

## THE HONG KONG INSTITUTE OF CHARTERED SECRETARIES 香港特許秘書公會

e-Update issue 298 | 2 July 2021

### INSTITUTE NEWS

- **Hybrid General Meeting – Save the date!**

The Hybrid General Meeting (GM) of The Hong Kong Institute of Chartered Secretaries will be held on **Thursday 15 July 2021** at **6.30pm**. The GM will allow members to vote on the proposed name change for our Institute to 'The Hong Kong Chartered Governance Institute 香港公司治理公會' (HKCGI). This will bring us in line with the global transition of our profession under our new identity as Chartered Secretaries and Chartered Governance Professionals (CS/CGPs) in Hong Kong, and the Mainland, China. As the China Division of The Chartered Governance Institute (CGI), the Institute's reach, and professional recognition, extends to all of CGI's nine divisions with more than 40,000 members and students worldwide. The name of HKCGI is in line with the recognition of the governance roles and responsibilities performed by its members, and the global convergence towards the importance of governance.

In light of social distancing restrictions, members are encouraged to exercise their right to vote at the GM by appointing a proxy, or via the online platform. To the extent that you have an email address within the Institute's records as at 25 June 2021, you will automatically receive, via email, the login details to access the online platform. You may also contact the Institute should you wish to update your email address by **7 July 2021** (at the latest) at: [member@hkics.org.hk](mailto:member@hkics.org.hk). For technical support services, please contact Tricor Services Limited, the Institute's appointed scrutineer at (852) 2975 0928 (from 9.00am to 5.00pm, Monday to Friday, excluding Hong Kong public holidays) or email: [emeeting@hk.tricorglobal.com](mailto:emeeting@hk.tricorglobal.com).

On behalf of our Council, we look forward to your participation at the General Meeting by casting your vote.

*For details, please click [HERE](#).*

- **New 'Name Change Initiative' section on HKICS website**

Following the Institute's announcement on its proposed name change initiative in March 2021, a new '[Name Change Initiative](#)' section has been launched on the Institute's website.

Through the launch of this new section, the Institute aims to highlight pertinent information relating to the name change initiative, under the sub-headings:

- President's Message

- Latest News
- Video Recordings of Forums
- Frequently Asked Questions (FAQs)
- Timeline and Major Milestones

*For details, please click [HERE](#).*

▪ **HKICS Employee Vaccination Incentive**

The objectives of the Institute – as an independent professional body dedicated to the promotion of its members’ role in the formulation and effective implementation of good governance policies – are contingent upon the public health of the city at large.

The Institute supports the Covid-19 vaccination programme as a means of curbing the spread of the coronavirus in the local community. To this effect, the Institute is encouraging its employees to get vaccinated by implementing an incentive policy that entitles employees to take time off to receive the vaccination, as well as taking leave the day after inoculation, meaning two full days’ leave for two vaccinations.

Given the greater importance and extended scope of work of a governance professional on a global basis in today’s world, the Institute remains committed to the health of its members, employees and society at large, and will continue to encourage vaccination efforts that contribute to the recovery of the city and the global financial community.

*For details, please click [HERE](#).*

The Hong Kong Institute of Chartered Secretaries

# Fast Track Professional route

An accelerated route to become a Chartered Secretary  
and Chartered Governance Professional



Qualified lawyers or accountants with more than five years of relevant post-qualifying experience may now be eligible for membership of CGI and HKICS by completing only two of the seven modules, namely Corporate Governance and Risk Management, of the qualifying programme (CGQP) of CGI and HKICS. Please visit the Institute's website for more information on the Fast Track Professional route!

All applications are subject to the final decision of the Institute. For details, please visit the Fast Track Professional page under the Studentship section of the Institute's website: [www.hkics.org.hk](http://www.hkics.org.hk).

For enquiries, please contact Leaf Tai: 2830 6010 or Lily Or: 2830 6039, or email: [student@hkics.org.hk](mailto:student@hkics.org.hk).



The Hong Kong Institute of Chartered Secretaries 香港特許秘書公會 (Incorporated in Hong Kong with limited liability by guarantee)

- **New Fast Track Professional route to CGI and Institute membership**

From 1 January 2021, a new Fast Track Professional route has become available for qualified lawyers and accountants (including those recognised by The Chartered Governance Institute and its Divisions in other jurisdictions) who wish to become Chartered Secretaries and Chartered Governance Professionals. The recorded video of the introduction session for the Fast Track Professional route is now available on the Institute's website.

For details, please click [HERE](#).

**Enforcement Series – Practical Review of Major Enforcement Regimes and Themes (Six Online Webinars)**

CHARTERED SECRETARIES  
特許秘書

- **Competition Law Enforcement**  
30 June 2021
- **SFC Enforcement**  
14 July 2021
- **FRC Enforcement**  
3 August 2021
- **HKEX Enforcement I**  
18 August 2021
- **HKMA Enforcement: Update**  
7 September 2021
- **HKEX Enforcement II**  
28 September 2021

Register Now!

▪ **Enforcement Series – Practical Review of Major Enforcement Regimes and Themes (Six Online Webinars)**

An important regulatory tool for regulators is enforcement. It educates the marketplace that regulators not only have the powers, but more importantly, will exercise them. The governance professional would most certainly not want their organisations, and people associated with them to be at the receiving end of enforcement. This is because being investigated is costly and stressful, and being found in breach carries pecuniary, reputational, and personal repercussions. The Institute is accordingly delighted to package and run a series of enforcement sessions from June to September 2021, with participation by regulators, and seasoned professionals, to provide a review of major enforcement regimes and themes.

Date and Time	Title	Speaker(s)
30 June 2021 4.00 pm–5.30 pm	Competition Law Enforcement <a href="#">Held</a>	<ul style="list-style-type: none"> <li>● Mr Steven Parker, Executive Director (Legal Services), Competition Commission</li> <li>● Mr Stephen Ryan, Head (Legal Advisory), Competition Commission</li> </ul>
14 July 2021 4.00 pm–5.30 pm	SFC Enforcement <a href="#">Details</a>	<ul style="list-style-type: none"> <li>● Mr Alan Linning, Partner, Mayer Brown</li> </ul>
3 August 2021 4.00 pm–5.30 pm	FRC Enforcement <a href="#">Details</a>	<ul style="list-style-type: none"> <li>● Mr Marek Grabowski, Chief Executive Officer and Executive Director, Financial Reporting Council</li> </ul>
18 August 2021 4.00 pm–5.30 pm	HKEX Enforcement (Part 1) <a href="#">Details</a>	<ul style="list-style-type: none"> <li>● Ms Ellie Pang, Chief Executive, The Hong Kong Institute of Chartered Secretaries</li> </ul>
7 September 2021 4.00 pm–5.30 pm	HKMA Enforcement: Update <a href="#">Details</a>	<ul style="list-style-type: none"> <li>● Ms Jill Wong, Partner, Howse Williams</li> </ul>

28 September 2021 4.00 pm–5.30 pm	HKEX Enforcement (Part 2) <a href="#">Details</a>	<ul style="list-style-type: none"> <li>• Ms Donna Wacker, Partner, Clifford Chance</li> <li>• Mr Michael Wang, Consultant, Clifford Chance</li> </ul>
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*For details of the six sessions, please click [HERE](#) for the brochure.*

▪ **Membership/graduateship renewal for the financial year 2021/2022**

The renewal notice, together with the debit note for the financial year 2021/2022, was sent to all members and graduates by email at the beginning of July 2021 to the email address registered with the Institute. Members and graduates should settle payment as soon as possible, but no later than Thursday 30 September 2021.

All members and graduates are highly encouraged to settle their annual subscription online directly via the Login area on the Institute's website: [www.hkics.org.hk](http://www.hkics.org.hk). Please ensure that you settle your annual subscription in time. Failure to pay by the deadline will constitute grounds for membership/graduateship removal.

*For enquiries, please contact the Membership Section: 2881 6177, or email: [member@hkics.org.hk](mailto:member@hkics.org.hk).*

▪ **New policy on studentship renewal, registration and CGQP exemption (effective from 1 July 2021)**

*For details of student renewal fee and notes, please click [HERE](#).*

*For details of studentship registration application fee and notes, please click [HERE](#).*

*For details of CGQP exemption application, please click [HERE](#).*

▪ **Recruitment - CGQP Examiner for Corporate Governance**

The Institute is now looking for an examiner for Corporate Governance under the Chartered Governance Qualifying Programme (CGQP).

Interested parties please send full resume to [recruit@hkics.org.hk](mailto:recruit@hkics.org.hk) and quote 'EE\_2021' by 9 July 2021.

*For details, please click [HERE](#).*

## FORTHCOMING ACTIVITIES

### Professional Development:

▪ **Board Performance Evaluation: Winning in Uncertain Times - Best Governance Practice of Listed Companies under Listing Rules (Webinar)**

An effective board of directors and a functioning governance structure are crucial to the sustainable success of a business. Assessment of the board performance must be conducted on a regular basis to enhance board performance. This is particularly important for Hong Kong listed companies where the Listing Rules of Hong Kong (Appendix 14 for Main Board and Appendix 15 for GEM) have stipulated the relevant principles and code provisions.

In this webinar to be held on 21 July 2021, Ms Melissa Fung, Partner, Deloitte Advisory (Hong Kong) Limited will discuss the following:

- Hong Kong listing rule requirements
- Role of the board
- Increasing expectations on the board

- Emerging governance issues for the board
- Board effectiveness
- Approach on board performance evaluation
- Expected outcomes of conducting board performance evaluation
- Case studies

For details and registration, please click [HERE](#).

- **Upcoming ECPD webinars/seminars are available for enrolment**  
[ENROL](#)
- **Register for video-recorded CPD seminars**  
[ENROL](#)

### Membership:

Date	Event Name	Enrolment
9 July 2021	Easy recycling tips to save the environment and money (Cantonese session) (Free webinar)	<a href="#">Enrol</a>
24 July 2021	Mentorship Programme Training – Skills for effective inter-generational communication (English session) (Free training)	By invitation only
2 August 2021	What should a Company Secretary know about occupational safety during the COVID-19 (Cantonese session) (Free webinar)	<a href="#">Enrol</a>
7 August and 14 August 2021	Full body workout for office workers (Cantonese session) (Free webinar)	<a href="#">Enrol</a>
28 August 2021	Community Service – Soap Recycling (Cantonese session) (Free event)	<a href="#">Enrol</a>

For enquiries, please contact Vicky Lui: 2830 6088, or email: [member@hkics.org.hk](mailto:member@hkics.org.hk).

### Studentship:

Date	Event Name	Enrolment
14 July 2021	Student Ambassadors Programme: Practical wisdom for professionals (Cantonese session) (Free webinar)	By invitation only
21 July 2021	Briefing session for CCA new graduates 2021 (English session) (Free webinar)	By invitation only
22 July 2021	Governance Professionals Information Session (Putonghua session) (Free webinar)	<a href="#">Enrol</a>

For enquiries, please contact Lily Or: 2830 6039, or email: [student@hkics.org.hk](mailto:student@hkics.org.hk).

## REMINDERS

- **Studentship renewal fee – Deadline: 23 July 2021!**  
Students whose studentship expired in May 2021 are reminded to settle their renewal payments. Failure to settle the renewal payment by the deadline will result in the removal of studentship.
- **Fellowship and associateship application deadlines in 2021:**

Application deadline	Approval date
Friday 30 July	Thursday 2 September
Friday 8 October	Thursday 18 November

- **CPD declaration – Deadline: 31 July 2021!**  
All members and graduates are required to declare the fulfilment of their CPD requirements

online by 31 July 2021. This will require 15 CPD hours in total, of which 3 ECPD hours should be from the Institute's ECPD designated courses and activities for the 2020/2021 CPD year (i.e. 1 July 2020 to 30 June 2021).

[ONLINE DECLARATION](#)

- **CPD policy**  
[MORE](#)
- **Consequences of CPD non-compliance**  
[MORE](#)
- **Individual package 2021/2022**  
[APPLY](#)
- **Corporate Package 2021/2022**  
[APPLY](#)
- **Practitioner's Endorsement application 2021/2022**  
[APPLY](#)
- **Fee structure 2021/2022**  
[Membership, graduateship and Affiliated Person fee schedule](#)  
[Studentship fee schedule](#)
- **Fellowship benefits factsheet**  
[MORE](#)
- **Benefits and services for members, graduates and students**  
[MORE](#)
- **Postgraduate Programme in Corporate Governance in the Mainland**  
The Open University of Hong Kong (OUHK) has launched the Postgraduate Programme in Corporate Governance (PGPCG) in Shanghai and Shenzhen as from 2016 and 2019 respectively. Students who have completed the PGPCG and obtained the OUHK Master of Corporate Governance degree are eligible to apply for full exemption under the Institute's Chartered Governance Qualifying Programme (CGQP).

The relevant contact persons for the programmes are set out below:

For PGPCG in Shenzhen: Shenzhen Campus, Harbin Institute of Technology 哈尔滨工业大学深圳研究院	Contact person: Ms Wang Yuan (王媛) Tel: (86) 0755-26727130/7110
<i>For details, please click <a href="#">HERE</a>.</i>	
For PGPCG in Shanghai: Eastern China University of Science and Technology 上海华东理工大学	Contact person: Mr Kong Wei (孔巍) Tel: (86) 021-6425 1139
<i>For details, please click <a href="#">HERE</a>.</i>	

- **Update of CGQP syllabus and recommended study materials**  
The updated syllabus and recommended study materials are now available online.

*For details, please click [HERE](#).*

- **Learning support for CGQP examinations preparation**  
Videos of the student gatherings for CGQP examinations preparation are available on the Institute's website under the Studentship Section.

To view the videos, please click [HERE](#).

Videos of the examination technique workshops and student seminars are available on the Institute's website under the Studentship Section.

To subscribe the video, please click [HERE](#)

CGQP past papers and online study materials are available on the Institute's website and the PrimeLaw online platform respectively.

For questions regarding the past papers, please contact the Education and Examinations Section: 2881 6177, or email: [student@hkics.org.hk](mailto:student@hkics.org.hk). For technical questions regarding the PrimeLaw account, please contact Wolters Kluwer Hong Kong's customer service: [hkics@wolterskluwer.com](mailto:hkics@wolterskluwer.com).

For details, please click [HERE](#).

## FEATURED JOB OPENINGS

Company Name	Position
CK Asset Holdings Ltd	<a href="#">Manager, Company Secretarial Department (Ref: DYI-CSM)</a>
Hang Seng Bank Ltd	<a href="#">Company Secretarial Manager</a>
CW Secretarial Services Ltd	<a href="#">Company Secretarial Assistant/Clerk</a>
Fosun International Ltd	<a href="#">Compliance Manager/Compliance Director</a>
Conyers Dill & Pearman	<a href="#">Corporate Administrator</a>
Conyers Dill & Pearman	<a href="#">Group Secretary</a>
Conpak CPA Ltd	<a href="#">Company Secretarial Manager</a>
China Gas Holdings Ltd	<a href="#">Company Secretarial Assistant</a>
The Hong Kong Institute of Chartered Secretaries	<a href="#">Company Secretarial Assistant (Ref: CSA2021-05)</a>

If you are looking for career opportunities, please visit [Featured Job Openings](#) online for the latest update.

If you are hiring, please click [HERE](#) for details.

## OTHER NEWS AND ACTIVITIES

### ■ Bulletin Board Updates (BBUs)

[BBU No. 506 \(2021\)](#) – Inland Revenue Department news update: Annual Report on Performance Pledge 2020-21

[BBU No. 505 \(2021\)](#) – SFC Annual Report 2020-2021

[BBU No. 504 \(2021\)](#) – CR news update: Launch of chatbot service of the Companies Registry

### ■ Join our Online Community

We are on [Facebook](#), [Twitter](#), [Weibo](#), [Instagram](#), [LinkedIn](#), and WeChat. Follow us and give us your 'Likes'!

## The Hong Kong Institute of Chartered Secretaries

香港特許秘書公會

(Incorporated in Hong Kong with limited liability by guarantee)

You may click [HERE](#) to download the e-Update.

[HKICS Website](#)



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