

## PBPZ

### Planning for a Building Project Course

#### 屋宇工程策劃及籌備課程

The course content includes Planning; Site Visit before Site Possession; An Assessment of Site Constraints; Desk Information for Planning : Contract Requirements, General Statutory Constraints Imposed for Construction; Site Layout Planning; Construction Methods; Manpower Planning; Organization Chart, Master Programme; Construction Period for Typical Floors and Non-typical Floors, Transfer Plate and Carpark; Short Term Programme and Construction Cycles for Typical Floor; Influence of Statutory Requirements to Contract Period; Consideration of Master Programme for Different Types of Building Project; Checklist for Application of Occupation Permit and Temporary Occupation Permit; Budget for Preliminary Costs; Preparation of a Monthly Report; Cases Study.

課程內容包括：屋宇工程策劃；工地視察：評估工地的限制；策劃所需的資料：合約要求，法例對工程的約束；施工平面佈置的策劃；施工方法；人力資源的計劃；施工隊組織架構表；施工總進度計劃；標準層、非標準層、轉換層及停車場的施工期；短期施工進度及標準層的施工週期；法例對施工期的影響；各類工程的總進度編制；申請入伙紙及分期完工(臨時入伙紙)的檢視表；開辦費的預算；編制每月進度報告；個案研習。

Lecturer 講師	Professionals 專業人士
Medium of Instruction 授課語言	Cantonese 廣東話
Study Mode 課程制式	Part-time evening 夜間部份時間制 : 19:00-22:00
Duration 授課期	14 hours (5 sessions) 14小時 (5堂)
Venue 上課地點	HKIC, Kowloon Bay Campus, 44 Tai Yip Street, Kowloon Bay, Kowloon 九龍 九龍灣大業街 44 號 香港建造學院 九龍灣院校
Admission Requirements 入學條件	Project Manager, Engineer, Site agent or Persons with relevant working experience 項目經理、工程師、地盤總管或有關工作經驗者
Award of Certificate 證書頒發	Attended 4 sessions or above 出席課程 4 堂或以上
Course Fee 課程費用	\$1250
Enquiry 查詢課程	21009000 / 21009839
Application Method 報名方法	Please apply online on <a href="#">SPDC portal</a> 請透過建造專業進修院校的 <a href="#">網上報名系統</a> 報名