



Ref. No. : MEMO/006/2010  
To : All Members  
From : Herman Cheung - Education Sub-Committee Chairman  
Date : 5<sup>th</sup> March 2010  
Page(s) : 4

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**CPD Course: The Concept of Risk Management**

Contents : - classification of risks  
- management of risk in business  
- objectives of risk management  
- the risk management process  
- risk management rules

Date : 22<sup>nd</sup> March 2010 (Monday)

Time : 2:00 pm – 6:00 pm (4 hours) [*registration will be started at 1:30 pm*]

Venue : VTC Tower, 27 Wood Road, Wanchai, Hong Kong  
(*Please check the exact venue on 9/F of VTC Tower on the course day.*)

Facilitator : Mr. David Herratt, FCII, FIRM, Chartered Insurer

Medium of Teaching : **English**

Credits : **4 IA CPD Hours, 4 MPFA CPD non-core Credits and 4 SFC CPT Credits**

Dress Code : Smart casual

Administration Fee : HK\$200 for PIBA members; HK\$300 for non-PIBA members

Enrollment Deadline : 18<sup>th</sup> March 2010 (before 6:00 pm)

Please be reminded to enclose a crossed cheque made payable to “*Professional Insurance Brokers Association*”. The administration fee is non-refundable. Please note that reply slip sent by fax or email will not be processed.

A course certificate will be issued afterwards to each participant upon successful completion of the course. Please be reminded that **full and strict attendance is enforced.**

For your information, four more CPD courses are scheduled in the coming April to June. You can refer to the attached course list for details.

Please disseminate the above information to your technical representative(s).

Best regards,

Herman Cheung  
Education Sub-Committee Chairman  
HC/TC/nl

Encl.

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香港中環德輔道中141號中保集團大廈25樓07-08室

Tel 電話 : (852) 2869 8515 Fax 圖文傳真 : (852) 2770 2372 Website 網址 : [www.piba.org.hk](http://www.piba.org.hk) E-mail 電郵 : [info@piba.org.hk](mailto:info@piba.org.hk)



**CPD Courses co-organised with Vocational Training Council**  
**(April to June 2010)**

**1. Development of Hong Kong Safety Management System (香港風險管理沿革)**

- Contents : 1. Development of Hong Kong Safety Management System  
2. Benchmark Hong Kong Safety Management System with other countries  
3. 14 elements of HK Safety Management System and its implementation  
4. Legal Requirement in Safety Audit and Safety Review  
5. Client control regime in Safety Management of their contractors  
6. Contract Requirement, Pay for Safety and Regulatory Actions of Major Clients
- Date : 21<sup>st</sup> April 2010 (Wednesday)  
Time : 6:30 pm – 9:30 pm (3 hours)  
Medium of teaching : Cantonese  
Credits : 3 IA CPD Hours, 3 MPFA CPD non-core Credits and 3 SFC CPT Credits

**2. Personal and Company Liability in Safety (個人或公司相關安全的責任)**

- Contents : 1. Safety Law Control Regime in Hong Kong  
2. Statutory duties and Civil Liability in Safety  
3. Personal Liability vs Corporate Liability  
4. Delegation of Authority and Liability of a Professional  
5. Suggested ways to discharge Safety Liability
- Date : 12<sup>th</sup> May 2010 (Wednesday)  
Time : 2:30 pm – 5:30 pm (3 hours)  
Medium of teaching : Cantonese  
Credits : 3 IA CPD Hours, 3 MPFA CPD non-core Credits and 3 SFC CPT Credits

**3. Accident Investigation and its related legal proceeding and safety liability**  
**(意外調查相關法律程序及安全責任)**

- Contents : 1. The Basic Principles of Loss Control Management  
2. Legal requirement related to Accident and Incident Investigation  
3. Basic Accident Investigation Skill and Report Writing  
4. Proceeding (Legal and Insurance) in connection with Accident  
5. Company and Personal Liabilities in connection with Accident
- Date : 24<sup>th</sup> June 2010 (Thursday)  
Time : 6:30 pm – 9:30 pm (3 hours)  
Medium of teaching : Cantonese  
Credits : 3 IA CPD Hours, 3 MPFA CPD non-core Credits and 3 SFC CPT Credits

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#### 4. MPF Updates for Individual Intermediaries (個人中介人最新強積金資料須知)

- Contents :
1. Updated Statistics 最新強積金統計數字
    - Hong Kong Demographics 香港人口統計
    - Social Security Allowance Scheme 公共福利金計劃
    - MPF Updated Statistics 最新強積金統計數字
  2. Review of MPF features and protection under the MPF system 重溫強積金制度特點及其提供的保障
    - Enforcement Measures 執法措施
    - Protection under the MPF System 強積金制度下的保障
    - Eligibility 合資格人士
    - Withdrawal of accrued benefits 提取累算權益
    - MPF Fees & Charges 強積金收費
    - Investment of the MPF 強積金投資
  3. MPF funds and their features 強積金計劃下的基金投資及特點
    - Legislation Amendment 法例修訂
      - Brief details regarding Employees' control over MPF investments under the new legislation 強積金「半自由行」的要點
    - MPF Investment Journey 強積金投資旅程
      - 6 Major Decision Points 六大決策點
      - 5 Types of MPF funds, features and related risks 五種強積金基金的特點和相關風險
    - Retirement Planning 退休計畫
      - What to consider 需要考慮的元素
      - Adequacy of MPF retirement 積金計算機
- Date : 31<sup>st</sup> May 2010 (Monday)  
Time : 4:00 pm – 6:00 pm (2 hours)  
Medium of teaching : Cantonese  
Credits : 2 IA CPD Hours, 2 MPFA CPD core Credits and 2 SFC CPT Credits

\* Please note that the enrollment date for the above courses will be announced later.

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**REPLY SLIP**

Course Title : The Concept of Risk Management  
 Course Date : 22<sup>nd</sup> March 2010 (Monday)  
 Course Time : 2:00 pm – 6:00 pm  
 Course Venue : VTC Tower, 27 Wood Road, Wanchai, Hong Kong  
 (Please check the exact venue on 9/F of VTC Tower on the course day.)

We would like to reserve \_\_\_\_\_ seat(s) for the above CPD course. A crossed cheque in the amount of HK\$ \_\_\_\_\_ (Bank: \_\_\_\_\_, Cheque Number: \_\_\_\_\_) is enclosed for the administration fee. Details of the participant(s) is/are listed below:

\* Please tick the appropriate box

Name (Same as the name on HKID Card)	Membership*	Administration Fee*
1. (Mr./Ms.)	<input type="checkbox"/> PIBA <input type="checkbox"/> Non-PIBA member	<input type="checkbox"/> \$200 (PIBA member) <input type="checkbox"/> \$300 (Non-PIBA member)
2. (Mr./Ms.)	<input type="checkbox"/> PIBA <input type="checkbox"/> Non-PIBA member	<input type="checkbox"/> \$200 (PIBA member) <input type="checkbox"/> \$300 (Non-PIBA member)
3. (Mr./Ms.)	<input type="checkbox"/> PIBA <input type="checkbox"/> Non-PIBA member	<input type="checkbox"/> \$200 (PIBA member) <input type="checkbox"/> \$300 (Non-PIBA member)
4. (Mr./Ms.)	<input type="checkbox"/> PIBA <input type="checkbox"/> Non-PIBA member	<input type="checkbox"/> \$200 (PIBA member) <input type="checkbox"/> \$300 (Non-PIBA member)

Company Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Telephone No.: \_\_\_\_\_ Fax No.: \_\_\_\_\_ Date: \_\_\_\_\_

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**For Office Use Only**

- Enrollment confirmed (Please refer to the enclosed "Guidelines on CPD course" for information)  
 Course full

Incomplete Enrollment:

- No cheque payment     Incomplete information     Others: \_\_\_\_\_

Confirmed by PIBA: \_\_\_\_\_ Date: \_\_\_\_\_

Remarks:

1. Reply slip sent by fax or email will not be processed.
2. Reply slip without complete information or without full payment will not be processed.
3. **Administration fee is non-refundable.** The crossed cheque should be made payable to "Professional Insurance Brokers Association".
4. You can make copy of this reply slip if required.
5. All seats are allocated on a first-come-first-served basis.
6. Participant(s) should strictly follow the course administration policies and classroom discipline of the Institute.

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