

Department of Construction Management and Intelligence
General Office Organizational Chart 2025/26 (Abridged Version)

General Office	Staff	Email
Office-in-charge, Staffing, Finance, Quality Assurance, Staff Development, Duty Visit <i>DAC/DSC/DMC/DEXCO/DRC</i>	Vivien Kao	<i>Vivien.kao@polyu.edu.hk</i>
Programme Team		
Subject registration officer - Ug - Exchange-in students - TPg	Sally CHAN Irene WU Queenie WONG	<i>Sally.sm.chan@polyu.edu.hk</i> <i>Irene.wu@polyu.edu.hk</i> <i>Queenie.wong@polyu.edu.hk</i>
Timetabling Officer	Queenie WONG	<i>Queenie.wong@polyu.edu.hk</i>
Examination Officer	Irene WU Kaman MAK	<i>Irene.wu@polyu.edu.hk</i> <i>ka-man.mak@polyu.edu.hk</i>
Black-board administrator	Ken CHUI Sally CHAN	<i>ken.chui@polyu.edu.hk</i> <i>Sally.sm.chan@polyu.edu.hk</i>
CEF, ENLS	Andrew NG	<i>andrew.kk.ng@polyu.edu.hk</i>
Undergraduate Programmes		
Overall Programme Matters (Ug) <i>Ug Scheme Committee</i>	Irene WU	<i>Irene.wu@polyu.edu.hk</i>
BSc (Hons) Building Engineering and Management	Sally CHAN	<i>Sally.sm.chan@polyu.edu.hk</i>
BSc (Hons) Property Management	Connie YAP	<i>Connie.yap@polyu.edu.hk</i>
BSc (Hons) Surveying	Kaman MAK	<i>ka-man.mak@polyu.edu.hk</i>
BRE Minor in Real Estate Investment	Sally CHAN	<i>Sally.sm.chan@polyu.edu.hk</i>
Taught Postgraduate Programmes		
Overall Programme Matters (TPg), Workload Allocation, SFQ, Annual Programme Review <i>TPg Committee, DLTC</i>	Queenie WONG	<i>Queenie.wong@polyu.edu.hk</i>
MSc in Construction and Real Estate	Kaman MAK	<i>ka-man.mak@polyu.edu.hk</i>
MSc in Construction Law & Dispute Resolution	Connie YAP	<i>Connie.yap@polyu.edu.hk</i>
MSc in Intelligent Construction	Sally CHAN	<i>Sally.sm.chan@polyu.edu.hk</i>
MSc in Project Management	Mandy TSE	<i>mandy-m.tse@polyu.edu.hk</i>
Doctor of International Real Estate & Construction	Connie YAP	<i>Connie.yap@polyu.edu.hk</i>

Research Team		
Research students and projects <i>DRC</i>	Chloe SHING	<i>Chloe.shing@polyu.edu.hk</i>
Research staff appointments	Irene PANG	<i>irene.pang@polyu.edu.hk</i>
Partnership Team		
WIE, student exchange, scholarship/bursary, mentorship, Academic Advising, career liaison etc. <i>DHSEC</i>	Janice LAU Patty WONG	<i>Kjan.lau@polyu.edu.hk</i> <i>patty.wong@polyu.edu.hk</i>
Marketing, alumni, Info Day, summer school, CPD, event, school visit, etc. <i>DPC</i>	Christine YEUNG Teresa WONG	<i>c.yeung@polyu.edu.hk</i> <i>teresalp.wong@polyu.edu.hk</i>
Office Administration		
House-keeping, contacts with CSFO and CDO	Gracie IP	<i>gracie.ip@polyu.edu.hk</i>
Purchasing and inventory	Mandy TSE (non-IT) KK CHEONG (IT)	<i>mandy-m.tse@polyu.edu.hk</i> <i>k.k.cheong@polyu.edu.hk</i>
Petty cash, carpark reservation, booking of PolyU transportation	Ling TONG	<i>sau-ling.tong@polyu.edu.hk</i>
Souvenir, namecard printing	Andrew NG	<i>andrew.kk.ng@polyu.edu.hk</i>
Appointment of Visiting Lecturer	Connie YAP	<i>Connie.yap@polyu.edu.hk</i>
Luncheon workshops	Irene PANG	<i>irene.pang@polyu.edu.hk</i>
Delivery and dispatch Stationery	Yiu-hong CHEUNG	<i>yiuhong.cheung@polyu.edu.hk</i>
Centre for Infrastructure Delivery	Boris LUI	<i>him-pok- boris.lui@polyu.edu.hk</i>

Abbreviation:

DAC (Departmental Advisory Committee)
DSC (Departmental Staffing Committee)
DMC (Departmental Management Committee)
DEXCO (Departmental Executive Committee)
Ug Scheme Committee (Undergraduate Scheme Committee)
TPg Committee (Taught Postgraduate Scheme Committee)
DLTC (Departmental Learning and Teaching Committee)
DRC (Departmental Research Committee)
DHSEC (Departmental Health, Safety and Environment Committee)
DPC (Departmental Partnership Committee)

1 July 2026