

# 首個新入職地產代理課程

## First introductory course for estate agency practitioners

監管局於2008年3月底推出首個「新入職地產代理課程」，總參與人次超過800。

「新入職地產代理課程」為持續專業進修計劃之活動，課程對象是領牌不足兩年的新入職從業員，旨在提高他們的執業技巧和法律知識。

監管局專業發展委員會主席曾煥平說：「我們希望，這個有系統和密集式的培訓課程，可以鞏固和擴闊學員的執業和法律知識。監管局會定期舉辦這個入職課程，相信長遠來說，這會有助提升業界的整體水準，並減少違規情況。」

新課程內容涵蓋法律及實務課題，包括《地產代理條例》及其附屬法例、監管局的《操守守則》；土地查冊；物業轉易、租務法及代理法；投訴個案、紀律研訊程序及案例選輯；「一手」住宅樓盤銷售事宜；填寫標準文件須注意之事項，以及打擊清洗黑錢及防止賄賂的措施。

The EAA held the first “Introduction to Estate Agency Practice” course in late March, attracting a total enrolment of more than 800 estate agency practitioners.

The course was an activity under the Continuing Professional Development (CPD) Scheme. Targeting new licensees who have held a licence for less than two years, it sought to enhance new practitioners’ professional skills and legal knowledge.

Chairman of the Professional Development Committee Mr Joseph Tsang said, “We hope this intensive and structured training course has broadened the practical and legal knowledge of participants. We will run the course again on a regular basis and believe this will, in the long run, enhance the overall standards of the trade and help reduce breaches of the law.”

The course covered law and practice issues, such as the Estate Agents Ordinance and its subsidiary legislation, the EAA’s Code of Ethics, land-search interpretation, conveyancing law, tenancy law, agency law, complaint cases, procedures and selected cases of inquiry hearings, the sale of first-hand residential properties, legally prescribed forms, and anti-money laundering and corruption-prevention measures.

The four-day course comprised eight three-hour sessions for a total of 24 hours. Some practitioners participated in all eight sessions. Participants will be awarded three core CPD points for attending each session. Upon



整個課程為期四天，共八節，每節三小時，合共24小時。部分從業員上了全部八節課堂。學員每出席一節，可以獲得三個核心學分。從業員若於出席第一個課節後的一年內完成全部八節課堂，可獲監管局頒發「新入職地產代理課程證書」。

監管局也計劃於今年稍後時間，為分行經理舉辦類似的密集培訓課程。詳情將稍後公布。

successful completion of all eight sessions within one year, practitioners will be awarded a Certificate for Introduction to Estate Agency Practice.

The EAA also plans to organise similar intensive training courses for branch managers later this year. Details will be announced in due course.

## 學員心聲 Feedback from participants

「新入職地產代理課程」獲得不少學員的好評。

劉兆緯：

「此次講座對新入職的地產代理/營業員十分有幫助。例如有關附屬法例[須要]注意[的地方]，將有助於實戰時減低出錯的機會。講者們個個都是專業級水平，面對觀眾們任何刁鑽問題也能輕鬆解答。分享的例子亦生動，台上台下皆互動，令人獲益良多，若再辦想多聽一次。」

林漢光：

「能免費參加新入職課程，很開心。數月來工作上的疑問，在導師的講解、學員的提問中，有了較清楚的領會。新學員能參加這一系列的正規課程，對基本但重要的工作守則及理解，非常重要。」

The course received some very favourable comments from participants.

Mr Lau Siu-wai

“The course has been very helpful to new estate agents/salespersons, in particular, drawing their attention to the [key points of] subsidiary legislation. This will help minimise the chance of our making mistakes. All the speakers were very professional and could answer all types of difficult questions from the audience. The examples cited were very interesting and there was good interaction between the audience and the speakers. I would love to join the course again.” (translated from Chinese)

Mr Lam Hon-kwong

“I am glad that I could join this free introductory course. Through the instructors’ lectures and participants’ questions, I now have a clearer picture of many issues, of which I had doubts before. It is very important for new practitioners to join the course, as it will help them get a better understanding of some very basic but vital issues.” (translated from Chinese)