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# 香港華人會計師公會 The Society of Chinese Accountants & Auditors

(在香港註冊成立之有限公司)

(Incorporated in Hong Kong as a company limited by guarantee)



## Virtual Meetings for Directors and Members

Webinar by Sir Seaman Kwok Siu Man KR 5 July 2022 (Tue) @6:30PM

### Virtual Meetings for Directors and Members (Course Code 課程編號: 1422)

#### Highlights: 課程重點:

The guest speaker will be delighted to share his profound knowledge, extensive experience and deep insight in corporate governance (“CG”), company secretarial (“CS”) and regulatory compliance (“RC”) matters with SCAA members, directors, chief executive officers, chief financial officers, legal counsels, company secretaries and those charged with CG functions at a Webinar entitled “Virtual Meetings for Directors and Members”.

Participants can achieve the following after attending the same:

- i/ to familiarize themselves with the definition of “meeting”, the various formats of meetings and the amendments to the laws governing the meetings of directors and members of companies incorporated / registered in Hong Kong and elsewhere;
- ii/ to understand the benefits and major challenges and the ways to achieve the validity and enforceability of virtual meetings, as well as the matters that must be taken into account when convening and holding a proper and valid virtual meeting in compliance with the statutory and regulatory requirements;
- iii/ to take reasonable preventive measures to convene and hold a physical meeting in the wake of COVID-19 if a virtual meeting cannot take place for the time being;
- iv/ to equip the chairperson and the organizer of a virtual meeting with appropriate techniques to run an orderly virtual meeting; and
- v/ to learn that written resolutions of directors and members will be the last resort if no physical or virtual meetings can be held.

#### Speaker: 講者:

#### **Sir Seaman Kwok Siu Man KR (郭兆文黎劭騎士勳賢)**

Sir Seaman Kwok KR (郭兆文黎劭騎士勳賢) is the Founder and Director of SK2 Corporate Services (HK) Limited, a niche service provider rendering quality professional CS services primarily to listed companies and listing applicants in Hong Kong. He is presently partnering with Cheng & Cheng Limited, the largest local CPA firm in Hong Kong. In addition, he is an independent non-executive director of a company listed on the Main Board of The Stock Exchange of Hong Kong Limited (“**Stock Exchange**”), the vice-chairman of a charitable fund and a member of the



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Foundation and the Industrial and Business Leaders' Circle of a university in Hong Kong.

A Chartered Secretary, Chartered Governance Professional, professional accountant, certified tax advisor and a registered financial planner as well as a fellow member of The Hong Kong Institute of Directors, Sir Seaman possesses such other professional qualifications as internal audit, human resource management as well as securities investment, holds a professional diploma in company secretaryship, a bachelor's degree in arts and a post-graduate diploma in laws and has passed the Common Professional (Laws) Examinations of England and Wales.

He has over 30 years' CG, CS, RC, share registration and management experience gained from working with reputable (a) professional corporate services provider as an executive director and the head of corporate secretarial as well as a director of an active share registrar; (b) charitable organisations and conglomerates in Hong Kong (including the Hang Seng Index Constituent and Hang Seng Mid-Cap 50 stock companies) and elsewhere as directors, company secretaries and other senior executives; and (c) leading financial printers with international affiliation as the managing director.

He was a chief examiner as well as the youngest and longest-serving elected council member of The Hong Kong Chartered Governance Institute, was named in the "**International WHO'S WHO of Professionals**" and was conferred a Knight of Rizal of the Philippines. In addition, he was recognized as the "**King of the Outsourced Company Secretary of Listed Companies in Hong Kong**" and was granted an exemption by the Stock Exchange from taking continuing professional development programs for 5 consecutive years from 2012 while acting as the company secretary / a joint company secretary of listed companies in Hong Kong.

Further, he is a popular speaker of other professional bodies, government departments, universities, institutes of vocational education and chambers and has co-authored a number of books on CG and has been influential in making the regulatory authorities in Hong Kong review and amend the Listing Rules in many respects.

**Chairman:**  
主持人：

**Mr. Wilson Kwok**  
*Chairman of SCAA Training Committee*

**Date:**  
日期：

5 July 2022 (Tuesday)  
2022年7月5日(星期二)



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<b>Time:</b> 時間:	6:30pm – 8:30pm 晚上 6:30 - 8:30
<b>Format:</b> 授課形式:	Webinar (Live via zoom) 網絡研討會 (zoom 直播)
<b>Language:</b> 語言:	Cantonese 廣東話
<b>CPD hours:</b> CPD 時數:	2 hours 2 小時
<b>Fee:</b> 費用:	HK\$200 for full member/ affiliate/ members' staff/ student affiliate; HK\$300 for non-member 華師正式會員/ 附屬會員/ 正式會員之僱員/ 學生會員，每位 HK\$200; 非會員，每位 HK\$300

<b>Enrolment:</b> 報名:	<p>Online application is on a first-come, first-served basis. Please click <a href="#">HERE</a> to enroll and settle the payment via PayPal, Credit Card/ FPS<sup>^</sup>/ Cheque**.</p> <p>研討會以先到先得形式於網上報名，請<a href="#">按此</a>報名並以 PayPal、信用卡/ 轉數快<sup>^</sup>/ 支票* 付款。</p> <p><sup>^</sup>轉數快識別碼 FPS Identifier: 101751873 (Please send successful payment image to <a href="mailto:training@scaacpa.org.hk">training@scaacpa.org.hk</a> after making payment.) (付款後請截圖相關資料並電郵至 <a href="mailto:training@scaacpa.org.hk">training@scaacpa.org.hk</a> 供秘書處作記錄。)</p> <p>*本會不設電話留位，報名以收妥支票為準。請完成網上表格連同支票寄回本會秘書處。 **No seat can be reserved through telephone. Enrolment will be processed upon receipt of payment. Please be reminded to complete the online form and send together with your cheque to the Secretariat.</p>
<b>Remarks:</b> 備註:	<p>The link to the zoom webinar will be sent to registered participants via email prior to the webinar. Zoom 研討會連結將於課程舉行前發送至參加者的登記電郵地址。</p>
<b>Enquiry:</b> 查詢:	<p>SCAA Secretariat 華師秘書處 Ms Ally Chan 陳小姐 Tel 電話: 2869 6003 Email 電郵: <a href="mailto:training@scaacpa.org.hk">training@scaacpa.org.hk</a> Facebook: <a href="http://www.facebook.com/scaacpa">www.facebook.com/scaacpa</a></p>

