



香港房屋經理學會 The Hong Kong Institute of Housing

1988年創會 Established in 1988

1997年按香港法例第507章成立 Incorporated in 1997 under Cap. 507, Law of Hong Kong

2020年物業管理業監管局認可專業團體 PMSA Recognised Professional Body in 2020

29 June 2026

To: All members

Annual General Meeting

Notice is hereby given that the Annual General Meeting of The Hong Kong Institute of Housing ("the Institute") will be held on **24 July 2026 (Friday) at 4:00 p.m. at Multi-Function Room (ACD), H6 CONET, G/F, The Center, 99 Queen's Road Central, Hong Kong** (Location map at **Annex V**) for the purpose of considering and passing the following resolutions of the Institute:-

Agenda

1. To confirm and approve the minutes of the last Annual General Meeting held on 25 July 2025
2. To receive and approve the President's Report
3. To receive and approve the Hon. Auditor's Report for 2025
4. To pass a resolution to approve the amendments of the Constitution and By-laws of the Institute in relation to changes on different classes of membership, etc. (details as attached in **Annex I** for reference) and that the new Constitution and By-laws of the Institute as amended be adopted to replace the existing Constitution and By-laws of the Institute in its entirety
5. To elect officers and members of the General Council for 2026/2027
6. To appoint Hon. Auditor for 2026/2027
7. To appoint Hon. Legal Advisor for 2026/2027

Enclosed please find the Income & Expenditure Account, Balance Sheet and Report from Treasurer for the financial year 2025 at **Annex II**. A nomination form of officers and members of the General Council for 2026/2027 is at **Annex III**. Nominations should be made only with the consent of the nominees and each nominee shall be nominated for one post only. The nomination form should reach the Secretary on or before 10 July 2026.

A proxy form is also attached at **Annex IV**. It must be duly completed, signed and delivered to the Secretariat not later than 4:00 p.m. on 22 July 2026. **According to Clause 37 of the By-Laws of The Hong Kong Institute of Housing, please note that:**

- (a) Corporate Members (i.e. Fellows and Members) are entitled to attend and vote.
- (b) Honorary Fellows, Associates, Practitioners, and Retired Members are entitled to attend but not entitled to vote.
- (c) Affiliates, Probationers and Registered Students are not entitled to attend and vote.

Any appointment of proxy shall not preclude the member entitled to vote at the said meeting to attend and vote in person if the member so desires.

By order of General Council
(LOW Yue Tung Eton)
Secretary
The Hong Kong Institute of Housing

Distribution

Hon. Legal Advisor, Hon. Auditor, Honorary Fellows, Fellows, Members, Associates, Practitioners, Retired Members, Affiliates, Probationers, Registered Students

Encl.

Proposed amendments on THE HONG KONG INSTITUTE OF HOUSING (“HKIH”) Constitution & By-laws on Different Classes of Membership, etc.

OBJECTS

1. *Amendment of Constitution Clause 2(d):* To add a comma (,) after the word “select”

2(d)To select train and test by examination and to grant certificates and diplomas and to award prizes to persons desirous of entering the Profession or obtaining advancement therein;	2(d)To select, train and test by examination and to grant certificates and diplomas and to award prizes to persons desirous of entering the Profession or obtaining advancement therein;
---	--

DEFINITIONS (Pg 5 in HKIH By-laws)

2. *Amendment of By-laws clause 1.15:* To add the words “*References to Clauses and sub-Clauses relate to the relevant provisions in these By-Laws.*” at the end of this clause 1.15 in by-laws

1.15 Words importing individuals shall include firms companies institutions organizations clubs and associations.	1.15 Words importing individuals shall include firms companies institutions organizations clubs and associations. <i>References to Clauses and sub-Clauses relate to the relevant provisions in these By-Laws.</i>
---	--

Election of a Member (Pg 7 in HKIH By-laws)

3. *Amendment of By-laws clause 11 (ii):* To delete the words “except in the case of probationers where the” and replace by “*subject to such*”, and to delete the words “shall be” and replace by “*as may be*” of this clause in by-laws and refine to “ ... (*subject to such work experience requirements as may be determined by the General Council from time to time*);and”

11(ii) he has been so employed for a period, whether continuous or not, amounting in the aggregate to not less than five years (<i>except in the case of probationers where the</i> work experience requirements <i>shall be</i> determined by the General Council from time to time); and	11(ii) he has been so employed for a period, whether continuous or not, amounting in the aggregate to not less than five years (<i>subject to such</i> work experience requirements <i>as may be</i> determined by the General Council from time to time); and
---	---

Associates (Pg 8 in HKIH By-laws)

4. ***Amendment of By-laws clause 13:*** To add the words “of that professional institution ” after the words “general meetings”

13. No person shall be elected an Associate unless he fulfills the following conditions: at the date of his election he is a member of a professional institution with voting right at general meetings, the membership of which is recognised by the General Council with a minimum of five years’ post qualification experience in connection with the profession.	13. No person shall be elected an Associate unless he fulfills the following conditions: at the date of his election he is a member of a professional institution with voting right at general meetings <i>of that professional institution</i> , the membership of which is recognised by the General Council with a minimum of five years’ post qualification experience in connection with the profession.
---	---

Probationers (Pg 9 in HKIH By-laws)

5. ***Amendment of By-laws clause 15.1:*** To add “a full stop (.)” at the end of the sentence.

15.1 The following shall be Probationer, that is to say: any person who is elected by the General Council to be a Probationer in accordance with Clause 15.2	15.1 The following shall be Probationer, that is to say: any person who is elected by the General Council to be a Probationer in accordance with Clause 15.2.
---	--

6. ***Amendment of By-laws clause 15.2(c):*** To add the words “apply or” after the words “No person shall” and refine to “No person shall apply or remain as a Probationer if he becomes eligible for election as a Member.” (Note: This is to support item 4 under Election of a Member above)

<i>15.2(c)</i> No person shall remain as a Probationer if he becomes eligible for election as a Member.	<i>15.2(c)</i> No person shall <i>apply or</i> remain as a Probationer if he becomes eligible for election as a Member.
--	---

Registered Students (Pg 10 in HKIH By-laws)

7. ***Amendment of By-laws clause 17 (b):*** To amend the capital letter of the words “Student Membership” to small letter “*student membership*”, and to add the words “or by the respective academic institution(s)” after the words “the General Council” and refine to “...following the date of the notification by the General Council or by the respective academic institution(s) that he has passed...”

<i>17(b)</i> A person shall not remain as a Registered Student upon expiry of his current year of Student Membership following the date of the notification by the General Council that he has passed the required examination(s) as may be laid down from time to time by regulation by the General Council.	<i>17(b)</i> A person shall not remain as a Registered Student upon expiry of his current year of <i>student membership</i> following the date of the notification by the General Council <i>or by the respective academic institution(s)</i> that he has passed the required examination(s) as may be laid down from time to time by regulation by the General Council.
--	---

8. ***Amendment of By-laws clause 17 (c):*** To delete the whole clause as it is no longer required by academic institutions of accredited courses to complete PER before graduation.

<i>17(c)</i> Commencing on 1 Jan 2011, one year student membership at the least would be required before vetting Practical Experience Requirement unless the application is supported by Special reasons acceptable to the General Council and payment of administration fee determined by the General Council.	<i>17(c)</i> delete this whole sub-clause 17(c)
--	--

Retired Members (Pg 11 in HKIH By-laws)

9. ***Amendment of By-laws clause 20A(ii):*** To amend the first letter “Housing” from capital letter to small letter “*housing*”

(ii) he has ceased practice in the Housing field/service	(ii) he has ceased practice in the <i>housing</i> field/service.
--	--

End

THE HONG KONG INSTITUTE OF HOUSING
INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2025

	2025 \$	2024 \$
Income		
Entrance fees	40,650	50,250
Members' subscriptions	4,272,950	4,235,501
Advertising income	82,530	83,010
Activities income	105,680	30,080
Interest income	121,972	218,902
Annual dinner income	1,083,250	1,239,106
Reimbursement of rental fee	876,923	926,619
Income from CPD events	-	5,000
Sundry income	10,298	62,535
	6,594,253	6,851,003
	-----	-----
Less: Expenses		
Bank charges	4,780	4,773
Cleaning	41,580	16,416
CPD expenses	68,340	37,755
Depreciation	1,400,613	1,245,067
Electricity	17,014	14,971
Elite Awards	601,920	41,512
Activities expenses	248,709	188,918
Advertising and promotion	-	3,150
Honorarium	96,300	20,400
Insurance	145,921	43,323
Interest on lease liabilities	13,665	22,000
IT and maintenance expenses	75,640	112,001
Annual dinner expenses	950,069	1,307,060
Joint function expenses	58,968	50,249
Legal and professional fees	15,000	38,000
Medical expenses for staff	4,000	6,000
Messing and meeting expenses	165,114	180,566
Printing and stationery	60,223	60,364
Production and design fees	370,778	268,297
PR consultant	596,108	534,400
Rent, building management fees and rates	186,055	176,179
Repairs and maintenance	1,847	9,405
Staff costs		
- Salaries	1,760,650	1,937,202
- Mandatory provident fund contributions	51,660	53,922
Souvenir	-	5,252
Staff insurance	5,285	49,715
Sundry expenses	119,627	79,918
Telephone charges	30,468	34,185
	7,090,334	6,541,000
	-----	-----
(Deficit)/Surplus for the year	(496,081)	310,003

THE HONG KONG INSTITUTE OF HOUSING
STATEMENT OF FINANCIAL POSITION
AS AT 31 DECEMBER 2025

	2025 \$	2024 \$
Non-current asset		
Property, plant and equipment and intangible assets	2,108,381	3,458,868
	-----	-----
Current assets		
Deposits, prepayments and other receivables	335,702	322,281
Cash and cash equivalents	6,658,255	7,036,734
	-----	-----
	6,993,957	7,359,015
	-----	-----
Current liabilities		
Accruals	151,253	195,622
Contract liabilities	1,054,000	863,600
Lease liabilities	1,365,495	1,365,495
	-----	-----
	2,570,748	2,424,717
	-----	-----
Net current assets	4,423,209	4,934,298
	-----	-----
Total assets less current liabilities	6,531,590	8,393,166
	-----	-----
Non-current liability		
Lease liabilities	123,264	1,488,759
	-----	-----
Net assets	6,408,326	6,904,407
	=====	=====
Representing:		
Accumulated funds	6,408,326	6,904,407
	=====	=====

Approved and authorised for issue by the general council on 18.6.2026.



YAU Kam Fai Anthony
President



LAM Yu Hin Lewis
Treasurer

香港房屋經理學會
收支報表及資產負債表報告

學會財政截至 2025 年 12 月 31 日，年度虧蝕為\$496,081，資產淨值為\$6,408,326。

一如以往，理事會致力提升房屋管理質素，促進專業知識交流和維護會員利益。在財政方面，我們均抱着審慎理財的態度。會費是學會主要的收入來源；而租金、印刷、職員薪金等等乃經常性開支。一切活動的安排均力求收支平衡，以減輕學會在經費上的負擔。

截至 2026 年 4 月 30 日，學會的結存金額達港幣 \$8,106,623.12。整體上，學會的財政狀況相當穩健。

THE HONG KONG INSTITUTE OF HOUSING
Financial Balance as at 30 April 2026

HK

Time Deposits	\$6,000,000.00
Saving Account	\$103,555.26
Current Account	<u>\$2,003,067.86</u>
	\$8,106,623.12
	=====

Prepared By: **LAM Yu Hin Lewis**
 Treasurer

Date: **18.6.2026**



YAU Kam Fai Anthony
President



LAM Yu Hin Lewis
Treasurer

**The Hong Kong Institute of Housing
Annual General Meeting on 24 July 2026**

Nomination Form

(To be returned to the Secretary, Units 2008-2010, Telford House, 16 Wang Hoi Road, Kowloon Bay, Kowloon, Hong Kong **on or before 10 July 2026.**)

To the Secretary,

I wish to nominate the following corporate members to be officers / members of the General Council of The Hong Kong Institute of Housing for the Year 2026/2027:

Post	Name of Nominee	Designation of Post & Current Employing Organization
President		
Vice President		
Treasurer		
Secretary		
General Council Members [9 nominees]		

I confirm that the above nominees have personally agreed to be nominated.

Signature : _____

Name in Full : _____

Membership No. : _____

Date : _____

Note:

(1) Each Nominee shall be nominated for one post only.

(2) Under Clause 48(b), 51(a) and 53(c) of By-Laws of the Institute.

**The Hong Kong Institute of Housing
Annual General Meeting on 24 July 2026**

Proxy Form

I, **Mr/Mrs/Ms** _____ of
_____, being a **Corporate**
Member of The Hong Kong Institute of Housing hereby appoint **Mr/Mrs/Ms**

of _____ as my proxy to vote
for me and on my behalf at the Annual General Meeting of The Hong Kong Institute of
Housing to be held on the day of 24 July 2026 (Friday) and at any adjournment thereof.

Signed this _____ day of _____ 2026

Signature: _____

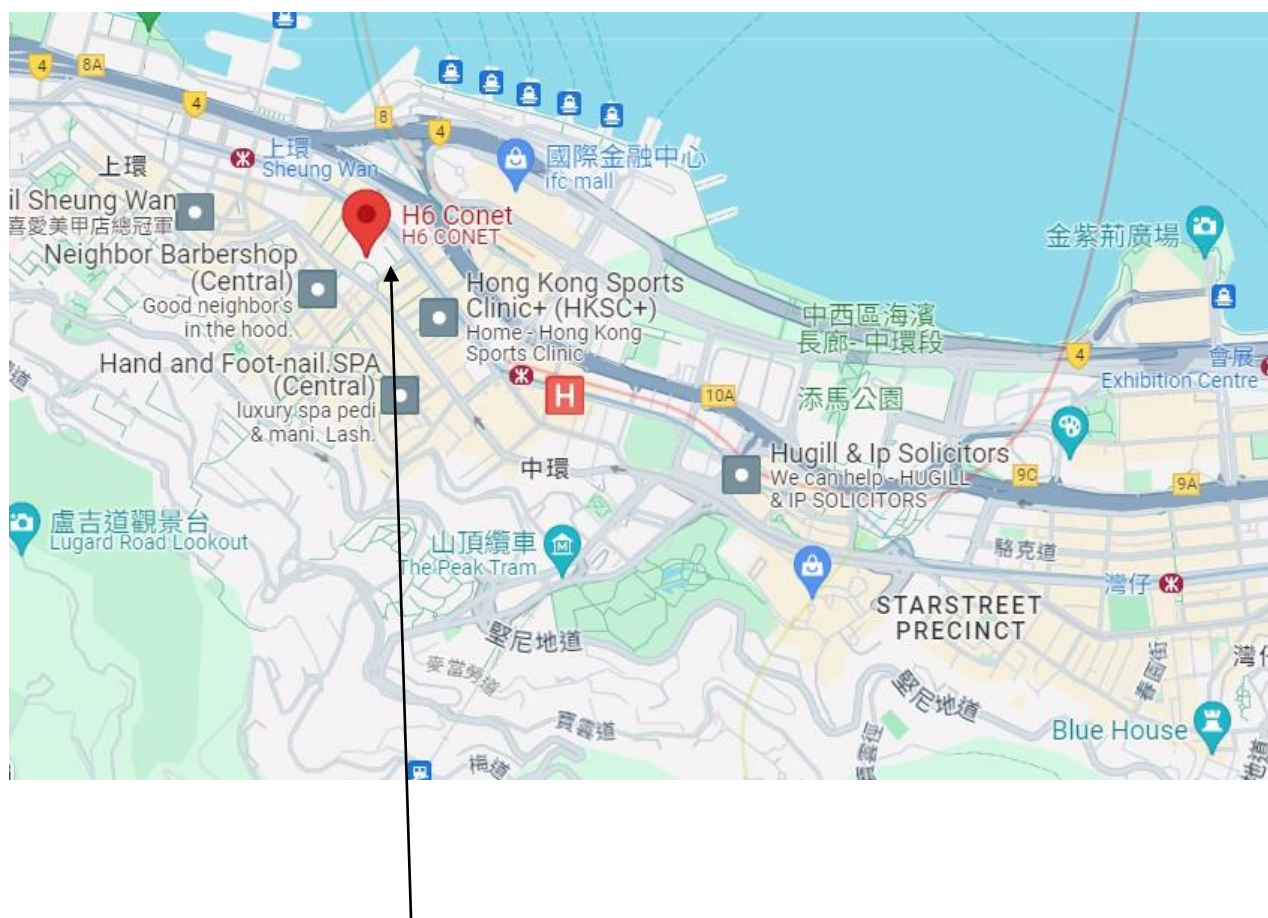
Name : _____

Membership No.: _____

Category of Membership: _____

Note:

In accordance with Clause 44 of the By-Laws of the Institute, votes may be cast either personally or by proxy. The instrument appointing a proxy shall be in writing under the hand of the appointer and shall be deposited at the registered office of the Institute (Units 2008-2010, Telford House, 16 Wang Hoi Road, Kowloon Bay, Kowloon, Hong Kong) not less than 48 hours before the holding of the meeting.



**At Multi-Function Room (ACD), H6
CONET, G/F, The Center, 99 Queen's Road
Central, Hong Kong**