

GUIDELINES FOR THE DISPENSATION ROUTE FOR PROFESSIONAL MEMBERSHIP

1. INTRODUCTION

The purpose of the dispensation route for Professional Membership is to satisfy the Council, through interview carried out by the Membership Committee, that the applicant has suitable breadth and depth of architectural conservation experience and knowledge and is suitable for election as a Professional Member. The dispensation route is primarily intended for those who are unable to apply for Professional Membership under the established route. On some occasions, the Council may refer eligible applications for Professional Membership under the established route to the Membership Committee so as to ascertain the architectural conservation experience acquired by the applicant.

The Council will inform the applicant on the date, time and venue for the interview. Membership Committee meetings are normally held quarterly and on a need-basis dependent on the number of applications received. Prospective applicants can contact HKICON administration for further details.

2. ELIGIBILITY

The interview is open to applicants for Professional Membership who are unable to fulfil Clauses 1.4(i) and (ii) of the By-laws but have either:

- (i) acquired a minimum of four years full-time equivalent of professional architectural conservation experience recognised by the Council and have been an Associate Member for not less than four years¹; or
- (ii) acquired a minimum of five years full-time equivalent of professional architectural conservation experience recognised by the Council.

Applicants who have submitted all the required information in their

¹ To be eligible, Associate Members must have acquired the minimum number of Continuing Professional Development (CPD) hours required in each of the four years in question.

application will be contacted by HKICON administration individually on the details of the interview. Any missing information in the application will result in delay in the processing of your application.

The Council may also refer eligible applications for Professional Membership under the established route to the Membership Committee if there are doubts on the sufficiency, relevancy and/or suitability of the architectural conservation experience acquired by the applicant.

3. WHAT TO BRING TO THE INTERVIEW

Applicants must bring their completed application forms, original copies of supporting information and identification to the interview for verification purpose. Applicants must arrive at least ten minutes before the scheduled timeslot. In order to offer an applicant the opportunity to present him/ herself favourably on a familiar area of work, applicants are allowed to bring to the interview actual examples of work completed. However, the quality of the presented examples of work will have no bearing on the assessment process.

4. INTERVIEW FRAMEWORK

The format of the interview is not intended to be rigid but to allow applicants to elaborate on their understanding and experience in architectural conservation. In general, the interview will consist of the following five parts and last for around 30 minutes:

Part I: Self-Introduction

Each applicant will be given a maximum of five minutes to make a presentation to the Membership Committee regarding his/her educational background, professional architectural conservation experience, and conservation-related activities, etc. He/she can bring examples of architectural conservation work or projects undertaken to help illustrate their professional experience.

Part II: Professional Architectural Conservation Experience

Applicants would be asked to elaborate on their professional architectural conservation experience as stated in the application form.

They should be prepared to respond to questions regarding the specific nature of the conservation work undertaken, extent of their involvement in the respective conservation tasks listed in the application form, and how the experience contributed to the applicants' professional development, etc.

Part III: General Architectural Conservation Knowledge

Applicants are expected to possess sound knowledge on and a good understanding of the architectural conservation practice and system in Hong Kong, and these topics are not necessarily the only ones stated in their application form. Applicants should be prepared to respond to questions relating to the mechanisms, initiatives, legal framework, administration and organisations, etc., of architectural conservation in Hong Kong.

Part IV: Knowledge on Publications Related to Architectural Conservation

Applicants are expected to be familiar with publications available to the public that are related to architectural conservation both internationally, such as The Burra Charter, regionally, such as the Principles for the Conservation of Heritage Sites in China, and locally, such as the Hong Kong Planning Standards and Guidelines.

Part V: Awareness of Code of Professional Conduct and Ethics

Applicants are expected to possess a sound awareness of the provisions in the HKICON Code of Professional Conduct (the Code), and are expected to outline how the Code has impacted on his/her work in architectural conservation. Applicants are also expected to be aware of the Institute's objectives as well as the ethics upheld by the Institute.

In recognition of the diverse range of professional architectural conservation experiences, applicants are not expected to answer specific questions related to any one stream of architectural conservation. In this regard, Parts III and IV of the interview are intended to gauge the candidate's knowledge on the broad principles and best practices in architectural conservation, which shall be upheld by all professional architectural conservationists.

5. POST-INTERVIEW

The Membership Committee will make its recommendation on the application to the HKICON Council. The HKICON Council will take cognisance of the recommendation by the Membership Committee and make the final decision on the application. Applicants will be notified in writing of the Council's decision at the start of each quarter.

Unsuccessful candidates are advised to acquire a further six months of full-time equivalent architectural conservation experience prior to reapplying under the dispensation route.