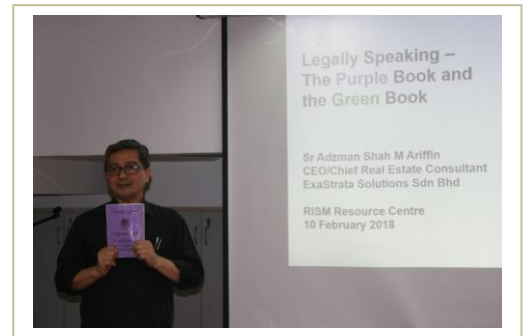**RISM ACADEMY EVENT**
Short Talk Series 8
Legally Speaking - The Purple Book & The Green Book
Saturday, 10th February 2018

Legally Speaking – The Purple Book and The Green Book, RISM Academy's Short Talk series no. 8 for Session 2017/2018, garnered an audience of 32 pax, comprising 17 members and 12 non-members and 3 students. The speaker was Sr Adzman Shah Mohd Ariffin with over 25 years of experience in the property industry. Sr Adzman first started his career in real estate at John David Watts and Morgan Chartered Surveyors and Cardiff City Council in Wales, United Kingdom, carrying out work mainly in valuation, real estate agency and property management.

The speaker shared the objectives and the content of the Purple Book and the Green Book, viz:

- Code of Practice
- Higher standard of professional service delivery and ethics
- Basis for best practice
- Measure of performance
- Mandatory
- Ensure consistency, integrity and professionalism

🔸 The Purple Book

- Who Is An Estate Agent and Who Is A Negotiator?
- Regulation - Property Managers Act 1981 (Act 242)
- Malaysian Estate Agency Standards
  - o Standard 1: The Estate Agency Office
  - o Standard 2: Real Estate Negotiators
  - o Standard 3: Types of Estate Agency
  - o Standard 4: Estate Agency fees
  - o Standard 5: Terms of Engagement
  - o Standard 6: Advertisement / Marketing
  - o Standard 7: Co-Agency Practice
  - o Standard 8: Viewing / Inspections
  - o Standard 9: Client's Account

🔸 The Green Book

- Standard 1: The Property Manager
- Standard 2: Appointment of A Property Manager
- Standard 3: Handing/Taking Over Of Property
- Standard 4: Building Management
- Standard 5: Maintenance Management
- Standard 6: Financial Management
- Standard 7: Administrative Management
- Standard 8: Insurance Management
- Standard 9: Health, Safety & Emergency Management
- Standard10: Tenancy/Lease Management
- Standard11: Facilities Management

Thereafter, the attendees were presented with their Certificates of Attendance and were invited to a light refreshment.