Code of Practice for Site Supervision 2009

The Buildings Department (BD) has set up a Technical Committee (TC) to, among others, collect and consider the views and feedback from the building industry arising from the use of the Code of Practice for Site Supervision 2009 (Supervision Code). The current Supervision Code (2021 Edition), which was promulgated in March 2021, incorporated the amendments made and promulgated through circular letters between 2015 and 2021. Taking into account the advice of the TC, the following amendments to the Supervision Code (2021 Edition) have been promulgated and uploaded to BD website (www.bd.gov.hk) for immediate use:

(a) Appendix A – November 2023

Academic Courses Recognised as Acceptable Qualifications

2. The required professional/academic qualifications and experience of technically competent persons (TCPs) are set out in paragraphs 8.18 to 8.24 of the Supervision Code (2021 Edition). In the past years, some courses organised by local institutes or universities have also been accepted as equivalent academic qualifications under the Supervision Code (2021 Edition). As a ready reference to the practitioners, a list showing the latest courses which are recognised as acceptable academic qualifications for TCP T1 to T3 under the Supervision Code (2021 Edition) is set out in Appendix B.

Repeal of Corresponding Recognition

- 3. The corresponding recognition for TCP as set out in Appendix X of the Supervision Code which was based on the membership of particular professional institutions was repealed via the circular letter on 8 May 2015. The appendix is given in Appendix C for reference.
- 4. Members of these professional institutions previously accepted to practise as TCPs may continue to practise as TCPs subject to evidence demonstrating the previous recognition of their TCP qualifications being provided to BD upon the submission of the supervision plans.

5. A similar practice note has been issued to authorized persons, registered structural engineers and registered geotechnical engineers.

(YU Po-mei, Clarice) Building Authority

Ref.: BD GR/1-50/82/1 (IV)

First issue May 2015

Last revision September 2021

This revision December 2023 (AD/NB2) (General revision)

Legends:



(12/2023)

2021 Edition	Amendments
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Table 8.1						
Measurable Items and Basic Values for Assessment of the Scale of Works						
Type of Building Works/ Street Works	Measurable Item	Basic Value				
demolition	maximum floor area of the building to be demolished per storey	750m ²				
GIFW	number of drilling rigs (irrespective of the number of trial pits, coreholes and slope surface strippings)	6				
	number of trial pits, coreholes and slope surface strippings concurrently carried out on site (only applicable when no drillholes are proposed)	20				
site formation	total cost ^{1#}	\$30M				
repair of slope/retaining wall/buried services	total cost#	\$9M				
excavation & lateral support	average cost per month#	\$6M				
pile wall	average cost per month#	\$6M				
tunnel works	total cost#	\$35M				
large diameter bored piles and barrette piles	average cost per month#	\$14M				
piles other than the above types of pile	average cost per month#	\$7M				
cap/footing/basement	total cost#	\$35M				
superstructure	total construction floor area	20000m ²				
curtain wall/cladding	total aggregated surface area	10000m ²				
alteration & addition	total cost#	\$13M				
minor works	total cost#	\$8M				
street works	total cost#	\$9M				

Table 8.1						
Measurable Items and Basic Values for Assessment of the Scale of Works						
Type of Building Works/ Street Works	Measurable Item	Basic Value				
demolition	maximum floor area of the building to be demolished per storey	750m ²				
GIFW	number of drilling rigs (irrespective of the number of trial pits, coreholes and slope surface strippings)	6				
	number of trial pits, coreholes and slope surface strippings concurrently carried out on site (only applicable when no drillholes are proposed)	20				
site formation	total cost#	\$ <mark>40</mark> M				
repair of slope/retaining wall/buried services	total cost#	\$ <mark>12</mark> M				
excavation & lateral support	average cost per month#	\$ <mark>8</mark> M				
pile wall	average cost per month#	\$ <mark>8</mark> M				
tunnel works	total cost#	\$ <mark>47</mark> M				
large diameter bored piles and barrette piles	average cost per month#	\$ <mark>19</mark> M				
piles other than the above types of pile	average cost per month#	\$ 9.5M				
cap/footing/basement	total cost#	\$ <mark>47</mark> M				
superstructure	total construction floor area	20000m ²				
curtain wall/cladding	total aggregated surface area	10000m ²				
alteration & addition	total cost#	\$ 17.5M				
minor works	total cost#	\$ 11M				
street works	total cost#	\$ 12M				

	2021 Edition		Amendments						
Minimun Type of	Table 8.7 n Qualifications and Experience I RC' Strea	_	Table 8.7 Minimum Qualifications and Experience Required for TCP T4 Type of RC' Stream						
Building works or Street Works	Qualification	Relevant Experience	Building works or Street Works	Qualification	Relevant Experience				
Foundation works	 (a) Degree in civil/structural/ geotechnical engineering; or (b) Degree in building studies (except for piling works); or (c) Registered professional engineer (Civil/structural or geotechnical). 	4 years 4 years -	Foundation works	(a) Degree in civil/structural/ geotechnical engineering; or (b) Degree in building studies (except for piling works); or (c) Registered professional engineer (Civil/structural or geotechnical); or (d) Registered professional engineer (building) (except for piling works).	4 years 4 years -				
				pming works.					

			2021 Edition				Amendments
8.22	Unles	s otherwise spec	eified, the total relevant working experience of	8.22	Unles	ss otherwise spec	ified, the total relevant working experience of
	differe	ent grades of TCl	P should be aggregated as follows:		differ	ent grades of TCF	should be aggregated as follows:
	(a)	for T1 -	The relevant experience must have been gained		(a)	for T1 -	The relevant experience must have been gained
			within the previous 5 years and at least 1 year				within the previous 5 years and at least 1 year
			must be local site experience.				must be local ² site experience.
	(b)	for T2	Similar to T1 but the experience must be closely		(b)	for T2	Similar to T1 but the experience must be closely
			related to the type of works concerned.				related to the type of works concerned.
	(c)	for T3	The relevant experience must have been gained		(c)	for T3 -	The relevant experience must have been gained
			within the previous 8 years and at least 1 year				within the previous 8 years and at least 1 year
			must be local experience.				must be local ² experience.
	(d)	for T4 and T5 -	The relevant experience must have been gained		(d)	for T4 and T5 -	The relevant experience must have been gained
			within the previous 8 years and at least 1 year				within the previous 8 years and at least 1 year
			must be local experience.				must be local ² experience.
				2	TI	1.0"	
				, in the second	recogn	nised as local expe	sperience gained from factories outside Hong Kong may be rience, provided that such qualified supervisions are
					require	ements and conditions	s imposed under the BO upon plan approval.

2021 Edition	Amendments				
Page 2 of 7	Page 2 of 7				
Name in Name in English^ Chinese^ No.**/ TCP No.** Name in Name in Registration TCP Level of Validity Period Site (if applicable) Inspection Inspection	Name in English^ Chinese^ Registration No.**/ TCP No.				
AP	AP				
Representative	Representative				
T4	T4				
T3	T3				
The CVs showing their relevant experience and academic qualifications are attached at Appendix 1B. If more than one supervisor is proposed for a TCP post, the demarcation of their responsibility should be provided.	The CVs showing their relevant experience and academic qualifications are attached at Appendix 1B. I more than one supervisor is proposed for a TCP post, the demarcation of their responsibility should be provided.				
^ In accordance with the Hong Kong Identity Card record ** CV is not required if AP Registration No/TCP No. is provided ^ In accordance with the registration / inclusion record 6. The TCPs for site supervision under the AP's stream during critical stages of the works are:	^ In accordance with the Hong Kong Identity Card record / Passport record ** CV is not required if AP Registration No./TCP No. is provided - In accordance with the registration / inclusion record 6. The TCPs for site supervision under the AP's stream during critical stages of the works are:				
Critical Stages of Works Grade of TCP Registration No.**/TCP No.**) Expiry Date of AP Registration / TCP Validity Period (if applicable) Inspection Frequency Frequency	Critical Stages of Works Grade of TCP (I.D. No.^/Passport No.** /TCP No.**) Expiry Date of AP Registration '/TCP Validity Period (if applicable) Inspection Frequency				
# CV showing relevant qualifications and experience need to be included in Appendix 1B if the TCP is different from those listed in paragraph 5 above ^ In accordance with the Hong Kong Identity Card record ** CV is not required if AP Registration No./TCP No. is provided ~ In accordance with the registration / inclusion record	# CV showing relevant qualifications and experience need to be included in Appendix 1B if the TCP is different from those listed in paragraph 5 above In accordance with the Hong Kong Identity Card record Passport record ** CV is not required if AP Registration No./TCP No. is provided In accordance with the registration / inclusion record				
7. I (name in full), AP,	7. I (name in full) (Chinese), AP				
certify that Part I (paragraphs 3 to 6) of this supervision plan is prepared by me and complied with	certify that Part I (paragraphs 3 to 6) of this supervision plan is prepared by me and complied with				
the Technical Memorandum, the Code and the requirements of the Buildings Ordinance and Regulations. I have also read and hereby confirm paragraphs 1 and 2 in the Preamble of this	the Technical Memorandum, the Code and the requirements of the Buildings Ordinance and Regulations. I have also read and hereby confirm paragraphs 1 and 2 in the Preamble of this				
supervision plan. Confirmation for appointment and contact information of TCPs (Annex) is	supervision plan. Confirmation for appointment and contact information of TCPs (Annex) is				
submitted with this supervision plan/shall be submitted within 7 days from the date of	submitted with this supervision plan/shall be submitted within 7 days from the date o				
commencement of works as indicated in the Form BA10 or notice of commencement of minor	commencement of works as indicated in the Form BA10 or notice of commencement of mino				
works*.	works*.				
Date	Date				
Signature Any false certification or declaration may be subject to legal action	Signature Any false certification or declaration may be subject to legal action				
Certificate of Registration No. :	Certificate of Registration No.:				
Date of expiry of registration:	Date of expiry of registration:				

2021 Edition								Ame	endments			
					Page 3 of 7							Page 3 o
Part II - Supervision plan of the registered structural engineer (RSE)						Part II - Supervision plan of the registered structural engineer (RSE)						
8. In accordance with the type of works specified in Part I of this supervision plan, details of adjustment/combination of supervision resources (Form C) are attached at Appendix 2A.*									• .		I of this supervision	
9. The TCI works are :	Ps for site super	rvision under	the RSE's stream	required for the sp	ecified type of		9. The To works are:	CPs for site su	pervision und	er the RSE's stream	n required for the sp	ecified type
	Name in English^	Name in Chinese^	I.D. No.^/RSE Registration No.**/ TCP No.**	Expiry Date of RSE Registration [~] / TCP Validity Period [~] (if applicable)	Frequency Level of Site Inspection			Name in English^	Name in Chinese^	I.D. No.^/ Passport No. ^ / RSE Registration No.**/ TCP No.**	Expiry Date of RSE Registration TOP Validity Period (if applicable)	Frequency Level of Site Inspection
RSE							RSE					
Representative							Representative					
T5							T5					
Т3							Т3					
more than one sup provided. ^ In accordance wit ** CV is not requir ~ In accordance wit	ervisor is propose the Hong Kong ed if RSE Registe the registration	g Identity Card ration No./TCP	post, the demarca record 'No. is provided ord	ons are attached at Apition of their responsible to their responsible to their responsible to the transfer of their responsible to their responsible to the transfer of the transfer of their responsible to the transfer of	bility should be		more than one st provided. ^ In accordance ** CV is not requ ~ In accordance	with the Hong I wird if RSE Reg with the registra	Kong Identity C istration No./To	CP post, the demarca ard record / Passport CP No. is provided record	ons are attached at A tion of their responsi record	bility should
Critical Stages of	Works Grade TCP	(I. RSE Reg		Expiry Date of RSE Registration / TCP Validity Period (if applicable)	Inspection Frequency		Critical Stage Works	es of Grade of TCP	(I.D. No./ RSE Re	Name#^ / / Passport No. ^/ gistration No.** CP No.**)	Expiry Date of RSE Registration / TCP Validity Period (if applicable)	Inspection Frequency
different from those ^ In accordance wit	listed in paragra	ph 9 above g Identity Card	record	luded in Appendix 2	B if the TCP is		different from ^ In accordance	those listed in p with the Hong F	aragraph 9 abo Cong Identity C		cluded in Appendix 2	B if the TCP

2021 Edition					Amendments						
					Page 4 of 7	Page 4 of					
11. I (name i	n full)		((Chinese)	, RSE,	11. I (name in full)(Chinese), RSI					
certify that Part II	(paragraphs 8 to	o 10) of this si	pervision plan is	prepared by me and	complied with	certify that Part II (paragraphs 8 to 10) of this supervision plan is prepared by me and complied wi					
the Technical Memorandum, the Code and the requirements of the Buildings Ordinance and						the Technical Memorandum, the Code and the requirements of the Buildings Ordinance an					
Regulations. I h	ave also read a	and hereby co	onfirm paragraph	s 1 and 2 in the Pr	eamble of this	Regulations. I have also read and hereby confirm paragraphs 1 and 2 in the Preamble of th					
supervision plan.	Confirmation	for appointr	nent and contact	information of TC	Ps (Annex) is	supervision plan. Confirmation for appointment and contact information of TCPs (Annex)					
submitted with t	his supervision	n plan/shall	be submitted v	vithin 7 days from	the date of	submitted with this supervision plan/shall be submitted within 7 days from the date of					
commencement of	nmencement of works as indicated in the Form BA10 or notice of commencement of minor				ment of minor	commencement of works as indicated in the Form BA10 or notice of commencement of mine					
works*.						works*.					
Date						Date					
				Signature false certification or oubject to legal action	declaration may	Signature Any false certification or declaration may be subject to legal action					
Certificate of Registration No.:						Certificate of Registration No. :					
Date of expiry of registration:						Date of expiry of registration :					
Part III - Supervi	ision plan of th	e registered	geotechnical eng	ineer (RGE)		Part III - Supervision plan of the registered geotechnical engineer (RGE)					
				ttached at Appendix		adjustment/combination of supervision resources (Form C) are attached at Appendix 3A.* 13. The TCPs for site supervision under the RGE's stream required for the specified type works are:					
	Name in English^	Name in Chinese^	I.D. No.^/RGE Registration No.**/ TCP No.**	Expiry Date of RGE Registration~/TCP Validity Period~ (if applicable)	Frequency Level of Site Inspection	Name in English^ Name in Chinese^ RGE Registration No.**/ TCP No.** (if applicable)					
RGE						RGE					
Representative						Representative					
100000						T5					
T5						Т3					
T5 T3											
70000											
T3 DSS*				ns are attached at Ap		DSS* The CVs showing their relevant experience and academic qualifications are attached at Appendix 3B.					

2021 Edition	Amendments
Page 5 of 7	Page 5 of 7
14. The TCPs for site supervision under the RGE's stream during critical stages of the works are:	14. The TCPs for site supervision under the RGE's stream during critical stages of the works are:
Critical Stages of Works Grade of TCP TCP RGE Registration No.**/ TCP No.**) Expiry Date of RGE Registration TCP Validity Period (if applicable) Inspection Frequency	Critical Stages of Works Grade of TCP (I.D. No.^/Passport No.^/ RGE Registration No.**/ TCP No.**) RGE Registration No.**/ TCP No.**) Expiry Date of RGE Registration TCP Validity Period (if applicable)
# CV showing relevant qualifications and experience need to be included in Appendix 3B if the TCP is different from those listed in paragraph 13 above ^ In accordance with the Hong Kong Identity Card record ** CV is not required if RGE Registration No./TCP No. is provided ^ In accordance with the registration / inclusion record	# CV showing relevant qualifications and experience need to be included in Appendix 3B if the TCP is different from those listed in paragraph 13 above In accordance with the Hong Kong Identity Card record Passport record ** CV is not required if RGE Registration No./TCP No. is provided In accordance with the registration / inclusion record
15. I (name in full), RGE,	15. I (name in full), RGE,
certify that Part III (paragraphs 12 to 14) of this supervision plan is prepared by me and complied	certify that Part III (paragraphs 12 to 14) of this supervision plan is prepared by me and complied
with the Technical Memorandum, the Code and the requirements of the Buildings Ordinance and	with the Technical Memorandum, the Code and the requirements of the Buildings Ordinance and
Regulations. I have also read and hereby confirm paragraphs 1 and 2 in the Preamble of this	Regulations. I have also read and hereby confirm paragraphs 1 and 2 in the Preamble of this
supervision plan. Confirmation for appointment and contact information of TCPs (Annex) is	supervision plan. Confirmation for appointment and contact information of TCPs (Annex) is
submitted with this supervision plan/shall be submitted within 7 days from the date of	submitted with this supervision plan/shall be submitted within 7 days from the date of
commencement of works as indicated in the Form BA10 or notice of commencement of minor	commencement of works as indicated in the Form BA10 or notice of commencement of minor
works*.	works*.
Date	Date
Signature Any false certification or declaration may be subject to legal action	Signature Any false certification or declaration may be subject to legal action
Certificate of Registration No. :	Certificate of Registration No. :
Date of expiry of registration :	Date of expiry of registration :

2021 Edition					Amendments						
Page 6 of 7 Part IV - Supervision plan of registered contractor (RC)						Page 6 of Part IV - Supervision plan of registered contractor (RC)					
16. In accordance with the type of works specified in Part I of this supervision plan, details of adjustment/combination of supervision resources (Form C) are attached at Appendix 4A.*					16. In accordance with the type of works specified in Part I of this supervision plan, detail adjustment/combination of supervision resources (Form C) are attached at Appendix 4A.*						
17. The TC works are:	The state of the s					17. The TCPs for site supervision under the RC's stream required for the specified typ works are:				pecified type of	
	Name in English^	Name in Chinese^	I.D. No.^/ TCP No.**	Expiry Date of TCP Validity Period~ (if applicable)	Frequency Level of Site Inspection		Name in English^	Name in Chinese^	I.D. No.^/ Passport No. ^/ TCP No.**	Expiry Date of TCP Validity Period~ (if applicable)	Frequency Level of Site Inspection
AS				(п аррисане)		AS					
Representative						Representative					
T5						T5					
T4						T4					
T3/T2*					7	T3/T2*					
T1					2.	T1					
**											
CP (Logging)*						CP (Logging)*					
more than one sup provided. ^ In accordance wi ** CV is not requi ~ In accordance wi	pervisor is propose th the Hong Kong red if TCP No. is j th the registration	ed for a TCP Identity Card provided / inclusion reco	post, the demarcal record	ons are attached at A tion of their respons	ibility should be	provided. ^ In accordance v ** CV is not requi ~ In accordance v	with the Hong Kered if TCP No. is with the registrat	ong Identity C s provided ion / inclusion	ard record / Passport	tion of their respons	·
Critical Stages o	f Works Grade TCP	OI (ID No	Name#^ ^/TCP No.**)	Expiry Date of TCF Validity Period~ (if applicable)	Inspection Frequency	Critical Stages Works	of Grade of TCP	(I.D. No./	Name#^ / Passport No. ^ / CP No.**)	Expiry Date of TCF Validity Period [*] (if applicable)	Inspection Frequency
different from thos ^ In accordance wi ** CV is not requi	e listed in paragra th the Hong Kong	ph 17 above Identity Card provided	record	cluded in Appendix 4	B if the TCP is	different from t	hose listed in pa with the Hong Ko red if TCP No. is	ragraph 17 ab ong Identity C s provided	ove ard record <mark>/ Passport</mark>	cluded in Appendix or record	4B if the TCP i

BD Ref.			<u> </u>
Type of Works	90.90 325 34 Banks 200.35 300	The same of the sa	5
Name in English/Chinese ¹	Head & Grade of TCP	Frequency Level of Inspection ¹	Signature by Representative/TCP ^{2,4}
	AP/RSE/RGE/AS*		1
	Representative		
	TCP - T		
	TCP - T		
	TCP – T		
	TCP – T		
submitted to the BA. TC revised supervision plan, w Signature of TCP in this co in other construction sites Registration No. or TCP N	reams should ensure that the name of the TCP at P for critical stage, if any, should be included. With new TCP's confirmation, to the BA within infirmation indicates the TCP's acknowledgeme. If there is any change subsequently, he should be provided contact information on page confirmation indicates that the TCP has read, un	If there is a change of TCP in future, the hand a days as per section 8.3 of the Technical Meent of appointment and availability for the job, would notify his head of stream and the BA.	eads of respective streams shall submit the emorandum. and he is not overloaded with engagement For those TCPs without AP/RSE/RGE between BD and TCPs.

BD Ref.	Project								
Type of Works		Date of Commencement of Works	s						
Name in English/Chinese ¹	Head & Grade of TCP	Frequency Level of Inspection ¹	Signature by Representative/TCP ^{2,3,4}						
	Representative								
	TCP – T								
	TCP – T								
	TCP – T								
	TCP – T								
submitted to the BA. TC revised supervision plan, v Signature of TCP in this co in other construction sites Registration No. or TCP N Signature of TCP in this co	reams should ensure that the name of the TCP a P for critical stage, if any, should be included. With new TCP's confirmation, to the BA within mfirmation indicates the TCP's acknowledgements. If there is any change subsequently, he should be subsequently in the subsequently of the TCP's acknowledgements are the TCP's acknowledgements.	If there is a change of TCP in future, the heart days as per section 8.3 of the Technical Moent of appointment and availability for the job, could notify his head of stream and the BA. 2 of this Annex to facilitate communication derstood and agreed with the notes for "Personal Country of the stream of the stream and the BA.	eads of respective streams shall submit the emorandum. , and he is not overloaded with engagement . For those TCPs without AP/RSE/RGE between BD and TCPs.						

				Annex to supervision pla (page 2 of 2
Contact information of the	hose TCPs			
(for TCPs without AP/RS	SE/RGE Registra	tion No. or TCP No.)		
Functional stream: AP /	RSE / RGE / RC	*		
Name^ in English/Chinese	Grade of TCP	Correspondence Address	Telephone Number	Email Address
	Representative			
	TCP – T			
	TCP – T			
	TCP – T			
	TCP – T			
Personal Data	Secular control. Nation			
Purposes of Collection				
 The personal data provided by mea (a) activities relating to the process 		used by the Buildings Department for the following p	urposes:	
(b) activities relating to the above				
(c) facilitating communication bety				
2. It is obligatory for you to provide		ed in the Annex. If you fail to provide the required de	ata, delay may be caused in pr	ocessing of your submission or eve
	n.			
result in rejection of the application		The state of the second of the	THE RESERVE AND ADDRESS OF THE PARTY OF THE	CONTRACTOR OF THE PROPERTY OF
result in rejection of the application Classes of Transferees 3. The personal data you provided by	y means of this Annex m	ay be disclosed to other government departments, but	ireaux, organisations or any p	ersons for the purposes mentioned
result in rejection of the application Classes of Transferees 3. The personal data you provided by paragraph 1 above.	y means of this Annex m	ay be disclosed to other government departments, bu	ireaux, organisations or any p	ersons for the purposes mentioned
result in rejection of the application Classes of Transferees 3. The personal data you provided by paragraph 1 above. Access to Personal Data		ay be disclosed to other government departments, but the personal data as provided under the Personal Da		• • • • • • • • • • • • • • • • • • • •
result in rejection of the application Classes of Transferees 3. The personal data you provided by paragraph 1 above. Access to Personal Data 4. You have the right of access and of the paragraph of the paragraph.	correction with respect to		ata (Privacy) Ordinance. The F	Buildings Department has the right

Name^ in English/Chinese	Grade of TCP	Telephone Number	Email Address	Signature by Representative/TCP (Please tick the box below to indicate your consent to be given for the purpose stated in Note 5 on "Personal Data" below)
	Representative			
	TCP – T			
	TCP – T			
	TCP – T			
	TCP – T			
result in rejection of the application Classes of Transferees	proposed building work tween the Buildings De the information as recon.	ks; and partment and the TCF quired in the Annex. It k may be disclosed to	f you fail to provide the required of other government departments, b	data, delay may be caused in processing of your submission or even pureaux, organisations or any persons for the purposes mentioned in the data (Privacy) Ordinance. The Buildings Department has the right to

Academic Courses Recognised as Acceptable Qualifications

	Course Title	Organiser	Recognition of Acceptable Qualification
1	Higher Diploma in Construction Engineering and Management	Hong Kong Institute of Vocational Education	Recognised as equivalent to a higher diploma in building studies discipline
2	Higher Diploma in Urban Renewal, Building Inspection and Maintenance	Hong Kong Institute of Vocational Education	Recognised as equivalent to a higher diploma in building studies discipline
3	Higher Diploma in Architectural Design and Technology	Hong Kong Institute of Vocational Education	Recognised as equivalent to a higher diploma in architectural studies discipline
4	Diploma/Honours Diploma in Civil Engineering	Hong Kong Baptist College	Recognised as equivalent to a higher diploma in civil engineering discipline
5	Higher Diploma in Infrastructure and Environmental Engineering	Hong Kong Institute of Vocational Education	Recognised as equivalent to a higher diploma in civil engineering discipline
6	Professional Diploma in Construction Site Supervision	Hong Kong Institute of Vocational Education	Recognised as equivalent to a higher certificate in building studies discipline
7	Higher Diploma/Diploma in Surveying	Hong Kong Institute of Vocational Education	Recognised as equivalent to a higher diploma/ diploma in building surveying discipline
8	Higher Diploma/Diploma in Building Technology with Interior Design	Hong Kong Institute of Vocational Education	Recognised as equivalent to a higher diploma/diploma in architectural studies discipline
9	Diploma in Vocational Education (Construction) - Employment Option	Youth College under Vocational Training Council	Recognised as equivalent to a certificate in building studies discipline
10	Diploma in Building Construction	Youth College under Vocational Training Council	Recognised as equivalent to a certificate in building studies discipline

	Course Title	Organiser	Recognition of Acceptable Qualification
11	Professional Diploma in Construction Engineering	Hong Kong Institute of Vocational Education	Recognised as equivalent to a higher diploma in civil engineering discipline
12	Advanced Diploma in Building Construction Supervision	Hong Kong Institute of Construction	Recognised as equivalent to a higher diploma in building studies discipline
13	Advanced Diploma in Civil Engineering Supervision	Hong Kong Institute of Construction	Recognised as equivalent to a higher diploma in civil engineering discipline

(Rev. 12/2023)

Appendix X

TCP Qualifications and Experience Accepted during Transitional Period before 22 December 2005

or

Accepted pursuant to the Corresponding Recognition and Requirements
Prescribed in Paragraph 8 of this Code

Qualifications and experience for TCP accepted during transitional period before 22 December 2005 or accepted pursuant to the corresponding recognition and requirements prescribed in paragraph 8 of this Code are listed as follows:

1. A person who is a corporate member of the Hong Kong Institute of Clerks of Works (HKICW) or the Chartered Institute of Building (CIOB) may be appointed as TCP of grade T3 to T1 in accordance with Tables 1 and 2 (with Notes) below, provided that he has the required relevant working experience.

Table 1 Eligibility of Corporate Member of HKICW or CIOB as TCP T3 to T1 (with academic background in building surveying, building or architectural studies)							
Type of Building Works or Street Works	TCP T3 in AP's Stream	TCP T3 in RSE's Stream	TCP T3 in RGE's Stream	TCP T3 to T1 in RC's Stream			
GIFW	Yes	N/A	No	No			
Building Works with significant geotechnical content	Yes	No	No	No			
Foundation Works	Yes	No	No	No			
Street Works or all Building Works, (other than the above types of works and Minor Works)	Yes	No	No	Yes			
Class I Minor Works	Yes	No	No	Yes			

Table 2							
Eligibility of Corporate Member of HKICW or CIOB as TCP T3 to T1 (with academic background in civil/structural/geotechnical engineering)							
Type of Building Works or Street Works AP's Stream Stream RGE's Stream RC's Stream							
GIFW	Yes	N/A	No	No			
Building Works with significant geotechnical content	Yes	Yes	Yes	Yes			
Foundation Works	Yes	Yes	Yes	Yes			
Street Works or all Building Works, (other than the above types of works and Minor Works)	Yes	Yes	Yes	Yes			
Class I Minor Works	Yes	Yes	Yes	Yes			

Note: For eligibility of a corporate member of HKICW or CIOB as T4, please refer to TCP qualifications and experience in paragraph 8 of this Code.

- 2(a) A person who is an associate member of the Hong Kong Institution of Engineers of a relevant discipline for not less than two years may be appointed as TCP of grade T3 to T1 for street works or building works.
- A person who is an associate member of the Chartered Institute of Building (ACIOB) with a duly recognized higher certificate or higher diploma of the relevant prescribed qualification in Table 8.6 of this Code, and with not less than five years relevant experience, may be appointed as TCP of grade T3 in the RC's stream to perform the corresponding work types specified in that table.
- During the early implementation stage of the Supervision Plan System before 22 December 2005, site supervisory personnel who did not meet the required academic qualifications as specified in the Technical Memorandum, but had sufficient years of relevant experience as per part (a) of Table 3 (with Notes) below, attended top-up training courses organized by Vocational Training Council (VTC) or the Construction Industry Council Training Academy (CICTA) (formerly the Construction Industry Training Authority (CITA)) and acquired an Equivalent Certificate would be accepted to possess equivalent qualifications as specified in the Technical Memorandum on a permanent basis. He can be appointed as TCP of grade T3 to T1 in the respective streams in accordance with part (a) of Table 4 below.
- 3(b)(i) As the industry has raised that there is shortage in the supply of TCP T1, there is a need for organizing a "Technically Competent Person T1 Training Course", similar to previous top-up courses, to enhance the technical ability of site supervisory personnel working in the industry but do not meet the required academic qualifications as specified in the Technical Memorandum, so that they can perform the duties of TCP T1. A person who has relevant prior experience of not less than 5 years is eligible to attend the "Technically Competent Person T1 Training Course" offered by the HK Institute of Vocational Education (HKIVE) or the Construction Industry Council Training Academy (CICTA) and upon acquiring the "TCP T1 Certificate" will be accepted to possess equivalent qualifications required for a TCP T1 on a permanent basis. He may be appointed as TCP of grade T1 in accordance with part (b) of Table 3 (with Notes) and Table 4 below.
- 3(b)(ii) With the introduction of minor works as a type of building works different from the major works in the Technical Memorandum, to facilitate site supervisory personnel working in the industry who do not meet the required

academic qualifications as specified in the Technical Memorandum but would like to continue their current role to supervise minor works only, if they have relevant prior experience of not less than 5 years, they would be eligible to attend the "Technically Competent Person T1 (Minor Works) Training Course" offered by the HKIVE or the CICTA and upon acquiring the "TCP T1 (Minor Works) Certificate" will be accepted to possess equivalent qualifications required for a TCP T1 for supervision of minor works only on a permanent basis. Any such person may be appointed as TCP of grade T1 for supervision of minor works only in accordance with part (b) of Table 3 (with Notes) and Table 4 below.

Table 3						
(a) The Equivalent Certificate acquired in the top-up training course organized by VTC or CITA for TCP T3 to T1						
Topping-up Training Courses to be completed		Certificates Awarded	Relevant Working	Grades of TCP for		
Module No.	Subject		Experience (counted in full)	types of works in Table 4		
Module 3	Construction Supervision (I)	Equivalent Certificate	5 ¹	T1		
Module 4	Construction Supervision (II)	(1)				
Module 3 Module 4 Module 5.1	Construction Supervision (I) Construction Supervision (II) Specialist Works (Demolition) ⁴	Equivalent				
Module 5.2 Module 5.3	Specialist Works (Foundation) ⁴ Specialist Works (Site Formation & Slope Repairs) ⁴	Certificate (2)	8 ²	T2 ⁴		
Module 3 Module 4	Construction Supervision (I) Construction Supervision (II)					
Module 6.1 Module 6.2	Introduction to Specialist Works Administration and Management	Equivalent Certificate (3)	12 ³	T3 ⁵		
(b) T	The certificate acquired in the TC	PT1 or TCP	Γ1 (Minor Wo	rks)		
	Training Course organized					
(i)	Technically Competent Person T1 Training Course	TCP T1 Certificate	5 ⁶	T1		
(ii)	Technically Competent Person T1 (Minor Works) Training Course	TCP T1 (Minor Works) Certificate	56	T1 (Minor Works)		

Toble 2

Notes: ¹ 5 years relevant working experience must have been gained within the previous 8 years and at least 1 year must be local site experience.

⁸ years relevant working experience must have been gained within the previous 11 years and at least 1 year must be local site experience.

¹² years relevant working experience must have been gained within the previous 15 years and at least 1 year must be local site experience.

A TCP T2 can only supervise the type of specialist works (Demolition works, Foundation works, or Site Formation & Slope Repair Works) when he has duly completed the training module in the Module 5 series corresponding to the specialist works and obtained the relevant certificate.

- If a TCP T3 wishes to take up duties of any of the T2 specialist works mentioned in Note 4, he must also complete the training module corresponding to the specialist works and obtain the Equivalent Certificate (2).
- 5 years relevant working experience must have been gained within the previous 8 years and at least 1 year must be local site experience. For GIFW, relevant experience shall be confined to GI works only.

	Table 4							
(a) Eligibility T1, with E cou		supervisory TCP T1 o (Minor Wo	or TCP T1 orks), with the training ganized by or CICTA (ii) TCP T1 (Minor Works)					
Type of Building Works or Street Works	TCP T3 in AP's Stream	TCP T3 in RSE's Stream	in RGE's	TCP T3 in RC's Stream	TCP T2 to T1 in RC's Stream	TCP T1 in RC's Stream	Certificate TCP T1 (Minor Works) in RC's Stream	
GIFW	No	N/A	No	N/A	No	Yes	No	
Building Works with significant geotechnical content	No	No	No	N/A	Yes	Yes	No	
Foundation Works	No	No	N/A	N/A	Yes	Yes	No	
Street Works or all Building Works (other than the above types of works and Minor Works)	Yes	Yes	N/A	Yes	Yes	Yes	No	
Class I Minor Works	Yes	Yes	N/A	Yes	Yes	Yes	Yes	

4. A person who is an Affiliate (Site Supervision) of the Hong Kong Institute of Architects (HKIA) may be appointed as TCP of grade T3 in accordance with Table 5 below, provided that he has the required relevant working experience.

Table 5 Eligibility of HKIA Affiliate (Site Supervision) as TCP T3 with 2 years of post Affiliate experience (with academic background in architectural or building construction related studies)						
Type of Building TCP T3 in TCP T3 in Works or Street Works AP's Stream RC's Stream						
GIFW	Yes	N/A				
Building Works with significant geotechnical content	Yes	N/A				
Foundation Works	Yes	N/A				
Street Works or all Building Works (other than the above types of works and Minor Works)	Yes	Yes				
Class I Minor Works	Yes	Yes				

5. A person who is a member in the building or civil engineering disciplines of the Hong Kong Institute of Construction Managers (HKICM) may be appointed as TCP of grades T4 to T1 in accordance with Table 6 (with Notes) below, provided that he has the required relevant working experience.

Table 6							
Eligibility of Member of HKICM as TCP T4 to T1 (with academic background in building or civil engineering)							
Type of Building			Stream				
Works or Street Works	Construction Supervisor Member as TCP T1	Associate as TCP T2	Associate as TCP T3	Corporate Member as TCP T4			
GIFW	No	N/A	N/A	No			
Building Works with significant geotechnical content	Civil	Civil	N/A	Civil			
Foundation Works	Building (except for piling works) or Civil	Building (except for piling works) or Civil	N/A	Building (except for piling works) or Civil			
Street Works or all Building Works, (other than the above types of works and Minor Works)	Building or Civil	N/A	Building or Civil	Building or Civil			
Class I Minor Works	Building or Civil	N/A	Building or Civil	N/A			

Notes: The above recognition is based on the following entrance requirements for the various classes of membership of HKICM:

- (i) Construction Supervisor Members, who have attained the academic and working experience requirements as stipulated in section 2.4.2 and 6.4 of HKICM's Membership Handbook (June 2005);
- (ii) Associates, who have attained the academic and working experience requirements as stipulated in section 2.3.2, 6.1.3, 6.1.4, 6.2.3 and 6.2.4 of HKICM's Membership Handbook (June 2005); and
- (iii) Corporate Members, who have fulfilled the academic requirements and have had post qualification professional experience as stipulated in section 2.2.2.1, 6.1.1, 6.1.2, 6.2.1 and 6.2.2 of HKICM's Membership Handbook (June 2005). (Only the degree programmes listed in section 6.1.2 and 6.2.2 of HKICM's Membership Handbook (June 2005) tally with the academic requirements in paragraph 8.19(c) and Table 8.7 of this Code.)
- 6. A person who is a corporate member or fellow of the Institute of Clerks of Works and Construction Inspectorate (Hong Kong) (formerly Institute of Clerks of Works of Great Britain Incorporated (Hong Kong Branch)) in the civil/structural engineering or building/architectural studies disciplines may be appointed as TCP of grade T3 in accordance with Table 7 and

Table 8 (with Notes) below, provided that he has the required relevant working experience.

Table 7 Eligibility of Corporate Member or Fellow of the Institute of Clerks of Works and Construction Inspectorate (Hong Kong) as TCP T3 with 3 years of post-qualification experience (with academic background in civil/structural engineering or building/architectural studies)						
Type of Building Works or Street Works	TCP T3 in AP's Stream	TCP T3 in RC's Stream				
GIFW	Yes	N/A				
Building Works with significant geotechnical content	Yes	N/A				
Foundation Works	Yes	N/A				
Street Works or all Building Works (other than the above types of works and Minor Works)	Yes	Yes				
Class 1 Minor Works	Yes	Yes				

Table 8 Eligibility of Corporate Member or Fellow of the Institute of Clerks of Works and Construction Inspectorate (Hong Kong) as TCP T3 with 3 years of post-qualification experience (with academic background in civil/structural engineering)				
Type of Building Works or Street Works	TCP T3 in RSE's Stream			
GIFW	N/A			
Building Works with significant geotechnical content	Yes			
Foundation Works	Yes			
Street Works or all Building Works (other than the above types of works and Minor Works)	Yes			
Class 1 Minor Works	Yes			

Notes: The above recognition is based on the admission of corporate member or fellow of the Institute of Clerks of Works and Construction Inspectorate (Hong Kong) in the civil/structural or building/architectural studies disciplines by exemption through associated professional institutes which is limited to the following qualifications:

- (i) Associate Member of the Chartered Institute of Building in the construction management disciplines;
- (ii) Corporate Member of the Institution of Civil Engineers;
- (iii) Corporate Member of the Institution of Structural Engineers;

- (iv) Corporate Member of the Royal Institute of British Architects; and
- (v) Corporate Member of the Royal Institution of Chartered Surveyors in the building surveying discipline.
- 7. The course of "Higher Diploma in Construction Engineering and Management", offered by Department of Construction in HK Institute of Vocational Education (HKIVE), is recognised to be an acceptable academic qualification equivalent to a higher diploma in building studies under the Supervision Plan System in accordance with the Code.
- 8. A person who is a Technical Associate in the building surveying division of the Hong Kong Institute of Surveyors (HKIS) may be appointed as TCP of grade T3 in accordance with Table 9 below, provided that he has the required relevant working experience.

Table 9 Eligibility of Technical Associate in Building Surveying Division of HKIS as TCP T3 with 3 years of post-qualification experience		
Type of Building Works or Street Works	TCP T3 in AP's Stream	TCP T3 in RC's Stream
GIFW	Yes	N/A
Building Works with significant geotechnical content	Yes	N/A
Foundation Works	Yes	N/A
Street Works or all Building Works (other than the above types of works and Minor Works)	Yes	Yes
Class I Minor Works	Yes	Yes

9. The course of "Higher Diploma in Urban Renewal, Building Inspection and Maintenance" and "Higher Diploma in Architectural Design and Technology", offered by Department of Construction in HK Institute of Vocational Education (HKIVE), are considered to be equivalent to a higher diploma in building studies and architectural studies disciplines respectively; and can be recognised as an acceptable academic qualification fulfilling the minimum qualifications for TCP T3 for site supervision, only for the streams of AP and RC, as stipulated in the Technical Memorandum and under paragraph 8.20 of the Code.