



Date:

Hong Kong Institute of Project Management

11/F, Capital Centre, 151 Gloucester Road, Wanchai, Hong Kong

Dear Sir/Madam,

I enclose a Supporter Reference Form for a candidate applying for the Certified Project Manager with the Hong Kong Institute of Project Management, who has given your name as a Supporter.

The Candidate's details have been completed in Section 1 of the form. You are invited to complete Sections 2, 3 and 4, by giving comments to show how, in your opinion, the candidate has demonstrated his/her competences in project management with respect to his/her nominated Industry Sector.

Once the Form is completed, please either email a scanned copy of the completed form (with your original signature) to certpmgr@hkipm.org.hk; or post to the address shown above.

It would be much appreciated if this form could be returned to the HKIPM on or before [date] to avoid delays in the processing of the application.

Your sincerely,

Dr Francis CHAN

Chair of Internal Affairs, External Affairs, Accreditation and Professional Standard Committee

Hong Kong Institute of Project Management



Application Reference:

Section 1 : Candidate Information

Name of Candidate:

HKIPM Membership No:

Contact Address:

Contact Telephone No:

Contact Email:

Section 2 : To be completed by Supporter

Name of Supporter:

Contact Address:

Contact Telephone No.:

Contact Email:

Section 3: To be completed by Supporter

Please indicate your opinions on the candidate’s performance under the following headings and provide your comments to support your feedback. Your comments will assist the Assessors to make a sound judgement, therefore, please avoid just ticking the boxes if possible.

A – Understanding of the generic management and project management knowledge
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Supporter Reference Form

Not Know <input type="checkbox"/>	Marginal <input type="checkbox"/>	Adequate <input type="checkbox"/>	Strong <input type="checkbox"/>
B – Personal responsibilities and interpersonal skills			
Not Know <input type="checkbox"/>	Marginal <input type="checkbox"/>	Adequate <input type="checkbox"/>	Strong <input type="checkbox"/>

Section 4: Relationship with Candidate

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I support this application: Marginal Adequate Strong

Supporter's signature: _____ Date: _____