



# Building Surveyor Awards 2021 Nomination Kit

## Community · We Care

### 1. Introduction

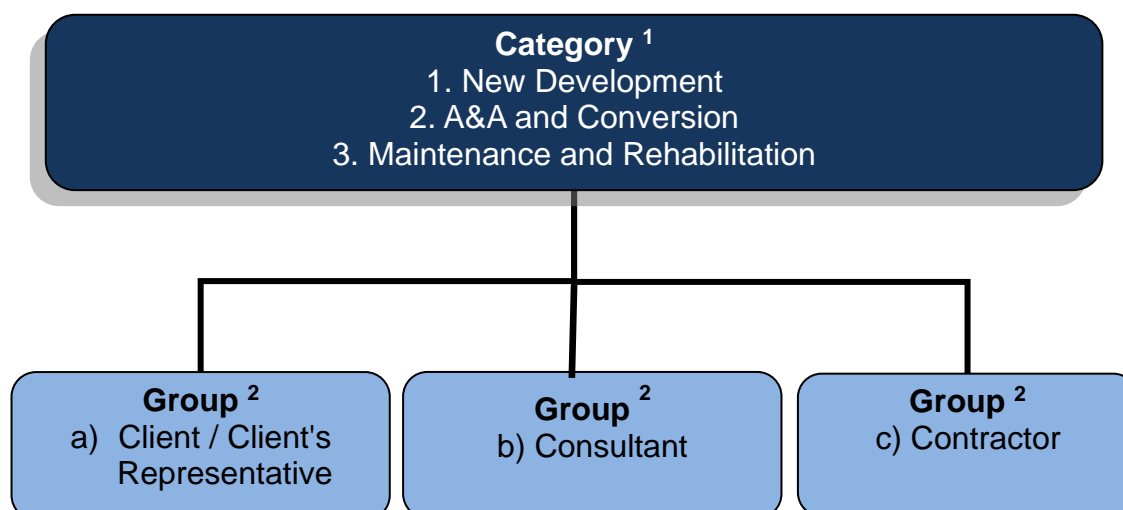
**Building Surveyor Awards 2021** (BSA 2021) is organised by Building Surveying Division of the Hong Kong Institute of Surveyors (HKIS - BSD) to enhance public recognition to preeminent projects in terms of design, innovation, management, sustainability and achievement with substantial contributions by Building Surveyors.

Building Surveyor Awards 2021 (BSA 2021) is introduced by HKIS - BSD with the following objectives:

- To provide recognition to preeminent projects with substantial contribution by Building Surveyors in the public and private sectors
- To commend the contribution of Building Surveyors
- To promote the expertise of Building Surveyors to the public
- To acclaim distinguished practices of Building Surveying

### 2. Categories

**Building Surveyor Awards 2021** is open for nomination under the following categories.



#### <sup>1</sup> **Definition for the 3 Categories**

##### 1. New Development

Projects involve new development / redevelopment & infrastructure. A&A works of existing buildings are NOT included in this category.

##### 2. A&A and Conversion

Projects / Buildings which involve alteration, addition or change in use of existing buildings.

### 3. Maintenance and Rehabilitation

Projects involve maintenance & repair, refurbishment or rehabilitation of existing buildings. The use of existing buildings will remain unchanged under this category.

## <sup>2</sup> **Definition for the 3 Groups**

### a) Client / Client's Representative

Project teams under this group shall include the in-house professional teams of clients/ developers or project management consultants with substantial contributions by professional building surveyors and who assume the control and supervision over a project on behalf of clients.

### b) Consultant

Project teams under this group shall include those providing consultancy services with substantial contributions by professional building surveyors in design aspects, authorised person's capacity, etc. It excludes those project managements which should be included in the group for Client's Representative.

### c) Contractor

Project teams under this group should include those with substantial contributions by professional building surveyors in construction companies of any discipline.

## 3. The Awards

Award Type	Description
<b>Grand Award</b>	A Grand Award will be granted to one of the winning projects out of all categories.
<b>Winners</b>	There are 3 groups in each category. A winner will be granted in each group of every category. A maximum of 9 awards will be granted.
<b>Merits</b>	There will be recognition of merit(s) in each group.
<b>Finalists</b>	There will be recognition of finalist(s) for each nomination who has / have passed the first screening, site visit and delivered a presentation at the Finalist Presentation.
<b>Sustainability Award</b>	The award will be granted to the project which has the best achievement in sustainable aspects.
<b>Value Enhancement Award</b>	The award will be granted to the project which has the best achievement in enhancing economic and/or social values.
<b>Community Caring Award</b>	The award will be granted to the project which has the best demonstration in caring for the community.

*Notes: The Awards may not be granted if the Jury Panel does not consider appropriate. The decision of the Jury Panel shall be final.*



## **4. Assessment Criteria**

### **4.1 Written Submission and Site Visit**

#### **a) Expertise of Building Surveyors**

- Leading role of Building Surveyors in the project
- Use of professional expertise relevant to the Building Surveying discipline in meeting the project objectives and achieving a quality result

#### **b) Design**

- Design approaches adopted for delivering a better outcome / result in terms of functions, quality, buildability and maintainability
- Major design or innovative inputs
- Site planning, neighbourhood and cityscape considerations
- Solutions for challenges

#### **c) Project Management**

- Project management and organization, and integration
- Effective coordination of skill sets among members of the project team and with stakeholders
- Time management
- Quality management
- Budget management

#### **d) Contractor Practice (*For Contractor Group Only*)**

- Occupational safety and health management
- Site planning
- Waste management
- Supply chain management
- Caring for workers
- Innovative technology application

#### **e) Sustainability**

- Building passive design
- Adoption of sustainability strategy or design in relation to energy, waste, water or IAQ issues etc.

#### **f) Value Enhancement**

- Measurement of value enhancement (in qualitative and/or quantitative analysis)
- Recognition from stakeholders, communities and professional institutions

#### **g) Community Caring**

- Fulfilment of social responsibility
- Community benefits/public gains
- Being considerate of the neighbourhood



## **4.2 Presentation**

- Strengths of the project
- Key project's achievements
- Any special features or highlights etc.

Notes:

*a) The Final Score in the assessment shall include the scores of written submissions, site visit and presentation. Written submission and site visit will take up 75%, whilst presentation will take up 25% of the Final Score.*

*b) In order to perform well, applicants are strongly advised to submit presentation materials based specifically on the above assessment criteria as required.*

## **5. Eligibility**

1. The completion date of the nominated projects should be in the period between **1 April 2016** and **26 February 2021**. No partially completed project would be accepted.
2. Only project that has never been nominated in the previous BSA shall be accepted.
3. Nominated projects must be within the territorial limit of the Hong Kong Special Administrative Region of the People's Republic of China.
4. There is no limitation in size or cost for the nominated projects.
5. Each company / project team can submit more than one nomination for different projects.
6. As the Awards are to give recognition to Building Surveyors' roles in different professional capacities, nominations under different groups may be submitted for each project.
7. Applicant is required to submit supporting documents such as an organization chart to demonstrate the leading role/substantial involvement of the applicant's Building Surveyor in the project.
8. Nomination by individuals would not be accepted.
9. Organiser reserves the rights to request the company / project team to submit the Occupation Permits (OP or Phased OP), acknowledgement letters or certificates to prove that the nominated projects are practically completed.
10. Applicants are required to get the authorised signature and chop from the clients / developers to seek their consent for nomination.

## **6. Jury Panel**

For each category, the organiser will form a Jury Panel to assess the shortlisted projects and to recommend projects for awards and merits as appropriate. A Grand Award may be granted to one of the winners of all categories. The composition of Jury Panel is to include eminent persons from the following sectors:

- Government
- Statutory bodies
- Academia
- President / Chairman or representative of professional institutions



## 7. How to Apply

### 1. Online Nomination

Click [here](#) to submit online nomination form.

### 2. Nomination Payment

A crossed cheque made payable to “Surveyors Services Limited” and deliver it to the following address of the Building Surveyor Awards 2021 Secretariat Office **within 2 weeks** after the submission of nomination.

#### **Secretariat Office of BSA 2021**

Attn: Ms Cherry CHENG  
Rm1807, 18/F, Fook Yip Building,  
No.53 – 57 Kwai Fung Crescent,  
Kwai Fong, Hong Kong

### 3. Online Submission

3.1 Please submit following itemised documents in the form of ONE .zip file and upload the zip file via online submission link. The link will be provided in the nomination form or acknowledgement email.

Item 1: duly completed and signed submission form (provided in the nomination form or acknowledgement email)

Item 2: duly completed project team details

Item 3: technical presentation materials (a maximum of 8 pages) to describe the project in response to the respective list of assessment criteria.

3.2 Items 1 & 2 above in “jpg” or “pdf” format. Item 3 in “pdf” or “jpg” or “tiff” format and the image resolution is no less than 350dpi

3.3 Full sets of itemised documents in ONE .zip file are required if resubmission is needed. Any resubmission shall follow the same deadline as that of the nomination deadline. Late resubmission will not be entertained.

*\*Hard copies of the required materials shall be submitted if so required by the organiser.*

#### Notes:

1. All submission should be written in English. [supplement with Chinese content if required]
2. All the materials will not be returned to the applicant after submission.
3. BSA 2021 Organising Committee reserves the right to reproduce, print, and/or publish the materials submitted in either paper, electronic or other formats, or for any use in association with BSA.
4. The information obtained will be used for BSA only.
5. Applicants are required to submit a form for withdrawal of application. Such form will be provided by the Building Surveyor Awards 2021 Secretariat Office if so requested.



## 8. Nomination Fee

1. **HK\$4,000** will be collected for each nominated project.
2. An **early-bird discount** of 25% on nomination fee (i.e. **HK\$3,000**) will be offered for each nominated project submitted **on or before 23:59 on 18 December 2020, Friday**.
3. Nomination fee is non-refundable once the nomination is submitted.
4. Nomination fee must be made by crossed cheque and made payable to “Surveyors Services Limited”.

## 9. Deadline

<b>Deadline for Early-bird Nomination</b>	<b>23:59 on 18 December 2020, Friday</b>
<b>Deadline for Nomination</b>	23:59 on 26 February 2021, Friday
<b>Deadline for Required Documents Submission</b>	23:59 on 26 February 2021, Friday

*\* Late submission will NOT be considered*

## 10. Key Dates

<b>November 2020</b>	<b>Open for nomination</b>
<b>18 December 2020 23:59, Friday</b>	<b>Deadline for Early-bird nomination</b>
<b>26 February 2021 23:59, Friday</b>	<b>Deadline for Nomination and Required Documents Submission</b>
<b><i>The Jury / Assessment Process</i></b>	
<b>Mid-March 2021</b>	<b>First screening on all nominations by Jury sub-committee (projects will be shortlisted for site visits and final presentation)</b>
<b>Early April 2021</b>	<b>Announcement of finalists</b>
<b>17 April 2021, Saturday</b>	<b>Site visits to finalists’ projects by Jury Panel for all three categories</b>
<b>8 May 2021, Saturday</b>	<b>Finalists’ presentation to Jury Panel cum CPD event</b>
<b>18 or 25 June 2021, Friday</b>	<b>Building Surveyor Awards 2021 Presentation Ceremony cum Gala Dinner</b>

## 11. Enquiries

For enquiries, please contact  
Building Surveyor Awards 2021 Secretariat Office  
Ms Cherry CHENG  
Tel: +852 3421 1461 / Email: [bsa@redasia.com.hk](mailto:bsa@redasia.com.hk)