

HKICPA Seminars – Practice Management Series for SMPs

(September 2019 - January 2020)



Launched in 2018, this series of seminars on practice management aims to help practitioners from small and medium practices (“SMPs”) better prepare for the challenges and opportunities ahead, adapt to changes, improve their management and operational efficiency, as well as to support their sustainability and future success.

Topic (Programme code)	Date and time	Speakers
Cybersecurity and IT Risk Management (SCPD19093001)	Monday, 30 September 2019 6:30 p.m. – 8:00 p.m.	Mr. Winson Kam Senior Manager, Grant Thornton Advisory Services Limited
Effective Talent Management and Retention Strategies (SCPD19102201)	Tuesday, 22 October 2019 12:30 p.m. – 2:00 p.m.	Mr. Chris Wong Partner, Audit and Assurance, and Head of Personnel, RSM Hong Kong Ms. Rebecca Ip Director, Human Resources, RSM Hong Kong
Network and Association (SCPD19111101)	Monday, 11 November 2019 6:30 p.m. – 8:00 p.m. Monday, 6 January 2020 6:30 p.m. – 8:00 p.m.	Ms. Rosanna Choi Partner, CW CPA
Risk Management (SCPD19120501)	Thursday, 5 December 2019 6:30 p.m. – 8:00 p.m.	Mr. Stephen Chan Director, Head of Risk and Chairman of the Risk Management Committee, BDO Limited

Venue	Hong Kong Institute of CPAs, 27/F., Wu Chung House, 213 Queen’s Road East, Wanchai, Hong Kong
Format	Seminar
Language	Cantonese (supplemented with English for technical terms)
Fee (for each)	HKICPA member or student: HK\$150 IA/ HKIAAT member or student: HK\$150 Non-member: HK\$330
Participants	Partners, Managers and Supervisors
Competency*	Risk management and internal control; Ethics, integrity and professionalism; Business relations; Information technology; Team building
Sub-competency*	Identifying and managing risks; Understanding business ethics; Understanding professional ethical standards and requirements in HK and other major jurisdictions; Establishing relationships; Creating lasting partnerships; Technology-related upgrades and implementations; Risk and security management; Talent management; Inspiring & motivating others
Rating*	Intermediate / Advanced
CPD hours (for each module)	1.5

* Please refer to the [Institute’s online CPD Learning Resource Centre](#) for descriptions of competency and rating.



About the programme

Cybersecurity and IT Risk Management (SCPD19093001)

Course outline

In today's cyber threat landscape, every company, no matter large or small, is at risk for an attack. Small and medium enterprises ("SMEs") are becoming the focus of attack due to their lack of protection of data and cyber assets. SMEs may not have expertise and resources to build a sophisticated network, develop and implement policy and procedure to handle the attack and their corresponding incidents. The loss or damage of any piece of customer data can cost a big amount in terms of either money or business opportunities. Moreover, any leakage of customer personal data resulting in unauthorised use by a third party may even lead to loss of business and more seriously, could lead to legal action against your company.

This module will highlight important areas of concern for SMPs and provide insights of industrial and technical guidelines to help building a trustworthy and secured company.

What you need to know about cybersecurity for SMEs in Hong Kong:

- Understand the scope of cybersecurity
- The rules and regulations SMPs should know and how to protect your customer data
- Risk management of IT services
- Advices and tips of cybersecurity
- SME cybersecurity resources in Hong Kong

Speaker



Mr. Winson Kam, Senior Manager, Grant Thornton Advisory Services Limited

Mr. Kam has over 20 years of IT risk and security advisory experience in a wide range of industries including high-technology, telecom, mobile, media, financial services, and Government industries in China, Hong Kong and Taiwan. Besides, he has extensive experience in providing clients with various types of professional services such as IT security advisory, IT compliance review, and business continuity management advisory services. He has assisted clients in establishing the ISMS framework in compliance with the industrial standards in the areas of information assets collection and classification, risk assessment and treatment and ISMS process optimization.

Prior to Grant Thornton, Mr. Kam was a Director of a security consulting services company. He possesses in-depth understanding of commercial/ business issues and technology knowledge such as networking, cloud computing, application development and information security. During his tenure, he provided ISO27001, CSC-CIS, PCI-DSS and IT assessment services for clients from different industries. He also worked in major IT vendors like HP, Akamai and Netscout as consultant to serve enterprises where he built up the experiences on customer care, enterprise network design and cybersecurity processes.

Mr. Kam's professional qualifications and memberships:

- ITIL Foundation Certificate in IT Service Management (AXELOS)
- Cloud Security Alliance HK/Macau Chapter – Founding Member
- ISACA HK Chapter Member



Effective Talent Management and Retention Strategies (SCPD19102201)

Course outline

This module is about managing the most valuable and unpredictable resource of every business - People.

Many firms are facing a lot of challenges in talent management and employee retention, and striking a balance between satisfying employees' needs and achieving organization goals can often be difficult. Employee engagement is a big part of creating a meaningful work experience for our people. With proper approach, staff feel connected to the firm and will use the full range of their talents to bring about professional success for them and for their employer.

This module will provide practical advice to create an environment that fosters professional satisfaction, encourages employee development and improves retention. The speakers will also discuss the important components to achieve employee engagement to help ensure your firm has a sustainable competitive advantage.

Speakers



Mr. Chris Wong, Partner, Audit and Assurance, and Head of Personnel, RSM Hong Kong
CPA, ACA, FCCA

Mr. Wong joined RSM Hong Kong in 2000. He has the overall responsibility for human resources and talent strategy practice of the firm, which has over 600 staff. He is responsible for implementing appropriate hiring and advancement policies and procedures of the firm, including identifying the firm's personnel needs at all level, establishing guidelines for the attributes, evaluating the performance of all professional personnel, ensuring that advancement decisions are made on a timely and fair basis, etc.

Mr. Wong also conducts strategic planning for qualifications and experience sought for each level of personnel, develops guidelines describing the responsibilities, skills and knowledge to be demonstrated at each personnel level, and focuses in developing talents through career and performance management processes. He leads the firm in all matters relating to universities and school students with different disciplines. He is an active speaker on career and personal development.

Apart from people management, Mr. Wong has over 25 years of assurance and business advisory services experience. He has extensive experience in conducting audit and capital market projects in Hong Kong, Mainland China, Singapore and Canada. His primary responsibilities are corporate finance and auditing companies in a variety of industries which target for IPO. He also provides transaction support in mergers and acquisitions.



Rebecca Ip, Director, Human Resources, RSM Hong Kong

Ms. Ip joined RSM Hong Kong in 2016 and successfully introduced a number of human resources initiatives and new processes to meet the firm's objectives.

Over the past two decades, Ms. Ip served a Fortune 100 company and worked in a variety of industries spanning from medical technology, media to insurance, leading human resources function in offices in Hong Kong, PRC, Taiwan, Singapore, Australia and the UK. A strong advocate for staff development and engagement, she provided advices to management on strategic staffing plans in different business environments that supported the attainment of the organization's goals and promoted employee satisfaction.

Ms. Ip received her Bachelor of Art in Business Administration at Ottawa University.



Network and Association (SCPD19111101)

Course outline

With the dominance of larger firms, and the unstable economy, SMPs need to adapt to the changing market environment in order to keep their heads above water. In order to keep their business in the current highly competitive environment, SMPs need to look outside Hong Kong for longer-term growth opportunities.

A firm would be able to go global by becoming part of a global network or an association while cultivating regular sources of fee income over the long term by exporting their own services. However, success is dependent on many factors. In this module, the speaker will share her experience in relation thereto.

Speaker



Ms. Rosanna Choi, Partner, CW CPA
FCCA, FCCA, FTIHK, MBA, MSC (ISc)

Ms. Choi is one of the two co-founding partners of CW CPA, an international mid-sized professional accounting and advisory firm based in Hong Kong with offices in Shenzhen, Guangzhou and Shanghai, as well as a business desk in London, Barcelona and Bogota respectively.

Ms. Choi is a council member of Hong Kong Baptist University (“HKBU”) and the Honorary Treasurer of HKBU’s Council and Court. She was a director of Hong Kong Cyberport Management Company Limited (“HKCMCL”) from June 2012 to March 2018 and the Chairperson of its Audit Committee from 2014 to 2018. In 2013, she together with other directors of HKCMCL were awarded by The Hong Kong Institute of Directors the Directors of the Year 2013 Award. She is an executive committee member of Social Ventures Hong Kong, and a member of Hong Kong Government’s Business Facilitation Advisory Committee and CreateSmart Initiative Vetting Committee respectively.



Risk Management (SCPD19120501)

Course outline

Risk management is important to CPA firms in terms of protecting their assets, finances and operations and contributing to their legal compliance, corporate governance and due diligence. Consequently, risk management will protect the reputation, credibility and status of CPA firms. The issue of risk and risk management has increased in importance as the number and size of legal claims against CPA firms has increased over the years.

CPA firms should establish a risk management culture, emphasizing at all levels of the firms the importance of managing risk as part of each staff member's daily activities at all levels of the firms. The goal of creating a risk management culture is to create a situation where partners and staff instinctively look for risks and consider their impacts when making effective operational decisions.

This module will cover the following key component parts of establishing a risk management culture of CPA firms:

- Leadership role
- Ethical issues and their impact on risk exposure
- Client engagement process and engagement letters
- Quality control processes
- Professional liability mitigation, and professional indemnity insurance

Speaker



Mr. Stephen Chan, Director, Head of Risk and Chairman of the Risk Management Committee, BDO Limited, *FCA, FCPA, FAIA*

Prior to joining BDO Limited, Mr. Chan has served as an Executive Director and Technical Director of the HKICPA for over 10 years. With a strong technical and regulatory background, Mr. Chan conducts in-house risk management, professional and technical training for both staff and clients of BDO. He actively participates in the BDO Network activities representing BDO Hong Kong, including membership of BDO International Risk Management Committee, and Regional Audit Advisor for the Asia Pacific Region.

Mr. Chan takes part in many voluntary professional activities. He actively participates in different functional committees of the HKICPA, including Disciplinary Panel B and Accountants' Report Working Group. He is currently the President of the International Association of Accountants, Hong Kong Branch, and a member of the ACCA Accountants for Business Global Forum. He speaks regularly at professional and technical seminars on risk management, Hong Kong Financial Reporting Standards, Hong Kong Standards on Auditing and Professional Ethics for members of professional accountancy bodies, as well as university postgraduates and undergraduates. He is also a regular contributor of articles on risk management, professional and technical subjects to many professional journals and publications.



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HKICPA Event Enrolment Form

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- Notes:**
- Membership Status: **NP** = Non-Practising, **P** = Practising, **IA** = International Affiliate, **S** = Student, **HKIAAT** = HKIAAT Student or Member, **GAA** = GAA Passport holder, **NM** = Non-Member.
 - Confirmation of enrolment will be sent to you via email. You can check your enrolment status at "MyCPA" at www.hkicpa.org.hk. Unsuccessful enrolment will be notified with full refund.
 - NO ADMISSION TICKET will be issued. Please bring your HKICPA membership card or confirmation email for admission purpose.
 - All applications are on a first-come-first-served basis.
 - Application by fax will ONLY be accepted when payment is made by credit card. Cash is strictly not accepted. Please ensure all the particulars relating to payment are completed, otherwise the application cannot be processed. There is NO need to send in the enrolment form again if it has already been faxed to the Institute.
 - For credit card payment, the card should be valid with expiry date at least 1 month from the date of event.
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 - The Institute reserves the right to change the venue, date, speaker or to cancel the event due to unforeseen circumstances.
 - No unauthorized audio or video recording is allowed at CPD events.

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