

Subject Description Form

Subject Code	BRE272
Subject Title	Project Supervision and Contract Administration
Credit Value	3
Level	3
Pre-requisite / Co-requisite / Exclusion	Nil
Objectives	This subject is intended to introduce students the supervision of construction works and the legal context of construction contracts for them to equip with ability to critically apply the required practices and procedures.
Intended Learning Outcomes	<p>Upon completion of the subject, students will be able to:</p> <ol style="list-style-type: none"> a. Acquire knowledge of project and site supervision, time management, safety management, quality management, project information management, project cost management. b. Understand the code of practices and documentation of supervising building works. c. Apply the general principles of contract law to construction contracts. d. Interpret and analyse the contractual procedures, rights and duties stipulated in a construction contract. e. Possess the ability to engage in life-long learning on construction contract law.
Subject Synopsis/ Indicative Syllabus	<ul style="list-style-type: none"> • Practices and documents of supervising construction works. • Contractual and common law principles and practices. • Characteristics of various standard forms of local and international construction contracts. • Procedure for instructions, variations, payments, claims and certifications. • Responsibility of the contract administrator and works supervisor.
Teaching/Learning Methodology	Lectures and tutorials are conducted throughout the semester. A lecture schedule outlining the topics to be introduced is distributed to the students at the beginning of the semester. During the lecture period topics are introduced, often with reference to professional journal papers. In tutorial periods, students are required to discuss real-life cases related to the lecture topic and during seminars students are required to present the findings of an assigned research topic.

Assessment Methods in Alignment with Intended Learning Outcomes	Specific assessment methods/tasks	% weighting	Intended subject learning outcomes to be assessed				
			a	b	c	d	e
	1. Effort	10%	√	√	√	√	√
	2. Coursework	30%	√	√	√	√	√
	3. Examination	60%	√	√	√	√	√
Total	100%						
<p>Students will be assessed by:</p> <p>(i) Examination, including problem analysis and essay type question, accounting for 60%.</p> <p>(ii) Coursework, including presentation in class of project assignments, accounting for 30% (1 coursework assignment).</p> <p>(iii) Class and tutorial participations, including in-class exercises, accounting for 10%.</p>							
Student Study Effort Expected	Class contact:						
	▪ Lectures						26 Hrs.
	▪ Tutorials						13 Hrs.
	Other student study effort:						
	▪ Student effort hours						123 Hrs.
	Total student study effort						

Reading List and References

Indicative Reading List:

Buildings Department (2009) *Code of practice for site supervision*. HKSAR. (available at http://www.bd.gov.hk/english/documents/code/SS2009_e.pdf)

Buildings Department (2009) *Technical memorandum for supervision plans*, HKSAR. (available at http://www.bd.gov.hk/english/documents/code/TMSS2009_e.pdf)

Hong Kong Housing Authority (2017). *PASS (Performance assessment scoring system) manual*. HKSAR.

Poon, S.W., Tang, S.L. and Wong, F.K.W. (2008). *Management and economics of construction safety in Hong Kong*. Hong Kong University Press, Hong Kong.

Project Management Institute. (2017). *A guide to the project management body of knowledge*. Newtown Square, PA: Project Management Institute.

Tang, S.L., Ahmed, S.M., Aoieong, R.T. and Poon, S.W. (2008). *Construction quality management*. Hong Kong University Press, Hong Kong.

Tang, S.L., Poon, S.W., Ahmed, S.M. and Wong, K.W. (2008). *Modern construction project management*. Hong Kong University Press, Hong Kong.

Hills, M.J. (2001) *Building contract procedures in Hong Kong*. Longman Hong Kong Education.

Murdoch & Hughes (1996) *Construction contracts: law & management*. E & EN Spon, U.K.

Shum, C. (1998) *General principles of Hong Kong law*, 3rd ed., Longman, Hong Kong.

Rowlinson, Michael (2016) *A practical guide to the NEC3 engineering and construction contract*. Chichester: Wiley Blackwell 2016 Second Edition.