic Facility Management"
26 February 2005, 9:30am to 12:30pm, LT6, 4/F, Academic Building, City University of Hong Kong



Please fill in block letters or print

Name: _____

Correspondence Address: _____

For Office Use Only

Received & confirmed by HKIFM (Reg. No: _____)

Cheque Number: _____

(Receipt Chop)

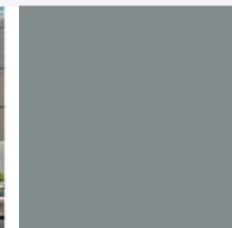
(Attendance Chop)

Seminar on Strategic Facility Management



The Hong Kong Institute of Facility Management

www.hkifm.org.hk



26 February 2005
9:30 a.m. - 12:30 p.m.
LT6, 4/F, Academic Building
City University of Hong Kong



Organized by
The Hong Kong Institute of Facility Management (HKIFM)

In collaboration with
Department of Real Estate and Construction, The University of Hong Kong

Supported by
Department of Building and Construction, City University of Hong Kong

Funded by
The Commerce, Industry and Technology Bureau of the Government of the HKSAR
under the Professional Services Development Assistance Scheme (PSDAS)





The Hong Kong Institute of Facility Management

香港設施管理學會

Facility Management (FM) is gaining momentum in supporting business developments strategically, which can be seen in the US and Europe. With real estate development happening quickly in China upon her accession to the WTO, the importance of FM in supporting business operations and growth is increasing. Hong Kong has a community of experienced FM professionals who will be able to develop and promote the FM concept locally and in Mainland China.

Title: Strategic Facility Management
Date: 26 February 2005 (Saturday)
Time: 9:00 a.m. to 12:30 p.m.
Venue: LT-6, 4/F, Academic Building, City University of Hong Kong, Tat Chee Avenue, Kowloon Tong, Kowloon
Fees: HK\$150 for HKIFM Members / HK\$250 for Non-Members
Enquiries: (Tel) 2241-5924 (Email) psdas@hkifm.org.hk

PROGRAMME

Time	Programme	Speaker(s)
9:00a.m. – 9:20a.m.	- Registration -	
9:20a.m. – 9:30a.m.	- Opening -	
9:30a.m. – 10:30 a.m.	Session 1: Strategic Facility Management for AsiaWorld-Expo	Mr. Peter Sutton <i>Chief Operating Officer, AsiaWorld-ExpoManagement Ltd</i>
10:30a.m. – 11:00a.m.	Session 2: Strategic Facility Management in Hospital Authority	Dr. Cheng Man Yung <i>Deputy Director (Professional Services & Facilities Management), Hospital Authority</i>
11:00a.m. - 11:30 a.m.	- Tea Break -	
11:30a.m. - 12:00 noon	Session 3: Strategic Marketing of Professional Services in China	Mr. Eddie S.S. Lee <i>Managing Director L C Surveyors Ltd</i>
12:00 noon - 12:30p.m.	Session 4: Strategic Development: Case Studies for Higher Educational Institutions	Dr. Chan Man Wai <i>Director of Estates, Estates Office Hong Kong Baptist University</i>
After 12:30pm	- Closing -	

SESSION 1

Topic: Strategic Facility Management for AsiaWorld-Expo

Speaker: Mr. Peter Sutton

The new AsiaWorld-Expo next to Hong Kong International Airport is nearing completion. The venue, boasting comprehensive conference facilities, will become the Hong Kong showcase for international products and services. With his 23 years' experience in managing and operating various facilities in the UK, Mr. Sutton will share his experience with you on the strategic aspects of FM in this new exhibition facility.

SESSION 2

Topic: Strategic Facility Management in Hospital Authority

Speaker: Dr. Cheng Man Yung

Dr. M.Y. Cheng's experience in managing hospitals started in 1993 at the Tuen Mun Hospital. Facility management in a healthcare setting covers a multitude of support tasks that have unique features of their own. These need to be strategically integrated to enable the operation of uninterrupted healthcare service. Dr. Cheng will share with you his experiences on how FM is done in the Hong Kong Hospital Authority.

SESSION 3

Topic: Strategic Marketing of Professional Services in China

Speaker: Mr. Eddie S.S. Lee

Mr. Eddie S.S. Lee owned a joint venture company with a project supervision firm in Shanghai, which offers project supervision services to building developments in Shanghai and other parts of China. Mr. Lee will give a general overview of the Mainland property market, the opportunities available to the profession, the risks involved, and how to prepare oneself to enter this market, including the relevant experience required.

SESSION 4

Topic: Strategic Development: Case Studies for Higher Educational Institutions

Speaker: Dr. Chan Man Wai

Dr. M.W. Chan is currently Director of Estates, Hong Kong Baptist University (HKBU). Tertiary education institutions in Hong Kong have their own unique features and needs. Strategic management of their facilities is particularly challenging, due to financial constraints and recent changes in government education and manpower policies. Dr. Chan will share with you his experiences in the tertiary education sector with cases of facilities planning and management that have involved university projects on the Mainland.

UPCOMING EVENTS

"Strategic Facility Management" is the first of a series of seminars (2 in Hong Kong, 1 in Shanghai) supported by the Professional Services Development Assistant Scheme (PSDAS), CIT Bureau, HKSAR Government. The other planned seminars in the series are:

May 2005 Shanghai Conference

The Conference will be held in collaboration with Tongji University. The conference will act as an important vehicle and platform to deliver and share knowledge and skills of FM to corporations in Mainland China.

Title: Strategic Facility Management Services In China

Date: May 2005

August 2005 Hong Kong Seminar

Title: To be confirmed

Date: August 2005

For enquiries please contact Ms. Floria Ngai, The HKIFM - PSDAS Project Assistant, The Hong Kong Institute of Facility Management, c/o Department of Real Estate Construction, 5/F, Knowles Building, The University of Hong Kong, Pokfulam Road, Hong Kong.
 Tel: (852) 22415924 Fax: (852) 25599457 Email: psdas@hkifm.org.hk
 Website: www.hkifm.org.hk