

Practice Management Series for SMPs (September – October 2023)



Run yearly since 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	Speaker(s) / Panelist(s)
Measures to protect your organization from cyber threats (Event code: EWEB23092601)	Tuesday, 26 September 2023 12:30 – 2:00 pm	Mr. Arktos Lam Cyber Security Manager, Hong Kong Internet Registration Corporation Limited
Opportunities and challenges in family office services (Event code: EWEB23101001)	Tuesday, 10 October 2023 12:30 – 2:00 pm	Mr. Frank Lam FCPA (practising) Member, Council, HKICPA Member, SMP Committee, HKICPA Assurance Services Director & Leader of Family Office, BDO

Stay tuned for further announcements of events from this series!

Language	Cantonese (supplemented with English for technical terms)
Format	Webinar
Fee (for each session)	HKICPA member or student or IA: HK\$160 Non-member: HK\$360 <i>(A confirmation email will be sent to you when your registration is accepted, which will include a login ID and password for the webinar. You may access the webinar by tablet, smart phone or PC.)</i>
Participants	Partners; Managers; Supervisors
Competency*	Risk Management and Internal Control, Information Technology; Business Planning and Strategy
Sub-competency*	Identifying and managing risks, Risk and security management; Identifying opportunities and threats
Rating*	Intermediate to advanced level
CPD hours (for each session)	1.5

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

About the programme

Measures to protect your organization from cyber threats (Event code: EWEB23092601)

Course outline

With the rapid development of technology, cyber threats are a significant concern for businesses of different scales, and organizations are facing more sophisticated cyber threats than ever before.

While it is crucial for Information Technology departments to enforce the necessary measures, cybersecurity protection is not solely their responsibility. All employees have a significant role to play in safeguarding the organization from cyber threats.

In this webinar, the speaker will cover:

- The latest threats to cybersecurity in the accounting and finance industry
- Practical tips on how to protect the organization against cyber threats without solely relying on technical solutions in order to protect sensitive financial data

Speaker



Mr. Arktos Lam

Cyber Security Manager
Hong Kong Internet Registration Corporation Limited

Mr. Lam is the Cyber Security Manager at Hong Kong Internet Registration Corporation Limited (HKIRC).

He is a veteran in the cybersecurity field with over 10 years of experience in the Asia Pacific in consultancy and implementation. Currently, he is responsible for promoting the importance of cybersecurity to .hk users, raising their awareness of cybersecurity situations and enhancing the overall cyber resilience of Hong Kong against territory-wide cyber-attacks.

About the programme

Opportunities and challenges in family office services (Event code: EWEB23101001)

Course outline

Over the past three years, the pandemic has led many entrepreneurs to develop a new understanding of the importance of wealth protection and family inheritance. As the borders reopened and normal travel resumed, there have been a significant increase in the demand for business restructure, aiming to set up a family office structure. At the same time, the Government of Hong Kong has implemented various policies, such as tax exemption regime, to support the advancement of family office operations. These lead family offices to be one of the hottest topics in Hong Kong currently with numerous potential business opportunities.

With the robust growth in family offices in Hong Kong, CPAs are one of the skilled service providers who can provide the relevant professional services. It is important for CPAs to develop expertise about family office management in order to stand out among numerous competitors in the fields.

To succeed, CPAs must truly understand the client needs, tailor plans to achieve the unique goals and collaborate with other intermediaries such as lawyers, trustees and financial institutes to provide one-stop services to the clients.

In this webinar, the speaker will share the recent trends of business development and some practical experience in providing family office services.

Speaker



Mr. Frank Lam FCPA (practising)

Member
Council, Hong Kong Institute of Certified Public Accountants (“HKICPA”)
Member
Small and Medium Practices Committee, HKICPA
Assurance Services Director & Leader of Family Office
BDO

Frank has over 25 years of audit experience with listed and initial public offering (IPO) clients operating in a variety of industries including manufacturing, retail business, property development, real estate agency, biotechnology, natural resources, media and entertainment, as well as infrastructure and IT industries. He worked for large international accounting firms and had financial management experience in the commercial sector.

Frank has wide-ranging experience in both Hong Kong and Mainland China auditing and accounting standards, and tax regulations as well as provision of financial and family office services to high net worth individuals and entrepreneurs. He also has extensive exposure on IPO and pre-IPO as well as merger & acquisition exercises in Hong Kong, Mainland China, Southeast Asia, Europe and the United States of America.

Frank is a frequent event and course speaker on IPO, accounting and family office-related topics. He also actively serves in professional body organizations.



**To confirm your CPD booking,
 just log on to "My CPA" at
<http://www.hkicpa.org.hk>**

HKICPA Webinar Enrolment Form (For Support Programme)

Finance & Operations Department,
 Hong Kong Institute of CPAs,
37/F, Wu Chung House, 213 Queen's Road East, Hong Kong

Payment & Enrolment Status Enquiry: 2287 7381
 e-mail: enrolment@hkicpa.org.hk

Course Information Enquiry:
 2287 7067
 e-mail: sophialai@hkicpa.org.hk

FOR OFFICE USE

**An email will be sent to you when your registration is accepted, which will include login details to the webinar.
 You can access the webinar by tablet, smart phone or PC.**

No.	Membership		Full Name of Participant(s) (BLOCK Letters)	Company	Email address ⁽²⁾ (Block Letters)	Programme Code	Fee (HK\$)	
	No.	Status ⁽¹⁾						
1								
2								
3								
							Total (HK\$)	

I am unemployed and not working. I am planning to rejoin the workforce.

Contact Person : _____ Telephone No. : _____ E-mail : _____
Contact information is used solely for communication of this particular event, without update to your member profile.

Payment Method (Please tick the appropriate box)

Cheque (no. _____) payable to "Hong Kong Institute of Certified Public Accountants" or "HKICPA" ⁽⁷⁾

BOC HKICPA VISA BOC HKICPA UnionPay card Other VISA / MasterCard

Card Number:																			Card Expiry Date (MM/YY):				
Cardholder's Name (block letters):														Cardholder's Signature:						Date:			

Payment receipt will be sent to your email address provided above once the payment is confirmed.

Disclaimer:

- The opinions expressed by external guest speakers are, by their nature, those of the speakers. They are not necessarily endorsed by the Institute nor do they necessarily reflect the official policies and views of the Institute, its staff or members.
- The Institute takes no responsibility for any loss associated with any person acting or refraining from acting as a result of participation in the event.
- The Institute does not endorse or recommend any products or services that may be mentioned in the event and is not responsible for any loss or damage arising from the use of such products or services. Participants are reminded that there may be a wide range of related products or services available in the market and that they should carry out their own research and obtain independent advice before subscribing to any products or services.

- Notes:**
- Membership Status: **NP** = Non-Practising, **P** = Practising, **IA** = International Affiliate, **S** = Student, **GAA** = GAA Passport holder, **NM** = Non-Member.
 - Confirmation of enrolment will be sent to you via email prior to the date of event, in which you will be given login details to the webinar that are for your exclusive use **ONLY** and you should not share them with anyone. For HKICPA member, you can check your enrolment status at "MyCPA" at www.hkicpa.org.hk. Unsuccessful enrolment will be notified with full refund. In order not to delay the process, please ensure payment is made together with your application. If you do not receive any confirmation email from the Institute, please contact 2287 7508.
 - All applications are on a first-come-first-served basis.
 - Application by email 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 sent to the Institute by email. Please send the completed form to enrolment@hkicpa.org.hk.
 - For credit card payment, the card should be valid with expiry date at least 1 month from the date of event.
 - Please issue **SEPARATE CHEQUE** for each event.
 - In normal circumstances, the event fee is non-refundable or non-transferrable upon receipt of payment by HKICPA. Should the event be cancelled or postponed due to unforeseeable circumstances, refund will be made according to your payment method. For credit card payment, refund will be made directly to your credit card account. For cheque payment, refund will be mailed to your correspondence address.
 - The Institute reserves the right to change the date, speaker or to cancel the event due to unforeseen circumstances.
 - No unauthorized audio or video recording is allowed for the online courses.

Personal Data: Your personal data collected from the enrolment process and administration of courses/events/activities 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. The Institute intends to use the personal data of your name, email address and correspondence address to inform you, where relevant, of 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://mas.hkicpa.org.hk/mycpa/communication/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 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/>.

For payment by cheque, please fill-in your postal address for refund.

Name:	Name:
Address:	Address: