

HKSI & TWF Development Programme - Preparing Senior Executives for Board Directorships

With the increased demand for experienced and qualified board members with a greater emphasis on diversity, this October, the Hong Kong Securities and Investments Institute and The Women's Foundation will be launching a new three-month programme to provide advanced board director training and development, strategic guidance on securing board appointments and networking opportunities. This unique programme aims to develop the next generation of non-executive directors by equipping senior executives with the knowledge and skills to succeed as directors on boards of private companies, non-profit organisations, and government committees. In addition, participants will hear from current Board Chairs and Directors from major Hong Kong institutions who will share their personal experience and insights. The programme will also invite leading search firms to advise participants on strategies for securing board appointments. And finally, the programme will present participants with networking opportunities to meet with nominating committee members from HSI-listed and other companies.

The programme will aim to answer the following key questions for participants:

1. Is becoming a Board Director the right thing for me?
2. How do I go about getting a board directorship?
3. Which Boards should I be aiming for? How do I meet the right people to help me get on Boards?

4. What are the ongoing responsibilities of a Board Director?
5. What are the prerequisite skills for being a director of a listed company? A non-profit or NGO? A government entity?
 - What technical knowledge is required of the Listing Rules, the Corporate Governance Code, finance and accounting, etc?
 - What are the soft skills necessary for being an effective Board member?
 - If I don't have the requisite knowledge and skills, how do I acquire them?
6. What does it mean to serve on a Board committee? What are my responsibilities?
7. What are the particular responsibilities of the Chairman of the Board or a Board committee?
8. Dysfunctional boards: what can and should I do if I find myself on a board that isn't functioning effectively?
9. What are the Board's responsibilities when a company is in crisis or in an emergency?

These and other key questions will be answered in this engaging series through expert lectures, panel discussions, real world case studies and open Q&A. If these questions interest you, you will be delighted to hear more from the experts. Register now to ensure your seats. For more information, please call 3120 6172.

Session I

Topic: **So you want to be a Board Director?**

- Why having a good Board of Directors is important
- Becoming a director – a blessing or a curse
- Ongoing responsibilities of being a Board Director
- What should I be doing to prepare for a Board Directorship?
- What are the prerequisites: technical skills, soft skills...?
- Experience sharing

Proposed Speakers

Mr Gordon Jones FHKSI(HON) (Invited)

Ms Teresa Ko Partner & China Chairman, Freshfields Bruckhaus Deringer (Invited)

Ms May Tan Board member, Standard Chartered Bank Hong Kong (Invited)

Moderator

Miss Angelina Kwan EMD, COO and GED, REORIENT Financial Markets Ltd. (confirmed)

Venue: HKSI Training Center
24th Floor, Wing On Centre, 111 Connaught Road Central, Hong Kong

Date: **Thursday, October 25, 2012**

Time: Registration 11:30 – 12:00 (Light sandwich lunch)
Seminar 12:00 – 15:15 (15 minutes break inclusive)

Hour(s) 3 CPT hours recognized by SFC
3 CPD non-core hours recognized by MPFA
(Participants MUST attend the whole seminar including the question & answer session. Otherwise, NO/ZERO CPT/CPD hour will be given.)

Fee: HKSI Individual Member (MHKSI, FHKSI, FHKSI (Hon)) at HK\$990 per person
Member of APSA at HK\$1,090 per person
Non-member at HK\$1,320 per person

Session II

Topic: **Roles & Responsibilities - The Serious Stuff**

- Rules and Responsibilities – International Best Practice and the rules and regulations set by the Stock Exchange of Hong Kong
- Financial and accounting knowledge and skills
- Experience Sharing

Proposed Speakers

Ms Julianne Doe Partner, Brandt Chan & Partners (Confirmed)

Ms Ellie Pang Assistant Vice President, Listing Division, HKEx (Confirmed)

Senior representative from PWC (To be invited)

Moderator

Miss Angelina Kwan EMD, COO and GED, REORIENT Financial Markets Ltd (confirmed)

Venue: HKSI Training Center
24th Floor, Wing On Centre, 111 Connaught Road Central, Hong Kong

Date: **Thursday, November 8, 2012**

Time: Registration 11:30 – 12:00 (Light sandwich lunch)
Seminar 12:00 – 15:15 (15 minutes break inclusive)

Hour(s) 3 CPT hours recognized by SFC
3 CPD non-core hours recognized by MPFA
(Participants MUST attend the whole seminar including the question & answer session. Otherwise, NO/ZERO CPT/CPD hour will be given.)

Fee: HKSI Individual Member (MHKSI, FHKSI, FHKSI (Hon)) at HK\$990 per person
Member of APSA at HK\$1,090 per person
Non-member at HK\$1,320 per person

Session III

Topic: **Roles & Responsibilities - Dealing with Dysfunctional Boards/Crises/Emergencies**

- Dysfunctional Boards – what are my responsibilities as a member of a board that isn't functioning properly?
- What happens when things go wrong - Dealing with Crises/Emergencies

Proposed Speakers

Mr Nicholas Sallnow-Smith Chairman, The Link Management Limited (Invited)

Ms Julia Charlton Principal Partner, Charltons (confirmed)

Ms Edith Shih Head Group General Counsel, Hutchison Whampoa Limited (Invited)

Ms Lau Ka-shi Managing Director & CEO of Bank Consortium Trust Company Limited (Invited)

Mr CT Hew Chairman Hew & Associates (confirmed)

Moderator

Miss Angelina Kwan EMD, COO and GED, REORIENT Financial Markets Ltd (confirmed)

Venue: HKSJ Training Center
24th Floor, Wing On Centre, 111 Connaught Road Central, Hong Kong

Date: **Thursday, November 22, 2012**

Time: Registration 11:30 – 12:00 (Light sandwich lunch)
Seminar 12:00 – 15:15 (15 minutes break inclusive)

Hour(s) 3 CPT hours recognized by SFC
3 CPD non-core hours recognized by MPFA
(Participants MUST attend the whole seminar including the question & answer session. Otherwise, NO/ZERO CPT/CPD hour will be given.)

Fee: HKSJ Individual Member (MHKSI, FHKSI, FHKSI (Hon)) at HK\$990 per person
Member of APSA at HK\$1,090 per person
Non-member at HK\$1,320 per person

Session IV

Topic: **Other Boards, Committees, Chairing a Board or Committee**

- What are boards of NGO, Government Boards, Universities, Nonprofits like?
- What do Board committees do and serving on Board committees
- How to chair a Board or committee

Proposed Speakers

Prof Judy Tsui Vice President, The Hong Kong Polytechnic University (confirmed)

Mrs April Chan Company Secretary, CLP Holdings Limited (Invited)

Ms Kay McArdle Chairman, The Women's Foundation (Invited)

Ms Katherine U (Invited)

Moderator

Miss Angelina Kwan EMD, COO and GED, REORIENT Financial Markets Ltd (confirmed)

Venue: HKSJ Training Center
24th Floor, Wing On Centre, 111 Connaught Road Central, Hong Kong

Date: **Thursday, December 6, 2012**

Time: Registration 11:30 – 12:00 (Light sandwich lunch)
Seminar 12:00 – 15:15 (15 minutes break inclusive)

Hour(s) 3 CPT hours recognized by SFC
3 CPD non-core hours recognized by MPFA
(Participants MUST attend the whole seminar including the question & answer session. Otherwise, NO/ZERO CPT/CPD hour will be given.)

Fee: HKSJ Individual Member (MHKSI, FHKSI, FHKSI (Hon)) at HK\$990 per person
Member of APSA at HK\$1,090 per person
Non-member at HK\$1,320 per person

Session V

Topic: **Aspiring Female Directors' Breakfast Panel**

- Diversity and demand for female directors
- How can women prepare and present themselves for Board roles
- Managing work-family-board demands effectively

Proposed Speakers

Ms Katherine Tsang, Chairperson for Greater China, Standard Chartered Bank (Invited)

Mr Carmelo Lee Ka Sze, Chairman, HKEx Listing Committee (Invited)

Ms May Koon, President Global Sage (Invited)

Ms Elspeth Renshaw, Partner, Talent2 (Invited)

Mr David Hughes, Consultant, Russell Reynolds Associates (Invited)

Moderator

Miss Angelina Kwan EMD, COO and GED, REORIENT Financial Markets Ltd. (confirmed)

Venue: American Club, Floors 48-49, Two Exchange Square, Central, Hong Kong

Date: **Friday, December 7, 2012**

Time: Doors open 7.30am

Panel discussion 8.00am - 9.30am

CPT: 0.5 CPT hours recognized by SFC

Fee: HK\$300 per person

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Registration Form for Session I to IV (Return by Fax: 2899 2611)

Please "tick" the session(s) that you would like to register:

Session / Date	Topic	Applicant 1	Applicant 2	Applicant 3
Session I October 25	So you want to be a Board Director?			
Session II November 8	Roles & Responsibilities - The Serious Stuff			
Session III November 22	Roles & Responsibilities - Dealing with Dysfunctional Boards, Crises & Emergencies			
Session IV December 6	Other Boards, Committees, Chairing a Board or Committee			

Applicant 1	Full Name(Dr/Mr/Ms/Mrs)	Company	Job Title
Membership No	Email:(required)	Tel: (required)	Bad Weather Contact No.
Applicant 2	Full Name(Dr/Mr/Ms/Mrs)	Company	Job Title
Membership No	Email:(required)	Tel: (required)	Bad Weather Contact No.
Applicant 3	Full Name(Dr/Mr/Ms/Mrs)	Company	Job Title
Membership No	Email:(required)	Tel: (required)	Bad Weather Contact No.

Please note: (1)Participants MUST attend the whole seminar including the question & answer session. Otherwise, No/Zero CPT/CPD hour will be given.
 (2) CPT Attendance Records will only be issued to participants who have completed the event and settled the payment on or before the event date.
 (3) Confirmation will be forwarded to participants via email only.
 (4)Individual members MUST fill in their membership no. on this form for CPT tracking purposes.
 (5) Please fill in the bad weather contact no. for special arrangement purposes if bad weather signal is on.

Payment by:

- Cash
- Cheque (Please make cheque payable to "Hong Kong Securities and Investment Institute" OR "香港證券及投資學會")
- Amex Card VISA MasterCard

Amex Card / VISA / MasterCard Number:

Cardholder's Name: _____

Total Payment: _____ Expiry Date: _____

Signed: _____ Date: _____

APSA

Registration Conditions for HKSI Events

- Registrations must be submitted by mail or fax. No telephone reservations will be entertained.
- Registrations are always accepted on a first-come-first served basis. Three working days prior to the event, the contact person should receive an email confirmation. If the contact person does not hear from the Institute by then, he/she should call event hotline on 3120-6172 for further enquiry.
- All fees must be settled by cash, cheque or credit card prior to the date of the event.
- For registrations at the event date or on the spot, payment should be settled by cash or EPS at the counter before the event begins.
- Cheques should be made payable to "Hong Kong Securities Institute".
- Substitutions are available before the event, registrants must notify the Institute of the arrangement by writing. A refund after deduction of HK\$100 administration fee will be given if cancellation notice is received 7 working days before the event date. NO refund will be given for cancellations received within 7 working days before the event date.
- Hong Kong Securities Institute reserves the right on the following:
 - To change or cancel any of its events due to unforeseen circumstances.
 - To ask improperly behaved participants to leave the event. No refund/CPT hour(s) will be considered under this circumstance.

Address: Room 2403-08, 24th Floor, Wing On Centre, 111 Connaught Road Central, Hong Kong Professional Events Hotline: 3120 6172 Website at www.hksi.org

Exclusion from Liability

The views expressed in the CPT programmes of the Hong Kong Securities Institute remain those of the presenter(s) and are not necessarily shared by the Board of the Institute. Materials provided as part of the CPT programmes are for purpose of individual's continuing professional training. Both the views expressed and the materials handed out in or in relation to the CPT programmes should not be used as a substitute for professional advice. The CPT programmes are presented without responsibility on the part of the speaker(s) or the Hong Kong Securities Institute for loss occasioned in any person acting or refraining from action as a result of any view or statement expressed therein.

**HKSI & TWF Development Programme -
Preparing Senior Executives for Board Directorships**

Registration Form for Session V (Return by Fax: 2899 2611)

Aspiring Female Directors' Breakfast Panel

Friday, December 7, 2012

Applicant 1	<i>Full Name(Dr/Mr/Ms/Mrs)</i>	Company	Job Title
Membership No	Email:(required)	Tel: (required)	Bad Weather Contact No.
Any Current or Previous Board Appointments			Memberships No
Reason for Attending			
Applicant 2	<i>Full Name(Dr/Mr/Ms/Mrs)</i>	Company	Job Title
Membership No	Email:(required)	Tel: (required)	Bad Weather Contact No.
Any Current or Previous Board Appointments			Memberships No
Reason for Attending			
Applicant 3	<i>Full Name(Dr/Mr/Ms/Mrs)</i>	Company	Job Title
Membership No	Email:(required)	Tel: (required)	Bad Weather Contact No.
Any Current or Previous Board Appointments			Memberships No
Reason for Attending			
Applicant 4	<i>Full Name(Dr/Mr/Ms/Mrs)</i>	Company	Job Title
Membership No	Email:(required)	Tel: (required)	Bad Weather Contact No.
Any Current or Previous Board Appointments			Memberships No
Reason for Attending			

Please make payment by Cheque and payable to "The Women's Foundation" and write your name and contact phone number on the back
(Office address: Att Marie Tam, 19A Chun Wo Commercial Centre, 23-29 Wing Wo Street, Sheung Wan)

Total Payment: _____