

# CA5301: PROFESSIONAL PRACTICE - BUILDING CONTROLS, CONTRACT ADMINISTRATION AND ETHICS

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## Effective Term

Semester B 2025/26

## Part I Course Overview

### Course Title

Professional Practice - Building Controls, Contract Administration and Ethics

### Subject Code

CA - Civil and Architectural Engineering

### Course Number

5301

### Academic Unit

Architecture and Civil Engineering (CA)

### College/School

College of Engineering (EG)

### Course Duration

One Semester

### Credit Units

3

### Level

P5, P6 - Postgraduate Degree

### Medium of Instruction

English

### Medium of Assessment

English

## Part II Course Details

### Abstract

This course aims to provide students with a comprehensive understanding of key urban planning and building legislations, building contracts and professional ethics. Students are required to integrate and apply statutory and non-statutory controls relating to building projects. The course introduces various forms of construction contracts and tendering procedures in the construction industry. It also aims to arouse students' awareness of the profession's history and ethical issues.

### Course Intended Learning Outcomes (CILOs)

CILOs		Weighting (if app.)	DEC-A1	DEC-A2	DEC-A3
1	Discuss architectural practice as a profession including its history and obligations to society		x		
2	Describe and aware of professional ethics in architectural practice		x		
3	Explain the principles of building controls, and applications of key elements in statutory and non-statutory building-related legislations		x	x	
4	Describe various forms of construction contracts and tendering procedures in the architectural projects and understand their applications		x	x	

**A1: Attitude**

Develop an attitude of discovery/innovation/creativity, as demonstrated by students possessing a strong sense of curiosity, asking questions actively, challenging assumptions or engaging in inquiry together with teachers.

**A2: Ability**

Develop the ability/skill needed to discover/innovate/create, as demonstrated by students possessing critical thinking skills to assess ideas, acquiring research skills, synthesizing knowledge across disciplines or applying academic knowledge to real-life problems.

**A3: Accomplishments**

Demonstrate accomplishment of discovery/innovation/creativity through producing /constructing creative works/new artefacts, effective solutions to real-life problems or new processes.

**Learning and Teaching Activities (LTAs)**

LTAs	Brief Description	CILO No.	Hours/week (if applicable)
1	Lectures	Students will engage in lectures to acquire the knowledge related to Building Controls, Contract Administration and Ethics	1, 2, 3, 4
2	Tutorials	Students will engage in tutorials to discuss and participate in activities to solve problems related to lecture themes	1, 2, 3, 4

**Additional Information for LTAs**

Semester Hours: 3 hours per week

Lecture/Tutorial/Laboratory Mix: Lecture (-); Tutorial (-); Laboratory (-)

Mixed lectures and tutorial sessions

**Assessment Tasks / Activities (ATs)**

	ATs	CILO No.	Weighting (%)	Remarks ("-" for nil entry)	Allow Use of GenAI?
1	Assignments	1, 2, 3, 4	70	In-class mid-term test/ assignment – 20%	No

**Continuous Assessment (%)**

70

**Examination (%)**

30

**Examination Duration (Hours)**

2

**Minimum Continuous Assessment Passing Requirement (%)**

30

**Minimum Examination Passing Requirement (%)**

30

**Assessment Rubrics (AR)****Assessment Task**

Assignments (Applicable to students admitted before Semester A 2022/23 and in Semester A 2024/25 & thereafter)

**Criterion**

- CAPACITY to EXPLORE, INVESTIGATE and ORGANIZE knowledge about architectural profession, building controls and construction contracts and tendering procedures
- ABILITY to UNDERSTAND theories and knowledge related to architectural profession and ethics

**Excellent**

(A+, A, A-) High

**Good**

(B+, B, B-) Significant

**Fair**

(C+, C, C-) Moderate

**Marginal**

(D) Basic

**Failure**

(F) Not even reaching marginal levels

**Assessment Task**

Assignments (Applicable to students admitted from Semester A 2022/23 to Summer Term 2024)

**Criterion**

- CAPACITY to EXPLORE, INVESTIGATE and ORGANIZE knowledge about architectural profession, building controls and construction contracts and tendering procedures
- ABILITY to UNDERSTAND theories and knowledge related to architectural profession and ethics

**Excellent**

(A+, A, A-) High

**Good**

(B+, B) Significant

**Marginal**

(B-, C+, C) Basic

**Failure**

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**Assessment Task**

Examination (Applicable to students admitted before Semester A 2022/23 and in Semester A 2024/25 & thereafter)

**Criterion**

ABILITY to UNDERSTAND theories and knowledge related to architectural profession and ethics

**Excellent**

(A+, A, A-) High

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(C+, C, C-) Moderate

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**Assessment Task**

Examination (Applicable to students admitted from Semester A 2022/23 to Summer Term 2024)

**Criterion**

ABILITY to UNDERSTAND theories and knowledge related to architectural profession and ethics

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(B+, B) Significant

**Marginal**

(B-, C+, C) Basic

**Failure**

(F) Not even reaching marginal levels

## Part III Other Information

### Keyword Syllabus

Architectural practice in Hong Kong; roles and duties of Architects; professional ethics; building control and legislations; building plans approval and Authorized Person system; various forms of construction contracts; tendering and award of construction contract; administration of construction contracts.

### Reading List

#### Compulsory Readings

Title	
1	Nil

#### Additional Readings

Title	
1	Guide to architecture in Hong Kong/ chief editor, Wong Wah Sang; editor, Edwin Chan, Hong Kong: Pace Publishing Limited, 1998.
2	The architecture students' handbook of professional practice/ the American Institute of Architects, Hoboken, N.J. : Wiley, 2009.
3	Professional Practice 101: business strategies and case studies in architecture / Andrew Pressman, Hoboken, N.J. : Wiley 2006.
4	Construction Law and Practice in Hong Kong - 3rd edition / Cheng T and Soo G, Sweet and Maxwell, 2014.
5	Building Contract Procedures in Hong Kong / Martyn J. Hills, Longman, 2001
6	Planning Department, HKSAR (2000) Hong Kong Planning Standards and Guidelines.
7	Town Planning Ordinance, Hong Kong Laws, Cap. 131.
8	Buildings Ordinance and allied regulations, Hong Kong Laws, Cap. 123.
9	Practice Notes to Authorized Persons, Registered Structural Engineers and Registered Geotechnical Engineers, Building Department.
10	HKIA Standard Form of Contract, Hong Kong Institute of Architects.
11	The Code of Professional Conduct, Hong Kong Institute of Architects, 2008.
12	Study Guide for HKIA/ARB Professional Assessment – Paper 1 – Statutory Controls in Building Works <a href="https://www.hkia.net/en/whats-on.html?id=8981">https://www.hkia.net/en/whats-on.html?id=8981</a>