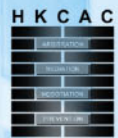




THE HONG KONG
POLYTECHNIC UNIVERSITY
香港理工大學

I/E Institute for Enterprise
企業發展院
A unit of the PolyU



Hong Kong Construction Arbitration Centre
香港建築業仲裁中心
Hong Kong Construction Mediation Centre
香港建築業調解中心

香港理工大學企業經管人才發展中心與
香港建築業仲裁中心合辦

建築業調解認證課程

A2138

*凡於1月15日前報名，或三人同時報讀，
均可獲9折優惠。

本課程旨在培養建造業和法律專業人員在建築業調解上有深入的瞭解。成功修畢課程的考生將有資格被列入香港建築業仲裁中心的調解員名單，及合資格參加香港建築業仲裁中心第二階段評核課程，成為香港建築業仲裁中心專業調解員名冊的成員。

培訓對象

香港建造業人員、法律專業人員及對建築業調解感興趣的人士。

學習模式

整個課程共有13課導修課(合共43小時)：

- 講座
- 互動式課堂討論：學生將學習如何將理論應用於實例上
- 課堂模擬實習
- 引導研究

預期學習成果

學員成功修畢課程將可以：

- 瞭解及分析有關調解行業的規範、體制、市場概況及相關法律框架，並應用於實際環境之中；
- 批判性分析各種在建築行業可用的調解框架和評估其適用性；
- 通過小組實習和評估，發表和結論，批判性的分析和應用講授材料；
- 對調解行業進行更深入的探討和研究。

授課語言

課程以廣東話授課，講義以英文編寫。

入學條件

申請入學者必須具備相關學士學位，或3年以上法律或建築業相關工作經驗

評估模式及活動

課程評核包括兩部份：課堂表現(佔50%)及習作(佔50%)。學生必須於兩部份同時取得40%或以上，以成功通過及完成課程的合格準則。

上課地點

九龍紅磡香港理工大學

課程費用

課程合共港幣18,000元，包括教材費用。

證書

學員如出席不少於40小時的講課，及於課堂表現和習作兩部份同時取得40%或以上，將可獲香港建築業仲裁中心頒發建築業調解認證證書，相當於市場一般認可的第一階段調解專業訓練(註*)，及由企業經管人才發展中心及香港建築業仲裁中心共同頒發之建築業調解修業證書。

如學員出席不少於31小時的講課，但未能在課堂表現和習作取得合格，則可獲發由企業經管人才發展中心及香港建築業仲裁中心共同頒發之建築業調解修業證書。

*有關認可資格將按個別團體內部指引而定。

課程總監

香港建築業仲裁中心主席
池偉雄先生

香港建築業仲裁中心簡介

香港建築業仲裁中心(建仲)始創於2006年，旨在通過法院以外的方式，包括仲裁、調解、及其他爭議預防和解決程序，協助建築業內的各方解決一切業務內爭端，建築業仲裁中心(建仲)暨建築業調解中心(建調)定位為建築業及爭議法規下的一個雙平台，提供專業及實務性的預防及解決爭議服務，及舉辦專業培訓及認證課程，提昇業內人仕的建築業爭議預防及解決的專業水平。

有關香港建築業仲裁中心的資料，請瀏覽www.hkcac.net。

Course Schedule 課程時間表

Module 1 – Introduction to Construction Mediation 建築業調解介紹

Seminar 1 (2 Mar 2011 Wednesday 1830-2130)

Part A - Course Overview 課程概述

Part B - Introduction to DR & ADR 爭議解決和另類爭議解決

Part C - Workshop : Advantages and Disadvantages of Mediation 工作坊：調解的優點和缺點

Seminar 2 (9 Mar 2011 Wednesday 1830-2130)

Part A - Mediation in HK and HK Construction Industry 香港的調解和建築業調解的概況

Part B - Construction Disputes (1) 建築業爭議(1)

Part C - Workshop: Identification of Interest & Approach to DR 工作坊：利益辨認和爭議解決方法

Seminar 3 (16 Mar 2011 Wednesday 1830-2130)

Part A - Mediation Rules & Codes of HKCAC, HK Government and HKIAC 香港建築業仲裁中心，香港政府及香港國際仲裁中心調解規則和法規

Part B - Construction Dispute (2) 建築業爭議(2)

Part C - Q&A and Questionnaire 問答和問卷

Module 2 – Elements of Mediation 調解的元素

Seminar 4 (23 Mar 2011 Wednesday 1830-2130)

Part A - History and Development of Mediation (1) 調解的歷史和發展 (1)

Part B - Development of Mediation (2) and Mediation Models 調解的發展(2)和調解模式

Part C - Workshop: Negotiation & Bargaining 工作坊：談判和商議

Seminar 5 (30 Mar 2011 Wednesday 1830-2130)

Part A - Features in Mediation (1) 調解的特性 (1)

Part B - Features in Mediation (2) 調解的特性 (2)

Part C - Workshop : Mediation and Conciliation 工作坊：調解和說服

Seminar 6 (6 Apr 2011 Wednesday 1830-2130)

Part A - Features in Mediation (3) 調解的特性 (3)

Part B - Features in Mediation (4) 調解的特性 (4)

Part C - Guest Lecture 客席講課

Seminar 7 (13 Apr 2011 Wednesday 1830-2130)

Part A - Features in Mediation(5)- Mediation Features and Process 調解的特性 (5)

Part B - Features in Mediation (6)- SWOT Analysis of Mediation 調解的特性 (6)

Part C - Guest Lecture 客席講課

Module 3 – Mediation Administration 調解管理

Seminar 8 (20 Apr 2011 Wednesday 1830-2130)

Part A - Coursework Writing 習作撰寫

Part B - Mediation Process (1) 調解過程 (1)

Part C - Mediation Process (2) 調解過程 (2)

Seminar 9 (27 Apr 2011 Wednesday 1830-2130)

Part A - Agreement to Mediate 協議調解書

Part B - Mediation (Settlement) Agreement 調解解決協議書

Part C - Workshop: Drafting Settlement Agreement 工作坊：草擬調解解決協議書

Seminar 10 (7 May 2011 Saturday 1400-1800)

Part A - Mediation Management 調解管理

Part B - Hong Kong Mediation Code 香港調解法規

Part C - Construction Disputes revisited 建築業爭議重溫

Part D - Guest Lecture 客席講課

Module 4 – Mediation in Practice 調解實習

Seminar 11 (14 May 2011 Saturday 1400-1800)

Part A - Course Refreshment 課程復習

Part B - Mock Trial 模擬練習

Seminar 12 (21 May 2011 Saturday 1400-1800)

Part A - Mock Trial 模擬練習

Part B - Mock Trial 模擬練習

Seminar 13 (28 May 2011 Saturday 1400-1800)

Part A - Mock Trial 模擬練習

Part B - Mock Trial 模擬練習

Part C - De-briefing 結束簡報

Special Offer

(1) Early Bird Offer (enroll on or before 15 January 2011) : 10% off of course fee

(2) 20% off Offer • Full Member of HKCAC

(3) 10% off Offer • Affiliates or Student Member of HKCAC • PVCHK Member • PVCBS Member
• CEO Club Member • MEDC Student • PolyU Alumni
• PolyU Staff • Group Registration (3 or more applicants enroll at the same time)

Only 1 of the above offers can be used per registration



Application Form

Enquiry: 3400 2773 / 3400 2756 Fax : 2765 6323

Course fee 10% off (HK\$16,200):

- Early Bird Registration (enroll on or before 15 January 2011) 香港商業專業評審中心會員 (PVCBS)
 3 or more applicants enroll at the same time 香港建築業仲裁中心附屬會員(Affiliated or Student Member of HKCAC)
 總裁協會會員(CEO Club) 理大校友 (PolyU Alumni: Graduation Year & Department: _____)
 香港工業專業評審局會員 (PVCHK) 理大教職員(PolyU Staff)

Course fee 20% off (HK\$14,400):

- 香港建築業仲裁中心基本會員(Full Member of HKCAC)

Surname: _____ (Mr/Ms/Mrs) Given Name: _____

HKID Card No. (first 4 digits): _ - _ - _ - xxx(x) Organization: _____

Position: _____ Email : _____

Contact no.: _____ (Mobile) _____

(Office) Correspondence Address: _____

Applicants List

Surname	Name	HKID Card No.	Organization	Position	Tel.	E-mail
		_ - _ - _ - xxx(x)				
		_ - _ - _ - xxx(x)				
		_ - _ - _ - xxx(x)				

* Personal data provided will be used for registration and future promotions.

How did you learn about our course?

- Direct Mailing Website Newspaper Magazine Email from MEDC E-mail from other parties Referral
 Others (Please specify : _____)

To enroll, please complete the application form and fax to The Hong Kong Polytechnic University at 2765-6323.

- Credit Card# : Please fill in the application form and settle the payment in person at QR702, 7/F., Core R, The Hong Kong Polytechnic University, Hung Hom, Kowloon.
 Cheque: Please send a crossed cheque (payable to "The Hong Kong Polytechnic University") together with the completed application form to our Centre at QR702, 7/F., Core R, The Hong Kong Polytechnic University, Hung Hom, Kowloon.

Interest-free instalments are available for the credit card holders of HSBC, Bank at East Asia and China Construction Bank (Asia) Finance.

Remarks

- The Centre reserves the right to alter the place, time of class and the tutors due to unforeseeable circumstances.
- Payment should be settled two weeks prior to the commencement of the course. Course fees are not refundable except for unsuccessful applications or course cancellation.
- Management and Executive Development Centre, the strategic unit of the Institute for Enterprise which is under the Hong Kong Polytechnic University, offers customized training solutions for corporations. Please call 3400-2756 for more information.

Personal Information Collection Statement

Details of the Centre's Personal Information Collection Statement for courses are available from the Office (QR702, 7/F., Core R) and Website (www.polyu.edu.hk/medc) of Management and Executive Development Centre of The Hong Kong Polytechnic University.

- I do not prefer showing my personal details (i.e. name, organization and position) on the Participant List and Attendance Sheet for information sharing purpose of this course.
 I would like to receive the course details through email from the Hong Kong Polytechnic University in the future.
 Please "✓" and fax to 2765-6323 if you do not wish to receive any marketing information from MEDC, The Hong Kong Polytechnic University in the future.
 Please "✓" and fax to 2765-6323 if you receive any marketing information in duplicate.

Deadline for registration: 15 February 2011



The Construction Mediation Accreditation Course

jointly organized by

Management and Executive Development Centre (MEDC)
and Hong Kong Construction Arbitration Centre (HKCAC)

A2138

* Early Bird Registration by 15 Jan 2011.
* 3 or more applications enroll at the same time
Course Fee 10% off

The course aims to provide training to building and legal professionals with 43 hours on mediation and its specific application in the local construction industry. Students who satisfactorily complete the course will be qualified for the inclusion in the HKCAC List of Construction Mediators and eligible for application for the HKCAC Stage Two Assessment Programme for entry into the HKCAC Panel of Construction Mediators.

Target participants

Building professionals, legal professionals and person interested in construction mediation.

Learning Activities

- Lectures
- Interactive Class Discussion and Role play
- Guided Research

Intended Learning Outcome

- To develop interested building and legal professionals/ individuals to be acquainted and ready to practice as construction mediators;
- Identify, describe and analyse the basic normative, institutional components, market circumstances and prevalent legal frameworks of mediation with a special emphasis on practical applications;
- Critically analyse the various available mediation frameworks and evaluate for their appropriate deployment in construction industry.
- Have the skills to carry out further independent research in the field.

Medium of Instruction

Cantonese with English materials.

Entry Requirements

Applicants should possess a Bachelor Degree or 3 years relevant working experience in construction or legal fields before course commencement

Assessment

Class Performance – 50%; Coursework – 50%. Students must obtain a minimum mark of 40% in both class performance and coursework, and attend a minimum of 40 hours of lectures in order to pass in the assessment.

Venue

The Hong Kong Polytechnic University, Hung Hom, Kowloon.

Course Fee

HK\$18,000 (including course materials)

Award

A Certificate of Construction Mediation Accreditation will be awarded by HKCAC to students who attend no less than 40 hours of classes and pass in the course assessment. For those students who attend no less than 31 hours of classes but fail in the course assessment will be awarded a Certificate of Attainment in Construction Mediation issued by MEDC and HKCAC.

Course Leader

Mr. Simon Wai Hung, CHEE
President of Hong Kong Construction Arbitration Centre

About Hong Kong Construction Arbitration Centre

Hong Kong Construction Arbitration Centre (HKCAC) was established in 2006 to assist disputing parties to prevent and resolve their construction disputes by arbitration and by Alternative Dispute Resolutions (ADRs) including mediation. HKCAC is a private enterprise with conglomerates of experienced building and legal professionals dedicated to function as an entirety to provide professional dispute prevention and resolution service to the construction community with full fledge expedience and perspectives, in-depth knowledge and practical know-how of both worlds-construction and legal context.

For more information, please visit HKCAC website www.hkcac.net.