



## PAIB forum: Disclosing key areas of corporate governance (3) – Shareholder communications

### About the topic

This is the third professional accountants in business forum in the series on corporate governance and disclosure. At this event, a prominent panel of speakers will discuss key disclosure issues relating to listed companies' communication with their shareholders, and how to provide meaningful disclosure in annual reports. The discussion will be based around the new corporate governance disclosure guide published by the Institute. The objective of the guide is to help listed companies provide meaningful disclosure, by understanding the key principles and provisions in the Corporate Governance Code under the listing rules, as well as the expectations of intended report users in terms of disclosure of information.

This event will start with a brief introduction to the relevant section of the guide, and an overview of the applicable areas of the Corporate Governance Code, which address shareholder communications generally, including private and institutional shareholders. Following this, panel members will share their insights from the perspectives of management, investor relations professionals, and investors (buy side). The panel will look at effective practices and disclosures in relation to shareholder communications, covering institutional investors in particular, and how to encourage participation by shareholders. Members can share their views and experiences on the area of shareholder communications in the discussion session.

### About the programme

<b>Date</b>	29 May 2014, Thursday
<b>Time</b>	6:30 p.m. – 8:00 p.m.
<b>Venue</b>	Training Centre, Hong Kong Institute of CPAs 27/F, Wu Chung House 213 Queen's Road East, Wan Chai
<b>Fee</b>	HKD190 per person for HKICPA / HKIRA members HKD300 per person for Non-members
<b>CPD credit</b>	1.5 hours (subject to actual attendance)
<b>Language</b>	English
<b>Target Audience</b>	Directors, CFOs, company secretaries/ senior officers and members interested in the area of shareholder communications
<b>Competency</b>	Corporate Governance*
<b>Rating</b>	Intermediate Level*
<b>Application Deadline</b>	26 May 2014

#### Rundown

<b>6:15 p.m.</b>	Registration starts
<b>6:30 p.m.</b>	Opening remarks
<b>6:35 p.m.</b>	Introduction, panel & member discussion session
<b>7:55 p.m.</b>	Closing remarks

#### Panellists

**Dr Guy Look**  
*Executive Director and Chief Financial Officer,  
Sa Sa International Holdings Limited*

**Dr Eva Chan**  
*Chairman,  
The Hong Kong Investor Relations Association*

**Mr Eric Y.C. Chow**  
*Investment Director,  
Value Partners Group*

#### Chair / Moderator

**Mr Wong Kim Man**  
*Member of HKICPA Council and  
Chairman of PAIB Leadership Panel*

**Ms Wendy Yung**  
*Executive Director and Company Secretary,  
Hysan Development Co. Ltd.*

\* Please refer [here](#) for descriptions of other competencies and ratings.



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(3) – Shareholder communications**

**Operation & Finance Department,  
Hong Kong Institute of CPAs  
37th Floor, Wu Chung House,  
213 Queen's Road East,  
Hong Kong.**

**Enrolment Form**

**Fax: 2893 9853**

*\*Click here for online enrolment (for HKICPA members only)*

**29 May 2014**

*(Reply on or before **26 May 2014**)*

**FOR OFFICE USE**

Seq. no.: .....  
Handled by: .....

Please allow 3 days to process your application. In order not to delay the process, please DO NOT make any enquiries on your enrolment status. You can check it at "My CPA". Unsuccessful enrolment will be notified before the commencement of the event with full refund.

**Please type or print:-**

Name:\*(Mr./Mrs./Ms.) \_\_\_\_\_ \*HKICPA/ HKIRA membership no.: \_\_\_\_\_  
Company name: \_\_\_\_\_  
Position held: \_\_\_\_\_ Email: \_\_\_\_\_  
Telephone no.: \_\_\_\_\_ Fax no.: \_\_\_\_\_

*\*Delete as appropriate*

**You may use a separate sheet to list out the name, position and Institute membership no. (if applicable) of additional participant(s) from the same firm/company as the above applicant.**

**Please ✓ as appropriate**

<b>Admission Fee:</b> <input type="checkbox"/> HK\$190 per person x _____ person(s) = HKD _____	
<input type="checkbox"/> HK\$300 per person x _____ person(s) = HKD _____	
<b>Payment by:</b> <input type="checkbox"/> Cheque no. _____ payable to "Hong Kong Institute of Certified Public Accountants" or "HKICPA"	
<input type="checkbox"/> VISA / Master card <input type="checkbox"/> BOC HKICPA UnionPay card	
Card Number:	Card Expiry Date (MM/YY):
Cardholder's Name (block letters):	Cardholder's Signature:
	Date:
<input type="checkbox"/> I would like to have an official receipt. (Remarks: Official receipt will be sent to your email address provided above.)	

**Notes:**

- Enrolments are accepted on a first-come-first-served basis with priority given to PAIBs. Telephone reservations will not be accepted.
- The completed reply slip should be returned to the Institute on or before **26 May 2014**, together with a cheque made payable to "Hong Kong Institute of Certified Public Accountants" or "HKICPA". Fax registration will be accepted for payment by any Visa/MasterCard or the BOC HKICPA UnionPay card.
- Full payment must be made before applications will be processed. Application by fax will ONLY be accepted when payment is made by credit card. Cash is strictly NOT accepted.
- The closing date for enrolment is **26 May 2014**.
- Confirmation will be sent by e-mail, unless your application for registration is unsuccessful. If you have not received any confirmation by 27 May 2014, please contact Ms May Hung, on 2287 7009, or Ms Canace Leung, on 2287 7089.
- Unless the event is cancelled due to unforeseen circumstances, no refunds will be given after applications have been processed.
- Bad weather arrangement: The seminar will be cancelled if typhoon signal no. 8 or above / black rainstorm warning is hoisted, as announced by the Hong Kong Observatory, at or after 2:30 p.m. on the date of event. In the event of cancellation due to bad weather, the admission fee will be refunded.

Your personal data collected from the enrolment process and administration of courses will be used for the purpose of the administration of the course on which you are enrolled. Such data collected may be accessible by the Institute's officers, persons or committees processing the application and related matters. In addition, the Institute may use the collected data for statistical research and analysis and, if applicable, for validation of CPD hours. The Institute intends to use the personal data of your name, email address and correspondence address to inform you, where relevant, of CPD activities, members' benefits, goods, services, facilities and events organized or provided by the Institute or other organizations. Members and registered students may opt out of receiving such materials at any time by logging in via the following link <https://www.hkicpa.org.hk/en/members-area/comm-preference/>. Non-members may opt out of receiving such materials at any time by sending an email to the Institute at [privacyofficer@hkicpa.org.hk](mailto:privacyofficer@hkicpa.org.hk) or a letter to the Institute's privacy officer. For more information about the privacy policy of the Institute, please go to <http://www.hkicpa.org.hk/en/service-tools/privacy-policy/>.

**Payment & Enrolment Status Enquiry: 2287 7381**  
e-mail: [finance@hkicpa.org.hk](mailto:finance@hkicpa.org.hk)

**Event Information Enquiry: 2287 7009 / 2287 7089**  
e-mail: [may@hkicpa.org.hk](mailto:may@hkicpa.org.hk)

For payment by cheque, please fill-in your postal address for refund in case the event is full or cancelled.

Name :	Name :
Address :	Address :