



3 October 2022

Recognised Professional Body

By email

Dear Sir/ Madam,

**Re: Prescribed Conditions on  
Property Management Practitioner (Tier 1) Licence**

Thank you again for the continuous support of your organization to the work of the Property Management Services Authority (PMSA).

As you may be aware, under Sections 7(1)(b)(i) and 11(b)(i) of the Property Management Services (Licensing and Related Matters) Regulation (Cap. 626B) (PMSR), one of the prescribed criteria for holding a Property Management Practitioner (PMP) (Tier 1) Licence is that the licensee is required to be a member of a recognized professional body. The licensee is also required to continue to meet the said criteria for the licence. As stipulated in Section 17(1) of the Property Management Services Ordinance (PMSO), and Section 14 and Schedule 4 to the PMSR, a licensee must notify the PMSA in writing in the forms specified by the PMSA of any change in the prescribed matters within 31 days after the change takes place. Relevant provisions are set out in **Annex 1** for your reference.

Please also note that, under Section 4 of the PMSO, a licensee who fails to comply with the above provisions may commit a disciplinary offence and may be subject to disciplinary orders made by the PMSA.

It has come to our attention recently that some of the licensed PMP (Tier 1) may have, due to various reasons, failed to comply with the Continuing Professional Development requirement of a Recognised Professional Body (RPB) thus resulting in revocation/ change of Class of their membership. As such, it will affect the validity of their PMP (Tier 1) Licence. The PMSA has dealt with a number of such cases taken into account their specific circumstances. In this connection, we have already issued a general notice to all licensed PMP (Tier 1), reminding them to comply with the relevant requirement. A copy of the said notice is enclosed as **Annex 2** for your information.

To take the matter forward, your organization being a RPB under the PMSO, is also hereby requested to advise your members to take due care of their membership and that those members who are holders of PMP (Tier 1) licences, to comply with requirements stipulated in the respective provisions, namely, Sections 7(1)(b)(i) and 11(b)(i) of the PMSR, Section 17(1) of the PMSO, as well as Section 14 and Schedule 4 to the PMSR.

We look forward to working closely with your organization with a view to enhancing the quality and professionalism of the property management industry. If you have any questions about the above matter, please feel free to contact the undersigned at telephone number 3696 1138, or email at [dianapang@pmsa.org.hk](mailto:dianapang@pmsa.org.hk), or Mr. Stephen Ho, Manager (Complaints and Enforcement) at 3696 1112 or email at [stephenho@pmsa.org.hk](mailto:stephenho@pmsa.org.hk).

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Diana PANG Wai-sum', written over a faint circular stamp.

Diana, PANG Wai-sum  
General Manager (Regulatory)  
Property Management Services Authority

Encl.