



Green Property Management in Office and Building (82901)

This 2 hours course provides the key concepts of green property management and helps participants obtain essential knowledge and skills needed to implement in their offices and buildings. Current green technology and practices will be introduced. This course is designed for those individuals who would like to learn more to reduce the environmental impacts, and save the environment and money at the same time.

Topics To Be Covered

- Green property management (e.g. energy, water, waste, air, etc.)
- Common environmental problems
- Green tips and best practice
- Keystone to environmental excellence
- Case studies

Learning Outcomes

- Acquire the essential knowledge of green asset and property management;
- Identify the possible environmental problems and solve them effectively;
- Implement the changes to enjoy the benefits of a green indoor environment; and
- Impress clients with new green credentials.

Who Should Attend

- This course is designed for those who would like to organise or enhance their knowledge and skills in green property management, such as property managers and administrators, facility managers, environmental / sustainability managers, project managers and health and safety managers.

Course Date & Time

- 2 hours
 - 82901A – 5 Sep 14 (Fri) 15:00 – 17:00 or
 - 82901B – 29 Oct 14 (Wed) 19:00 – 21:00

Course Fee

- HK\$360 (Subject to a maximum discount of 20%)*
 - * Early Bird Discount – 5% if you register 3 weeks before the commencement of course.
 - Group Discount – 5% for 2 or more applicants from the same organisation enrolled for the same course.
 - BEC Membership Discount – Council Members: 10%; Corporate or General Members: 5%.

Tutors

- **Dr Veronica W Y Chan**
Programme Manager – Education
BSc (Hons), MPhil, PhD, BEAM Pro
Dr Chan has over 12-year of experience in environmental-related research, consultancy, and training at different levels ranging from higher diploma to postgraduate levels. Her expertise and research interests included green building assessment (e.g., BEAM) and indoor air quality (IAQ) assessment. She has published papers in peer-reviewed international journals and conferences, contributed as an international journal reviewer, and participated in more than 100 IAQ-related and BEAM Plus projects.

- **Ms Danica Chan**

Officer – Green Building & IAQ

BSocSc (Hons), MPhil

She has experiences in environment audit, assessment, monitoring and management. Prior to joining BEC, Ms Chan had been a teacher assistant in Chinese University of Hong Kong for two years and she had led various local and overseas field trips for the topics such as environmental management, environmental impact assessment and urban development as well as overseas field trip.

Medium of Instruction

- Cantonese supplemented with English.

Certification

- A Certificate of Attendance is awarded to each attendee who successfully completes the course (100% attendance is required).

Venue

- Business Environment Council Limited 商界環保協會有限公司, 2/F, 77 Tat Chee Avenue, Kowloon Tong, Hong Kong (close to Kowloon Tong MTR Station Exit C1).

Application Deadline

- Enrolment deadline is 5 working days before the course commencement date. Late enrolment will be accommodated subject to seat availability.

Application Form

- Click [here](#) to download the Application Form.

Terms & Conditions

- Duly completed application form accompanied by payment will be considered for admission;
- Course fee is non-refundable, non-transferable and should be received by BEC IEE no later than 5 working days before the commencement of the course;
- For Early Bird Discount, course fee should be received by BEC IEE no later than 3 weeks before the commencement of the course. For Group Discount, course fee should be received by BEC IEE in a single transaction;
- Admission is made on a first-come-first-served basis;
- Successful applicants will be notified no later than 3 working days before the commencement of the course;
- Unsuccessful applicants will be given refund of course fees if they have already paid;
- The course will be cancelled with full refund when the typhoon signal no.8 or above, or black storm warning is hoisted 3 hours before the course commences;
- An official e-receipt will be distributed through email to the participant upon the completion of the course;
- BEC reserves the right not to conduct the course if the applications are below the required minimum number of participants, and course fees received will be refunded. All decisions made by BEC on matters related to the courses are final;
- Personal data including contact information will be used by BEC for its communications and direct marketing purpose, including newsletters and promotions of events, training courses and other activities. If you do not wish to receive any further promotional materials from BEC, please send an email to us at unsubscribe@bec.org.hk; &
- Information provided will be kept strictly confidential and will not be sold, reused, rented, loaned, or otherwise disclosed to third party.

About Business Environment Council Limited 商界環保協會有限公司 (BEC)

Business Environment Council Limited 商界環保協會有限公司 (BEC) is an independent, non-profit membership organisation, established by the business sector in Hong Kong. Since its establishment in 1992, BEC has been at the forefront of promoting environmental excellence by advocating the uptake of clean technologies and practices which reduce waste, conserve resources, prevent pollution and improve corporate environmental and social responsibility. BEC offers sustainable solutions and professional services covering advisory, research, assessment, training and award programs for government, business and the community, thus enabling environmental protection and contributing to the transition to a low carbon economy. For more information in BEC, please visit www.bec.org.hk.

About BEC Institute of Environmental Education (BEC IEE)

BEC IEE, a division of BEC, provides a platform for companies and individuals, particularly executive and decision makers, to advance their knowledge and develop the expertise necessary for environmental decision-making. BEC IEE also facilitates professional development by promoting quality environmental education through the various environmental education programmes locally and internationally.

For further enquiries or assistance, please contact BEC IEE:

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