

SAMPLE

**Account of Practical Experience
Application for Inclusion in the Inspectors' Register**

I hereby declare that the records of my practical experience listed below are true and correct.

Name of Applicant and Signature with Date *

7.04- present	GHI & Partners
	As Senior Project Surveyor involved in:
8.06 – present	<ol style="list-style-type: none"> 1. Maintenance works under the “Operation Building Bright”, No. X Canton Road, Tsimshatsui, K.I.L. 1111 (30-storey domestic tower over 3-storey podium) <ul style="list-style-type: none"> - condition survey - co-ordination with RSE - submission of structural and drainage plans to Buildings Department (BD) for approval - supervision for maintenance works.
7.04-8.06	<ol style="list-style-type: none"> 2. Office/Commercial Alteration and Addition Works at No. X Queen’s Road Central (26 storeys) <ul style="list-style-type: none"> - site investigation - co-ordination with the AP and other consultants - submission of building plans to BD for approval - site inspections, and attending site inspections with BD.

Employer’s Certification		
I hereby certify that the record of practical experience of the applicant, Mr. XXX listed above is true and correct.		
Name: xx/xx	Signature*:	Registration No.: AP/RSE/RI
Capacity: e.g. Director	Company Name : GHI & Partners	
Company Address:	Telephone Number:	
Company Chop:	Date:	

11.02- 7.04	DEF Department, Government of the HKSAR.
	As Maintenance Surveyor involved in:
11.02 – 7.04	<ol style="list-style-type: none"> 1. School Improvement Scheme at ABC School, No. X Lockhart Road, H.K. <ul style="list-style-type: none"> - preparation of building and drainage plans - co-ordination with architect and other consultants - site inspections, and attending site inspections with other departments.

Employer’s Certification		
I hereby certify that the record of practical experience of the applicant, Mr. XXX listed above is true and correct.		
Name: Post: e.g. Chief Structural Engineer	Signature*: Department and Section/Unit: DEF Department, School Improvement Unit	
Office Address:	Telephone Number:	Date:

*** If more than one sheet is used, the applicant and the relevant employers should sign on each sheet.**